

INVITATION TO SUBMIT A PROPOSAL FOR REQUIREMENTS OF THE SOUTH AFRICAN BUREAU OF STANDARDS (SABS)

RFP NUMBER: 201530

DESCRIPTION: VIDEO CONFERENCING UPGRADE

COMPULSORY BRIEFING SESSION: 25 October 2024 at 10:00 am

VANUE: SABS Head Office, 1 Dr Lategan Road, Groenkloof,

CLOSING DATE: 05 November 2024 Extended to 08 November 2024

CLOSING TIME: 11:00am

Copyright Notice:

This document contains information that is proprietary and confidential to SABS who has all rights of copyright in it. Any dissemination, distribution, reproduction, or disclosure in any form of the content of this document is forbidden without prior authorisation of SABS. The SABS will strictly enforce its rights against any acts of copyright infringement.

**THE FOLLOWING PARTICULARS MUST BE FURNISHED
(FAILURE TO DO SO MAY RESULT IN YOUR PROPOSAL BEING DISQUALIFIED)**

NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	(CODE)		(NUMBER)	
FACSIMILE NUMBER	(CODE)		(NUMBER)	
CELLPHONE NUMBER				
E-MAIL ADDRESS				
VAT REGISTRATION NUMBER				

NAME OF AUTHORISED PERSON	
SIGNATURE OF BIDDER	
CAPACITY UNDER WHICH THIS BID IS SIGNED	
DATE	

1. Intent

The South African Bureau of Standards (SABS) is inviting experienced and reputable (Suppliers) Bidders to submit proposals for Video conferencing upgrade.

2. Confidentiality

This document may not be used for any purpose by the Bidder other than for developing their response to it, and all reasonable efforts must be taken by the Bidder to ensure confidentiality of any information provided. This document and any other information of a confidential nature provided to the Bidder during the Request for Proposal (RFP) process are to be covered by the non-disclosure agreement signed between the SABS and the Bidder.

3. Procedural compliance

3.1 Intent to respond

An interested Bidder is required to advise the SABS of its intention to submit a proposal by completing and returning the "Intention to Respond" form (Appendix B) no later than **05 November 2024**. Should a party decide not to respond to this RFP, you are requested to continue to treat the information as confidential in perpetuity.

3.2 Responsibility for costs

Under no circumstances shall the SABS accept any responsibility whatsoever for any of the Bidder's costs associated with the preparation and/or submission of its Bid/Proposal, including any costs incurred by the Bidder prior to the signature, by both parties, of an agreement resulting from a successful bid.

3.3 Amendments to the RFP

Amendments to this document shall only be effective if agreed by the SABS and confirmed in a written addendum to the RFP. The SABS reserves the right to modify the scope of this document at any time prior to and after the award of the tender.

3.4 Delivery of proposals or bids

The Bidder is responsible for ensuring that the Bid/Proposal is submitted and delivered on time to Tenders.Prince@sabs.co.za. The SABS undertakes that the Bids/Proposals shall be stored in a secure place, opened at the same time and not before the deadline for submission.

Note: The above email address should only be used for submission of proposals. No clarity seeking questions should be sent to this email address. (see 4.2 below)

3.5 No obligation to proceed

The SABS reserves the right to discontinue the RFP process at any time prior to the formation of the envisaged agreement and will give written reasons for the cancellation upon written request to do so. The SABS, its subsidiaries, shareholders, advisors, directors, employees, representatives including the SABS Representative shall not be liable for any losses, claims or damages of whatsoever nature or howsoever arising that may be sustained by a Bidder or any other person as a result of its participation or any amendment, termination or suspension of the process set out in this RFP or its exclusion from participating in the tender process at any point. It is an express term that SABS shall in no way be liable for any indirect/consequential damages, loss of profits, etc. suffered by the Bidder during the RFP process, award, negotiating and/or contracting phase.

After any cancellation of the tender process or the rejection of all tenders due to non-compliance with the thresholds, SABS may abandon the proposed work and services, have it performed in any other manner, or re-issue a similar invitation to tender at any time.

3.6 No contract

Bidders shall note that this RFP does not commit the SABS to any course of action resulting from the receipt of Bids/Proposals and the SABS may, at its discretion, reject any Bid/Proposal that does not conform to instructions and specifications that are contained herein or select a Bidder based upon its own unique set of criteria. SABS also reserves the right not to select a Bidder/award the tender. The SABS does not become bound by any obligations prior to the signature, by both parties, of an agreement - to be negotiated, resulting from a successful bid.

Nothing in this document shall be construed as a contract between the parties and no communication, whether verbal or written, by the SABS personnel or agents during the course of this process shall create such a contract in respect of the requirements specified in this RFP.

SABS shall not be liable for any fees incurred due to any work done/services performed by the Bidder prior to signature, by both parties, of an agreement resulting from a successful bid.

3.7 Validity of proposals

The proposal shall remain valid for a period of one hundred and twenty (120) days from the submission date, where after such proposal expires. SABS retains the right, but is under no obligation, to request Bidders to extend the validity periods of their proposals, prior to expiry thereof. Such request, if any, shall be in writing. The Bidder is not obliged to extend the validity period.

3.8 Intellectual Property

The Bidder undertakes that the SABS retains ownership of all Intellectual property rights on all material and processes developed that relate to the service provided for and on its behalf by the Bidder. The Bidder undertakes to transfer all said Intellectual Property Rights, whether registered and / or unregistered, to the SABS, including undertaking to sign all forms necessary to affect such transfer.

4. General Instructions

4.1 Assumptions

The SABS has endeavoured to provide sufficient guidance to inform Bidders' Bids/Proposals. However, it may be necessary to make some assumptions. Where assumptions have been made these must be documented in the Bid/Proposal. The SABS accepts no responsibility for assumptions made by the Bidder.

4.2 Requests for clarification/additional information

Requests for additional information, questions or issues fundamental to the quality or clarity of the response should be submitted using the 'Request for Proposal Enquiry' (Appendix N). Additional information will be provided at the discretion of the SABS. The SABS also reserves the right to provide the same information to all other interested Bidders.

4.3 Contact information

All enquiries regarding this RFP must be e-mailed to prince.hlongwane@sabs.co.za. Bidders must not contact any other SABS personnel regarding this RFP as this may lead to disqualification of the bid. Also note that any canvassing by Bidders regarding this RFP will result in disqualification.

4.4 Timescale

The proposed timescales for the RFP process are indicated below.

Item	Milestone	Date
1	Date of RFP advertisement	14 October 2024
2	Appendix C, Non-disclosure Agreement /Confidentiality Undertaking signed and submitted	08 November 2024
3	Appendix B, Intention to respond released and submitted	08 November 2024
4	Final Date for Bidders to submit consolidated requests for clarification (Questions) Questions to be send to Prince.Hlongwane@sabs.co.za	25 October 2024
5	SABS clarification. (Not further clarification after this date)	25 October 2024
6	Proposal Submission Date Proposals to be send to Tenders.prince@sabs.co.za	05 November 2024 Extended to 08 November 2024
7	Evaluation of proposals	08 – 19 November 2024
8	Presentations/Demonstrations	TBA
9	Awarding of Tender (Next TC seating)	TBA

4.5 Management summary

This section should be submitted as a separate document. The information to be provided in the Management Summary shall include, but not be limited to the following items

- Company profile
- Completed 'Statement of compliance' (Appendix K)

4.6 Presentations

The SABS reserve the right to request bidders to present for clarification.

4.7 Clarification and inspections

The SABS may submit clarification in writing on specific tender aspects to obtain a better understanding of the received bid/s. This may also include possible inspections of the Bidder's premises at an agreed upon date and time.

4.8 Submitting a response

4.8.1 Due date

- Proposals/ Bids are to be submitted by closing date and time as stipulated on page 1.
- Proposals/ Bids must be submitted **electronically** to Tenders.prince@sabs.co.za indicating the tender **reference number** and **description on the subject**. **Maximum size must be 14MB**.
- Proposals/ Bids must be submitted on **PDF Files** (compressed zipped folder if necessary).
- Proposals/Bids submitted **via a link and/or "we transfer" will not be accepted**.

- The responsibility for on-time submission rests entirely with the Bidders.
- **Late submissions will NOT be accepted.**
- **The above email address should only be used for submission of proposals. No clarity seeking questions should be send to this email address.**

4.8.2 Proposal format

Each proposal shall include a detailed description of the Bidder's capabilities with regard to the requirements set out in **Appendix A and Section 5.3** of the Mandatory Evaluation.

4.8.3 Central Supplier Database (CSD) Registration

Service providers and suppliers who wish to render services to SABS will no longer register at SABS directly. Suppliers will have to register on National Treasury Central Supplier Database (CSD) as per National Circular No 3 of 2015/6 – Central Supplier Database; National Treasury will maintain the database for all suppliers for Government and its institutions; and All existing and prospective suppliers are requested to register on the CSD by accessing the National Treasury website at www.CSD.gov.za.

5. Evaluation

5.1 Returnable documents

Bidders must provide the following administrative compliance documents.

[TICK APPLICABLE BOX]

NO	APPENDIX	TICK
1	Appendix A Tender Requirements/ Scope of Work	
2	Appendix B Intention to Respond	
3	Appendix C SBD 4 Bidder's Disclosure	
4	Appendix D Signed Non-disclosure agreement	
5	Appendix E SBD 6.1 Preference points claim form in terms of the Preferential procurement Regulation 2022	
6	Appendix F Signed SABS Terms & Conditions	
7	Appendix G CSD Report / Proof of banking details for international suppliers	
8	Appendix H BBBEE/ Sworn affidavit	
9	Annexure I Quotation/ Fixed Rate	
10	Appendix J Management Summary (including Statement of Compliance)	
11	Appendix K Statement of Compliance	
12	Appendix L Page 2 of the RFP Document	
13	Appendix M Audited Financial Statements	
14	Appendix N Request for Proposal Enquiry	

5.2 Disqualifying criteria is as follows:

- Bidders who do not meet all the requirements as specified on the RFP document scope of work will not be evaluated any further.
- Bidders whose solution is encumbered by any Intellectual Property rights, whether registered and / or unregistered, including but not limited to Copyrights, Patents, Know-How, Registered Designs, Trademarks, Trade Secrets and the like, will not be considered for award of the bid.
- Bidders who make a misrepresentation on the above 2 points or any other material fact.

5.3 Tender Evaluation Process

5.3.1. Mandatory requirements

- The bidder must be an accredited partner/ reseller of the proposed product – A valid OEM letter indicating such a partnership or ownership for the proposed product must be submitted.

Bidders who met the mandatory requirements will be evaluated further on functionality.

5.3.2. Evaluation on Functionality

no.	Selection Criteria	sub criteria	Sub weight	Weight
	Values:0 = very poor, 1 = poor; 2 = Average; 3 = Good; 4 = Very Good; 5 = Excellent			
1	Methodology with a detailed project plan			30%
	Bidders should have the capacity and resources to carry out proposed work according to the timelines proposed (please indicate a project plan on how the scope of work will be addressed) Describe the proposed staffing of the team member that will provide the service, including experience and qualifications of members. Demonstrate how your organization is prepared to respond promptly to problems or issues which may occur	No project plan	0	
		Project plan	1	
		Project plan align to propose staffing of the team members	2	
		Project plan align to propose staffing of the team members and identifying project risk	3	
		Project plan align to propose staffing of the team members and identifying project risk with mitigation measures	4	
		Project plan align to timelines, align to propose staffing of the team members and identifying project risk with mitigation measures.	5	
2	Resources			30%
	Bidders must provide details of key personnel with a comprehensive CV indicating qualifications and experience, should include details on pervious work	Technical lead only 0	0	

	carried out by the applicable staff member, including ongoing assignments indicating capability and capacity to undertake the projects in relation to the scope of work, demonstrated clearly on CVs: All personnel to have a relevant experience and qualifications as highlighted below. • Technical/Team Lead must have eight (8) years or more experience of Installation of Audio and Video Conferencing Equipment. • Project Manager must have five (5) years or more experience and AgilePM/Certified Associate Project Management (CAPM)/Project Management Professional (PMP) certification or equivalent.	Technical lead and Project Manager	1	
		Technical lead and Project Manager plus two team members	2	
		Technical lead and Project Manager plus three team members	3	
		Technical lead and Project Manager plus four team members	4	
		Technical lead and Project Manager plus five team members and more	5	
3	Experience and Track record			40%
	Provide contactable reference from other clients (not older than 7 years), where Audio & Video Conferencing implementation services were successfully rendered. The reference should include the following: • Brief description of services rendered, • Duration of contract, • Company address and contact details.	less than 1 Reference Clients	0	
		1-3 Reference Clients	1	
		4 Reference Clients	2	
		5 Reference Clients	3	
		6 Reference Clients	4	
		7 Reference Clients	5	
	Minimum threshold is 75%			100%

Bidders who meet the minimum threshold of 75% on functionality will be evaluated further 80/20 preference points system of 2022.

5.4 Preferential point system – Pricing and SPECIFIC GOAL

Only Bidders who submitted quotations as per scope of work and met mandatory requirements will be evaluated further on 80/20 preference points system of 2022. (Pricing and **SPECIFIC GOAL**)

6. Feedback on Proposals

Once the recommendation to the Bid Adjudication Committee has been approved, the successful and unsuccessful bidder(s) will be notified in writing. Successful bidder/s will be issued with a notification letter. Such notification does not constitute an agreement. The award is wholly subject to the successful Bidder entering into a duly signed contract with SABS.

7. Contracting

Successful bidder(s) will be required to enter a contract with the SABS. A formal Agreement will be signed with the successful bidder and SABS further reserves the right to amend, alter or delete clauses relating to, but not limited to insurance, indemnity, undertaking, guarantees, Intellectual Property, service levels and / or tax compliance.

SABS shall not be liable for any costs expended by the bidder prior to any formal agreement being signed. **It is therefore imperative that NO SERVICES are rendered prior to the formal agreement becoming effective.**

Appendix A – Scope of Work

Description of Services/Scope of Work

The South African Bureau of Standards (SABS) aims to procure and contract the services of a service provider for the supply, installation, configuration, and support & maintenance of robust, reliable, scalable, and integrated audio and video conferencing (AVC) facilities within various boardrooms and meeting rooms at the South African Bureau of Standards (SABS) Head Office.

As per the project lifecycle, the contracted service provider shall provide the following services to the South African Bureau of Standards (SABS) to ensure the successful implementation and operation of audio and video conferencing (AVC) facilities within the various SABS boardrooms and meeting rooms by the 31st March 2024:

i. Boardroom Evaluations and Assessments

Prior to the commencement of the project execution (i.e., installation work) for the audio and video conferencing (AVC) facilities within the designated SABS boardrooms and meeting rooms, the contracted service provider shall conduct a comprehensive boardroom evaluation and assessment on all the affected boardrooms and meeting rooms.

The purpose of these evaluations and assessments is to evaluate the structural feasibility of installing the audio and video conferencing (AVC) equipment and ensure that the boardrooms meet the necessary requirements for successful implementation. Furthermore, this assessment aims to identify any potential gaps or limitations in the existing boardroom setup that may hinder successful audio and video conferencing. This assessment may involve evaluating the existing networking infrastructure, lighting conditions, acoustics, and overall room layout. The goal is to ensure that the boardroom environment is fully optimized for clear and seamless audio and video conferencing experiences.

The assessment will also help determine the most suitable design for installing audio and video conferencing equipment and peripherals within the boardrooms and meeting areas. This includes selecting the appropriate cameras, microphones, speakers, and displays that will provide high-quality audio and video during virtual meetings. Factors such as room size, and seating arrangements will influence the choice of peripherals and their optimal placement.

ii. Acquisition of Hardware Equipment and Software Tools

The contracted service provider shall be responsible for acquiring the complete audio and video conferencing (AVC) facilities (hardware and software) from Original Equipment Manufacturers (OEMs). The service provider is permitted to procure the necessary equipment from multiple OEMs, provided that the service provider extends full support for the integrated unit's operations throughout the entire contract period. Furthermore, the service provider must submit evidence from the respective OEMs involved in the contract, clearly stating three (3) year back-to-back OEM support, including an after-sales maintenance service plan and warranty for all newly acquired equipment. All required licenses and software must be included.

It is important that the service provider acquires hardware components that are certified for Microsoft Teams integration.

iii. Removal of Existing Audio and Video Conferencing Equipment

Included within the scope of work is the requirement for the appointed service provider to possess the necessary skills for the safe removal of the existing audio and video conferencing equipment. The service provider must ensure that the removal process is carried out with exceptional care, minimizing any risk of damage to the equipment, as it may be salvaged and repurposed for future use.

iv. Installation of Audio and Video Conferencing Equipment

The contracted service provider shall supply and install the audio and video conferencing (AVC) equipment consisting of compatible devices and peripherals that would ensure a fully operational audio and video conferencing solution equipped with, namely: (a) high-definition video cameras with wide-angle lens capable of capturing clear video of the entire meeting room and support remote participant visibility, (b) quality microphones to ensure clear audio capture for all participants, (c) large display screens with high resolution and appropriate size to ensure clear content visibility, (d) ceiling or wall-mounted speaker system for audio playback, (e) projectors and projector screens, (f) BYOD peripherals, and (g) integration with existing SABS network equipment.

The contracted service provider will be responsible for providing all the tools, equipment, and consumables required for successful installation and configuration of hardware and software for successful implementation of solution at all locations.

In conjunction to the aforementioned, the contracted service provider shall supply an audio and video conferencing (AVC) software platform that interfaces with the hardware which is:

- Capable of seamlessly integrating with Microsoft Teams, ZOOM, Cisco Jabber, and WebEx platforms.
- Where required, utilizes Microsoft Teams Rooms systems for integration. Ensuring seamless integration with Office 365 to provide a consistent user experience.
- Where required, set up meeting room accounts in Office 365 for scheduling and managing meetings.
- Capable of hosting and managing video conferences with a user-friendly interface.
- Supports multiple concurrent video conferences.
- Secure and encrypted communication channels to protect sensitive information.
- Compatibility with common operating systems and mobile platforms.
- Multiple wireless screens sharing functionality to facilitate presentations and collaborative work.
- Ability for the camera to spotlight the current speaker in the boardroom.
- Ability to show availability of the audio and video conferencing facilities and make bookings electronically.
- Recording and playback capabilities for future reference and documentation.
- Screen sharing functionality to facilitate presentations and collaborative work.
- Chat functionality for text-based communication during video conferences.
- Login/logout functionality to ensure security.
- Compatible with Microsoft Windows 10, Android, and iOS latest versions.

iv. Hardware and Software Configuration of Audio and Video Conferencing (AVC) Equipment

The contracted service provider will be responsible for configuring all hardware and software components of an audio and video conferencing (AVC) facilities. This includes setting up and fine-tuning all peripherals and related accessories which include (but are not limited to) the video cameras, lenses, microphones, display screens, ceiling or wall-mounted speaker system, and appropriate lighting setup (if necessary). Furthermore, the service provider will handle system configurations for the software platform that interfaces with the hardware, ensuring seamless integration and optimal functionality of the entire audio and video conferencing system. Install and configure Microsoft Teams software settings on the AVC hardware ensuring optimized performance and ensure compatibility with Office 365. The service provider shall ensure that the security settings are aligned with SABs's ICT policies and Office 365 security guidelines.

v. MS Teams Rooms Implementation & Licensing

The contracted service provider shall, where necessary, implement solutions involving the deployment of Microsoft Teams Rooms. In this instance, the South African Bureau of Standards shall be responsible for all licensing-related obligations including the procurement, management, and renewal of necessary licenses to enable the functionality of MS Teams Rooms. Additionally, the South African Bureau of Standard shall ensure that licenses are up-to-date and comply with Microsoft's licensing policies and requirements for MS Teams Rooms.

The contracted service provider shall be responsible for all technical configurations related to MS Teams Rooms including the setup, configuration, and any necessary customization of the MS Teams Rooms environment in accordance with the specifications provided. Additionally, the contracted service provider shall provide support for troubleshooting and optimizing the MS Teams Rooms setup as required.

The contracted service provider shall be

vi. Training & Support

The contracted service provider shall offer comprehensive on-site training to SABS ICT & Knowledge Management Service Desk & End User Support. This training will encompass the operation, maintenance, and troubleshooting of the centralized wireless audio and video conferencing facilities, as well as the usage of the audio and video conferencing software platform. The aim is to ensure that the ICT & Knowledge Management Service Desk & End User Support contingent possesses the necessary skills and knowledge to effectively utilize and manage the audio and video conferencing system within the SABS. The contracted service provide shall supply detailed documentation on the setup, configuration, and troubleshooting of the AVC hardware and software.

vii. Support and Maintenance for a Period of Three (3) Years.

An agreement will be entered into by the South African Bureau of Standards (SABS) and contracted service provider with the following activities and not limited to:

- General preventative maintenance services should be maintained on quarterly and annual (normal) basis during the contract and warranty period. Preventive maintenance will include replacement of worn-out equipment, checking diagnostics etc. In case equipment is taken away for repairs, the contracted service provider shall provide standby equipment (of equivalent configuration or higher), as to ensure that the work of the SABS is not affected.
- The service provider shall provide support services to the organization and ensure that audio and video conferencing equipment is fully operational at all times and/or functional.
- Service provider shall ensure after-sales support and maintenance of the complete system. The service provider is to ensure that the OEM support service for AVC equipment in the proposed solution is available for the entire contract period. In case of any support/software/equipment issue, the service provider shall not only inform the SABS beforehand but shall also provide replacement equipment of same/advanced model at no additional cost to the SABS.
- The service provider shall provide regular updates/upgrades/patches released by the OEM during the entire contract period and shall provide documentation detailing all changes in the solution and/or hardware to the SABS. If required, service provider is required to provide additional training to the SABS ICT & Knowledge Management Service Desk & End User Support contingent of all the changes made in the solution at no additional cost to the SABS during the contract period.
- Continuously monitor the performance of the AVC hardware to ensure it meets the required

standards and address any integration issues promptly.

- Establish a feedback mechanism for users to report any issues or improvements needed for the AVC system.

The aforementioned scope of work shall be delivered in a phased approach, encompassing the following boardrooms located within the SABS Head Office:

Phase One (1)				
Meeting Room	Location	Sitting Capacity	Setup Style	Dimensions
Executive Boardroom – A801E	SABS Head Office, Block A, 8 th Floor	12 persons	Boardroom	52 m ²
Ilizwe	SABS Head Office, Block A, 3 rd Floor	30 persons*	Boardroom	152 m ² (combined)
Mzansi		30 persons*	Boardroom	
Shandu		20 persons	Boardroom	37.84 m ²

*Ilizwe and Mzansi boardrooms can be joined together and accommodate a total of 60 persons.

Phase Two (2)				
Meeting Room	Location	Sitting Capacity	Setup Style	Dimensions
SABS Cafeteria Hall	SABS Head Office, Block A, Ground Floor	100 persons	Cafeteria Hall	122 m
Imbizo	SABS Head Office, Block A, 3 rd Floor	25 persons	Boardroom	52 m ²
Saligana	SABS Head Office, Block A, 8 th Floor	12 persons	Boardroom	49 m ²
Acacia	SABS Head Office, Block A, 8 th Floor	36 persons	Auditorium	49 m ²
Office of the CEO	SABS Head Office, Block A, 8 th Floor	9 persons	Boardroom	50 m ²

Phase Three (3)				
Meeting Room	Location	Sitting Capacity	Setup Style	Dimensions
Imvelo	SABS Head Office, Block A, 3 rd Floor	14 persons	Boardroom	43 m ²
Kopanong		31 persons	Boardroom	58 m ²
Bambanani		39 persons	Boardroom	87 m ²
Lebone		11 persons	Boardroom	28 m ²
Shandu		20 persons	Boardroom	
Patula		10 persons	Boardroom	45 m ²

Technical Requirements:

Images of the following venues can be accessed at: [SABS Conference Rooms & Cafeteria Hall](#)

Venue	Cafeteria Hall
Overview (Requirements)	- Ceiling-mounted projectors and 123" project screens will be installed and used to display all content in the room. - PTZ Cameras will be installed and utilized during local and BYOD meetings. - Presentations can be shared using either wireless casting, a wireless presentation dongle, or a USB-C cable. - BYOD meetings can be started from a laptop using the wireless presentation mechanisms or USB-C cable. Additionally, utilizing the aforementioned mechanisms will give the user access to any in-room systems. - Loudspeakers will be installed and used for audio playback during local and BYOD meetings. - Touch panel will be used to control all room functionality, including switching the system on/off, volume control, video switching, camera control, etc.
Business Requirement ID	Business Requirements
Display	
BRS001	4 x 1080p Laser Projector
BRS002	4 x Extra Heavy Duty Projector Ceiling Mount Bracket
BRS003	4 x 123" 16:10 Ratio Motorised White Screen with IR Control & 12V Trigger, 2, 656 x 1,660mm
Video Conferencing	
BRS004	3 x PTZ Camera
BRS005	Wireless Dongle for Wireless Conferencing
BRS006	BYOD Extender for MS Teams Rooms
BRS007	Control Panel
BRS008	AVHub
BRS009	MiniPC
BRS010	Touch Panel
BRS011	USB Pan-Tilt 4K Dual Intelligent Camera
Audio	
BRS012	Audio Four Channel Class-D Amplifier, RMS 4x120W, 100V & 8 Ohm, 1U

BRS013	16 x Audio 6.5" 2-Way Ceiling Speaker with ABS Cover, 40/20/10/5W/8 Ohm, 100V, with ABS back can
BRS014	8x8 Dante DSP with 8x8 Analog in and out
BRS015	8 Port POE Switch
BRS016	Wireless Handheld Microphone System
BRS017	Wireless Belt Pack Microphone System
BRS018	Dual Earset with Cardoid Condenser Microphone and Multi Adapters 1 Control
Control	
BRS019	8" in-wall ReAX IP Touch panel control system (black)
BRS020	IP Control processor with additional control ports
Switching	
BRS021	4 x Design Mini Converter - HDMI to SDI 6G
BRS022	4 x Design Mini Converter - SDI 6G to HDMI
BRS023	HDMI and USB Wallplate
Rack	
BRS024	18U SINGLE SEC 600X450MM, 1FAN,1 SHELF, FLAT PACK

Venue	Patula
Overview (Requirements)	- Ceiling-mounted projector and 123" project screen will be installed and used to display all content in the room. - Presentations can be shared using either wireless casting, a wireless presentation dongle, or a USB-C cable. - Loudspeakers will be installed and used for audio playback during local and BYOD meetings. - Device remote controls will be used to control the solution
Business Requirement ID	Business Requirements
Display	
BRS025	1080p Laser Projector
BRS026	Extra Heavy Duty Projector Ceiling Mount Bracket

BRS027	123" 16:10 Ratio Motorised White Screen with IR Control & 12V Trigger, 2, 656 x 1,660mm
--------	---

Venue	Saligana
Overview (Requirements)	- Ceiling-mounted projector and 123" project screen will be installed and used to display all content in the room. - Presentations can be shared using either wireless casting, a wireless presentation dongle, or a USB-C cable. - Loudspeakers will be installed and used for audio playback during local and BYOD meetings. - Device remote controls will be used to control the solution.
Business Requirement ID	Business Requirements
Display	
BRS028	1080p Laser Projector
BRS029	Extra Heavy Duty Projector Ceiling Mount Bracket
BRS030	123" 16:10 Ratio Motorised White Screen with IR Control & 12V Trigger, 2, 656 x 1,660mm

Venue	Acacia
Overview (Requirements)	- Ceiling-mounted projector, 150" project screen, and wall mounted 55" displays will be installed and used to display all content in the room. - PTZ Cameras will be installed and utilized during local, MS Teams and BYOD meetings. - Presentations can be shared using either wireless casting, a wireless presentation dongle, or a USB-C cable. - An array of ceiling-mounted microphones will be used for voice capture during BYOD and MS Teams meetings. - BYOD meetings can be started from a laptop using the wireless presentation mechanisms or USB-C cable. Additionally, utilizing the aforementioned mechanisms will give the user access to any in-room systems. - Ceiling-mounted loudspeakers will be installed and used for audio playback during local and BYOD meetings.

	Touch panel will be used to control all room functionality, including switching the system on/off, volume control, video switching, camera control, etc.
Business Requirement ID	Business Requirements
Display	
BRS031	1080p Laser Projector
BRS032	Extra Heavy Duty Projector Ceiling Mount Bracket
BRS033	150" 16:10 Ratio Motorised White Screen with IR Control & 12V Trigger, 2, 656 x 1,660mm
BRS034	2 x 55" Professional Display – 4K UHD, 24/7 usage, 500 NIT Brightness, SOC Media Player: SSSP 10
BRS035	2 x Display Wall Mounted Bracket
Video Conferencing	
BRS036	3 x PTZ Camera
BRS037	2 x Wireless Dongle for Wireless Conferencing
BRS038	BYOD Extender for MS Teams Rooms
BRS039	Control Panel
BRS040	AVHub
BRS041	MiniPC
BRS042	Touch Panel
Audio	
BRS043	Audio Four Channel Class-D Amplifier, RMS 4x120W, 100V & 8 Ohm, 1U
BRS042	6 x Audio 6.5" 2-Way Ceiling Speaker with ABS Cover, 40/20/10/5W/8 Ohm, 100V, with ABS back can
BRS043	8x8 Dante DSP with 8x8 Analog in and out
BRS044	8 Port POE Switch
BRS045	Wireless Handheld Microphone System
BRS046	Wireless Belt Pack Microphone System
BRS047	Dual Earset with Cardoid Condenser Microphone and Multi Adapters 1 Control
Control	

BRS048	8" in-wall ReAX IP Touch panel control system (black)
BRS049	IP Control processor with additional control ports
Switching	
BRS050	4 x Design Mini Converter - HDMI to SDI 6G
BRS051	4 x Design Mini Converter - SDI 6G to HDMI
BRS052	Popup with Pull Through Cable
Rack	
BRS053	12U SINGLE SEC 600X450MM, 1FAN,1 SHELF, FLAT PACK

Venue	Executive Boardroom - A801E
Overview (Requirements)	- Wall-mounted 55" displays will be installed and used to display all content in the room. - PTZ Camera will be installed and utilized during local, MS Teams and BYOD meetings. - Presentations can be shared using either wireless casting, a wireless presentation dongle, or a USB-C cable. - An array of wireless tabletop microphones will be used for voice capture during BYOD and MS Teams meetings. - BYOD meetings can be started from a laptop using the wireless presentation mechanisms or USB-C cable. Additionally, utilizing the aforementioned mechanisms will give the user access to any in-room systems. - Ceiling-mounted loudspeakers will be installed and used for audio playback during local and BYOD meetings. - Touch panel will be used to control all room functionality, including switching the system on/off, volume control, video switching, camera control, etc.
Business Requirement ID	Business Requirements
Display	
BRS052	2 x 55" Professional Display – AK UHD, 16/7 Usage, 500NIT Brightness, SOC Media Player: SSSP 10
BRS053	2 x Extra Heavy-Duty Display Wall Mount Bracket

Video Conferencing	
BRS036	PTZ Camera
BRS037	Wireless Dongle for Wireless Conferencing
BRS038	BYOD Extender for MS Teams Rooms
BRS039	Control Panel
BRS040	PoE Switch
BRS041	MiniPC
BRS042	Touch Panel
BRS043	Soundbar
BRS044	4 x Wired Table Microphone
Control	
BRS045	4" 1:1 aspect ratio wall mount ReAX touch panel control system with serial, relays, I/O, IR, and Ethernet control ports (black)
BRS046	8 Port PoE Switch
Switching	
BRS047	Popup with Pull Through Cable
Rack	
BRS048	6U SINGLE SEC 600X450MM, 1FAN,1 SHELF, FLAT PACK

Venue	Bambanani
Overview (Requirements)	- Ceiling-mounted projector, and wall-mounted 55" displays will be installed and used to display all content in the room. - Presentations can be shared using either wireless casting, a wireless presentation dongle, or a USB-C cable. - BYOD meetings can be started from a laptop using the wireless presentation mechanisms or USB-C cable. Additionally, utilizing the aforementioned mechanisms will give the user access to any in-room systems. - Device remote controls will be used to control the solution.
Business Requirement ID	Business Requirements
Display	

BRS049	2 x 1080p Laser Projector
BRS050	2x Extra Heavy Duty Projector Ceiling Mount Bracket
BRS051	2 x 123" 16:10 Ratio Motorised White Screen with IR Control & 12V Trigger, 2, 656 x 1,660mm
BRS052	4 x 55" Professional Display – AK UHD, 16/7 Usage, 500NIT Brightness, SOC Media Player: SSSP 10
BRS053	4 x Extra Heavy Duty Display Wall Mount Bracket
Switching	
BRS054	Popup with Pull Through Cable

Venue	Shandu
Overview (Requirements)	• Ceiling-mounted projectors, projector screens will be installed and used to display all content in the room. • PTZ camera will be installed and utilized during local, MS Teams and BYOD meetings. • Presentations can be shared using either wireless casting, a wireless presentation dongle, or a USB-C cable. • An array of microphones will be used for voice capture during BYOD and MS Teams meetings. • BYOD meetings can be started from a laptop using the wireless presentation mechanisms or USB-C cable. Additionally, utilizing the aforementioned mechanisms will give the user access to any in-room systems. • Ceiling-mounted loudspeakers will be installed and used for audio playback during local and BYOD meetings. • Touch panel will be used to control all room functionality, including switching the system on/off, volume control, video switching, camera control, etc.
Business Requirement ID	Business Requirements
Display	
BRS055	1080p Laser Projector
BRS056	Extra Heavy Duty Projector Ceiling Mount Bracket

BRS057	123" 16:10 Ratio Motorised White Screen with IR Control & 12V Trigger, 2, 656 x 1,660mm
Video Conferencing	
BRS058	PTZ Camera
BRS059	AVHub
BRS060	Wireless Dongle for Wireless Conferencing
BRS061	BYOD Extender for MS Teams Rooms
BRS062	Control Panel
BRS063	PoE Switch
BRS064	MiniPC
BRS065	Touch Panel
BRS066	Room Sensor
Audio	
BRS067	Audio Four Channel Class-D Amplifier, RMS 4x120W, 100V & 8 Ohm, 1U
BRS068	4 x Audio 6.5" 2-Way in Ceiling Speaker with ABS Cover, 40/20/10/5W/8 Ohm, 100V, with ABS back can
BRS069	8x8 Dante DSP with 8x8 Analog in and out
BRS070	8 Port PoE Switch
BRS071	Wireless Ceiling Microphone
BRS072	Dual Earset with Cardoid Condenser Microphone and Multi Adapters 1 Control
Control	
BRS073	4" 1:1 aspect ratio wall mount ReAX touch panel control system with serial, relays, I/O, IR, and Ethernet control ports (black)
BRS074	IP Control Processor with Additional Control Ports
Switching	
BRS075	Mini Converter – SDI 6G to HDMI
BRS076	Mini Converter – HDMI to SDI 6G
BRS077	FULL 4k 4:4:4 HDR 60Hz 4x4 HDMI true 4K matrix switcher, with HDMI 2.0 and HDCP 2.2.
BRS078	HDMI and USB Wall Plate
Rack	
BRS079	18U SINGLE SEC 600X450MM, 1FAN,1 SHELF, FLAT PACK

Venue	Mzansi/Ilizwe
Overview (Requirements)	• Ceiling-mounted projectors, 123” projector screens, and wall-mounted 55” displays will be installed and used to display all content in the room. • PTZ camera will be installed and utilized during local, MS Teams and BYOD meetings. • Presentations can be shared using either wireless casting, a wireless presentation dongle, or a USB-C cable. • An array of microphones will be used for voice capture during BYOD and MS Teams meetings. • BYOD meetings can be started from a laptop using the wireless presentation mechanisms or USB-C cable. Additionally, utilizing the aforementioned mechanisms will give the user access to any in-room systems. • Ceiling-mounted loudspeakers will be installed and used for audio playback during local and BYOD meetings. • Touch panel will be used to control all room functionality, including switching the system on/off, volume control, video switching, camera control, etc.
Business Requirement ID	Business Requirements
Display	
BRS086	2 x 1080p Laser Projector
BRS087	2 x Extra Heavy-Duty Projector Ceiling Mount Bracket
BRS088	2x 123” 16:10 Ratio Motorised White Screen with IR Control & 12V Trigger, 2, 656 x 1,660mm
BRS089	6 x 55” Professional Display – AK UHD, 16/7 Usage, 500NIT Brightness, SOC Media Player: SSSP 10
BRS090	6 x Extra Heavy-Duty Display Wall Mount Bracket
Video Conferencing	
BRS091	2 x PTZ Camera
BRS092	2 x AVHub
BRS093	2 x Wireless Dongle for Wireless Conferencing
BRS094	BYOD Extender for MS Teams Rooms

BRS095	Control Panel
BRS096	PoE Switch
BRS097	MiniPC
BRS098	Touch Panel
BRS099	Room Sensor
Audio	
BRS100	Audio Four Channel Class-D Amplifier, RMS 4x120W, 100V & 8 Ohm, 1U
BRS101	6 x Audio 6.5" 2-Way in Ceiling Speaker with ABS Cover, 40/20/10/5W/8 Ohm, 100V, with ABS back can
BRS102	8x8 Dante DSP with 8x8 Analog in and out
BRS103	8 Port PoE Switch
	Wireless Ceiling Microphone
BRS104	Dual Earset with Cardoid Condenser Microphone and Multi Adapters 1 Control
Control	
BRS105	4" 1:1 aspect ratio wall mount ReAX touch panel control system with serial, relays, I/O, IR, and Ethernet control ports (black)
BRS106	IP Control Processor with Additional Control Ports
Switching	
BRS107	Mini Converter – SDI 6G to HDMI
BRS108	Mini Converter – HDMI to SDI 6G
BRS109	FULL 4k 4:4:4 HDR 60Hz 4x4 HDMI true 4K matrix switcher, with HDMI 2.0 and HDCP 2.2.
BRS110	HDMI and USB Wall Plate
Rack	
BRS111	18U SINGLE SEC 600X450MM, 1FAN,1 SHELF, FLAT PACK

Venue	Kopanong
Overview (Requirements)	- Ceiling-mounted projectors, projector screens, and wall-mounted 55" displays will be installed and used to display all content in the room. - PTZ camera will be installed and utilized during local, MS Teams and BYOD meetings.

	• Presentations can be shared using either wireless casting, a wireless presentation dongle, or a USB-C cable. • An array of microphones will be used for voice capture during BYOD and MS Teams meetings. • BYOD meetings can be started from a laptop using the wireless presentation mechanisms or USB-C cable. Additionally, utilizing the aforementioned mechanisms will give the user access to any in-room systems. • Ceiling-mounted loudspeakers will be installed and used for audio playback during local and BYOD meetings. • Touch panel will be used to control all room functionality, including switching the system on/off, volume control, video switching, camera control, etc.
Business Requirement ID	Business Requirements
Display	
BRS112	1080p Laser Projector
BRS113	Extra Heavy Duty Projector Ceiling Mount Bracket
BRS114	123" 16:10 Ratio Motorised White Screen with IR Control & 12V Trigger, 2, 656 x 1,660mm
BRS115	2 x 55" Professional Display – AK UHD, 16/7 Usage, 500NIT Brightness, SOC Media Player: SSSP 10
BRS116	6 x Extra Heavy-Duty Display Wall Mount Bracket
Video Conferencing	
BRS117	2 x PTZ Camera
BRS118	AVHub
BRS119	2 x Wireless Dongle for Wireless Conferencing
BRS120	BYOD Extender for MS Teams Rooms
BRS121	Control Panel
BRS122	PoE Switch
BRS123	MiniPC
BRS124	Touch Panel
BRS125	Room Sensor

Audio	
BRS126	Audio Four Channel Class-D Amplifier, RMS 4×120W, 100V & 8 Ohm, 1U
BRS127	4 x Audio 6.5" 2-Way In Ceiling Speaker with ABS Cover, 40/20/10/5W/8 Ohm, 100V, with ABS back can
BRS128	8x8 Dante DSP with 8x8 Analog in and out
BRS129	8 Port PoE Switch
BRS130	Wireless Ceiling Microphone
BRS131	Dual Earset with Cardoid Condenser Microphone and Multi Adapters 1 Control
Control	
BRS132	4" 1:1 aspect ratio wall mount ReAX touch panel control system with serial, relays, I/O, IR, and Ethernet control ports (black)
BRS133	IP Control Processor with Additional Control Ports
Switching	
BRS134	Mini Converter – SDI 6G to HDMI
BRS135	Mini Converter – HDMI to SDI 6G
BRS136	FULL 4k 4:4:4 HDR 60Hz 4x4 HDMI true 4K matrix switcher, with HDMI 2.0 and HDCP 2.2.
BRS137	HDMI and USB Wall Plate
Rack	
BRS138	18U SINGLE SEC 600X450MM, 1FAN,1 SHELF, FLAT PACK

Venue	Office of the CEO
Overview (Requirements)	- Wall-mounted 55" displays will be installed and used to display all content in the room. - PTZ Camera will be installed and utilized during local, MS Teams and BYOD meetings. - Presentations can be shared using either wireless casting, a wireless presentation dongle, or a USB-C cable. - An array of wireless tabletop microphones will be used for voice capture during BYOD and MS Teams meetings. - BYOD meetings can be started from a laptop using the wireless presentation mechanisms or USB-C cable. Additionally, utilizing the aforementioned mechanisms will give the user access to any in-room systems.

	- Ceiling-mounted loudspeakers will be installed and used for audio playback during local and BYOD meetings. - Touch panel will be used to control all room functionality, including switching the system on/off, volume control, video switching, camera control, etc.
Business Requirement ID	Business Requirements
Display	
BRS139	55" Professional Display – AK UHD, 16/7 Usage, 500NIT Brightness, SOC Media Player: SSSP 10
BRS140	Extra Heavy Duty Display Wall Mount Bracket
Video Conferencing	
BRS141	PTZ Camera
BRS142	Wireless Dongle for Wireless Conferencing
BRS143	BYOD Extender for MS Teams Rooms
BRS144	Control Panel
BRS145	PoE Switch
BRS146	MiniPC
BRS147	Touch Panel
BRS148	Soundbar
BRS149	2 x Wired Table Microphone
Control	
BRS150	4" 1:1 aspect ratio wall mount ReAX touch panel control system with serial, relays, I/O, IR, and Ethernet control ports (black)
BRS151	8 Port PoE Switch
Switching	
BRS152	Popup with Pull Through Cable
Rack	
BRS153	6U SINGLE SEC 600X450MM, 1FAN,1 SHELF, FLAT PACK

Venue	Lebone
-------	--------

Overview (Requirements)	- Ceiling-mounted projector will be installed and used to display all content in the room. - Presentations can be shared using either wireless casting, a wireless presentation dongle, or a USB-C cable. - BYOD meetings can be started from a laptop using the wireless presentation mechanisms or USB-C cable. Additionally, utilizing the aforementioned mechanisms will give the user access to any in-room systems. - Device remote controls will be used to control the solution.
Business Requirement ID	Business Requirements
Display	
BRS153	1080p Laser Projector
BRS154	Extra Heavy Duty Projector Ceiling Mount Bracket
BRS155	123" 16:10 Ratio Motorised White Screen with IR Control & 12V Trigger, 2, 656 x 1,660mm
Switching	
BRS156	Popup with Pull Through Cable

Venue	Imvelo
Overview (Requirements)	- Ceiling-mounted projector will be installed and used to display all content in the room. - Presentations can be shared using either wireless casting, a wireless presentation dongle, or a USB-C cable. - BYOD meetings can be started from a laptop using the wireless presentation mechanisms or USB-C cable. Additionally, utilizing the aforementioned mechanisms will give the user access to any in-room systems. - Device remote controls will be used to control the solution.
Business Requirement ID	Business Requirements
Display	

BRS153	1080p Laser Projector
--------	-----------------------

BRS154	Extra Heavy Duty Projector Ceiling Mount Bracket
BRS155	123" 16:10 Ratio Motorised White Screen with IR Control & 12V Trigger, 2, 656 x 1,660mm
Switching	
BRS156	Popup with Pull Through Cable

Venue	Imbizo
Overview (Requirements)	- Ceiling-mounted projector will be installed and used to display all content in the room. - Presentations can be shared using either wireless casting, a wireless presentation dongle, or a USB-C cable. - BYOD meetings can be started from a laptop using the wireless presentation mechanisms or USB-C cable. Additionally, utilizing the aforementioned mechanisms will give the user access to any in-room systems. - Device remote controls will be used to control the solution.
Business Requirement ID	Business Requirements
Display	
BRS157	1080p Laser Projector
BRS158	Extra Heavy Duty Projector Ceiling Mount Bracket
BRS159	123" 16:10 Ratio Motorised White Screen with IR Control & 12V Trigger, 2, 656 x 1,660mm
Switching	
BRS160	Popup with Pull Through Cable

Non-Functional Requirements

Performance Requirements

- Audio and video systems should have low latency to ensure real-time communication without lag.
- High-definition audio and video quality must be maintained, even during peak usage.
- The solution should support an increasing number of users and devices without degradation in performance.

Integration Requirements

- The acquired solution should seamlessly integrate with Microsoft Teams, Office 365, and other Microsoft services.

Usability Requirements

- The system should have an intuitive and user-friendly interface for ease of use.
- The system should be accessible to users with disabilities, complying with accessibility standards.
- Provide comprehensive training materials and sessions for end-users and administrators.
- All commissioned hardware and software shall support the English language.

Maintainability Requirements

- The service provider should offer 24/7 support and maintenance services.
- The system should support regular updates and upgrades with minimal disruption.
- Comprehensive documentation should be provided for installation, configuration, and troubleshooting.

Scalability Requirements

- The system should easily accommodate additional conference rooms and cafeteria areas without significant reconfiguration.
- Capable of handling increased load during peak times without performance degradation.

Hosting Requirements

- The acquired solution shall support the storage of virtual meetings on the Office 365 environment. This integration must ensure seamless saving and retrieval of recorded meetings within the existing Microsoft ecosystem, including MS Teams.
- Virtual meetings should be stored securely in the Office 365 cloud, with appropriate encryption and access controls in place to protect sensitive information.
- For physical, in-person meetings, local storage will be required. The system should include robust local storage solutions capable of storing high-definition audio and video recordings.
- The local storage system must have backup capabilities to prevent data loss. Regular backups should be scheduled, with options for both on-site and off-site backup solutions.
- Any Audio-Video Conferencing (AVC) software required for the system will be hosted on-premises. This includes all necessary software for managing and operating the conferencing hardware.
- Ensure that the on-premises hosted AVC software is fully compatible with existing and newly integrated hardware.
- Implement robust security measures for the on-premises hosting environment, including firewalls, intrusion detection systems, and regular security audits to protect against unauthorized access and cyber threats.
- The service provider must offer support for regular maintenance and updates of the on-premises hosted software to ensure it remains secure, reliable, and up to date with the latest features and fixes.

Appendix B

Intention to respond to the Request for Proposal

We hereby accept / decline your Request for Proposal.

Company: _____

Company Representative: _____

Position/Title: _____

Signature: _____

Please state a brief reason for declining this Request for Proposal _____

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

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.

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

2.2.1 If so, furnish particulars:

.....
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

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

- 3.1 I have read, and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

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.

- 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 2022/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....	
Signature	Date
.....	
Position	Name of bidder

Appendix D

NON-DISCLOSURE AGREEMENT

THIS AGREEMENT is made BETWEEN

The South African Bureau of Standards (SABS), an organisation established in terms of section 2 of the Standards Act (29 of 1993), whose registered office is at 1 Dr Lategan Road, Groenkloof, Pretoria, 0001, South Africa.

AND _____ ("the Bidder"),
Registration Number: _____ whose registered office is at

(Hereinafter referred to as the "parties")

WHEREAS in the course of discussions and/or negotiations with the South African Bureau of Standards, the Bidder has received, or may receive in future, information relating to **RFP 201530**, for the South African Bureau of Standards and other related information hereinafter referred to as "Confidential Information". "Confidential information" shall include, but not be limited to any information disclosed by the SABS and / or any of its affiliates, employees, agents, representatives, subcontractors and consultants to the Bidder, its employees, agents, representatives and consultants, whether orally, in writing, by graphic, pictorial or electronic format, which information includes but is not restricted to Business information, including know how, commercial and technical aspects of products, processes and services; status and capabilities of the SABS' business; The SABS or its subcontractors' marketing and planning programs, products specifications, Service specifications, plans, drawings, test results and findings; financial, operational and technical data; and particular types of technologies and inventions, that already currently exist or that the SABS wishes to be developed, which could be subject to intellectual property rights, whether registered and/or unregistered.

Therefore, the parties wish to agree as follows:

1. The Bidder undertakes to keep strictly secret and confidential all confidential information relayed or transmitted to it in any manner or form and will not divulge any part of the Confidential Information directly or indirectly to any person, firm or entity (other than such of its employees who have a need to know the Confidential Information for the purposes of fulfilling the Bidder's obligation to the South African Bureau of Standards).
2. The Bidder undertakes to not make copies of the Confidential Information or otherwise disseminate any of the Confidential Information (except as may be required to fulfil specific obligations towards South African Bureau of Standards) without South African Bureau of Standards express prior written consent.
3. This agreement applies to information whether such information is marked as or appears to be confidential and whether such information is of commercial use to South African Bureau of Standards or any other party.
4. This agreement shall not apply to information which: -
 - (a) the Bidder can show had been lawfully received by it prior to disclosure under this agreement.
 - (b) is in the public domain or becomes so otherwise than through breach of this agreement;
 - (c) was disclosed to the Bidder by a third party who was under no obligation of confidence in respect thereof;

5. The Bidder further undertakes that the South African Bureau of Standards retains ownership of all Intellectual property rights on all material and processes developed that relate to the service provided for and on its behalf by the Bidder. The Bidder undertakes to transfer all said Intellectual Property Rights, whether registered and / or unregistered, to the SABS, including undertaking to sign all forms necessary to affect such transfer.
6. The Bidder acknowledges that the confidentiality obligations extend from signature of this agreement and survive the termination of the tender process, whether the Bidder is successful or not.

IN WITNESS WHEREOF the parties hereto have executed this agreement in duplicate.

Signed at.....on this.....day of.....2024

On behalf of the South African Bureau of Standards..... (signature) Hleketa Hlongwane
(Supply Chain Management)

Witness 1. Witness 2.

Signed at..... on this..... day of..... 2024

Signed on behalf of the Bidder, duly authorised thereto..... (signature)

..... (name) (title)

Witness 1. Witness 2.

To: Tenders.prince@sabs.co.za

C1.1 Form of Offer & Acceptance

1.1 Offer

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract for the procurement of:

2 THE SERVICE PROVIDER FOR THE PROVISION OF A TURNKEY SOLUTION (SCOPE DEFINITION AND ANALYSIS, DESIGN, DEVELOPMENT, TESTING AND DEPLOYMENT, SUPPORT AND PROVISION OF TRAINING) FOR SUCCESSFUL DELIVERY OF THE SABS CERTIFICATION INFORMATION MANAGEMENT SYSTEM.

The tenderer, identified in the Offer signature block, has examined the documents listed in the Tender Data and addenda thereto and by submitting this Offer has accepted the Conditions of Tender.

By the representative of the tenderer, deemed to be duly authorized, signing this part of this Form of Offer and Acceptance the tenderer offers to perform all of the obligations and liabilities of the *Contractor* under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the *conditions of contract* identified in the Contract Data.

Options A	The offered total of the Prices exclusive of VAT is	R
	Sub total	R
	Value Added Tax @15% is	R
	The offered total of the amount due inclusive of VAT is3	R
	(in words)	

This Offer may be accepted by the Employer by signing the Acceptance part of this Form of Offer and Acceptance and returning one copy of this document including the Schedule of Deviations (if any) to the tenderer before the end of the period of validity stated in the Tender Data, or other period as agreed, whereupon the tenderer becomes the party named as the *Contractor* in the *conditions of contract* identified in the Contract Data.

Signature(s)

.....

Name(s)

.....

Capacity

.....

For the
tenderer:

.....
(Insert name and address of
organization)

Name &
signature of
witness

Date

2.1 Acceptance

By signing this part of this Form of Offer and Acceptance, the Employer identified below accepts the tenderer's Offer. In consideration thereof, the Employer shall pay the Contractor the amount due in accordance with the *conditions of contract* identified in the Contract Data. Acceptance of the tenderer's Offer shall form an agreement between the Employer and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

Part C1	Agreements and Contract Data, (which includes this Form of Offer and Acceptance)
Part C2	Pricing Data
Part C3	Scope of Work: Works Information
Part C4	Site Information

and drawings and documents (or parts thereof), which may be incorporated by reference into the above listed Parts.

Deviations from and amendments to the documents listed in the Tender Data and any addenda thereto listed in the Returnable Schedules as well as any changes to the terms of the Offer agreed by the tenderer and the Employer during this process of offer and acceptance, are contained in the Schedule of Deviations attached to and forming part of this Form of Offer and Acceptance. No amendments to or deviations from said documents are valid unless contained in this Schedule.

The tenderer shall within two weeks of receiving a completed copy of this agreement, including the Schedule of Deviations (if any), contact the Employer's agent (whose details are given in the Contract Data) to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the *conditions of contract* identified in the Contract Data at, or just after, the date this agreement comes into effect. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy signed between them of this document, including the Schedule of Deviations (if any).

Unless the tenderer (now *Contractor*) within five working days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the Parties.

Signature(s)

Name(s) _____

Capacity _____

**for the
Employer** _____

Name & signature of witness (Insert name and address of organisation)

Date _____

Note: If a tenderer wishes to submit alternative tenders, use another copy of this Form of Offer and Acceptance.

2.2 Schedule of Deviations to be completed by the *Employer* prior to contract award

Note:

1. This part of the Offer & Acceptance would not be required if the contract has been developed by negotiation between the Parties and is not the result of a process of competitive tendering.
2. The extent of deviations from the tender documents issued by the Employer prior to the tender closing date is limited to those permitted in terms of the Conditions of Tender.
3. A tenderer's covering letter must not be included in the final contract document. Should any matter in such letter, which constitutes a deviation as aforesaid be the subject of agreement reached during the process of Offer and Acceptance, the outcome of such agreement shall be recorded here and the final draft of the contract documents shall be revised to incorporate the effect of it.

No.	Subject	Details
1		
2		
3		
4		
5		
6		
7		

By the duly authorised representatives signing this Schedule of Deviations below, the Employer and the tenderer agree to and accept this Schedule of Deviations as the only deviations from and amendments to the documents listed in the Tender Data and any addenda thereto listed in the Tender Schedules, as well as any confirmation, clarification or changes to the terms of the Offer agreed by the tenderer and the Employer during this process of Offer and Acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the tenderer of a completed signed copy of this Form shall have any meaning or effect in the contract between the parties arising from this Agreement.

	2.3.1.1 For the tenderer:	2.2.1.2 For the Employer
Signature		
Name		
Capacity		
On behalf of	 (Insert name and address of organisation)	 (Insert name and address of organisation)
Name & signature of witness	 	
Date		

C1.2 ECC3 Contract Data

3 Part one - Data provided by the Employer

3.1 Clause	3.2 Statement	3.3 Data
1	3.4 General	3.5
	The <i>conditions of contract</i> are the core clauses and the clauses for main Option NEC ECC3	
		A: Priced contract with activity schedule
	dispute resolution Option	W1: Dispute resolution procedure
	and secondary Options	
		X2 Changes in the law
		X7: Delay damages
		X16: Retention
	of the NEC3 Engineering and Construction	"June 2005 with amendments June 2006".
10.1	The <i>Employer</i> is (Name):	SOUTH AFRICAN BUREAU OF STANDARDS (reg no: 2010/0025687/07), a state-owned company incorporated in terms of the company laws of the Republic of South Africa
	Address	Registered office at 1 Dr Lategan Road, Groen Kloof , Pretoria 0027.
10.1	The <i>Project Manager</i> is: (Name)	TBA
	Address	

Tel

Fax

e-mail

10.1	The <i>Supervisor</i> is: (Name)	TBA
	Address	
	Tel No.	
	Fax No.	
	e-mail	
11.2(13)	The <i>works</i> are	THE PROVISION OF A TURNKEY SOLUTION (SCOPE DEFINITION AND ANALYSIS, DESIGN, DEVELOPMENT, TESTING AND DEPLOYMENT, SUPPORT AND PROVISION OF TRAINING) FOR SUCCESSFUL DELIVERY OF THE SABS CERTIFICATION MANAGEMENT SYSTEM.
11.2(14)	The following matters will be included in the Risk Register	The overall risk register to be submitted to the project manager of the project for review and approval.
11.2(15)	The boundaries of the site are	1 Dr Lategan Road, Groen Kloof , Pretoria 0027.
11.2(16)	The Site Information is in	Part 4: Site Information
11.2(19)	The Works Information is in	Part 3: Scope of Work and all documents and drawings to which it makes reference.
12.2	The <i>law of the contract</i> is the law of	the Republic of South Africa
13.1	The language of this contract is	English
13.3	The period for reply is	One (1) week

3.6

3.7 The Contractor's main responsibilities

Data required by this section of the core clauses is provided by the *Contractor* in Part 2 and terms in *italics* used in this section are identified elsewhere in this Contract Data.

3.8	3.9	Time	3.10
11.2(3)	The <i>completion date</i> for the whole of the <i>works</i> is 18 Months		
11.2(9)	The <i>key dates</i> and the <i>conditions</i> to be met are:	<i>Condition</i> to be met	key date
		1	As per the approved baselined programme milestones completion dates
30.1	The access dates are:	Part of the Site	Date
		1	TBA
31.1	The <i>Contractor</i> is to submit a first programme for acceptance within After two (2) weeks of the Contract start Date.		
31.2	The starting date is	After contract award, date TBA	
32.2	The <i>Contractor</i> submits revised programmes at intervals no longer than	After four (4) weeks/Monthly	
35.1	The <i>Employer</i> is not willing to take over the <i>works</i> before the Completion Date.		
3.11	3.12	Testing and Defects	3.13
42.2	The defects date is		Fifty-two (52) weeks after Completion of the whole of the <i>works</i> .
43.2	The defect correction period is		One (1) week
3.14	3.15	Payment	3.16
50.1	The assessment interval is		The 21 days of each successive month.
51.1	The currency of this contract is the		South African Rand.

51.2	The period within which payments are made is	30 days .
51.4	The interest rate is	the publicly quoted prime rate of interest (calculated on a 365 day year) charged from time to time by the Standard Bank of South Africa Limited (as certified, in the event of any dispute, by any manager of such bank, whose appointment it shall not be necessary to prove) for amounts due in Rands and (ii) the LIBOR rate applicable at the time for amounts due in other currencies. LIBOR is the 6 month London Interbank Offered Rate quoted under the caption “Money Rates” in The Wall Street Journal for the applicable currency or if no rate is quoted for the currency in question then the rate for United States Dollars, and if no such rate appears in The Wall Street Journal then the rate as quoted by the Reuters Monitor Money Rates Service (or such service as may replace the Reuters Monitor Money Rates Service) on the due date for the payment in question, adjusted <i>mutatis mutandis</i> every 6 months thereafter and as certified, in the event of any dispute, by any manager employed in the foreign exchange department of The Standard Bank of South Africa Limited, whose appointment it shall not be necessary to prove.

3.17	3.18 Compensation events	3.19
60.1(13)	The place where weather is to be recorded is:	N/A
	The <i>weather measurements</i> to be recorded for each calendar month are,	N/A
		N/A

The *weather measurements* are supplied by N/A

The *weather data* are the records of past *weather measurements* for each calendar month which were recorded at: N/A

and which are available from: the South African Weather Bureau and included in Annexure A to this Contract Data provided by the *Employer*

60.1(13)	Assumed values for the ten year return <i>weather data</i> for each <i>weather measurement</i> for each calendar month are:	N/A
----------	---	-----

3.20	3.21 Title	There is no reference to Contract Data in this section of the core clauses and terms in italics used in this section are identified elsewhere in this Contract Data.
------	------------	--

3.22	3.23 Risks and insurance	3.24
------	--------------------------	------

80.1	These are additional <i>Employer's</i> risks	1.
------	--	----

3.25	3.26 Termination	There is no reference to Contract Data in this section of the core clauses and terms in italics used in this section are identified elsewhere in this Contract Data.
3.27	3.28 Data for main Option clause	
A	Priced contract with activity schedule	There is no reference to Contract Data in this Option and terms in italics are identified elsewhere in this Contract Data.
20.4	The <i>Contractor</i> prepares forecasts of Defined Cost for the <i>works</i> at intervals no longer than 4 weeks.	
3.29	3.30 Data for Option W1	
W1.1	The Adjudicator is	Will be nominated by both parties after both agreed and declared a dispute.
W1.2(3)	The Adjudicator nominating body is:	the Chairman of ICE-SA a joint Division of the South African Institution of Civil Engineering and the London Institution of Civil Engineers. (See www.ice-sa.org.za) or its successor body.
W1.4(2)	The <i>tribunal</i> is:	arbitration.
W1.4(5)	The arbitration procedure is The place where arbitration is to be held is The person or organisation who will choose an arbitrator - if the Parties cannot agree a choice or - if the arbitration procedure does not state who selects an arbitrator, is	the latest edition of Rules for the Conduct of Arbitrations published by The Association of Arbitrators (Southern Africa) or its successor body. South Africa the Chairman for the time being or his nominee of the Association of Arbitrators (Southern Africa) or its successor body.

3.31	3.32	3.34
	3.33 Data for secondary Option clauses	
X1	Price adjustment for inflation	N/A, the prices are fixed and firmed for the duration of the contract.
X1.1(a)	The <i>base date</i> for indices is	N/A
X2	Changes in the law	There is no reference to Contract Data in this Option and terms in italics are identified elsewhere in this Contract Data.
X5	Sectional Completion	N/A
X7.1	Delay damages for Completion of the whole of the <i>works</i> are	0.5 % per day of the contract value up to 15 % of total contract value. Applicable to delay of key dates.
	Retention (not used with Option F)	
X16.1	The retention free amount is	N/A
	The retention percentage is	5% of the contract value
X17	Low performance damages	
X18	Limitation of liability	
X18.1	The <i>Contractor's</i> liability to the <i>Employer</i> for indirect or consequential loss is limited to:	R0.0 (zero Rand)
X18.2	For any one event, the <i>Contractor's</i> liability to the <i>Employer</i> for loss of or damage to the <i>Employer's</i> property is limited to:	the amount of the deductibles relevant to the event
X18.3	The <i>Contractor's</i> liability for Defects due to his design which are not listed on the Defects Certificate is limited to	The greater of - the total of the Prices at the Contract Date and - the amounts excluded and unrecoverable from the <i>Employer's</i> assets policy for correcting the Defect (other than the resulting physical damage which is not

		excluded) plus the applicable deductible as at contract date.
X18.4	The <i>Contractor's</i> total liability to the <i>Employer</i> for all matters arising under or in connection with this contract, other than excluded matters, is limited to:	the total of the Prices other than for the additional excluded matters. The <i>Contractor's</i> total liability for the additional excluded matters is not limited. The additional excluded matters are amounts for which the <i>Contractor</i> is liable under this contract for • Defects due to his design which arise before the Defects Certificate is issued, • Defects due to manufacture and fabrication outside the Site, • loss of or damage to property (other than the works, Plant and Materials), • death of or injury to a person and • infringement of an intellectual property right.
X18.5	The end of liability date is	(i) Three(3) years after the <i>defects date</i> for latent Defects and (ii) the date on which the liability in question prescribes in accordance with the Prescription Act No. 68 of 1969 (as amended or in terms of any replacement legislation) for any other matter. A latent Defect is a Defect which would not have been discovered on reasonable inspection by the <i>Employer</i> or the <i>Supervisor</i> before the <i>defects date</i>, without requiring any inspection not ordinarily carried out by the <i>Employer</i> or the <i>Supervisor</i> during that period. If the <i>Employer</i> or the <i>Supervisor</i> do undertake any inspection over and above the reasonable inspection, this does not place a greater responsibility on the <i>Employer</i> or the <i>Supervisor</i> to have discovered the Defect.

Z	The Additional conditions of contract are	Z1 to Z15 always apply.
Z1	Cession delegation and assignment	
Z1.1	The <i>Contractor</i> does not cede, delegate or assign any of its rights or obligations to any person without the written consent of the <i>Employer</i> .	
Z1.2	Notwithstanding the above, the <i>Employer</i> may on written notice to the <i>Contractor</i> cede and delegate its rights and obligations under this contract to any of its subsidiaries or any of its present divisions or operations which may be converted into separate legal entities as a result of the restructuring of the Electricity Supply Industry.	
Z2	Joint ventures	
Z2.1	If the <i>Contractor</i> constitutes a joint venture, consortium or other unincorporated grouping of two or more persons or organisations then these persons or organisations are deemed to be jointly and severally liable to the <i>Employer</i> for the performance of this contract.	
Z2.2	Unless already notified to the <i>Employer</i> , the persons or organisations notify the <i>Project Manager</i> within two weeks of the Contract Date of the key person who has the authority to bind the <i>Contractor</i> on their behalf.	
Z2.3	The <i>Contractor</i> does not alter the composition of the joint venture, consortium or other unincorporated grouping of two or more persons without the consent of the <i>Employer</i> having been given to the <i>Contractor</i> in writing.	
Z3	Change of Broad Based Black Economic Empowerment (B-BBEE) status	
Z3.1	Where a change in the <i>Contractor's</i> legal status, ownership or any other change to his business composition or business dealings results in a change to the <i>Contractor's</i> B-BBEE status, the <i>Contractor</i> notifies the <i>Employer</i> within seven days of the change.	
Z3.2	The <i>Contractor</i> is required to submit an updated verification certificate and necessary supporting documentation confirming the change in his B-BBEE status to the <i>Project Manager</i> within thirty days of the notification or as otherwise instructed by the <i>Project Manager</i> .	
Z3.3	Where, as a result, the <i>Contractor's</i> B-BBEE status has decreased since the Contract Date the <i>Employer</i> may either re-negotiate this contract or alternatively, terminate the <i>Contractor's</i> obligation to Provide the Works.	
Z3.4	Failure by the <i>Contractor</i> to notify the <i>Employer</i> of a change in its B-BBEE status may constitute a reason for termination. If the <i>Employer</i> terminates in terms of this clause, the	

procedures on termination are P1, P2 and P3 as stated in clause 92, and the amount due is A1 and A3 as stated in clause 93.

Z4 Confidentiality

Z4.1 The *Contractor* does not disclose or make any information arising from or in connection with this contract available to Others. This undertaking does not, however, apply to information which at the time of disclosure or thereafter, without default on the part of the *Contractor*, enters the public domain or to information which was already in the possession of the *Contractor* at the time of disclosure (evidenced by written records in existence at that time). Should the *Contractor* disclose information to Others in terms of clause 25.1, the *Contractor* ensures that the provisions of this clause are complied with by the recipient.

Z4.2 If the *Contractor* is uncertain about whether any such information is confidential, it is to be regarded as such until notified otherwise by the *Project Manager*.

Z4.3 In the event that the *Contractor* is, at any time, required by law to disclose any such information which is required to be kept confidential, the *Contractor*, to the extent permitted by law prior to disclosure, notifies the *Employer* so that an appropriate protection order and/or any other action can be taken if possible, prior to any disclosure. In the event that such protective order is not, or cannot, be obtained, then the *Contractor* may disclose that portion of the information which it is required to be disclosed by law and uses reasonable efforts to obtain assurances that confidential treatment will be afforded to the information so disclosed.

Z4.4 The taking of images (whether photographs, video footage or otherwise) of the *works* or any portion thereof, in the course of Providing the Works and after Completion, requires the prior written consent of the *Project Manager*. All rights in and to all such images vests exclusively in the *Employer*.

Z4.5 The *Contractor* ensures that all his subcontractors abide by the undertakings in this clause.

Z5 Waiver and estoppel: Add to core clause 12.3:

Z5.1 Any extension, concession, waiver or relaxation of any action stated in this contract by the Parties, the *Project Manager*, the *Supervisor*, or the *Adjudicator* does not constitute a waiver of rights, and does not give rise to an estoppel unless the Parties agree otherwise and confirm such agreement in writing.

Z6 Health, safety and the environment: Add to core clause 27.4

Z6.1 The *Contractor* undertakes to take all reasonable precautions to maintain the health and safety of persons in and about the execution of the *works*. Without limitation the *Contractor*:

- accepts that the *Employer* may appoint him as the “Principal Contractor” (as defined and provided for under the Construction Regulations 2014 (promulgated under the

Occupational Health & Safety Act 85 of 1993) (“the Construction Regulations”) for the Site;

- warrants that the total of the Prices as at the Contract Date includes a sufficient amount for proper compliance with the applicable regulations, all health & safety laws and regulations and the health and safety rules, guidelines and procedures provided for in this contract and generally for the proper maintenance of health & safety in and about the execution of *works*; and
- undertakes, in and about the execution of the *works*, to comply with the Construction Regulations and with all applicable health & safety laws and regulations and rules, guidelines and procedures otherwise provided for under this contract and ensures that his Subcontractors, employees and others under the *Contractor’s* direction and control, likewise observe and comply with the foregoing.

- Z6.2 The *Contractor*, in and about the execution of the *works*, complies with all applicable environmental laws and regulations and rules, guidelines and procedures otherwise provided for under this contract and ensures that his Subcontractors, employees and others under the *Contractor’s* direction and control, likewise observe and comply with the foregoing.
- Z7 Provision of a Tax Invoice and interest. Add to core clause 51
- Z7.1 Within one week of receiving a payment certificate from the *Project Manager* in terms of core clause 51.1, the *Contractor* provides the *Employer* with a tax invoice in accordance with the *Employer’s* procedures stated in the Works Information, showing the amount due for payment equal to that stated in the payment certificate.
- Z7.2 If the *Contractor* does not provide a tax invoice in the form and by the time required by this contract, the time by when the *Employer* is to make a payment is extended by a period equal in time to the delayed submission of the correct tax invoice. Interest due by the *Employer* in terms of core clause 51.2 is then calculated from the delayed date by when payment is to be made.
- Z7.3 The *Contractor* (if registered in South Africa in terms of the companies Act) is required to comply with the requirements of the Value Added Tax Act, no 89 of 1991 (as amended) and to include the *Employer’s* VAT number 4740101508 on each invoice he submits for payment.
- Z8 Notifying compensation events
- Z8.1 Delete from the last sentence in core clause 61.3, “unless the *Project Manager* should have notified the event to the *Contractor* but did not”.

Z9	<i>Employer's limitation of liability</i>
Z9.1	The <i>Employer's</i> liability to the <i>Contractor</i> for the <i>Contractor's</i> indirect or consequential loss is limited to R0.00 (zero Rand)
Z9.2	The <i>Contractor's</i> entitlement under the indemnity in 83.1 is provided for in 60.1(14) and the <i>Employer's</i> liability under the indemnity is limited.
Z10	Termination: Add to core clause 91.1, at the second main bullet point, fourth sub-bullet point, after the words "against it":
Z10.1	or had a business rescue order granted against it.
Z11	Addition to secondary Option X7 Delay damages (if applicable in this contract)
Z11.1	If the amount due for the <i>Contractor's</i> payment of delay damages reaches the limits stated in this Contract Data for Option X7 or Options X5 and X7 used together, the <i>Employer</i> may terminate the <i>Contractor's</i> obligation to Provide the Works using the same procedures and payment on termination as those applied for reasons R1 to R15 or R18 stated in the Termination Table.
Z12	Ethics

For the purposes of this Z-clause, the following definitions apply:

Affected Party	means, as the context requires, any party, irrespective of whether it is the <i>Contractor</i> or a third party, such party's employees, agents, or Subcontractors or Subcontractor's employees, or any one or more of all of these parties' relatives or friends,
Coercive Action	means to harm or threaten to harm, directly or indirectly, an Affected Party or the property of an Affected Party, or to otherwise influence or attempt to influence an Affected Party to act unlawfully or illegally,
Collusive Action	means where two or more parties co-operate to achieve an unlawful or illegal purpose, including to influence an Affected Party to act unlawfully or illegally,
Committing Party	means, as the context requires, the <i>Contractor</i> , or any member thereof in the case of a joint venture, or its employees, agents, or Subcontractor or the Subcontractor's employees,
Corrupt Action	means the offering, giving, taking, or soliciting, directly or indirectly, of a good or service to unlawfully or illegally influence the actions of an Affected Party,

Fraudulent Action means any unlawfully or illegally intentional act or omission that misleads, or attempts to mislead, an Affected Party, in order to obtain a financial or other benefit or to avoid an obligation or incurring an obligation,

Obstructive Action means a Committing Party unlawfully or illegally destroying, falsifying, altering or concealing information or making false statements to materially impede an investigation into allegations of Prohibited Action, and

Prohibited Action means any one or more of a Coercive Action, Collusive Action Corrupt Action, Fraudulent Action or Obstructive Action.

Z12.1 A Committing Party may not take any Prohibited Action during the course of the procurement of this contract or in execution thereof.

Z12.2 The *Employer* may terminate the *Contractor's* obligation to Provide the Services if a Committing Party has taken such Prohibited Action and the *Contractor* did not take timely and appropriate action to prevent or remedy the situation, without limiting any other rights or remedies the *Employer* has. It is not required that the Committing Party had to have been found guilty, in court or in any other similar process, of such Prohibited Action before the *Employer* can terminate the *Contractor's* obligation to Provide the Services for this reason.

Z12.3 If the *Employer* terminates the *Contractor's* obligation to Provide the Services for this reason, the amounts due on termination are those intended in core clauses 92.1 and 92.2.

Z12.4 A Committing Party co-operates fully with any investigation pursuant to alleged Prohibited Action. Where the *Employer* does not have a contractual bond with the Committing Party, the *Contractor* ensures that the Committing Party co-operates fully with an investigation.

Z13 Insurance

Z 13.1 Replace core clause 84 with the following:

Insurance cover

84

84.1 When requested by a Party, the other Party provides certificates from his insurer or broker stating that the insurances required by this contract are in force.

84.2 The *Contractor* provides the insurances stated in the Insurance Table A.

84.3 The insurances provide cover for events which are at the *Contractor's* risk from the *starting date* until the earlier of Completion and the date of the termination certificate.

3.34.1 INSURANCE TABLE A

Insurance against	Minimum amount of cover or minimum limit of indemnity
Loss of or damage to the <i>works</i> , Plant and Materials	The replacement cost where not covered by the <i>Employer's</i> insuran The <i>Employer's</i> policy deductible, at Contract Date, where covered the <i>Employer's</i> insurance
Loss of or damage to Equipment	The replacement cost
Liability for loss of or damage to property (except the <i>works</i> , Plant and Materials and Equipment) and liability for bodily injury to or death of a person (not an employee of the <i>Contractor</i>) caused by activity in connection with this contract	Loss of or damage to property <i>Employer's</i> property The replacement cost where not covered by the <i>Employer's</i> insuran The <i>Employer's</i> policy deductible, at Contract Date, where covered the <i>Employer's</i> insurance Other property The replacement cost Bodily injury to or death of a pers The amount required by applicabl law
Liability for death of or bodily injury to employees of the <i>Contractor</i> arising out of and in the course of their employment in connection with this contract	The amount required by the applicable law

Z 13.2

Replace core clause 87 with the following:

The *Employer* provides the insurances stated in the Insurance Table B.

INSURANCE TABLE B

Insurance against or name of policy	Minimum amount of cover or minimum li indemnity
Assets All Risk	Per the insurance policy document

Contract Works insurance	Per the insurance policy document
Environmental Liability	Per the insurance policy document
General and Public Liability	Per the insurance policy document
Terrorism	Per the insurance policy document
Cyber Liability	Per the insurance policy document

C1.2 Contract Data

4 Part two - Data provided by the Contractor

Notes to a tendering contractor:

1. Please read both the NEC3 Engineering and Construction Contract (April 2013) and the relevant parts of its Guidance Notes (ECC3-GN)4 in order to understand the implications of this Data which the tenderer is required to complete. An example of the completed Data is provided on pages 156 to 158 of the ECC3 (April 2013) Guidance Notes.
2. The number of the clause which requires the data is shown in the left-hand column for each statement however other clauses may also use the same data

Completion of the data in full, according to Options chosen, is essential to create a complete contract.

4.1 Clause	4.2 Statement	4.3 Data
10.1	The <i>Contractor</i> is (Name): Address Tel No. Fax No.	
11.2(8)	The direct fee percentage is The subcontracted fee percentage is	% %
11.2(18)	The <i>working areas</i> are the Site and	
24.1	The <i>Contractor's</i> key persons are:	

	1 Name: Job: Responsibilities: Qualifications: Experience: 2 Name: Job Responsibilities: Qualifications: Experience:	CV's (and further key persons data including CVs) are appended to Tender Schedule entitled .
11.2(3)	The <i>completion date</i> for the whole of the <i>works</i> is	
11.2(14)	The following matters will be included in the Risk Register	
11.2(19)	The Works Information for the <i>Contractor's</i> design is in:	
31.1	The programme identified in the Contract Data is	
A	Priced contract with activity schedule	
11.2(20)	The activity schedule is in	
11.2(30)	The tendered total of the Prices is	(in figures) (in words), excluding VAT
A	Priced contract with activity schedule	Data for the Shorter Schedule of Cost Components

Part 2: Pricing Data

ECC3 Option A

Document reference	Title	No of pages
C2.1	Pricing assumptions: Option A	
C2.2	The activity schedule	

C2.1 Pricing assumptions: Option A

5 How work is priced and assessed for payment

Clause 11 in NEC3 Engineering and Construction Contract, (ECC3) Option A states:

Identified and defined terms 11
11.2 (20) The Activity Schedule is the *activity schedule* unless later changed in accordance with this contract.

(27) The Price for Work Done to Date is the total of the Prices for

- each group of completed activities and
- each completed activity which is not in a group.

A completed activity is one which is without Defects which would either delay or be covered by immediately following work.

(30) The Prices are the lump sum prices for each of the activities on the Activity Schedule unless later changed in accordance with this contract.

This confirms that Option A is a lump sum form of contract where the work is broken down into activities, each of which is priced by the tendering contractor as a lump sum. Only completed activities are assessed for payment at each assessment date; no part payment is made if the activity is not completed by the assessment date.

6 Function of the Activity Schedule

Clause 54.1 in Option A states: “Information in the Activity Schedule is not Works Information or Site Information”. This confirms that specifications and descriptions of the work or any constraints on how it is to be done are not included in the Activity Schedule but in the Works Information. This is further confirmed by Clause 20.1 which states, “The *Contractor* Provides the Works in accordance with the Works Information”. Hence the *Contractor* does **not** Provide the Works in accordance with the Activity Schedule. The Activity Schedule is only a pricing document.

7 Link to the programme

Clause 31.4 states that “The *Contractor* provides information which shows how each activity on the Activity Schedule relates to the operations on each programme which he submits for acceptance”. Ideally the tendering contractor will develop a high level programme first then resource each activity and thus arrive at the lump sum price for that activity both of which can be entered into the *activity schedule*.

8 Preparing the activity schedule

Generally it is the tendering contractor who prepares the *activity schedule* by breaking down the work described within the Works Information into suitable activities which can be well defined, shown on a programme and priced as a lump sum.

The *Employer*, in his Instructions to Tenderers or in a Tender Schedule, may have listed some items that he requires the *Contractor* to include in his *activity schedule* and be priced accordingly.

It is assumed that in preparing his *activity schedule* the *Contractor*:

- Has taken account of the guidance given in the ECC3 Guidance Notes pages 19 and 20;
- Understands the function of the Activity Schedule and how work is priced and paid for;
- Is aware of the need to link the Activity Schedule to activities shown on his programme;
- Has listed and priced activities in the *activity schedule* which are inclusive of everything necessary and incidental to Providing the Works in accordance with the Works Information, as it was at the time of tender, as well as correct any Defects not caused by an *Employer's* risk;
- Has priced work he decides not to show as a separate activity within the Prices of other listed activities in order to fulfil the obligation to complete the *works* for the tendered total of the Prices.
- Understands there is no adjustment to the lump sum Activity Schedule price if the amount, or quantity, of work within that activity later turns out to be different to that which the *Contractor* estimated at time of tender. The only basis for a change to the Prices is as a result of a compensation event.

An activity schedule could have the following format: The contractor to detailed and price all activities, resources, equipment expenses ,disbursements, administration including any item deemed necessary to completed the works to successfully complete the projects in line with below table .

Total sum Carried over to Bid Offer			

Annexure G
CSD REPORT

Appendix H – BBBEE Certificate/Sworn Affidavit

Appendix I

Quotation

[illegible]

Total sum Carried over to Bid Offer			

Appendix J
Management Summary

Appendix K

Statement of Compliance to the Request for Proposal

Company Name: _____

Proposed Service: _____

It is hereby confirmed that the proposal response to the SABs' RFP is fully compliant with all points with the exception of the specific issues outlined below:

Signed: _____ (Authorised Signatory)

Name: _____

Position: _____

Date: _____

Appendix M
AUDITED FINANCIAL STATEMENT

Appendix N

Request for Proposal Enquiry

To: Prince.Hlongwane@sabs.co.za

From:

Questions:

Answers:

To: prince.hlongwane@sabs.co.za

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

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

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

1. GENERAL CONDITIONS

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

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

1.2 **To be completed by the organ of state**

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:

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) & or & Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \end{array}$$

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:

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) & or & Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \end{array}$$

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.)

Specific Goal	The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Persons historically disadvantaged on the basis of race	100% black ownership	10	
	75% - 99% black ownership	8	
	60% - 74% black ownership	6	
	51% - 59% black ownership	4	
	0% - 25% black ownership	2	
	0% black ownership	0	
Persons historically disadvantaged on the basis of gender	100% black women ownership	6	
	51% - 99% black women ownership	4	
	30% - 50% black women ownership	2	
	0% black women ownership	0	
Persons historically disadvantaged on the basis of disability	100% owned by persons living with disabilities	4	
	51% - 99% owned by persons living with disabilities	2	
	0% - 50% owned by persons living with disabilities	0	

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:

.....

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE <i>(NAME OF DEPARTMENT/ PUBLIC ENTITY)</i>					
BID NUMBER:	RFP 201530	CLOSING DATE:	08 November 2024	CLOSING TIME:	11:00am
DESCRIPTION	VIDEO CONFERENCING UPGRADE				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT <i>(STREET ADDRESS)</i>					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON			CONTACT PERSON		
TELEPHONE NUMBER			TELEPHONE NUMBER		
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS			E-MAIL ADDRESS		
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]		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX]
	☐ Yes ☐ No				☐ 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]

8.1.1.1 ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]	8.1.1.2 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.

SBD1

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: