



The independent public integrity and
anti-corruption authority for a corrupt
free South Africa

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REQUEST FOR QUOTATION (RFQ)

RFQ NUMBER	RFQ 120 2026/27	
PROJECT NAME/ DESCRIPTION OF GOODS, WORK OR SERVICES	Repair and maintenance of a kitchen for the SIU Mpumalanga Provincial Office. Detailed specification below.	
DATE ISSUED	02 September 2026	
COMPULSORY BRIEFING SESSION	11 September 2026@10h00	
VENUE	1st Floor, Block 1, Riverside Office Park, 1 Aqua Street, Mbombela, 1200	
CLOSING DATE AND TIME	18 September 2026	11H00
EMAIL ADDRESS FOR SUBMISSIONS	RFQ@siu.org.za NB: Only submissions sent to and received from this correct email address on or before closing date and time will be considered.	
RFQ VALIDITY PERIOD	60 Days (commencing from the official RFQ closing date)	
NAME OF A BIDDER		
NATIONAL TREASURY-CENTRAL SUPPLIER DATABASE NUMBER: CSD	MAAA.....	
SARS PIN		
TELEPHONE NUMBER		
EMAIL ADDRESS		
POSTAL ADDRESS		
PHYSICAL/STREET ADDRESS		

B-BBEE STATUS LEVEL OF CONTRIBUTION B-BBEE STATUS LEVELS¹ ¹ A B-BBEE status level: Verification certificate or a sworn affidavit-oath commissioned (for EME & QSE) must be submitted in order to qualify for preference points for B-BBEE	LEVEL:		
SUPPLIER COMPLIANCE STATUS <i>(Please tick appropriate box and submit proof)</i>	TAX COMPLIANT AS PER CSD		TAX COMPLIANCE SYSTEM PIN
	Yes	No	☐ Yes PIN NO:
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS/SERVICES/WORKS OFFERD?	[TICK APPLICABLE BOX] ☐ Yes ☐ No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS SERVICES/WORKS OFFERED	[TICK APPLICABLE BOX] ☐ Yes ☐ No [IF YES ENCLOSE PROOF AND COMPLETE BELOW QUESTIONNAIRE]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS <i>(To be completed by Foreign suppliers)</i>	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 ☐ 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 8. III BELOW.		

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IDENTITY NUMBER	
POSITION OCCUPIED IN THE COMPANY (DIRECTOR, TRUSTEE, SHAREHOLDER)	
COMPANY REGISTRATION NUMBER	
VAT REGISTRATION NUMBER <i>(If applicable)</i>	
QUOTE PRICE (INCL VAT)	R.....
POPIA disclaimer: In line with the Protection of Personal Information Act, 4 of 2013, by responding to this RFQ, it is accepted that you have consented to your personal information being used and kept for processing your proposal. The SIU will ensure the protection and safeguarding of personal information. All information collected will not be shared with any third parties or used for purposes other than the intended purpose in line of the Supply Chain Management applicable Laws and National Treasury prescripts.	
SIGNATURE <i>(of the bidder)</i>	

1. DESCRIPTION OF GOODS OR SERVICES

Repair and maintenance of a kitchen for the SIU Mpumalanga Provincial Office.

2. INTRODUCTION TO THE SIU

The SIU is an independent statutory body established by proclamation R.118 of 31 July 2001, issued in terms of the Special Investigating Units and Special Tribunals Act No. 74 of 1996 as amended ("*the SIU Act*"). The purpose of the SIU is to investigate serious malpractices, maladministration and corruption in connection with the administration of State Institutions, state assets and public money as well as any conduct, which may seriously harm the interest of the public. Furthermore, the purpose of the SIU is to institute and conduct civil proceedings in any court of law or a Special Tribunal in its own name or on behalf of State Institutions.

3. PROJECT BACKGROUND

Repair and maintenance of a kitchen for the SIU Mpumalanga Provincial Office.

4. ELIGIBILITY/MANDATORY REQUIREMENTS

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ELIGIBILITY/MANDATORY REQUIREMENTS	Comply	Not Comply
<i>Provide documentations and/or information (SIU reserves the right to review and verify submitted documentations on mandatory requirements)</i>		
a) The service provider must be registered on the National Treasury Central Supplier Database (CSD).		
b) The recommended service provider must be Tax Compliant (CSD Overall Tax Status must be compliant).		
c) The service provider must confirm that they have quoted and will deliver in line with the Scope of Work / Terms of Reference (ToR).		
d) CIDB GRADING (1 GB) - The bidder or contractor must submit a valid CIDB registration certificate or proof of registration for General Building Work in a 1 GB - The bidder or contractor must be registered with the Construction Industry Development Board (CIDB) for General Building Work.		
e) COIDA certificate - A valid Letter of Good Standing from the Compensation Commissioner (COIDA) must be submitted in the name of the company. - The certificate or letter of good standing must indicate construction, repairs, renovations, or related services as the nature of the business activities undertaken by the bidder, service provider, or contractor. - A bidder must submit a valid proof COIDA certificate or copy of the original.		

NB: Failure to submit/or reflect the above eligibility requirements and conformance to the scope of work may result in non-compliance and will lead to the bid being disqualified.

5. ADMINISTRATIVE COMPLIANCE DOCUMENTS

<i>Provide documentations for Administrative Evaluation.</i>	YES	NO
5.1. ID copies of the Company directors.		
5.2. CIPC Company registration		
5.3. SARS Pin		
5.4. B-BBEE Certificate/ Sworn Affidavit if applicable (bidders who do not submit or submit an invalid B-BBEE Certificate/Sworn will not be allocated preferential points).		
5.5. Fully Completed and signed RFQ document including SBD4 and 6.1.		

The SIU reserves the right to request for the Administrative Compliance documents if not submitted by the service provider except for item no: 5.4. above.

6. SCOPE OF WORK (TERMS OF REFERENCE)

QUANTITY

6.1.1. Only those tenderers who are registered with the CIDB or are capable of being so prior to the evaluation of submissions, in a 1GB class of construction work, are eligible to have their tenders evaluated.

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6.1.2. And the contract is subject to the Joint Building Contracts Committee (JBCC) requirements.	
6.1.3. DEMOLISH	
- Carefully dismantle and remove the existing kitchen sink cabinet, including the existing single-bowl sink. Remove all demolished materials from site. Carefully remove and retain the existing door handles for later reuse.	1
- Carefully remove the existing vinyl floor tiles, including adhesive where necessary, and remove all waste material from site. Prepare the floor ready to receive new floor tiles.	1
- Carefully remove the existing timber kitchen worktop/table measuring approximately 3.10m×0.60m×32mm and remove from site.	1
6.1.4. NEW KITCHEN SINK CABINET	
- Supply, manufacture and install new kitchen sink cabinet approximately 1.50m×0.60m×0.90m, in white melamine or to match the existing kitchen cabinets, including all necessary carcasses, doors, shelves, hinges, fixings and associated accessories.	1
- Supply and install a new double-bowl stainless-steel sink, suitable for and correctly fitted into the new kitchen sink cabinet, including all necessary waste fittings and accessories.	1
- Supply and install a new kitchen mixer tap, including connection to both the hot- and cold water supplies, flexible connectors, isolating valves and all necessary fittings.	1
- Reinstall the existing door handles carefully removed and retained during demolition.	2
6.1.5. GRANITE TOPS	
- Supply, fabricate and install white granite worktop measuring approximately 1.50m×0.60m×32mm. Type, quality, finish, design and colour shall match the existing granite worktop in the East Wing Kitchen. Include all cutting, polishing, edging, joints, sealant, supports and	1

installation accessories. Supply, fabricate and install white granite worktop measuring approximately 3.00m×0.60m×32mm. - Type, quality, finish, design and colour shall match the existing granite worktop in the in the East Wing Kitchen. Include all cutting, polishing, edging, joints, sealant, supports and installation accessories.	1
6.1.6. PORCELAIN FLOOR TILES - Supply and install new Origins Fynbos Grey Matt Porcelain Floor Tile - 280 x 710mm, and/ or to match the existing floor tile colour and appearance. - Include preparation of the substrate, adhesive, grout, cutting, levelling, skirting/edge finishing where required and all necessary accessories.	15 m²
6.1.7. CERAMIC WALL TILES - Supply and install new 150mm×150mm ceramic wall tiles, and/ or to match the existing wall tile colour, pattern and appearance. - Include surface preparation, adhesive, grout, cutting, finishing and all necessary accessories.	1 m²

7. EXPECTED DELIVERABLES

7.1. As specified by the SIU

8. BID CONDITIONS

- 8.1. Delivery as specified by SIU
- 8.2. Be prepared to sign a confidential agreement with the SIU; and
- 8.3. Be prepared to undergo the applicable vetting and screening process.
- 8.4. Be able to provide reasonable timeframes for completing the project,

9. CONTRACT PERIOD

Once off

TERMS AND CONDITIONS OF THE CONTRACT

9.1. AWARD CRITERIA

Bid will only be awarded to the bidder who passes SIU's Internal Integrity Unit screening and/or State Security Agency vetting; failure to pass could result in SIU not awarding the bid to a bidder irrespective of the points scored after the final evaluation.

9.2. CONDITIONS

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Quotations above R2 000 will be evaluated based on the 80:20-point system as stipulated in the Preferential Procurement Regulation 2022, SIU's Supply Chain Management Policies and National Treasury Practice and instruction note (s).

PLEASE NOTE THAT THE QUOTATION MAY BE REGARDED INVALID/DISQUALIFIED IN THE FOLLOWING INSTANCES:

- a) If the quotation page is not signed
- b) The Service provider should indicate that the availability of stock, SIU reserves the right to appoint service provider with stock availability and/or ETA.
- c) If the SBD 4: declaration of interest form is not completed and signed
- d) If the SBD 6.1: Preference points claim form is not completed and signed
- e) CSD tax clearance is non-compliant
- f) If SBD and/or information is proven incorrect.
- g) Late and incomplete submissions will not be accepted
- h) Service providers who are listed on the national treasury's database of restricted suppliers and defaulters
- i) Service providers who are under investigation of corrupt activities
- j) Appointment may be subjected to screening by the SIU internal integrity unit or vetting by the state security agency before commencements

9.3. TAX COMPLIANCE REQUIREMENTS

- a) Bidders must ensure compliance with their tax obligations.
- b) 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.
- c) Application for Tax Compliance Status (TCS) pin may be made via e-filing through the SARS website www.sars.gov.za.
- d) Bidders may also submit a printed TCS certificate together with the bid.
- e) In bids where consortia / joint ventures / sub-contractors are involved; each party must submit a separate TCS certificate / pin / CSD number.
- f) Where no TCS is available, but the bidder is registered on the central supplier database (CSD), a CSD number must be provided.
- g) 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."

9.4. TERMS AND CONDITIONS:

- a) Quotations must be submitted in the company letterhead.
- b) All copyright and intellectual property herein rests with the SIU.
- c) All goods or services purchased will be subject to SIU's conditions, policies, and procedures.
- d) It is the responsibility of the bidder to ensure that the SIU is in possession of a compliant Tax Status

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documentations. The onus therefore rests on the bidder to ensure that the SIU is in receipt of a Compliant Tax Status as per CSD summary report.

- e) All purchases will be made through an official order form therefore; no goods must be delivered or render services before an official order has been received.
- f) To participate in SIU's Quotation of goods and/or services, vendors are advised to register on SIU's National Treasury Central Supplier Database (CSD)
- g) Bidder² certify that the information supplied is correct and I have read and understood SIU's Conditions and procedures and accept it.
- h) Bidder further certify that all the required information has been furnished and the relevant forms completed and are herewith submitted as part of the bid.
- i) Payments are effective within 30 days after receipt of invoice
- j) No late responses will be considered.
- k) All quotes should be accompanied by a valid BBBEE status Certificate with a SANAS logo or Sworn Affidavit by the Commissioner of Oaths with an SAPS Stamp for 80/20 evaluation criteria.
- l) Note that there are no pre-payments and payments will take place within 30 working days from the invoice date
- m) Successful bidders must be able to deliver the specified goods/services in full no later than stipulated date.
- n) Please do not hesitate to contact the undersigned for further information.
- o) When a bidder responds to this request for quotations, accept SIU's condition and also confirm that should he/she is successful, will be able to offer and deliver quality service.
- p) SIU as a public entity is not allowed to do pre-payments, therefore when the bidder respond to this request, accept the quotation.
- q) The appointed bidder is required to sign of the SBD document truthfully and in full.
- r) Any bidder who has reasons to believe that the RFQ specifications is based on a specific brand must inform SIU on or before RFQ's closing date.
- s) Awarding of the quotation will be subject to the Service Provider's express acceptance of the SIU Supply Chain Management policy, general contract conditions and any other related general
- t) By responding to this RFQ document, a bidder commits to bind himself or herself by SIU's conditions which supersedes bidders' own quotation's conditions.
- u) Upon finalisation of the appointment, SIU may enter into a Service Level Agreement (SLA),
- v) Bids must be delivered by the stipulated time to the correct address. Late bids will not be accepted for consideration.
- w) All bids must be submitted on the official forms provided– (not to be re-typed) or in the manner prescribed in the bid document.
- x) This bid is subject to the preferential procurement policy framework act, 2000 and the preferential procurement regulations, 2022, the general conditions of contract (GCC) and, if applicable, any other special conditions of contract.
- y) This RFQ is subject to Procurement General Conditions of Contract, (you may request a copy from SCM official or download from National Treasury's website.
- z) The successful bidder will be required to fill in and sign a written contract form (SBD7).

13. EVALUATION CRITERIA

SIU promotes the concept of “best value” in the award of contracts, as opposed to merely looking for the cheapest price, which does not necessarily provide the best value. Best value incorporates the expertise, experience and technical proposal of the organization and individuals who will be providing the service and the organisational capacity supporting the project team.

SIU is committed to achieving the government’s transformation objectives in terms of the Preferential Procurement Policy Framework Act (PPPFA), Procurement Regulation 2022. The value of this bid is estimated not to exceed R 1 000 000.00 (all applicable taxes included) and therefore the 80/20 system shall be applicable. (This is by no means the budget of the project but the process threshold as per PPPFA) The procedure for the evaluation of responsive bids is Price, and Preference method.

B-BBEE STATUS LEVELS

A bidder and/or service provider will be used interchangeably across the bid document.

Responsive bids are those bids that meet the eligibility/mandatory/administrative criteria as set out on the bid document.

The preference points evaluation of the responsive bids will be evaluated in terms of the 80/20 preference points systems, where the 80 points will be used for price and the 20 points will be awarded to a bidder for attaining the B-BBEE status level of contributor.

SIU promotes the concept of “best value” in the award of contracts, as opposed to merely looking for the cheapest price,

SIU is committed to achieving Government’s transformation objectives in terms of the Preferential Procurement Policy Framework Act (PPPFA).

14. PRICING SCHEDULE

Price must include the entire scope of work and any other logistics or disbursement that assist the service provider in delivering the final product (s) to SIU as per the scope of work and within the set timelines.

Note: VAT must be included and disbursements on the final price.

No	Description	PRICE
1	DEMOLISH Carefully dismantle and remove the existing kitchen sink cabinet, including the existing single-bowl sink. Remove all demolished materials from site. Carefully remove and retain the existing door handles for later reuse.	R

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	- Carefully remove the existing vinyl floor tiles, including adhesive where necessary, and remove all waste material from site. Prepare the floor ready to receive new floor tiles. - Carefully remove the existing timber kitchen worktop/table measuring approximately 3.10m×0.60m×32mm and remove from site.	
2	NEW KITCHEN SINK CABINET - Supply, manufacture and install new kitchen sink cabinet approximately 1.50m×0.60m×0.90m, in white melamine or to match the existing kitchen cabinets, including all necessary carcasses, doors, shelves, hinges, fixings and associated accessories. - Supply and install a new double-bowl stainless-steel sink, suitable for and correctly fitted into the new kitchen sink cabinet, including all necessary waste fittings and accessories. - Supply and install a new kitchen mixer tap, including connection to both the hot- and cold-water supplies, flexible connectors, isolating valves and all necessary fittings. Reinstall the existing door handles carefully removed and retained during demolition.	R
3	GRANITE TOPS - Supply, fabricate and install white granite worktop measuring approximately 1.50m×0.60m×32mm. Type, quality, finish, design and colour shall match the existing granite worktop in the East Wing Kitchen. - Include all cutting, polishing, edging, joints, sealant, supports and installation accessories. Supply, fabricate and install white granite worktop measuring approximately 3.00m×0.60m×32mm. - Type, quality, finish, design and colour shall match the existing granite worktop in the in the East Wing Kitchen. Include all cutting, polishing, edging, joints, sealant, supports and installation accessories.	R
4	PORCELAIN FLOOR TILES - Supply and install new Origins Fynbos Grey Matt Porcelain Floor Tile - 280 x 710mm, and/ or to match the existing floor tile colour and appearance. - Include preparation of the substrate, adhesive, grout, cutting, levelling, skirting/edge finishing where required and all necessary accessories.	R
5	CERAMIC WALL TILES Supply and install new 150mm×150mm ceramic wall tiles, and/ or to match the existing wall tile colour, pattern and appearance.	R

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	- Include surface preparation, adhesive, grout, cutting, finishing and all necessary accessories.	
	Vat (If applicable)	R
	Total cost (Vat Inc.)	R

- Quotation must reflect a correct cost as per the specification and prices quoted must be inclusive of VAT for VAT registered service providers.
- A separate quote should be on bidders' letter head.
- All rates shall be quoted in the currency of the Republic of South Africa for the periods specified and will be held to be firm for the period of the Bid.
- **No amendment of quotations shall be allowed after the RFQ closing date and time; the SIU reserves the right to use the correct total amount calculated by the SIU when evaluating Price and may seek confirmation of the total amount calculated only.**

SBD 4 - BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. BIDDER'S DECLARATION

2.1. Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest³ 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

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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 consortium⁴ will not be construed as collusive bidding.

⁴ 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.

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- 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.
- 3.5. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6. 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.
- 3.7. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature Date

.....
Position Name of bidder

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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**

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

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
B-BBEE STATUS LEVEL OF CONTRIBUTOR	18
SPECIFIC GOALS	2
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

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- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“prices”** includes all applicable taxes less all unconditional discounts;
- (h) **“proof of B-BBEE status level of contributor”** means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 points is allocated for price on the following basis: **80/20**

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

$P_{\min}$ = Price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

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- 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:

B-BBEE Status Level of Contributor	Number of Points
1	18
2	14
3	12
4	10
5	8
6	6
7	4
8	2
Non-compliant contributor	0
Additional Specific goal	
More than 50% Black ownership	2
Total Number of Possible Points	20

- 3.1. 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.)

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The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed. (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
More than 50% Black ownership		2		

5. BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor: . = (maximum of 20 points)
(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7. SUB-CONTRACTING

7.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES			NO
-----	--	--	----

7.1.1 If yes, indicate:

- What percentage of the contract will be subcontracted.....%
- The name of the sub-contractor.....
- The B-BBEE status level of the sub-contractor.....
- Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES		NO	
-----	--	----	--

v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

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Designated Group: An EME or QSE which is at least 51% owned by:	EME ✓	QSE ✓
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

8. **DECLARATION WITH REGARD TO COMPANY/FIRM**

8.1 Name of company/firm: _____

8.2 VAT registration number: _____

8.3 Company registration number: _____

8.4 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One person business/sole propriety
- ☐ Close corporation
- ☐ Company
- ☐ (Pty) Limited

[TICK APPLICABLE BOX]

8.5 **DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

8.6 **COMPANY CLASSIFICATION**

- ☐ Manufacturer
- ☐ Supplier
- ☐ Professional service provider
- ☐ Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

8.7 Total number of years the company/firm has been in business: _____

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8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding 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 bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

WITNESSES	SIGNATURE(S) OF BIDDERS(S):
1.	DATE:
2.	ADDRESS:

STRIKING AGAINST CORRUPTION

6. SPECIAL CONDITIONS

- a) Quotations to be returned to: (rfq@siu.org.za)
- b) Proposal submitted to the SIU becomes the property of the SIU. SIU is therefore not obliged to send it back to the bidder

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- c) The service provider shall commit to post support service where and when required by SIU.
- d) Payment will be done on deliverables achieved, with payments done within 30 days of receipt of invoice.
- e) CSD Tax Compliance status must be found on the CSD Summary report
- f) SIU Head Office are situated at the following address:**
74 Water Meyers Street, Rentmeester Building, Meyers Park, First Floor

7. SUPPORTING DOCUMENTATION AND MINIMUM CRITERIA

- a. A B-BBEE status level verification certificate must be submitted in order to qualify for preference points for B-BBEE);
- b. send and the original will be requested from the recommended bidder) failure to attached will lead to disqualification.
- c. The quote must be valid for a period of 30 days
- d. All quotations must be accompanied by the following documents if you have not submitted the information before:
 - **Central supplier database for Government (CSD)**
- e. Quotation must reflect a cost breakdown, where applicable, prices quoted must be inclusive of VAT
- f. All pages of quotation must be signed by the responsible person
- g. SIU has the right to withdraw any quotation at any time within or outside the validity of the quotation.
- h. SIU reserves the right to invite suppliers/companies to present their bid proposals for final decision.**

8. DECLARATION

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise:

- i) Confirms that neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- ii) Confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- iii) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and ;
- iv) Confirms that the contents of this questionnaire/forms (SBD 4, 6) are within my personal knowledge and are to the best of my belief both true and correct
 - v) Accept that, in addition to cancellation of a contract, action may be taken against me should the Declaration prove to be false.

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Annex B

Form of Offer and Acceptance

Note: 1 This form of offer and acceptance is identical to that contained in Annex F of SANS 10845 - 1: Construction Procurement Processes, Procedures and Methods.

2 SAICE's Practice Manual #1, The use of South African National Standards in Construction Procurement, provides guidance on the formulation of the wording for the actual offer where it is not based on the offered total of prices.

Offer

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

The tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the returnable schedules, 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.

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX ISRand (in words); R..... (in figures) (or other suitable wording)

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 to the tenderer before the end of the period of validity stated in the tender data, 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 Employer			
	(Name and address of employer)		
Name and signature of witness		Date	

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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 agreement)
 - Part C2 Pricing data
 - Part C3 Scope of work
 - 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 as 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 after 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. 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 of this document, including the schedule of deviations (if any). Unless the tenderer (now contractor) within five (5) working days of the date of such receipt notifies the employer in writing of any reason why he/she cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.¹

Signature(s)			
Name(s)			
Capacity			
for the Employer			
	(Name and address of employer)		
Name and signature of witness		Date	

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Schedule of Deviations Notes:

1. The extent of deviations from the tender documents issued by the employer before the tender closing date is limited to those permitted in terms of the conditions of tender.
2. A tenderer's covering letter shall not be included in the final contract document. Should any matter in such letter, which constitutes a deviation as aforesaid, become the subject of agreements reached during the process of offer and acceptance, the outcome of such agreement shall be recorded here.
3. Any other matter arising from the process of offer and acceptance either as a confirmation, clarification or change to the tender documents and which it is agreed by the Parties becomes an obligation of the contract shall also be recorded here.
4. Any change or addition to the tender documents arising from the above agreements and recorded here, shall also be incorporated into the final draft of the Contract.

1. Subject _____
Details _____
2. Subject _____
Details _____
3. Subject _____
Details _____
4. Subject _____
Details _____

- By the duly authorised representatives signing this agreement, the employer and the tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to the documents listed in the tender data and addenda thereto as listed in the returnable 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 Agreement shall have any meaning or effect in the contract between the parties arising from this agreement.

Annex G

Compulsory Enterprise questionnaire

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

Section 1: Name of enterprise:

Section 2: VAT registration number, if any:

Section 3: cidb registration number, if any:

Section 4: CSD number:

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Section 5: Particulars of sole proprietors and partners in partnerships:

Name*	Identity number*	Personal income tax number*

*Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

Section 6: Particulars of companies and close corporations

Company registration number:

Close corporation number:

Tax reference number:

Section 7: SBD4 issued by National Treasury must be completed for each tender and be attached as a tender requirement.

Section 8: SBD 6 issued by National Treasury must be completed for each tender and be attached as a tender requirement.

Section 9: SBD8 issued by National Treasury must be completed for each tender and be attached as a tender requirement.

Section 10: SBD9 issued by National Treasury must be completed for each tender and be attached as a tender requirement.

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise:

i) authorizes the employer to verify the tenderers tax clearance status from the South African Revenue Services

that it is in order;

ii) confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;

iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;

iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and

iv) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Signed		Date	
Name		Position	

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Enterprise name	
--------------------	--

Please note that if the supporting documentation is not provided then the submission will be classified as non-responsive.

Tender Conditions

1. Disqualification

Please note that if a tender document is not filled in correctly or completely, or is delivered/sent after the tender closing time, or CSD tax compliant status is not reflected on the CSD summary report will automatically disqualified the bid. Please return this document with the supporting documents including CSD Tax Compliance summary status report.

2. Tender Document Submission

Faxed and emailed tender documents will be accepted. However, the onus is on the tenderer to ensure that complete faxed or email documents have been received by the SIU by the due time.

Please note that any alterations to the tender document other than filling in the tenderer's details and tender price will automatically disqualify the tenderer.

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: _____



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