



REQUEST FOR PROPOSAL

RFQ NO 122/2023

You are hereby invited to submit proposal/ price quotation for:

**PROVISION OF LAUNDRY SERVICES AT THE TSITSIKAMMA SECTION OF THE GARDEN
ROUTE NATIONAL PARK FOR A PERIOD OF ONE YEAR.**

**RFQ122/2023 PROVISION OF LAUNDRY SERVICES AT THE TSITSIKAMMA SECTION OF THE GARDEN ROUTE NATIONAL PARK FOR A
PERIOD OF ONE YEAR.**

Bid Number	RFQ 122/2023
Re-Advert Date	Friday, 09 February 2024
Issuer	Garden Route National Park
Closing date and time	Friday, 16 February 2024 Time: 11:00am
Bid Document Submission Address:	GRNP.RFQS@sanparks.org
For Attention:	GRNP Quotations
Contact details	021 741 1207
Bid Validity Period	90 days

PART A

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN NATIONAL PARKS				
BID NUMBER:	RFQ 122/2023	CLOSING DATE:	16 February 2024	CLOSING TIME: 11:00am
DESCRIPTION	PROVISION OF LAUNDRY SERVICES AT THE TSITSIKAMMA SECTION OF THE GARDEN ROUTE NATIONAL PARK FOR A PERIOD OF ONE YEAR.			
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:	
CONTACT PERSON	Meagan du Plessis		CONTACT PERSON	Hesron Ruiters
TELEPHONE NUMBER	042 281 1607 (ext.12069)		TELEPHONE NUMBER	079 822 9034
E-MAIL ADDRESS	meagan.duplessis@sanparks.org		E-MAIL ADDRESS	Hesron.ruiters@sanparks.org
SUPPLIER INFORMATION				
NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
E-MAIL ADDRESS				
VAT REGISTRATION NR				

SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] ☐ Yes ☐ No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]				
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES, ANSWER PART B:3]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS				
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO				

IF THE ANSWER IS “NO” TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

PART B

TERMS AND CONDITIONS FOR BIDDING

BID SUBMISSION:

BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED

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.

THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7) AND/OR AN SLA.

TAX COMPLIANCE REQUIREMENTS

BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

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.

APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.

BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.

IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.

WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

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:

RFQ122/2023 PROVISION OF LAUNDRY SERVICES AT THE TSITSIKAMMA SECTION OF THE GARDEN ROUTE NATIONAL PARK FOR A PERIOD OF ONE YEAR.

1. PURPOSE

The purpose of this exercise is to appoint a legible service provider for **PROVISION OF LAUNDRY SERVICES AT THE TSITSIKAMMA SECTION OF THE GARDEN ROUTE NATIONAL PARK FOR A PERIOD OF ONE YEAR.**

2. BACKGROUND

South African National Parks (SANParks) is a public entity functioning under *National Environmental Management: Protected Areas Act 57 of 2003 (Act 57 of 2003)*; with the mandate to conserve; protect; control; and manage national parks and other defined protected areas and their biological diversity (Biodiversity). As a public entity, SANParks is also governed by the *Public Finance Management Act, Act 1 of 1999 (as amended by Act 29 of 1999)*, and it is listed as *Schedule 3 Part A: 25 public entities*. SANParks' operations are totally guided by its vision statement and mission statement. As a public entity, the organisation is committed to act in pursuance of transformation of South Africa's society in support of entrenching South Africa's democracy. In this regard, the organisation has adopted a transformation mission to guide its efforts accordingly.

3. SCOPE OF WORK

THE PROVISION OF LAUNDRY SERVICES TO THE TSITSIKAMMA SECTION OF THE GARDEN ROUTE NATIONAL PARK FOR THE PERIOD OF ONE YEAR.

Garden Route National Park invites all eligible Service Providers to quote for the provision of Laundry Services to the Storms River Mouth Rest Camp (Eastern Cape, closest town is Humansdorp) and De Vasselot Rest Camp (Western Cape, closest town is Plettenberg Bay)

SITES TO BE SERVICED:

Camps	Number of accommodation Units	Beds	Projected average Unit Occupancy 1 Feb. 2024 to 31 Jul. 2024	Projected average Bed Occupancy 1 Feb. 2024 to 31 Jul. 2024
Storms River Mouth	90	229	45,71	39,54
De Vasselot	12	24	32,10	29,69

NOTE NB:

1. THE ABOVE MENTIONED UNIT AND BED OCCUPANCIES ARE PROJECTIONS BASED ON FUTURE BOOKING FORECASTS FOR THE 12 MONTH PERIOD.
2. LAUNDRY ITEM QUANTITIES ARE ESTIMATES ONLY WHICH IS BASED ON HISTORIC DATA.

3. **BIDDERS MUST BE LOCATED WITHIN THE RADIUS OF 200 KM FROM STORMS RIVER MOUTH REST CAMP AS SERVICES WILL BE RENDERED DAILY.**
4. **BIDDERS MUST SHOW THEIR OPERATING PLANT INFRASTRUCTURE AND DEPLOYMENT PLAN TO BE ABLE TO PROVIDE LAUNDRY SERVICES. THE WORKPLACE MUST COMPLY WITH ALL THE SET REGULATIONS UNDER THE HEALTH AND SAFETY ACT.**
5. **A SITE VISIT TO THE BIDDER OPERATING PLANT WILL BE CONDUCTED AS PART OF THE EVALUATION PROCESS.**

CLEANING STANDARDS

- The Service Provider to provide good quality laundry bags for soiled and clean linen. The bag must have proper closing mechanism. Bags for soiled linen to be clearly marked (permanent labelling or colouring).
- The laundry bags must be properly sealed to avoid loss and the seal number be recorded by both the Service Provider and SANParks.
- For control purpose packing slips must be placed inside the laundry bags, this applies to both soiled and clean linen.
- Provide transparent laundry bags for stained linen (e.g. linen with blood stains). The size of the bag will be specified after the bid is awarded.
- Washing of all linen must be done at the correct temperature using the right detergent to remove blood and other stains.
- Linen must be disinfected during the washing process, in order to ensure that it conforms with high Health and Safety requirements (SANS 10146)
- Linen must be transported in sealed containers to prevent contamination.
- The Successful bidder must be ready to commence with the contract within 7 days from award
- The bidder must be in an existing operation providing laundry services to the Hospitality Sector totalling at least 150 beds per day. (Submit proof, i.e. contract, reference letters on the company letter-head indicating the rated level of service, type of contract, contract value and signed by the client).
- The bidder must be knowledgeable of Hospitality infection control protocols.
- Bidders to submit a contingency plan together with this bid
- Items damaged due to the Service Provider's negligence will be replaced at the Service Provider's costs.
- All stains, such as rust, blood and mildew must be removed from linen.
- Where it is not possible for stains to be removed the Service Provider must bring this to the attention of the Hospitality Services Manager and/ or Duty Managers.
- Linen that needs special treatment such as dry cleaning must be cleaned accordingly (i.e. curtains)
- Linen must be well presented when delivered i.e. ironed and folded.
- All issues regarding this contract are to be communicated with the Hospitality Services Manager – Tsitsikamma
- No sub-contracting is allowed. Bidders must supply proof of capacity to manage SANParks linen during peak season. Should a contractor sub-contract the contract will be terminated.
- Service provider must ensure that all collected dirty linen must be counted, sorted and recorded under supervision at their operating plant when it arrives. All clean linen must be counted and sorted under supervision at the operating plant before it is dispatched to SANParks. SANParks have the right to request CCTV footage and or other proof of the linen counting and sorting operations as and when the need arises.
- Proof of chemicals to be used must be provided – letter from company supplying chemical indicating product description.
- Chemicals used must adhere to the same standards applicable to hospitals.
- Items damaged due to the excessive use of chemicals must be replaced at Service Provider's cost

- Costs for losses incurred once the linen has left SANParks site will be covered by the Service Provider.
- The bidder must submit proof that reasonable arrangement have been made to compensate SANParks for any loss that SANParks may suffer while linen is in possession of the Service provider. Public Liability cover of R 500 000.00 or more must be adjusted to fully cover the risk exposure once appointed.

COLLECTION AND DELIVERY OF LINEN

- Linen to be collected and delivered by the Service Provider.
- All linen previously collected for cleaning must be delivered in total upon the next collection of dirty linen or upon special request.
- During peak tourism periods (Easter long weekend), the service provider must provide a staff member every day who will be accompanying the delivery driver for the purpose of counting and verifying linen delivered and collected at Storms River Mouth and De Vasselot rest camps.

STORM RIVER MOUTH MAIN CAMP

- Daily delivering and collection: No later than **12:00**.
- The Service Provider may also be requested to, from time to time do ad hoc deliveries on short notice.

NATURES VALLEY CAMP

- Daily delivering and collection: No later than **13:00**
- The Service Provider may also be requested to, from time to time do ad hoc deliveries on short notice.

REQUIREMENTS

- List of cleaning products to be used for the cleaning of the linen and proof that they are SABS compliant must be provided together with this bid
- Proof that the cleaning products adhere to required Health and Safety Regulations.
- List of current and previous clients for reference purposes.
- Upon a site visit, the bidder must be able to present their capacity necessary to fulfil the required service (machinery – output per hour, staff and schedules).

RESPONSIBILITIES OF SANPARKS

- Give monthly indication of performance review to the attention of the company's management for improvement and expect feedback on how such, if any, unsatisfactory performance or bad behaviour will be prevented for future occurrences.
- Hold quarterly meetings with successful bidder to discuss any issues arising (progress or unsatisfactory performance)
- Effecting payment within 30 days from date of receipt of valid tax invoices.
- Review the monthly report and provide feedback. SANParks reserves the right to return any linen not cleaned according to their standards. Costs of this will be for the account of the Service Provider.
- Discrepancies and shortages must be reported and negotiated within 24hrs
- The contractor will be notified in writing of sub-standard services.
- SANParks reserves the right to terminate the contract should sub-standard services continue.

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RESPONSIBILITIES OF THE BIDDER

- Discrepancies and shortages must be reported to SANParks within 24hrs.
- Replace damaged or lost linen of SANParks due to losses as a result of negligence on behalf of the service provider.
- To invoice SANParks once a month.

BREACH OF CONTRACT:

- Whenever the service provider is found to not comply with the specifications set out in this document, SANParks have the right to address such non-compliance matters with the service provider and to cancel the contract within 14 days should any non-compliance continue after consultation with the service provider.

4. PRICING SCHEDULE

Description	Estimated Quantities	Price per unit	Total Amount (Vat Exclusive)
Bath-Mat	15000		
Bath Towel	38000		
Hand Towel	18000		
D Blanket/Bedspreads	150		
D Duvet Cover	8000		
D Mattress Protector	35		
D Sheet Fitted	5000		
D Sheet Flat	6174		
K Blanket/Fleece Blanket	13		
Queen Blankets	15		
K Duvet Cover	15		
K Mattress Protector	2		
K Sheet Fitted	10		
K Sheet Flat	10		
Pillow Slip Oxf / Conti.	5		
Pillow Slip Std.	55000		
S Blanket/Fleece Blanket	387		
S Duvet Cover	17800		

Description	Estimated Quantities	Price per unit	Total Amount (Vat Exclusive)
S Mattress Protector	340		
S Sheet Fitted	16000		
S Sheet Flat	17000		
Bed Frill	60		
Rug not bigger than 2m x 2m	26		
Curtain p/kg	828		
Cushions	7		
D Duvet Inner	16		
Gloves	30		
K Duvet Inner	10		
Large Table cloth	5		
Med Table cloth	5		
Overlay	4		
Pillow	160		
Pillow Protector	20		
S Duvet inner	110		
Serviette/Bib/Dish Cloth/Placemat	120		
Shower Curtain / Odds	72		
Total (Vat Excl.)			
15 % Vat			
Total Amount Vat Incl.			

5. PROTECTION OF PERSONAL INFORMATION ACT, 4 OF 2013 (POPIA)

- SANParks adheres to the Protection of Personal Information Act, 4 of 2013 (POPIA) requirements regarding personal information which came into effect 1 July 2021.
- As SANParks, we are committed to protecting your privacy and ensuring that personal information collected is used properly, lawfully and transparently.

6. MINIMUM REQUIREMENTS COMPLIANCE RESPONSIVENESS CRITERIA (*Compliance to legislative and treasury requirements*)

In this phase all responses received will be verified for compliance and completeness of the submitted proposal per the below set of mandatory requirements.

- Submission of fully completed SBD1 (Invitation to Bid),
- Submission of fully completed SBD 4 (Declaration of Interest),
- Submission of fully completed SBD 6.1 (Preference Claim Certificate), accompanied by the original or certified B-BBEE Status Level Verification Certificate or original B-BBEE Sworn Affidavit,
- Proof of registration with National Treasury Central Supplier Database (CSD).
- Submission of General Condition of a Contract (successful bidder).

7. EVALUATION CRITERIA AND WEIGHTING

The **RFP** stipulated that the responses to be evaluated using the 80/20 preference points system in accordance with the PPPFA guidelines. Based on this system the points will be allocated as follows:

Criteria	Points
Price	80
Participation Goals/BEE	20
Total	100

8. EVALUATION FORMULA FOR PRICE

The following formula will be applied to calculate the scores:

Price Formula

The following PPPFA formula was used to evaluate the price proposals submitted by bidders, this formula was used because price was the only criterion that was scored i.e. the whole 80 points were allocated to price.

$$PS = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Ps = Points scored for price of the bid under consideration.

Pt = Rand value of bid under consideration.

Pmin = Rand value of lowest acceptable bid

9. FINANCIAL PAYMENT

Payment will be made in accordance to the PFMA (within 30 days of receipt of valid invoice).

10. FINAL AWARD

Bidder who complies with the specifications and scores highest total points on PRICE and B-BBEE claimed points shall be awarded the contract. SANParks reserves the right to:

- Award the contract in full or partially
- Award to more than one bidder, and/or
- Not to award
- Re-advertise should the minimum of three written quotations not be received
- Not to award to a bidder scoring the highest points
- Not to award to a bidder who has previously under-performed/ failed to honour a purchase order

ANNEXURE A – STANDARD BIDDING DOCUMENTS

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 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 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

SBD 6.1: 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);

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.
- b) The **80/20 preference point system** will be applicable in this tender. The lowest 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
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:

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

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:

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

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.*

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)
Local suppliers adjacent to SANParks operations 200km	10	
Enterprises with B-BBEE Procurement Recognition Level 1(one) – 4 (four).	10	

**CLAIM
POINTS
IF YOU
QUALIFY**

DECLARATION WITH REGARD TO COMPANY/FIRM

- 4.3. Name of company/firm.....

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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:	
	