



THE INDEPENDENT DEVELOPMENT TRUST (IDT) REQUEST FOR PROPOSAL FOR:

TO PARTICIPATE IN THE IDT PANEL OF ACCREDITED TRAINING AND CAPACITY BUILDING SERVICE PROVIDERS FOR A PERIOD OF 3 YEARS TO TRAIN MEMBERS OF THE COMMUNITIES WHERE IDT IMPLEMENTS SOCIAL AND INFRASTRUCTURE PROGRAMMES.

BID NO. IDTSKILLS-2025/TNDR-01-2025

NAME OF THE COMPANY:	
REGISTRATION NUMBER:	
CSD NUMBER:	
NAME ACCREDITED TRAINING PROGRAMME	
ACCREDITATION NUMBER	
NAME OF ACCREDITING BODY (QCTO, SETA- name of SETA)	
EXPIRATION DATE OF ACCREDITATION	
DIRECTOR'S NAME:	

BID CLOSING DATE: 06 June 2025 @ 12:00

**ADDRESS: THE INDEPENDENT DEVELOPMENT TRUST
GLENWOOD OFFICE PARK**

CNR. OBERON & SPRITE STREETS

FAERIE GLEN 0043

WEBSITE: www.idt.org.za

THIS BID IS ACCESSIBLE IN THE IDT WEBSITE AND E-TENDER ON THE 09 May 2025

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YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (INDEPENDENT DEVELOPMENT TRUST)					
BID NUMBER:	IDTSKILLS-2025/TNDR-01-2025	CLOSING DATE:	06 June 2025	CLOSING TIME:	12:00PM
DESCRIPTION	ACCREDITED SKILLS AND TRAINING SERVICE PROVIDERS				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
Glenwood Office Park, Cnr. Oberon and Sprite Streets, Faerie Glen, 0043					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	David Motsatse		CONTACT PERSON	Lily Hlophe	
TELEPHONE NUMBER	021 845 2000		TELEPHONE NUMBER	021 845 2000	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	SDTenders@idt.org.za		E-MAIL ADDRESS	SDTenders@idt.org.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES 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.					

BID REF NO: IDTSKILLS-2025/TNDR-01-2025

1.1 TERMS OF REFERENCE

ITEM	DESCRIPTION
1.1 Tender Issue Date	09 May 2025
1.2 Compulsory Briefing	No Briefing Session will be held for this bid.
1.3 Bid Reference No.	RFQ NO: IDTSKILLS-2025/TNDR-01-2025
1.4 Enquiries	Any queries shall be directed in writing to the IDT through the email.
	Email: SDTenders@idt.org.za
1.5 Mandatory Requirements	1.5.1 Authority to Sign the Bid Document and all Annexures (see bid document.
	1.5.2 Valid COIDA Certificate
	1.5.3 Valid Accreditation Certificate with the relevant SETA/ QCTO/ Tertiary institution and any other relevant accrediting institutions.
	1.5.4 Qualified facilitator for QCTO accredited
	1.5.5 Valid Accreditation certificate of the Assessor with the relevant SETA
	1.5.6 Valid Accreditation certificate of the Moderator with the relevant SETA
	1.5.7 Valid Tax Compliance Letter with a unique pin
	1.5.8. ID copies of Directors
	1.5.9. Central Supplier Database (CSD) registration
	FAILURE TO SUBMIT ANY OF THE ABOVE WILL LEAD TO DISQUALIFICATION
1.6 Administrative Mandatory Requirement	1.6.1 Submission of fully completed and signed Invitation to Bid (SBD 1)
	1.6.2 Submission of fully completed and signed Bidder's Disclosure (SBD 4)
	1.6.3 Copy of a Letter of Good Standing with Compensation for Occupational and Injuries Diseases Act (COIDA) Registration Certificate
	1.6.4 Valid Accreditation Certificate with the relevant SETA/ QCTO/ Tertiary institution and any other relevant accrediting institutions
	1.6.5 Proof of Central Supplier Database (CSD) registration
	1.6.6 Valid Tax Compliance Letter with a unique pin
	1.6.7 Valid BBEEE certificate
	1.6.8 Copies of I.D. of company Directors

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	1.6.9 Authority to Sign this Bid
1.7. Returnable documents	The following returnable document shall be submitted together with the bid. The validity of this documentation will be verified at the time of award.
	1.7.1. Proof of residence (proof of ownership or lease contract or municipal services bill)
1.8. Evaluation Criteria	This bid will be evaluated in two stages
	1.8.1. Mandatory and administrative Requirements
	1.8.2. Functionality
1.9. Submission of Bid documents	1.9.1 Bids must be delivered on or before the closing date and the time as per the advert.
	1.9.2 Bidders must sign the Bid Submission Register upon delivery of the bid at the regional office. Bidders not on the Bid Submission Register will not be considered. This applies to bids, which are submitted through Courier companies. Bidders MUST inform their Courier Companies to sign the Bid Submission Register in the name of the bidder.
	1.9.3 Bids submitted after the closing time will not be considered.
	1.9.4 Bid documents shall be hand-delivered in 1 combined pack (i.e. Bid document and its accompanying Annexures) to the Implementing Agent (IDT), and shall be marked as follows:
	Marked confidential Bid and Indicate the following:
	RFQ NO: IDTSKILLS-2025/TNDR-01-2025
	THE BID BOX WILL BE LOCATED AT THE IDT REGIONAL OFFICE AS PER THE ADDRESS INDICATED ON THE BID DOCUMENT.
	NB: Emailed or Faxed bid documents will be disqualified.
1.10. Notes to bidders	1.10.1. The bid shall be valid for 90 calendar days.
	1.10.2. Bidders' queries will be attended to only up to 3 calendar days before the closing date.
	1.10.3. Should bidders not receive any correspondence after 90 days of tender validity period then bidders should consider their application unsuccessful.
	1.10.4. Bids must be submitted on the official forms, which are provided as part of the bid document.
1.11. Company Resources	1.11.1. The bidder is to provide details of (Facilitator, Assessor and Moderator) human resources to be used in the project and attach proof of their relevant qualifications (qualification and details of personnel).
1.12. IDT's Reservation of Rights	1.12.1. IDT reserves the right to cancel or withdraw this request for bid without prior notice and without furnishing any reasons whatsoever.
	1.12.2. IDT reserves the right to subject Bidders and their facilities to assessment as part of the evaluation process or as a condition to be appointed.
	1.12.3. The IDT reserves the right to amend, modify, withdraw this Bid

1.13. Bid Document and Contract	1.13.1. Bidders are advised to ensure that they familiarize themselves with all the contents of the Bid documents, as those will form the basis of the contract to be entered into. Any contents of this document that the bidder requires clarity on shall be brought forward before the Bid submission date stipulated in this Bid document.
	1.13.2. Note: The Bid Document must be completed by hand (handwritten) using permanent black ink. If the bidder submits a bid that is typed, they will be disqualified.
	1.13.3. The Bid document must be bound.
	1.14.4. All Bid documents submitted to the IDT will become the property of the IDT and will as such not be returned to the bidders. Proprietary information should be identified as such in each proposal.
	1.13.5. If the IDT amends this bid document, the IDT will issue an erratum.
	1.14.6 This document must be used solely for the purpose it is intended to achieve.
	1.14.7 The Company will be expected to enter into a contract with the IDT.
	1.14.8 Bidders who are blacklisted with the National Treasury will be eliminated, therefore, not considered any further evaluation.
1.15. Duration Of Contract	1.15.1. To be part of the IDT accredited service provider panel for a period of 3 years

1.2 EVALUATION CRITERIA

The RFQ will be evaluated on two phases:

- **Mandatory Requirements**
- **Functionality**

1.3 MANDATORY REQUIREMENTS/

1. Authority to Sign this Bid
2. Copy of a Letter of Good Standing with Compensation for Occupational and Injuries Diseases Act (COIDA) Registration Certificate
3. Valid Accreditation Certificate with the relevant SETA/ QCTO/ Tertiary institution and any other relevant accrediting institutions
4. Proof of Central Supplier Database (CSD) registration
5. Valid Tax Compliance Letter with a unique pin
6. I.D. copies of Directors
7. Valid BBBEEE certificate
8. Full completed and signed SBD Forms.
 - a. SBD1: Invitation to bid
 - b. SBD4: Declaration of interest

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Note:

1. Failure to submit the above-required documents shall result in disqualification of the bid
2. If any of the Directors are in the Employment of the State this shall result in disqualification of the bid
3. If any of its Directors is listed on the Register of Defaulters, this shall result in disqualification of the bid.
4. In the case of a Bidder, who during the last ten (10) years has been Terminated on Previous Contracts with the IDT this shall result in disqualification of the bid.

1.4 LIST OF RETURNABLE DOCUMENTATION

1. CV of Facilitator for the QCTO accredited Service Providers
2. Certificate of accredited Assessor with relevant SETA
3. Certificate of accredited Moderator with relevant SETA
4. Company profile
5. Client reference letters
6. Appointment letters
7. Company financial bank statement
8. Proof of residence

Tender documents may be downloaded from the IDT's website as follows: **www.idt.org.za** and on the e-tenders' portal; **www.etenders.gov.za** from the 9th May **2025**

Tenders must only be submitted on the tender documentation that is downloaded from the stipulated websites.

The retyping of the tender document is not permitted.

All SCM and Technical inquiries relating to this bid must be directed to **SDTender@idt.org.za** attention of Lily Hlophe for Technical matters and David Motsatsi for SCM matters during office hours.

On submission of Tender documents, the bidder must submit a signed original bid document in hard copy.

The bid closing date is 6 June **2025** at the IDT National Office **by no later than 12:00pm**. The **physical address of the IDT National Office is:**

IDT Office

Glenwood Office Park,

Cnr. Oberon and Sprite Streets,

Faerie Glen

Pretoria

Telegraphic, telephonic, telex, facsimile, e-mail and late bids **WILL NOT** be accepted.

BRIEFING SESSION & ENQUIRIES: No compulsory briefing session for the tender. However, all queries relating to the bid can be directed via mail or telephone to **SDTenders@idt.org.za** attention of **Lily Hlophe** for Technical matters and **David Motsatsi** for SCM matters during office hours.

PART 2: DESCRIPTION OF SERVICE AND EVALUATION METHOD

2.1 THE OBJECTIVES OF THE IDT TRAINING AND SKILLS DEVELOPMENT INCLUDE:

- Building and linking training initiatives within the IDT programmes (Social Infrastructure and Social Development) to provide opportunities for learning and skills development.
- To train and build the capacity of unemployed people and work seekers to assist them in making transitions into employment or self-employment.

To provide an opportunity for unemployed youths and old people who do not have matric or meet the requirements to enrol in post-matric education.

- 2.2: PROJECT DESCRIPTION

This tender seeks to invite bidders to bid to participate in the IDT Panel of Training and Skills Development Service Providers for a period of 3 years.

IDT will from time to time send Request for Quotations (RFQs) to the panel members to bid to provide relevant training and skills development within specific training programmes. The IDT training programme aims to empower members of the communities where IDT implements projects targeting mainly women, youths and people with disabilities to find employment or to start their businesses.

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Required training service providers shall have accreditations on the targeted training programmes that are listed in this document. The elected training programmes include mainly the built environment, environment, and farming-related programmes which have a high potential for placement and possible absorption.

Below is a table, the bidder **must choose the region/s that they operate** in by completing training programme/s in that region/s (tick and add accreditation number): Note the Region is the bidder's area of choice for implementation.

REGION	LIST OF SKILLS TRAINING	Tick your choice	Accreditation number
EC	National Certificate: Plant Production		
	Occupational Skills Programme: General Residential Repairer		
	Occupational Skills Programme: Plumbing Hand		
	Occupational Skills Programme: Renewable Energy Workshop Assistant		
	National Certificate: Building and Civil Construction		
	Occupational Skills Programme: Handicraft Sewer		
	Occupational Skills Programme: Workshop Tool Assistant		
FS	Occupational Skills Programme General Residential Repairer		
	Occupational Skills Programme Plumbing Hand		
	Occupational Skills Programme Mixed Farming		
	Occupational Skills Programme: Workshop Tool Assistant		
GP	Occupational Skills Programme General Residential Repairer		
	Occupational Skills Programme New Venture Creation		
	Occupational Skills Programme Workplace Preparations		
	Occupational Skills Programme Office Administration		
KZN	Occupational Skills Programme Plant Production		
	Occupational Skills Programme General Residential Repairer		
	Occupational Skills Programme Plumbing Hand		
	Occupational Skills Programme Mixed Farming		

LP	Occupational Skills Programme Plant Production		
	Occupational Skills Programme General Residential Repairer		
	Occupational Skills Programme Plumbing Hand		
	Occupational Skills Programme Mixed Farming		
	Occupational Skills Programme Office Administration		
	Occupational Skills Programme: Pothole Repair Person		
MP	National Certificate: Plant Production		
	Occupational Skills Programme: Assistant Baker: Fermented Dough Products		
	Occupational Skills Programme: Pothole Repair Person		
	National Certificate: Environmental Practice		
	Craft production		
NC	National Certificate: Plant Production		
	Occupational Skills Programme: General Residential Repairer		
	Occupational Skills Programme: Plumbing Hand		
	Occupational Skills Programme: Renewable Energy Workshop Assistant		
	National Certificate: Building and Civil Construction		
	Occupational Skills Programme: Handicraft Sewer		
NW	Occupational Skills Programme: Shielded Metal Arc Welder		
	Occupational Skills Programme: Plumbing Hand		
	Occupational Skills Programme: General Residential Repairer		
	Occupational Skills Programme: Hairstylist		
	National Certificate: Building and Civil Construction		
WC	Occupational Skills Programme: Plumbing Hand		
	Occupational Skills Programme: Coded Welding		
	National Certificate: Plant Production		
	National Certificate: Environmental Practice		

	Occupational Skills Programme: Hairstylist		
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2.3 EVALUATION

Evaluation will be based on the mandatory requirements and functionality.

2.3.1 FUNCTIONALITY EVALUATION

The IDT will assess all bids received based on its procurement policy. Only bidders who are competent in the advertised work and who have achieved the minimum functionality threshold will be eligible to form part of the panel of IDT Social Facilitation.

2.3.2 FUNCTIONALITY CRITERIA

Only bidders who are competent in the advertised work and who have achieved the minimum functionality threshold will be eligible to form part of the panel of IDT Social Facilitation.

FUNCTIONALITY AREAS	WEIGHT
Company Profile	15
Relevant Qualifications	20
Proof of relevant experience in Skills Training in construction/capacity building of the director	25
Track record	20
Financial Management Capacity	20

Only bidders who obtain **60 points** or higher on the functionality threshold will be eligible to form part of the IDT Social Facilitation panel.

2.3.3 FUNCTIONALITY EVALUATION SCORECARD

The IDT will assess all bids received based on its procurement policy if information is required from the bidder/s, the IDT reserves the right to request the information which shall be submitted within seven (7) working days.

The table below presents the scorecard for the functionality evaluation of the bid.

VARIABLES	TOTAL POINTS	CRITERIA	POINTS
FUNCTIONALITY POINTS	100		100
Company Profile	15	Scores will be allocated for a bidder's company profile which also includes the company's method of training, mentorship, and coaching.	

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		A company profile that outlines the company's method of training, mentorship, and coaching.	15
		A company profile that outlines the company's method of training plus either mentorship or coaching.	10
		Company profile submitted.	05
Relevant Qualifications	20	The score is allocated for possession of the relevant qualifications by the service provider over and above the accreditation certificate of the service provider.	
		Relevant post-graduate training qualification of the trainer plus accreditation certificate.	20
		Degree in Training-related qualification plus accreditation certificate.	15
		Diploma in Training-related qualification plus accreditation certificate.	10
Relevant Experience	25	Bidders' relevant training experience is proven by the client's appointment letters of the training projects implemented in the past seven (7) years. The appointment letters must be fully signed by respective institutions or companies to indicate the value of the project.	
		• Three (3) appointment letters	25
		• Two (2) appointment letters	15
		• One (1) appointment letters	05
Relevant Experience – track record	20	Bidders' relevant training experience is proven by the client's completion certificate/reference letters for the completed training projects in the past seven (7) years in line with the allocated projects above.	
		• Three (3) reference or completion letter	20
		• Two (2) reference or completion letter	15
		• One (1) reference or completion letter	05
Financial Management Capacity	20	Provide proof of the company's financial management capacity to satisfactorily manage programme finances.	
		Three (3) year Audited Financial Statement plus 6 months Bank Statement.	20
		Three (3) year financial statement plus 6 months Bank Statement.	15
		Six (6) months Bank Statement.	5

Bidders are required to score a minimum of **60 points** in Functionality to qualify to be considered in the panel of Accredited Service Providers.

3. LIST OF RETURNABLE DOCUMENTS

The list of returnable documents is for ensuring that everything the employer requires the tenderer to submit with the tender is included in the submission. Put an **X** below if the returnable document is attached or completed properly.

#	LIST OF RETURNABLE DOCUMENTS	TICK IF ATTACHED
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BID REF NO: IDTSKILLS-2025/TNDR-01-2025

1	Authority to Sign this Bid	
2	Company Registration Documents (CIPC)	
3	Tax Clearance Certificate or unique pin	
4	Proof of Central Supplier Database (CSD) registration	
5	Copy of a Letter of Good Standing with Compensation For Occupational And Injuries Diseases Act (COIDA) Registration Certificate	
6	Valid company accreditation certificate	
7	CV of Facilitator for QCTO accreditation	
8	Certificate of Assessor for SETA accreditation	
9	Certificate of Moderator for SETA accreditation	
10	Company Profile	
11	Copies of relevant qualification	
12	Letters of Appointment	
13	Client References	
14	Financial statements and bank statements	
15	SBD 1	
16	SBD 4	
18	Proof of residence	
19	I.D. copies of Directors	

T2.4.1 Authority to Sign this Bid

T2.4.2 Company Registration Documents (CIPC)

T2.4.3 Tax Clearance Certificate or unique pin

T2.4.4 Proof of Central Supplier Database (CSD) registration

T2.4.5 Copy of a Letter of Good Standing with Compensation for Occupational and Injuries Diseases Act (COIDA) Registration Certificate

T2.4.6 Training and Skills Development Accredited certificate

T2.4.7 Company Profile

T2.4.8 Copies of relevant qualification

T2.4.9 Letters of Appointment

T2.4.10 Client References

T.2.4.11 Financial statements and bank statements

T 3: BID DATA

CLAUSE NUMBER	BID DATA FOR: IDT PANEL OF ACCREDITED SERVICE PROVIDERS FOR A PERIOD OF THREE YEARS AT THE INDEPENDENT DEVELOPMENT TRUST-- BID NUMBER: IDTSKILLS-2025/TNDR-01-2025
F.3.13	Acceptance of Bid Offers
F.3.13.1	Bid offers will only be accepted if: a) The bidder or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; b) The bidder has not: i) abused the Employer's Supply Chain Management System; or ii) failed to perform on any previous contract and has been given written notice to this effect; c) The bidder has completed the Declaration of Interest and there are no conflicts of interest that may impact the bidder's ability to perform the contract in the best interests of the employer or potentially compromise the bid process and persons in the employ of the state are not permitted to submit tenders or participate in the contract; d) the bidder has completed the Compulsory Supplier Questionnaire (optional) - Contractors and there are no conflicts of interest that may impact the bidder's ability to the contract in the best interests of the employer or potentially compromise the bid process. e) The bidder and all its directors are South African Citizens.
F.3.14	Notice to Unsuccessful Bidders
	Should bidders not hear from the IDT within ninety (90) calendar days of closure, they should consider their submission unsuccessful. The award will be posted on the I-tender within 7 days .
	No written notification directed to each bidder will be issued by the Employer to unsuccessful bidders.
F.2.8	Seek clarification
	Request clarification of the bid documents if necessary by notifying the employer at least five (5) working days before the closing date stated in the bid data

4: TERMS AND CONDITIONS

This Invitation to bid has been compiled by the IDT. It is being made available, on the same basis, to all bidders. Bidder's response to this invitation will be deemed to be on the basis that they acknowledge and accept the terms set out below:

- The Bidder's attention is specifically drawn to the fact that appointment to the IDT Skills and Training Panel of service providers does not mean the bidder is immediately awarded work from the IDT.
- IDT reserves the right to subject Bidders and their facilities to assessment as part of the evaluation process or as a condition to be appointed.
- The IDT reserves the right to amend, modify, or withdraw this Invitation to bid or amend, modify, or terminate any of the procedures or requirements set out herein at any time
- Neither the IDT nor any of their respective directors, officers, employees, agents, representatives, or advisors will assume any obligation for any costs or expenses incurred by any party in or associated with preparing or submitting bid documents in response to the Invitation to bid.
- Any material change in the control and/or composition of any ownership or any core member of a company after submission of a bid document, shall require the prior written approval of the IDT, and any failure to seek such approval from the IDT shall result in the IDT being entitled, in its sole discretion, to exclude the relevant bidder from any further participation in the bidding process. The IDT shall be the sole arbiter as to what constitutes a material change in the control and/or composition of any bidder, and as to what constitutes a core member of a bidder for purposes of such approval. Any request for such approval shall be made to the IDT in writing and shall provide sufficient reasons and information to allow the IDT to make a decision. The IDT reserves the right to accept or reject any such request for approval in its sole discretion.

- Any requirement set out in this bid document that stipulates the form and/or content of any aspect of a bid, is stipulated for the sole benefit of the IDT, and save as expressly stated to the contrary, may be waived by the IDT in its sole discretion at any stage in the bidding process.
- The IDT and its advisors may rely on this process as being accurate and comprehensive in relation to the information and proposals provided therein by the Bidders.
- All bid documents submitted to the IDT will become the property of the IDT and will as such not be returned to the bidders. Proprietary information should be identified as such in each proposal.
- If the IDT amends these references, the amendment will be sent to each bidder in writing. No oral amendments by any person will be considered or acknowledged.
- This document is released solely for this purpose and must be considered confidential. In addition, the use, reproduction, or disclosure of the requirements, specifications, or other material in this document is strictly prohibited.

SBD 4 BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offer 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 is 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 interest 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 proprietors/directors/trustees/shareholders/members/ partners or any person having a controlling interest in the enterprise, in the table below.

Full Name	Identity Number	Name of State institution

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 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 consortium 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, or 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, before the date and time of the official bid opening or of the awarding of the contract.

3.5 There have been no consultations, communications, agreements, or arrangements made by the bidder with any official of the procuring institution about this procurement process before 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, suspicious bids 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

DECLARATION

I, THE UNDERSIGNED (NAME).....

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

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF THE CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of bidder

BRIEFING SESSION

There will be no briefing session for the tender. However, all queries relating to the bid can be directed via e-mail to: **SDTender@idt.org.za** attention of Lily Hlophe for Technical matters and David Motsatsi for SCM matters during office hours.

All bids must be submitted to the IDT National Office at the following physical addresses:

IDT Office
Glenwood Office Park,
Cnr. Oberon and Sprite Streets,
Faerie Glen
Pretoria

GENERAL

BID INFORMATION

Type: Open Advertised Bidders

Bid Documents will be available from: the 9th of May 2024

Bid Closing: Monday, 06 June 2025 @12:00PM

The Bid Advert and Documents will be available on:

- ☐ National Treasury e-Tender portal; and
- ☐ IDT Website.

Bid Documents to be Produced: Electronic Download only

Validity Period: N/A

Contract period: 36 months

Bidders' queries will be attended to only up to 7 Calendar days before the closing date.

Unsuccessful Bidders will not be notified.

If you do not receive any response from IDT regarding this bid after 4 months from the closing date, please consider your bid unsuccessful.