REQUEST FOR QUOTATION (RFQ)

prasa
PASSENGER RAIL AGENCY OF SOUTH AFRICA

RFQ NUMBER: PRA/LDPT/BREAKDOWN/07/2026

REQUEST FOR QUOTATION (RFQ) FOR THE APPOINTMENT OF A SERVICE PROVIDER PER ROUTE FOR BREAKDOWN ROADSIDE ASSISTANCE (BREAKDOWN REPAIRS/RECOVERY) FOR THE LDPT FLEET OF BUSES AND TRAILERS COUNTRYWIDE AS AND WHEN REQUIRED FOR A PERIOD OF THREE YEARS.

From:					**Tholang Mothabeng Supply Chain Management**
Tel:		**Cell**		**Tel:**	**011 013 0411**
Date:					
e-mail:				**E-mail:**	**TMothabeng@apx.co.za**
Attention:	**TO WHOM IT MAY CONCERN**			**RFQ No:**	**PRA/LDPT/BREAKDOWN/08/2026**
Subject:	**THE APPOINTMENT OF A SERVICE PROVIDER PER ROUTE FOR BREAKDOWN ROADSIDE ASSISTANCE (BREAKDOWN REPAIRS/RECOVERY) FOR THE LDPT FLEET OF BUSES AND TRAILERS COUNTRYWIDE AS AND WHEN REQUIRED FOR A PERIOD OF THREE YEARS**				

ADVERT DATE: 19 AUGUST 2026

NON-COMPULSORY BRIEFING SESSION: 26 AUGUST 2026 @10H00 ON MICROSOFT TEAMS

CLOSING DATE: 31 AUGUST 2026

CLOSING TIME: 12H00 (Midday)

CLOSING VENUE: PRASA UMJANTSHI HOUSE, 30 WOLMARANS STREET, BRAAMFONTEIN

SECTION 1: SBD1

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF PASSENGER RAIL AGENCY (PRASA)					
BID NUMBER:	**PRA/LDPT/BREAKDOWN/07/2026**	**CLOSING DATE:**	**31 August 2026**	**CLOSING TIME:**	**12h00**
DESCRIPTION	**THE APPOINTMENT OF A SERVICE PROVIDER PER ROUTE FOR BREAKDOWN ROADSIDE ASSISTANCE (BREAKDOWN REPAIRS/RECOVERY) FOR THE LDPT FLEET OF BUSES AND TRAILERS COUNTRYWIDE AS AND WHEN REQUIRED FOR A PERIOD OF THREE YEARS**				

BID RESPONSE DOCUMENTS SHALL BE ADDRESSED AS FOLLOWS:

NON- COMPULSORY BRIEFING SESSION

26 AUGUST 2026 @10H00 ON MICROSOFT TEAMS

Microsoft Teams meeting

Join:

https://teams.microsoft.com/meet/328059742472026?p=vQj0SXNGFd5yqs3gcK

Meeting ID: 328 059 742 472 026

Passcode: Ny3op6ZY

Need help? | System reference

Dial in by phone

+27 21 832 5574,,638365355# South Africa, Cape Town

Find a local number

Phone conference ID: 638 365 355#

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT *(STREET ADDRESS)*:

PRASA Umjantshi House, 30 Wolmarans Street, Braamfontein, Johannesburg, 2001

(No email or online bid submission will be accepted)

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO	
CONTACT PERSON	**Mr. Tholang Mothabeng**
TELEPHONE NUMBER	**011 013 0411**
E-MAIL ADDRESS	**Tholang.Mothabeng@prasa.com**

SUPPLIER INFORMATION				
NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
FACSIMILE NUMBER	CODE		NUMBER	
E-MAIL ADDRESS				

<table>
<tr><td>VAT REGISTRATION NUMBER</td><td colspan="5"></td></tr>
<tr><td>SUPPLIER COMPLIANCE STATUS</td><td>TAX COMPLIANCE SYSTEM PIN:</td><td></td><td>OR</td><td>CENTRAL SUPPLIER DATABASE No:</td><td>MAAA……………..</td></tr>
</table>

2.1 ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐Yes ☐No [IF YES ENCLOSE PROOF]	2.2 ARE YOU A FOREIGN BASED SUPPLIER FOR **THE GOODS /SERVICES /WORKS OFFERED?**	☐Yes ☐No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO

DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO

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

PART B: TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

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

1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR IN THE MANNER**

1.3. **PRESCRIBED IN THE BID DOCUMENT.**

1.4. 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.

2. TAX COMPLIANCE REQUIREMENTS

2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE PRASA TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.

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

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

2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6	WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7	NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE.

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER: ……………………………………………

CAPACITY UNDER WHICH THIS BID IS SIGNED: ……………………………………………

(Proof of authority must be submitted e.g. company resolution)

DATE: …………………………………………..

NB:

- ***Quotation(s) must be addressed to PRASA before the closing date and time shown above.***
- ***PRASA General Conditions of Purchase shall apply.***

SECTION 2

NOTICE TO BIDDERS

1. RESPONSES TO RFQ

Responses to this RFQ [Quotations] must not include documents or reference relating to any other quotation or proposal. Any additional conditions must be embodied in an accompanying letter.

Proposals must reach PRASA before the closing hour on the date shown on SBD1 above and must be enclosed in a sealed envelope.

2 COMMUNICATION

Bidder/s are warned that a response will be liable for disqualification should any attempt be made either directly or indirectly to canvass any SCM Officer(s) or PRASA employee in respect of this RFQ between the closing date and the date of the award of the business.

3 BIDDERS COMPLAINTS PROCESS

3.1 Bidders are advised utilize this email address (Complaints@prasa.com) for lodging of complaints to PRASA in relation to this bid process. The following minimum information about the bidder must be included in the complaint:

3.1.1 Bid/Tender Description;

3.1.2 Bid/Tender Reference Number;

3.1.3 Closing date of Bid/Tender;

3.1.4 Supplier Name;

3.1.5 Supplier Contact details; and

3.1.6 The detailed compliant.

4 LEGAL COMPLIANCE

The successful Bidder shall be in full and complete compliance with any and all applicable national and local laws and regulations.

5 CHANGES TO QUOTATIONS

Changes by the Bidder to its submission will not be considered after the closing date and time.

6 PRICING

All prices must be quoted in South African Rand on a fixed price basis, including all applicable taxes.

7 BINDING OFFER

Any Quotation furnished pursuant to this RFQ shall be deemed to be an offer. Any exceptions to this statement must be clearly and specifically indicated.

8 DISCLAIMERS

PRASA is not committed to any course of action as a result of its issuance of this RFQ and/or its receipt of a Quotation in response to it. Please note that PRASA reserves the right to:

- Modify the RFQ's goods / service(s)/works and request Bidders to re-bid on any changes;
- Reject any Quotation which does not conform to instructions and specifications which are detailed herein; and
- Reject Quotations submitted after the stated submission deadline or at the incorrect venue.

Should a contract be awarded on the strength of information furnished by the bidder, which after conclusion of the contract, is proved to have been incorrect, PRASA reserves the right to cancel the contract.

PRASA reserves the right to award business to the highest scoring bidder/s unless objective criteria justify the award to another bidder.

Should the preferred bidder fail to sign or commence with the contract within a reasonable period after being requested to do so, PRASA reserves the right to award the business to the next highest ranked bidder provided that he/she/it is still prepared to provide the required goods at the quoted price.

9 LEGAL REVIEW

Proposed contractual terms and conditions submitted by a bidder will be subjected to review and acceptance or rejection by PRASA's Legal Counsel, prior to consideration for an award of business.

10 NATIONAL TREASURY'S CENTRAL SUPPLIER DATABASE

Bidders are required to self-register on National Treasury's Central Supplier Database (CSD) which has been established to centrally administer supplier information for all organs of state and facilitate the verification of certain key supplier information. PRASA is required to ensure that price quotations are invited and accepted from prospective bidders listed on the CSD. Business may not be awarded to a bidder who has failed to register on the CSD. Only foreign suppliers with no local registered entity need not register on the CSD. The CSD can be accessed at https://secure.csd.gov.za/.

11 PROTECTION OF PERSONAL DATA

In responding to this bid, PRASA acknowledges that it may obtain and have access to personal data of the Bidders. PRASA agrees that it shall only process the information disclosed by Bidders in their response to this bid for the purpose of evaluating and subsequent award of business and in accordance with any applicable law.

Furthermore, PRASA will not otherwise modify, amend or alter any personal data submitted by Bidders or disclose or permit the disclosure of any personal data to any Third Party without the prior written consent from the Bidders. Similarly, PRASA requires Bidders to process any personal information disclosed by PRASA in the bidding process in the same manner.

12 EVALUATION METHODOLOGY

PRASA will utilise the following criteria in choosing a Supplier/Service Provider:

EVALUATION CRITERIA	WEIGHTING
Stage 1	**Compliance**
Stage 1A - Mandatory Requirements	
Stage 1B – Technical Mandatory Requirements	
Stage 1C – Other/ Basic Mandatory Requirements	
Stage 2	**Technical/Functionality**
Price	80
Specific Goals	20
TOTAL	**100**

13 ADMINISTRATIVE RESPONSIVENESS

The test for administrative responsiveness will include completeness of response and whether all returnable and/or required documents, certificates; verify completeness of warranties and other bid requirements and formalities have been complied with. Incomplete Bids will be disqualified.

14 VALIDITY PERIOD

14.1 PRASA requires a validity period of **60 Working Days** from the closing date.

14.2 Bidders are to note that they may be requested to extend the validity period of their response, on the same terms and conditions, if the internal processes are not finalized within the validity period. However, once the delegated authority has approved the process the validity of the successful bidder(s)' bid will be deemed to remain valid until finalization of the of award.

15 PUBLICATION OF INFORMATION ON THE NATIONAL TREASURY E-TENDER PORTAL

Bidders are to note that, bid awards, amendments and cancellations will be published on the e-tender portal and or media used to advertise the bid. For the award of business, PRASA is required to publish the prices and preferences claimed of the successful and unsuccessful Bidders *inter alia* on the National Treasury e-Tender Publication Portal, (www.etenders.gov.za), on CIDB website for construction related RFQ's. *(Where applicable*).

16 RETURNABLE DOCUMENTS

Returnable Documents means all the documents, Sections and Annexures, as listed in the tables below. There are three types of returnable documents as indicated below and Bidders are urged to ensure that these documents are returned with the quotation based on the consequences of non-submission as indicated below:

16.1. Mandatory Returnable Documents

Failure to provide Mandatory Returnable Documents at the Closing Date and time of this RFQ will result in a Bidder's disqualification. Bidders are therefore urged to ensure that all documents are returned with their Quotations.

SECTION 3

1. INTRODUCTION

The mandate of LDPT is to provide an intercity bus passenger transport service which operates on a fully commercial basis and supports PRASA Rail operations through effective feeder and distribution services.

LDPT wishes to follow a Request for Quotation (RFQ) process for the appointment of a panel of service providers for the provision of roadside breakdown assistance through an open bid method, for the LDPT fleet of buses.

2. BACKGROUND INFORMATION

2.1 PROBLEM STATEMENT

LDPT runs a fleet of 94 buses of the following models: Mercedes Benz 0500 buses (2009 and 2010) and MAN HB4 Lion Explorers (2009).

These vehicles are assigned to long haul operation (>400 km per day). There is a requirement to attend to and recover vehicles that breaks down enroute.

Currently LDPT does not have sufficient inhouse resources (staff and equipment) stationed or positioned along the routes to cater for breakdowns, resulting in excessive overtime being worked and related expenses.

In case of a breakdown enroute, a roadside breakdown service is required to minimize the inconvenience and the delay caused to customers.

3. OBJECTIVE OF THE PROPOSED PROJECT

LDPT exists to service the primary mandate of PRASA. The main purpose of the division is to provide safe, reliable, and affordable long-distance bus passenger transport. The main objective of this project is to source a panel of suppliers (service providers) who will provide roadside breakdown services along LDPT routes on “as and when required basis”.

The acquisition of this service will ensure that the LDPT eradicates the current irregular expenditure, which is not in line with PRASA Supply Chain Management Policy, and to ensure the availability of service providers to offer breakdown roadside assistance.

3.1 PROJECT BENEFITS TO PRASA

The following benefits will accrue to PRASA through this project:

- Immediate eradication of the irregular spending on breakdown assistance (repairs).
- LDPT will be able to attend to breakdown repairs on all LDPT routes in cases of emergencies; this will improve efficiency and reduce the cost of doing business.
- Procurement of breakdown assistance at a competitive cost.

3.2 CURRENT MECHANISMS IN PLACE TO ADDRESS THE PROBLEM

3.3.1 LDPT is currently procuring the breakdown assistance services without a contract in place, from suppliers willing to assist.

3.1.2 The continued incurrence, mentioned above results in irregular expenditure and has been flagged by the Auditor-General South Africa (AGSA).

4. SCOPE OF WORK AND AREAS OF FOCUS

1.1 SERVICE PROVIDER PER ROUTE PROVIDERS

- A Service Provider per Route will be appointed to cater for specific locations to provide ‘Breakdown Roadside Assistance’ (Breakdown Repairs/Recovery) as and when required along the allocated route from one point to another point on the route.
- The prospective successful bidder(s) will form part of several Breakdown Roadside Assistance Service Providers, which will be expected to attend to breakdown repairs (mechanical, coach body related as well as auto electrical) of the LDPT fleet on a specific route allocated. Refer to attached **Annexure C: LDPT Route Map**.

Note: The areas listed in **Annexure: C** may overlap therefore LDPT reserves the right to appoint service providers for the areas that overlaps.

4.2 AVAILABILITY OF SERVICES

The successful bidder(s) must be able to: Cover the LDPT route and allocated distance on the route specified, with roadside assistance, 7 days a week and 365 days per year. LDPT is rendering a passenger service, 7 days a week and 365 days per year, on specific routes as per Operating Licenses issued by the National Department of Transport and subsequently needs the support as specified.

4.3 RESPONSE TIME

The response time must be within one hour from the time of LDPT requesting the roadside assistance, within 50 km from the base, and within a calculated 80km per hour when the breakdown is more than 50 km. In other words, the dispatching of breakdown team to the call of emergency, within one hour of receiving the call from LDPT.

4.4 BIDDER CAPACITY TO PROVIDE SERVICES

- ***Capacity to provide breakdown services.***

  The bidder is allowed to go into an alliance with other breakdown roadside assistance providers for increased supply capacity. The bidder will however remain responsible for with quality of work done, response time and payment of the alliance partner.

  The bidder must indicate the number of routes they can service as per attached **Annexure: A**. There is a requirement for a qualified artisan and a breakdown vehicle.

- **Breakdown Team experience and qualification**

  A National Automotive Trade Test Certificate is required for at least one of the members of the breakdown team and this is non-negotiable. In other words, the bidder(s) must ensure that when a team works on a breakdown, that at least one team member must have a qualification of a relevant trade test (Mechanical and/or Auto Electrical).

- Bidder(s) must have the capacity to attend to at least one (1) breakdown at any given time. LDPT cannot afford to wait for other work to be completed before attention is given to a breakdown.

- The breakdown team(s) must be equipped with the bidder's company standby cell phone, of which the number must be made available to LDPT

4.5 Bidder Control, Quality Assurance and Warranty

4.5.1 Repair Job Card

A Repair Job Card must be created for each breakdown. The Job Card must contain the following information:

- Date of breakdown
- Time of breakdown reported.
- Time at breakdown site – when starting with diagnosis.
- Time of breakdown completion.
- Coach Registration Number.
- Coach Kilometre Reading.
- Breakdown as reported by LDPT.
- Repairs required and done after diagnosis was completed.
- Where only temporary repairs can be done, report such repairs on the Job Card and inform the LDPT Technical Department telephonically for authorization and record purposes.
- Parts used (if any).
- If diesel fuel is supplied – quantity in litres (slip attached).

The Job Card must be signed by the technician and the initials and surname quoted in normal capital letters.

4.5.2 Quality Assurance

The bidder must ensure that the quality of the repairs done is in line with the OEM specification and/or industry norm, performed with the necessary special tools, as and when required (use of a torque wrench, for example).

The repairs will be required on the following coach and trailer categories:

- Mercedes Benz: (VIN: 9BM6340619B649766) fitted with Marcopolo, Andare and Paradiso bodies.
- Trailer (2 axles with gross weight up to 7 500kg)

4.5.3 Parts and Components Used

The successful bidder must supply all mechanical, electrical and vehicle body parts and/or spares that may be required for the breakdown repair. The bidder must ensure that all replacement parts and/or components used conform to quality and safety standards.

All parts and components removed remains the property of LDPT, and must be returned with the coach, and/or delivery arranged to the applicable and responsible LDPT Depot.

4.5.4 Workmanship and Parts Warranty

- A workmanship warranty of six months is required.

- A part and/or component warranty in line with that of the parts and/or component manufacturer of the part and/or the component that is used is required.

- The successful bidder(s) will be held liable for any damage, loss or destruction caused to LDPT property due to proven negligence during the rendering of its services.

- All return work on the same defect and or any damage because of a repair done by the bidder's breakdown technician will be at the bidder's account.

4.6 REQUIRED SERVICES

The successful bidder(s) shall:

- Specify in Annexure C the route(s) on which the services will be rendered to LDPT. One bidder can thus qualify for more than one route, and there is no restriction on the number for routes that a bidder can qualify for.

- Specify the type of coach the bidder is responding to e.g., Mercedes Benz 0500 RSD buses and or MAN HB4 Lion Explorers or both models. Trailers are included with both model buses.

- Provide breakdown repair services and have the necessary equipment to do so.

- Perform fault finding and repair the fault (breakdown) on the roadside in the quickest possible time.

- When topping up components with lubricants and/or fluids the lubricant and/or fluid must be as per OEM specifications.

- Through LDPT, arrange towing of the vehicle in case of a total breakdown or repairs that cannot be performed on the side of the road.

- Have partners in proximity to main cities where LDPT load and off-load, on a specific route, that can assist or respond quickly to a reported defect to reduce downtime and improve uptime in case all breakdown teams are occupied

4.7 TARGETED AREA BY THIS PROJECT

This project is targeted at attending to breakdown repairs of the fleet along specific LDPT routes in cases of emergencies and reducing the inconvenience to customers.

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4.8 EXTENT AND COVERAGE BY THIS PROJECT

The project will cover all LDPT routes within SADC region, see attached **Annexure C**.

5. SPECIFICATION OF THE WORK OR PRODUCTS OR SERVICES REQUIRED

The prospective bidders will be expected to attend to breakdown repairs of the fleet on the LDPT routes selected by the bidder, in case of a breakdown.

SECTION 4

1. EVALUATION AND SCORING METHODOLOGY

1.1 EVALUATION PROCESS

Interested bidders for this project shall be evaluated in terms for their administrative responsiveness, substantive responsiveness, technical/functional (capacity testing) evaluation and preference points. The evaluation committee shall use the following Evaluation Criteria for the selection of the preferred bidder that shall render / deliver the required works, goods and / or services

1.2 EVALUATION AND SCORING METHODOLOGY

The evaluation of the Bids by the evaluation committees will be conducted at various levels. The following levels will be applied in the evaluation:

LEVEL	DESCRIPTION
Verify completeness	The Bid is checked for completeness and whether all required documentation, certificates; verify completeness warranties and other Bid requirements and formalities have been complied with.
Verify compliance	The Bids are checked to verify that the essential RFQ requirements have been met. Non-compliant Bids will be disqualified.
Detailed Evaluation of Technical	Not Applicable
Specific Goals	Evaluate Specific Goals
Price Evaluation	Bidders will be evaluated on price offered.
Scoring	Scoring of Bids using the Evaluation Criteria.
Recommendation	Report formulation and recommendation of Preferred and Reserved Bidders
Best and Final Offer	PRASA may go into the 'Best and Final Offer' process in the instance where no bid meets the requirements of the RFP and/or the Bids are to close in terms of points awarded.
Approval	Approval and notification of the final Bidder.

1.3 EVALUATION CRITERIA

The evaluation committee shall use the following Evaluation Criteria depicted in Table below for the selection of the preferred bidder that shall render / deliver the required works, goods and / or services.

EVALUATION CRITERIA	WEIGHTING
Stage 1	**Compliance**
Stage 1A - Mandatory Requirements	
Stage 1B – Technical Mandatory Requirements	
Stage 1C – Other/ Basic Mandatory Requirements	
Stage 2	**Technical/Functionality**
Price	80
Specific Goals	20
TOTAL	**100**

The details of the stages outlined in the table above are presented in following sections below.

1.3.1. STAGE 1: COMPLIANCE REQUIREMENTS

Bidders must comply with the following requirements and failure to comply will lead to immediate disqualification.

A- Mandatory Requirements:

If you do not submit/meet the following mandatory documents/requirements, your bid will be automatically disqualified:

No.	Description of requirement	YES/NO
a)	In case of a Joint Venture, Consortium or Partnering (whichever is applicable) an agreement signed by all parties must be submitted. The agreement should indicate the leading bidder (where applicable) .	
b)	RMI Certificate / MIWA valid at the time of submission	
c)	Fully Completed and Signed – Pricing Schedule Annexure	

B – Technical Mandatory Requirements:

If you do not submit/meet the following mandatory documents/requirements, PRASA may request the bidder to submit the information within five (5) working days. Should this information not be provided, your bid proposal will be disqualified.

No.	Description of requirement	YES/NO
a)	Submit proof of ownership/ lease of LDV Breakdown Vehicle (s) - Copy of Vehicle Registration Certificate (RC1)	
b)	Submit a list of a Minimum of Three (3) Current Customers on your company letterhead for similar work done. The list must include Name of Client, Contact Person, Contact Number and Email Address. (PRASA may contact the clients of the bidder to verify the information submitted)	
c)	Staff Experience- Provide Copies of a Minimum of Two Artisans Certificate and CV's with a minimum of two years' experience.	
d)	Footprint- Bidder to select the route coverage on **Annexure C** provided	

C – Other Mandatory Requirements

If you do not submit/meet the following mandatory documents/requirements, PRASA may request the bidder to submit the information within five (5) working days. Should this information not be provided, your bid proposal will be disqualified.

No.	Description of requirement	YES/NO
a)	Completion of ALL RFQ documentation (includes ALL declarations)	
b)	Letter of Good Standing: COID	
c)	Valid SARS Pin	
d)	CSD supplier registration number	

1.3.2. STAGE 2: FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

The 80/20 – Preference point system will be applicable. The maximum points for this tender are allocated as follows:

ITEM	POINTS
PRICE	80
SPECIFIC GOALS	20
TOTAL POINTS FOR PRICE AND SPECIFIC GOALS	**100**

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

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

Where:

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

POINTS AWARDED FOR SPECIFIC GOALS

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:

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.

Specific goals for the tender and points claimed are indicated per the table below.

***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)	Acceptable evidence to be provided by the tenderer
Black Women Owned Companies (at least 51%)	1		Certified copy of ID Documents of the Owners and CIPC documents
Black Youth Owned Companies (at least 51%)	1		Certified copy of ID Documents of the Owners and CIPC documents
Entities with a B-BBEE contributor status level of at least level 2	15		B-BBEE Certificate not limited to SANAS approved/ Affidavit (in case of JV, a consolidated scorecard will be accepted)
Black people living in rural areas	3		Municipal/Eskom bill or letter from induna/chief confirming residential address not older than 3 months
TOTAL	**20**		

3. SERVICE PROVIDER PER ROUTE DISCLAIMERS

- LDPT reserves the right to negotiate with the successful bidders.
- The awarding of work to the service providers listed in the panel will be based on TOTAL POINTS FOR PRICE AND SPECIFIC GOALS achieved.
- LDPT reserves the right to deviate from award of work to any service provider due to poor performance or delays by the service provider appointed for that route.

SECTION 4

PRICING AND DELIVERY SCHEDULE

Bidders are required to complete the attached Pricing Schedule **Annexure: D**...............

1 Prices must be quoted in South African Rand, inclusive of all applicable taxes.

2 Price offer is firm and clearly indicate the basis thereof.

3 Pricing Bill of Quantity is completed in line with schedule if applicable (delete if not applicable).

4 Cost breakdown must be indicated.

5 Price escalation basis and formula must be indicated.

6 To facilitate like-for like comparison bidders must submit pricing strictly in accordance with this price schedule and not utilise a different format. Deviation from this pricing schedule could result in a bid being declared non-responsive.

7 Please note that should you have offered a discounted price(s), PRASA will only consider such price discount(s) in the final evaluation stage on an unconditional basis.

8 Bidders are to note that if price offered by the highest scoring bidder is not market related, PRASA may not award the contract to the Bidder. PRASA may:

9 Negotiate a market-related price with the Bidder scoring the highest points;

10 If that Bidder does not agree to a market-related price, negotiate a market-related price with the Bidder scoring the second highest points;

11 If the Bidder scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the Bidder scoring the third highest points;

12 If a market-related price is not agreed with the Bidder scoring the third highest points, PRASA must cancel the RFQ.

I / We ____(Insert Name of Bidding Entity) of____ code _________ (Full address) conducting business under the style or title of :________________________________ represented by:_____________________________ in my capacity as:_____________________________________ being duly authorised, hereby offer to undertake and complete the above-mentioned work/services at the prices quoted in the bills of quantities / schedule of quantities or, where these do not form part of the contract, at a lumpsum, of

R ____(amount in numbers);

____(amount in words) Incl. VAT.

DELIVERY PERIOD: Suppliers are requested to offer their earliest delivery period possible.

Delivery will be effected within …………. working days from date of order. (To be completed by Service provider)

SECTION 5

PRASA GENERAL CONDITIONS OF PURCHASE

General

PRASA and the Supplier enter into an order/contract on these conditions to supply the items (goods/services/works) as described in the order/contract.

Conditions

These conditions form the basis of the contract between PRASA and the Supplier. Notwithstanding anything to the contrary in any document issued or sent by the Supplier, these conditions apply except as expressly agreed in writing by PRASA.
No servant or agent of PRASA has authority to vary these conditions orally. These general conditions of purchase are subject to such further special conditions as may be prescribed in writing by PRASA in the order/contract.

Price and payment

The price or rates for the items stated in the order/contract may include an amount for price adjustment, which is calculated in accordance with the formula stated in the order/contract.
The Supplier may be paid in one currency other than South African Rand. Only one exchange rate is used to convert from this currency to South African Rand. Payment to the Supplier in this currency other than South African Rand, does not exceed the amounts stated in the order/contract. PRASA pays for the item within 30 days of receipt of the Suppliers correct tax invoice.

Delivery and documents

The Supplier's obligation is to deliver the items on or before the date stated in the order/contract. Late deliveries or late completion of the items may be subject to a penalty if this is imposed in the order/contract. No payment is made if the Supplier does not provide the item as stated in order/contract.

Where items are to be delivered the Supplier:
Clearly marks the outside of each consignment or package with the Supplier's name and full details of the destination in accordance with the order and includes a packing note stating the contents thereof; On dispatch of each consignment, sends to PRASA at the address for delivery of the items, an advice note specifying the means of transport, weight, number of volume as appropriate and the point and date of dispatch; Sends to PRASA a detailed priced invoice as soon as is reasonably practical after dispatch of the items, and states on all communications in respect of the order the order number and code number (if any).

Containers / packing material

Unless otherwise stated in the order/contract, no payment is made for containers or packing materials or return to the Supplier.

Title and risk

Without prejudice to rights of rejection under these conditions, title to and risk in the items passes to PRASA when accepted by PRASA.

Rejection

If the Supplier fails to comply with his obligations under the order/contract, PRASA may reject any part of the items by giving written notice to the Supplier specifying the reason for rejection and whether and within what period replacement of items or re-work are required.

In the case of items delivered, PRASA may return the rejected items to the Supplier at the Supplier's risk and expense. Any money paid to the Supplier in respect of the items not replaced within the time required, together with the costs of returning rejected items to the Supplier and obtaining replacement items from a third party, are paid by the Supplier to PRASA.

In the case of service, the Supplier corrects non-conformances as indicated by PRASA.

Warranty

Without prejudice to any other rights of PRASA under these conditions, the Supplier warrants that the items are in accordance with PRASA's requirements, and fit for the purpose for which they are intended, and will remain free from defects for a period of one year (unless another period is stated in the Order) from acceptance of the items by PRASA.

Indemnity

The Supplier indemnifies PRASA against all actions, suits, claims, demands, costs, charges and expenses arising in connection therewith arising from the negligence, infringement of intellectual or legal rights or breach of statutory duty of the Supplier, his subcontractors, agents or servants, or from the Supplier's defective design, materials or workmanship.

The Supplier indemnifies PRASA against claims, proceedings, compensation and costs payable arising out of infringement by the Supplier of the rights of others, except an infringement which arose out of the use by the Supplier of things provided by PRASA.

Assignment and sub-contracting

The successful Bidder awarded the contract may only enter into a subcontracting arrangement with PRASA's prior approval. The contract will be concluded between the successful Bidder and PRASA, therefore, the successful Bidder and not the sub-contractor will be held liable for performance in terms of its contractual obligations.

Governing law

The order/contract is governed by the law of the Republic of South Africa and the parties hereby submit to the non-exclusive jurisdiction of the South African courts.

SECTION 7 **SBD4**

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 interest[1] 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**

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**

[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.

2.3.1 If so, furnish particulars:
………………………………………………………………………….
………………………………………………………………………….

3 Bidder's declaration regarding PEPs/PIPs

PRASA requires bidders to disclose if they have Politically Exposed Persons ("PEP")[2] or Prominent Influential Persons ("PIP")[3] and related individuals in their organisation and/or beneficial owners / shareholders who are PEP/PIP.

PRASA reserves the right not to enter into a business relationship with such person, official or entity, provided there are objective factors that justify the conclusion of such business relationship, and the decision is based on achieving the best interest of PRASA.[4]

3.1 Is the bidder a PEP/PIP? **YES/NO**

3.2 Does the bidder have an existing relationship with a PEP/PIP? **YES/NO**

3.3 Where a relationship with a PEP/PIP exists, the bidder is required to furnish particulars of the nature of the exposure, term of the office and description of activities relating to exposure, in table below.

Name of PEP/PIP & Nature of the Exposure/Influence	**Term of the office**	**Description of activities relating to Exposure/Influence**

3.4 Declaration:

[2] Both foreign and domestic politically exposed person as specified in Schedule 3A and 3B of the Financial Intelligence Centre Act No. 38 of 2001 as amended. (refer to Annexure 2 of the PRASA Code of Conduct for dealing with Politically Exposed Persons, Prominent Influential Persons and Related Parties).

[3] As reflected in Schedule 3C of the Financial Intelligence Centre Act No.38 of 2001 (refer to Annexure 2.1.2 of the PRASA Code of Conduct for dealing with Politically Exposed Persons, Prominent Influential Persons and Related Parties).

[4] Clause 4.5 of the PRASA Code of Conduct for dealing with Politically Exposed Persons, Prominent Influential Persons and Related Parties.

I/We the undersigned ____ (Name) hereby certify that the PEP/PIP information furnished in this bid document is true and correct. We further certify that we understand that where it is found that we have made a false declaration or statement in this bid, PRASA may disqualify our bid or terminate a contract we may have with PRASA where we are successful in this tender.

_________________________ Signature

_________________________ Date

_________________________ Position

_________________________ Name of bidder

4 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 consortium[5] 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.

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

[5] 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.

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, 3 and 4 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

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1. GENERAL CONDITIONS

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

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

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

a) The applicable preference point system for this tender is the 80/20 preference point system.

b) 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 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 PREFERENCE POINT SYSTEMS

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

80/20

$$Ps = 80\left(1 - \frac{Pt - P\,min}{P\,min}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest 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—

(c) 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

(d) 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)**	**Acceptable evidence to be provided by the tenderer**
Black Women Owned Companies (at least 51%)	1		Certified copy of ID Documents of the Owners and CIPC documents
Black Youth Owned Companies (at least 51%)	1		Certified copy of ID Documents of the Owners and CIPC documents
Entities with a B-BBEE contributor status level of at least level 2	15		B-BBEE Certificate not limited to SANAS approved/ Affidavit (in case of JV, a consolidated scorecard will be accepted)
Black people living in rural areas	3		Municipal/Eskom bill or letter from induna/chief confirming residential address not older than 3 months
TOTAL	**20**		

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm……………………………………………………………………….

4.4. Company registration number: ……………………………………………………………...

4.5. TYPE OF COMPANY/ FIRM

☐ Partnership/Joint Venture / Consortium

- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

i) The information furnished is true and correct;

ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

(a) disqualify the person from the tendering process;

(b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;

(c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;

(d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

(e) forward the matter for criminal prosecution, if deemed necessary.

……………………………………….
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: ………………………………………………………
DATE: ………………………………………………………

ADDRESS: ………………………………………………………

………………………………………………………

………………………………………………………
………………………………………………………

Re

SECTION 11

1. **SPECIFICATION/SCOPE OF WORK: See Section 3 of the RFQ document**
2. **ANNEXURE C – LDTP ROUTES**
3. **ANNEXURE D – ROADSIDE ASSISTANCE PRICING SCHEDULE**