

## LIST OF RETURNABLE DOCUMENTS (Checklist for Bidders)

|                       |                                                                                                                                                                                                                    |
|-----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Project title:</b> | <b>Appointment of A Service Provider for the Replacement of the Brixton Tower Lift, including maintenance and support for a period of three (03) years with the option for further renewals – Re-advertisement</b> |
| <b>Tender no:</b>     | <b>SENT/052/2024-25</b>                                                                                                                                                                                            |

**1. THE TENDERER MUST COMPLETE THE FOLLOWING RETURNABLE DOCUMENTS:**

(Tenderers may use the “Returnable document” column to confirm documents have been completed and returned by inserting a tick)

Tenderers must ensure that they complete and return all the below mentioned mandatory documents.

Tenderers that do not return and complete ALL the documents may be considered non-responsive.

| <b>Tender Document Name:</b>                                                                                      | <b>Document Returned Yes</b> | <b>Document Returned No</b> | <b>Document Returned N/A</b> |
|-------------------------------------------------------------------------------------------------------------------|------------------------------|-----------------------------|------------------------------|
| <b>Envelope 1 Technical Proposal</b>                                                                              |                              |                             |                              |
| Cover Page (Envelope 1 – Technical Proposal)                                                                      |                              |                             |                              |
| List of returnable documents (Envelope 1 – Technical Proposal)                                                    |                              |                             |                              |
| SBD 1 Notice and invitation (Envelope 1 – Technical Proposal)                                                     |                              |                             |                              |
| Completed & Signed Tender Data (Envelope 1 – Technical Proposal)                                                  |                              |                             |                              |
| Bidder's response to tender specifications. (Proof of Compliance - Envelope 1 – Technical Proposal)               |                              |                             |                              |
| Valid and original TAX clearance certificate (Envelope 1 – Technical Proposal)                                    |                              |                             |                              |
| Completed & Signed Service Level Agreement (Envelope 1 – Technical Proposal)                                      |                              |                             |                              |
| SBD 2 and Application for TAX clearance certificate (Envelope 1 – Technical Proposal)                             |                              |                             |                              |
| BEE Certificate (Envelope 1 – Technical Proposal)                                                                 |                              |                             |                              |
| Resolution of board of directors to enter into consortia or joint ventures (Envelope 1 – Technical Proposal)      |                              |                             |                              |
| Resolution of Authority of JV (Envelope 1 – Technical Proposal)                                                   |                              |                             |                              |
| Resolution of Board of Director for Bid participation (Envelope 1 – Technical Proposal)                           |                              |                             |                              |
| SBD 4 Declaration of interest (Envelope 1 – Technical Proposal)                                                   |                              |                             |                              |
| SBD 5 National Industrial Participation Programme (Envelope 1 – Technical Proposal)                               |                              |                             |                              |
| SBD 6.1 Preference Points Claim Form (Envelope 1 – Technical Proposal)                                            |                              |                             |                              |
| SBD 6 2 Local Content in terms of PPR 2017 with completed Annexure C, D, and E ((Envelope 1 – Technical Proposal) |                              |                             |                              |
| SBD 8 Declaration of bidder's past supply chain management practices (Envelope 1 – Technical Proposal)            |                              |                             |                              |
| SBD 9 Certificate of independent bid determination (Envelope 1 – Technical Proposal)                              |                              |                             |                              |
| Record of addenda for Bids (Envelope 1 – Technical Proposal)                                                      |                              |                             |                              |
| Compulsory Enterprise Questionnaire (Envelope 1 – Technical Proposal)                                             |                              |                             |                              |
| General Conditions of Contract (Envelope 1 – Technical Proposal)                                                  |                              |                             |                              |
| Company Registration documents (Envelope 1 – Technical Proposal)                                                  |                              |                             |                              |
| Company Profile (Envelope 1 – Technical Proposal)                                                                 |                              |                             |                              |

| Tender Document Name:                                               | Document Returned<br>Yes | Document Returned<br>No | Document Returned<br>N/A |
|---------------------------------------------------------------------|--------------------------|-------------------------|--------------------------|
| Envelope 2 Financial Proposal                                       |                          |                         |                          |
| Completed and signed Contract Data (Envelope 2- Financial Proposal) |                          |                         |                          |
| BEE Certificate (Envelope 2- Financial Proposal)                    |                          |                         |                          |

|                  |           |      |
|------------------|-----------|------|
|                  |           |      |
| Name of Tenderer | Signature | Date |