



CITY OF TSHWANE METROPOLITAN MUNICIPALITY

RE-ADVERTISEMENT: APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF COMPREHENSIVE MAINTENANCE, REPAIR AND CALIBRATION SERVICES OF EXISTING MULTIDECK WEIGHBRIDGES AND OTHER WEIGHBRIDGES, THE PROVISION AND RELOADING OF APPROPRIATE SOFTWARE, AS WELL AS THE SURVEYING AND ASSESSMENT OF EXISTING EQUIPMENT AND INFRASTRUCTURE SCHEDULED FOR UPGRADING, REVAMPING OR REPLACEMENT TO THE TSHWANE METRO POLICE DEPARTMENT

QUOTATION NO: Q23-01-2026-27

NAME OF BIDDER:

CSD NUMBER:

VENDOR NUMBER
(Compulsory)

Prepared by:
City of Tshwane
Metropolitan Municipality
Tshwane House
320 Madiba Street
PRETORIA
0001
Tel: (012) 358 9999

CLOSING DATE

23 OCTOBER 2026

Only bidders registered on the central supplier database and with CSD Number will be considered for this tender as it is a requirement from National Treasury.



CITY OF TSHWANE
METROPOLITAN MUNICIPALITY
DEPARTMENT: TSHWANE METRO POLICE

BIDS ARE HEREBY INVITED FROM SUPPLIERS FOR THE FOLLOWING BID:

Bid No	Description	Dept.	Contact Officials	Compulsory Briefing Session	Closing date
Q23-01-2026-27	RE-ADVERTISEMENT: APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF COMPREHENSIVE MAINTENANCE, REPAIR AND CALIBRATION SERVICES OF EXISTING MULTIDECK WEIGHBRIDGES AND OTHER WEIGHBRIDGES, THE PROVISION AND RELOADING OF APPROPRIATE SOFTWARE, AS WELL AS THE SURVEYING AND ASSESSMENT OF EXISTING EQUIPMENT AND INFRASTRUCTURE SCHEDULED FOR UPGRADING, REVAMPING OR REPLACEMENT TO THE TSHWANE METRO POLICE DEPARTMENT	TMPD	Josia Masenya (012) 358 0658 josiasma@tshwane.gov.za Vusi Mabona (012) 358 2962 VusiM@tshwane.gov.za	COMPULSORY BRIEFING SESSION: Date: 14 October 2026 Time: 10:00 Venue: ☑ Site 1: Akasia Weighbridge Station - 7th Avenue, Witfontein 301-JR Akasia, Pretoria (GPS: - 25°89'0862, 28°18'3493) ☑ Site 2: Centurion Weighbridge Station – Nellmapius Dr, Irene, Centurion, 0157 (GPS: -25°89'1019, 28°18'3275)	23 October 2026 at 10:00

The City of Tshwane is migrating to an e-tender portal.

An e-tender portal is an online publication platform that enables access and response to bid opportunities published by the City of Tshwane. The portal enables interested bidders to download bid documents and respond to the bid through online submission at their convenience before the closing time no later than

Bidders should therefore not deposit their bid responses in the tender box but respond to the bid on the online platform not later than 10:00 on the 23 October 2026.

Technical enquiries: Vusi Mabona at (012) 358 2962 or VusiM@tshwane.gov.za

Supply Chain enquiries: Josia Masenya at (012) 358 0658 or josiasma@tshwane.gov.za

Bids will remain valid for a period of 90 days after the closing date

- Received after the closing date and time will not be considered. CoT does not bind itself to accept the lowest or any other bid in whole or in part
- Bid documents must be completed using a black pen (not re-typed or scanned)
- Mistakes made on the price schedule must be crossed out in ink and each price alteration must be initialled.
- Price corrections may not be made with correction fluid, such as Tippex or a similar product.
- If correction fluid was used on any specific item price, such an item will not be considered. No correction fluid may be used on a bill of quantities where prices are calculated to arrive at a total amount. If correction fluid was used, the quotation as a whole will be repudiated.
- The Municipality will reject the quotation if corrections are not made in accordance with the above.

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9	Company Registration Certificate		
10.	Tax Clearance Certificate or Unique Pin		
11.	BBBEE Certificate		
12.	Rates and Taxes		
13.	CSD summary report		

TSHWANE METRO POLICE DEPARTMENT

BID NAME

ADVERTISEMENT: APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF COMPREHENSIVE MAINTENANCE, REPAIR AND CALIBRATION SERVICE OF EXISTING MULTIDECK WEIGHBRIDGES AND OTHER WEIGHTBRIDGE, THE PROVISION AND RELOADING OF APPROPRIATE SOFTWARE, AS WELL AS THE SURVEYING AND ASSESSMENT OF EXISTING EQUIPMENT AND INFRASTRUCTURE SCHEDULED FOR UPGRADING, REVAMPING OR REPLACEMENT TO THE TSHWANE METRO POLICE DEPARTMENT

BID NUMBER

Q23-01-2026-27

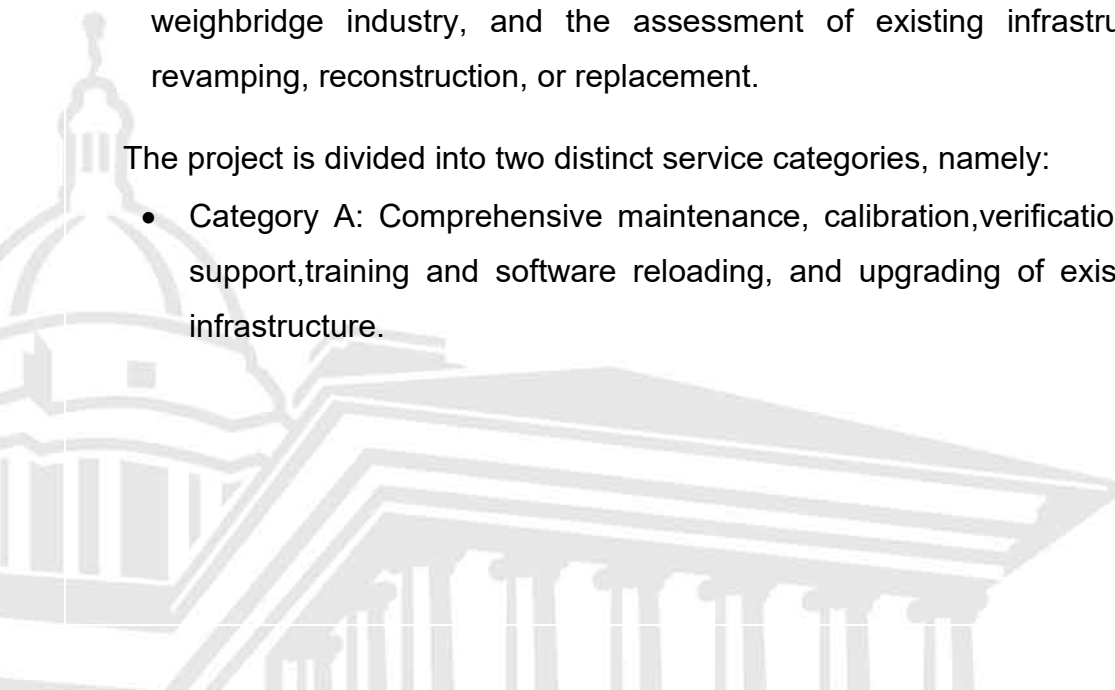
1. INTRODUCTION AND PURPOSE

The purpose of this project is to appoint a suitably qualified and accredited service provider to provide a comprehensive solution for the upgrading, reconstruction, maintenance, calibration, servicing, repair, training, software support, software reloading, and technical assessment of the Tshwane Metro Police Department's (TMPD) Multi-Deck Weighbridge infrastructure and any other weighbridge within the CoT.

The required services must accommodate the maintenance and support of existing weighbridge infrastructure, the replacement and upgrading of failed or obsolete components, software reinstallation and integration, hardware upgrades, technological advancements within the weighbridge industry, and the assessment of existing infrastructure for future upgrading, revamping, reconstruction, or replacement.

The project is divided into two distinct service categories, namely:

- Category A: Comprehensive maintenance, calibration, verification, repair, servicing, software support, training and software reloading, and upgrading of existing operational weighbridge infrastructure.



- Category B: Comprehensive technical surveying report only, and professional recommendations relating to the upgrading, revamping, reconstruction, or complete replacement of existing weighbridge infrastructure.

This initiative supports TMPD officials in fulfilling their legislative and operational responsibilities in terms of the National Road Traffic Act, 1996 (Act 93 of 1996) and the Administrative Adjudication of Road Traffic Offences Act, 1998 (Act 46 of 1998). To ensure effective road traffic law enforcement and overloading control, the City of Tshwane is required to provide TMPD with functional, compliant, and technologically current weighbridge infrastructure capable of supporting enforcement operations, vehicle inspections, prosecutions, and regulatory compliance activities.

The proposed appointment will ensure that the City's weighbridge infrastructure remains legally compliant, operationally effective, technologically relevant, and capable of supporting road safety initiatives, freight transport regulation, and the protection of municipal and provincial road infrastructure from damage caused by overloaded vehicles.

2. BACKGROUND

The City of Tshwane operates Four accredited Local Authority Weighbridge Stations for law enforcement and vehicle testing:

- Centurion Weighbridge: located at the Centurion Vehicle Testing Centre
- Akasia Weighbridge: situated in the Akasie/Rosslyn industrial area
- Waltloo Weighbridge: located at the Waltloo Vehicle Testing Centre

In accordance with Regulation 332A of the National Road Traffic Act, 1996 (Act No. 93 of 1996), equipment used for road traffic law enforcement must be calibrated or verified by a SANAS-accredited laboratory (SANS 1795). A valid calibration or verification certificate serves as prima facie evidence of the equipment's accuracy and traceability, unless proven otherwise.

This regulation applies to the Multi-Deck Road Weighbridges at both facilities, which are maintained in compliance with SANAS standards (SANS 1795).

3. PROJECT SCOPE

The scope of this project encompasses the provision of comprehensive upgrading, reconstruction, maintenance, calibration, verification, servicing, repairs, training, software support, software reloading, technical assessments relating to the Tshwane Metro Police Department's Multi-Deck Road Weighbridge infrastructure.

The project specifically relates to the maintenance and management of three (3) Multi-Deck Weighbridges and one additional weighbridge from CoT Auction House, each consisting of:

- Four (4) load decks;
- Sixteen (16) load cells;
- One (1) indicator;
- A measurement area of approximately twenty-two (22) metres in length and three (3) metres in width; and
- A maximum weighing capacity of one hundred and twenty (120) tons.

THE PROJECT IS DIVIDED INTO THE FOLLOWING CATEGORIES:

3.1 CATEGORY A: EXISTING EQUIPMENT TO BE MAINTAINED, REPAIRED, CALIBRATED, SERVICED AND UPGRADED

This category applies to:

- One (1) Multi-Deck Weighbridge situated at the Akasia Weighbridge Station; and
- One (1) Multi-Deck Weighbridge situated at the Centurion Weighbridge Station.

The appointed service provider will be required to provide comprehensive maintenance, servicing, repairs, calibration, verification, software support, software reloading, equipment upgrades, component replacement, training and technical support necessary to ensure that the weighbridges remain fully operational and compliant with all legislative, regulatory, and accreditation requirements for traffic law enforcement purposes.

All maintenance and upgrading work undertaken under this category must include:

- Preventative and corrective maintenance services;

- Supply and installation of Original Equipment Manufacturer (OEM) components where and if available.
- Hardware and software upgrades in line with industry developments and technological advancements for the purposes of traffic law enforcement;
- Calibration and verification services by an appropriately accredited authority for traffic law enforcement purposes;
- Issuing of calibration and verification certificates compliant with Regulation 332A of the National Road Traffic Act and applicable SANAS standards;
- A minimum twelve (12)-month warranty on all equipment supplied and installed; and
- A minimum six (6)-month warranty on workmanship provided.

3.2 CATEGORY B: EXISTING EQUIPMENT, INFRASTRUCTURE AND ASSOCIATED ROAD INFRASTRUCTURE TO BE SURVEYED AND ASSESSED FOR UPGRADING, REVAMPING OR REPLACEMENT

This category applies to:

- One (1) Multi-Deck Weighbridge situated at the Waltloo Weighbridge Station.

The appointed service provider will be required to conduct a comprehensive engineering and technical full assessment report only of the existing weighbridge infrastructure, associated road infrastructure, civil works, electrical systems, software systems, structures, and ancillary equipment.

The assessment must determine:

- The current condition and operational status of the facility;
- The remaining useful life of the infrastructure;
- The viability of continued maintenance;
- The feasibility of upgrading or revamping the facility;
- The extent of reconstruction required;
- Whether complete replacement would represent the most cost-effective and sustainable solution; and
- Any additional infrastructure improvements required to enhance operational efficiency and legislative compliance.

The appointed service provider must submit a detailed assessment report containing findings, recommendations, budget estimates, implementation options, risk considerations, and proposed technical specifications for any future upgrading, reconstruction, revamping, or replacement works.

IMPORTANT CONSIDERATION

Historical experience within local government and law enforcement environments has demonstrated that the maintenance, calibration, upgrading, software integration, and replacement of complex weighbridge infrastructure should be undertaken by suitably accredited and experienced weighbridge service providers. This approach ensures continuity of service, preservation of system integrity, compliance with legislative and accreditation requirements, and minimisation of operational disruptions that could adversely impact law enforcement activities and statutory compliance obligations.

4. SCOPE OF WORK

4.1 CATEGORY A: EXISTING EQUIPMENT TO BE MAINTAINED, REPAIRED, CALIBRATED, SERVICED AND UPGRADED

4.1.1 UPGRADE

The upgrade includes the following activities:

4.1.1.1 Decommissioning:

- Disconnect power supply.
- Remove loadcell terminations from junction boxes.
- Lift and remove existing weighbridge decks (4 units).
- Extract current loadcells

4.1.1.2 Structural Modifications

- Transport decks to factory.
- Modify structure to accommodate new ball-and-cup loadcells (16 units).
- Prepare and paint modified decks

4.1.1.3 Installation

- Deliver and position modified decks.
- Install and level new loadcells (16 units).
- Install junction boxes (1 per deck).
- Complete cabling and wiring to control room.

- Install indicators, totaliser unit, and external remote display.
- Connect and configure software

4.1.1.4 Calibration and Certification

- Perform system calibration.
- Obtain 80-ton NRCS type approval for Traffic Law Enforcement (TLE).
- Conduct biannual maintenance and verification per Traffic Law Enforcement (TLE) requirements.

4.1.1.5 Post-Installation Checks

- Remove, clean, and grease loadcells
- Inspect wiring.
- Verify accuracy using calibrated mass pieces

4.1.2 CALIBRATION

Each of the weighbridges included under Category A in this Q/file must be certify for the following:

- Original manufacture equipment (OEM) if still available.
- Traffic law enforcement compliance for fines issued through its use.
- Calibrated and verification to maintain compliance with Regulation 332A of the National Road Traffic Act, 1996 (Act No. 93 of 1996) (SANS 1795), to validate any fines issued through its use.

The appointed service provider shall: Vusi

- Perform calibration and verification of the weighbridge system in accordance with Regulation 332A of the National Road Traffic Act, 1996 (Act 93 of 1996), and applicable SANS standards.
- Issue valid calibration and verification certificates from an appropriately accredited authority.
- Ensure that the weighbridge remains compliant and fit for Traffic Law Enforcement operations.
- Conduct maintenance, calibration, and verification services as required to maintain the accuracy, reliability, and legal compliance of the weighbridge system.

4.1.3 SOFTWARE UPDATE

SOFTWARE SUPPORT, RELOADING AND SYSTEM CONFIGURATION

The appointed service provider shall provide software support, software reloading, configuration, updates, troubleshooting and technical assistance required to ensure the continued operation of the City's existing weighbridge software environment and associated infrastructure.

The software solution must:

Be fully compatible with the existing Traffic Law Enforcement Software environment currently utilised by the City of Tshwane, including integration with the existing TRAFMAN system or any approved equivalent replacement system and must be for the purposes of law enforcement.

The bidder must ensure the system operates on the latest available traffic law enforcement software and remains compatible with, and adaptable to, the operational requirements of the Tshwane Metro Police Service now using TRAFMAN (Traffic Management System)

- Must be simple, cost-effective tool to operate weighbridges and is a comprehensive, yet very user-friendly information management system that can be used at any weighbridge of Tshwane.
- Summary

The software must be Windows-based and support the following functionality:

- Each officer must log in using their unique pay number and password.
- The system must record all transactions per officer for audit purposes.
- The software must generate detailed axle weighing reports, including:
 - Vehicle and client information.
 - Date and time of weighing.
 - Axle group data: true mass, permissible mass, legal tolerance (+5%), overload, and percentage overload.
 - GVM/GCM calculations.
 - Legal status: LEGAL, WARNING, or OVERLOAD

- The system must automatically calculate overload values and percentages.
- Operators must be able to manually input permissible mass values.
- The system must support single-deck and multi-deck weighing configurations (e.g., combining decks 3 and 4 for longer axle units).
- TRAFMAN™ Weighbridge Module (WBM) software or similar.

4.2 SCOPE OF WORK FOR CATEGORY B: FULL ASSESSMENT REPORT FOR EXISTING EQUIPMENT AND INFRASTRUCTURE TO BE SURVEYED AND ASSESSED FOR UPGRADING, REVAMPING OR REPLACEMENT

The appointed service provider shall undertake a comprehensive technical full assessment report of all existing weighbridge equipment, associated infrastructure, road surface conditions, and operational traffic flow arrangements at the designated site(s). The purpose of this assessment is to determine the current condition, functionality, compliance status, remaining service life, and suitability of the existing installation for continued Traffic Law Enforcement (TLE) operations.

The assessment shall identify deficiencies, risks, operational limitations, maintenance requirements, upgrade opportunities, and any components requiring refurbishment or replacement. The outcome shall provide the City of Tshwane with a clear roadmap for future investment, maintenance planning, and infrastructure improvements.

4.2.1 SURVEY OF EXISTING EQUIPMENT AND INFRASTRUCTURE

The service provider shall conduct a detailed physical and technical survey and full assessment report of all weighbridge-related equipment and supporting infrastructure, including but not limited to:

- Weighbridge decks, foundations, support structures, and load-bearing components.
- Loadcells, mounting assemblies, suspension systems, and load transfer mechanisms.
- Junction boxes, electrical cabling, conduits, communication systems, and network infrastructure.
- Weighbridge indicators, controllers, remote displays, computers, and associated peripheral equipment.
- Existing software platforms, data management systems, and communication interfaces.
- Electrical supply systems, distribution boards, surge protection devices, and backup power arrangements.
- Weighbridge housing structures, operator offices, equipment rooms, and control facilities.

- Security systems, fencing, lighting, access control measures, and CCTV installations where applicable.

The survey shall document:

- Physical condition and functionality of each component.
- Equipment age and maintenance history, where records are available.
- Compliance with current industry standards, OEM requirements, and Traffic Law Enforcement specifications.
- Structural integrity and signs of deterioration, corrosion, fatigue, cracking, settlement, or damage.
- Operational reliability and suitability for current and future operational requirements.
- Availability of spare parts and manufacturer support.

All findings shall be supported by photographs, measurements, equipment inventories, and technical observations.

4.2.2 FULL ASSESSMENT REPORT OF SURROUNDING ONSITE ROAD SURFACE INFRASTRUCTURE AND TRAFFIC FLOW

The service provider shall undertake a comprehensive assessment of the surrounding road infrastructure and traffic management arrangements associated with the operation of the weighbridge facility.

The survey shall include, but not be limited to:

- Approach and exit roads serving the weighbridge facility.
- Vehicle deceleration and acceleration lanes.
- Holding areas, inspection bays, parking areas, and vehicle staging zones.
- Road pavement condition and structural adequacy.
- Surface drainage systems and stormwater management infrastructure.
- Traffic signage, road markings, traffic control measures, and safety installations.
- Vehicle circulation patterns and traffic movement efficiency within the site.

The assessment shall identify:

- Pavement defects such as rutting, cracking, potholes, settlement, and surface deformation.

- Areas where road conditions may adversely affect weighing accuracy or vehicle safety.
- Traffic congestion points and operational bottlenecks.
- Safety risks affecting enforcement personnel, operators, and road users.
- Capacity constraints that may impact current or future operational demands.
- Opportunities to improve traffic flow, vehicle processing efficiency, and road safety.

Traffic observations shall include an evaluation of vehicle volumes, vehicle classifications, peak operating periods, queue lengths, and site operational efficiency.

4.2.3 FULL ASSESSMENT REPORT OF ONSITE EXISTING EQUIPMENT , INFRASTRUCTURE AND SURROUNDING ROAD SURFACE INFRASTRUCTURE

Based on the surveys conducted, the service provider shall perform a detailed engineering and operational assessment of all existing assets and infrastructure.

This assessment shall evaluate:

4.2.3.1 Equipment Performance

- Accuracy and reliability of weighing systems.
- Calibration status and legal compliance.
- Remaining useful life of equipment components.
- Frequency and severity of equipment failures.
- Suitability of existing technologies relative to current operational requirements.

4.2.3.2 Structural Assessment

- Integrity and stability of weighbridge foundations and support structures.
- Structural adequacy for current and future traffic loading conditions.
- Compliance with applicable engineering standards and design requirements.

4.2.3.3 Electrical and Control Systems Assessment

- Condition and adequacy of electrical installations.
- Reliability of communication and data transmission systems.
- Cybersecurity and data protection considerations.
- Compatibility with current and future software platforms.

4.2.3.4 Road Infrastructure Assessment

- Structural condition of pavements and traffic surfaces.
- Impact of road conditions on weighbridge accuracy.
- Adequacy of vehicle access and manoeuvring areas.
- Drainage effectiveness and environmental conditions affecting operations.

4.2.3.5 Operational Assessment

- Evaluation of current workflow and enforcement processes.
- Analysis of operational efficiency and throughput capacity.
- Identification of operational risks and service delivery challenges.
- Assessment of compliance with Traffic Law Enforcement operational requirements.

The assessment shall clearly identify equipment and infrastructure requiring:

- Routine maintenance.
- Refurbishment or revamping.
- Upgrading or modernization.
- Complete replacement.
- Decommissioning.

4.2.4 COMPREHENSIVE FULL ASSESSMENT REPORT AND RECOMMENDATION

Following completion of the survey and assessment activities, the service provider shall compile and submit a comprehensive technical assessment report.

The report shall include:

- Executive summary of findings.
- Site description and assessment methodology.
- Asset inventory and condition assessment register.
- Photographic evidence of observed deficiencies and conditions.
- Detailed findings for each equipment category and infrastructure component.
- Operational performance analysis.
- Compliance assessment against relevant legislation, standards, and Traffic Law Enforcement requirements.
- Risk assessment identifying critical, high, medium, and low-priority issues.

- Life-cycle analysis of existing assets.
- Cost-benefit evaluation of repair versus replacement options.
- Prioritized recommendations with implementation timeframes.

Recommendations shall be categorized as:

- Immediate actions (0–12 months).
- Short-term interventions (1–3 years).
- Medium-term interventions (3–5 years).
- Long-term asset replacement planning (5+ years).

The report shall provide a clear justification for all recommendations and include indicative budget estimates for implementation.

4.2.5 PROPOSED TECHNICAL SPECIFICATION FOR MITIGATION OF RECOMMENDATION

Based on the findings of the full assessment report, the service provider shall develop detailed technical specifications for all recommended corrective actions, upgrades, refurbishments, and replacement works.

The technical specifications shall include:

- Scope of work for each recommended intervention.
- Detailed equipment specifications and performance requirements.
- Applicable standards, codes, and regulatory requirements.
- Construction, installation, testing, and commissioning requirements.
- Calibration and certification requirements.
- Software and hardware specifications.
- Electrical and communication system requirements.
- Road rehabilitation and civil engineering requirements.
- Quality assurance and quality control requirements.
- Occupational health and safety considerations.
- Environmental compliance requirements.
- Training requirements for operational personnel.
- Warranty, maintenance, and support requirements.

Where replacement of equipment or infrastructure is recommended, the specifications shall define minimum performance criteria and functional requirements to ensure compatibility with existing Traffic Law Enforcement operations and the TRAFMAN™ Weighbridge Module (WBM) system, or any future approved replacement system adopted by the City of Tshwane.

The final technical specification document shall be sufficiently detailed to support future procurement processes, budgeting, project implementation, and contract execution.

5. BRIEFING SESSION

IMPORTANT NOTE TO BIDDERS:

Bidders MUST take note of the following:

- Attendance of a formal briefing session is compulsory requirement. Refr to advert for date and time.
- Three site visitation/inspections will be compulsory for on site verification purposes and will be held at:
 - Site 1: Akasia Weighbridge Station - 7th Avenue, Witfontein 301-JR Akasia, Pretoria (GPS: -25°89'0862, 28°18'3493)
 - Site 2: Centurion Weighbridge Station – Nellmapius Dr, Irene, Centurion, 0157 (GPS: -25°89'1019, 28°18'3275)
 - Site 3: Waltloo Weighbridge Station – Petroleum St, Silverton, Pretoria, 0184 (GPS: -25°43'38.1, 28°18'46.5)

6. STAGES OF EVALUATION

There will be three stages of evaluation for this quotation, which are as follows:

- Stage 1: Administrative Compliance
- Stage 2: Mandatory Requirements
- Stage 3: Preference Point System

6.1 STAGE 1: ADMINISTRATIVE COMPLIANCE

All the bids will be evaluated against the administrative responsiveness requirements as set out in the list of returnable documents.

Compulsory Returnable Documentation (Submission of these are compulsory)	Submitted (YES or NO)	Checklist (Guide for Bidder and the Bid Evaluation Committee)
a) To enable The City to verify the bidder's tax compliance status, the bidder must provide; • Tax compliance status PIN. - or • Central Supplier Database (CSD)		Tax status must be compliant before the award.
b) A copy of their Central Supplier Database (CSD) registration; or indicate their Master Registration Number / CSD Number;		CSD must be valid.
c) Confirmation that the bidding company's municipal service charges, rates and taxes are up to date: Original or copy of Municipal Account Statement of the Bidder (bidding company) not older than 3 months and account must not be in arrears for more than ninety (90) days; or ,signed lease agreement or In case of bidders located in informal settlement, rural areas or areas where they are not required to pay Rates and Taxes a letter from the local councillor confirming they are operating in that area		Was a Municipal Account Statement, or signed lease agreement or letter from the local councillor provided for the bidding company? The name and / or addresses of the bidder's statement correspond with CIPC document, Address on CSD or Company profile? Are municipal service charges, rates and taxes up to date (i.e. not in arrears for more than 90 days?
d) In addition to the above, confirmation that all the bidding company's owners / members / directors / major shareholders municipal service charges, rates and taxes are up to date: • Original or copy of Municipal Account Statement of all the South African based owners / members / directors / major shareholders not older than 3 months and the account/s may not be in arrears for more than ninety (90) days; or a signed lease agreement of owners / members / directors / major shareholders or In case of bidders located in informal settlement, rural areas or areas where they are not required to pay Rates and Taxes a letter from the local councillor confirming they are residing in that area		Was a Municipal Account Statement, or signed lease agreement or letter from the local councillor provided for the company's owners / members / directors / major shareholders? Are municipal service charges, rates and taxes up to date (i.e. not in arrears for more than 90 days?
e) Duly Signed and completed MBD forms (MBD 1, 4, 5, 8 and 9) The person signing the bid documentation must be authorized to sign on behalf of the bidder. Where the signatory is not a Director / Member / Owner / Shareholder of the company, an official letter of authorization or delegation of authority should be submitted with the bid document. NB: Bidders must ensure that the directors, trustees, managers, principal shareholders, or stakeholders of this company, declare any interest in any other related companies or business, whether or not they are bidding for this contract. <u>See Question 3.14 of MBD 4. Failure to declare interest will result in a disqualification</u>		All documents fully completed (i.e. no blank spaces), All documents fully signed by (any director / member / trustee as indicated on the CIPC document, alternatively a delegation of authority would be required, Documents completed in black ink (i.e. no "Tippex" corrections, no pencil, no other colour ink, or non-submission of the MBD forms , will not be considered)
f) Audited Financial Statements for the most recent three (3) years or Audited Financial Statements from date of existence for companies less than three years old.		Applicable for tenders above R10m in conjunction with MBD 5)

Compulsory Returnable Documentation (Submission of these are compulsory)	Submitted (YES or NO)	Checklist (Guide for Bidder and the Bid Evaluation Committee)
NB: The bidder must submit signed audited annual financial statements for the most recent three years, or if established for a shorter period, submit audited annual financial statements from date of establishment. If the bidder is not required by law to prepare signed annual financial statements for auditing purposes, then the bidder must submit proof that the bidder is not required by law to prepare audited financial statements.		Are Audited financial statements provided (Audited financials must be signed by auditor) Or proof that the bidder is not required by law to prepare audited financial statements.
g) Joint Ventures (JV) – (Only applicable when the bidder tenders as a joint venture) Where the bidder bids as a joint venture (JV), the required or relevant documents as per (a) to (f) above must be provided for all JV parties. In addition to the above the bidder must submit a Joint Venture (JV) agreement signed by the relevant parties. NB: It is a condition of this bid that the successful bidder will continue with the same Joint Venture (JV) for the duration of the contract unless prior approval is obtained from the City.		If applicable. JV agreement provided? JV agreement complete and relevant? Agreement signed by all parties? All required documents as per (i.e. a to f) must be provided for all partners of the JV.
h) Bidder attended a compulsory briefing session where applicable		A compulsory briefing register must be signed by the bidder. Bidders will be disqualified should they fail to attend compulsory briefing session
i) Pricing schedule (All items must be quoted for in pricing schedule and if not, all items are quoted the bidder will be disqualified). Unless the tender is awarded per item or per section where the bidder only quoted the items or sections, they are interested in.		Incomplete pricing schedule results in totals being incomparable. Bidder must be disqualified. Bidder will be disqualified should they make corrections on the price schedule without attaching a signature or initialising thereto. Bidder will be disqualified should they use tippex/ correction ink, on the price schedule.

6.2 STAGE 2: MANDATORY REQUIREMENTS

IMPORTANT NOTE TO BIDDERS:

Documentation requested below **MUST** be attached to the bid proposal, any proposals received without the required information stipulated below, will not be considered. Non-Compliance, or neglect on any prospective bidders' part to comply with ANY of the Compulsory Tender Requirements will render his/her bid invalid.

NO	MANDATORY REQUIREMENT	COMMENT YES/NO
1.	Prospective bidders is required to submit Compliance with SANS 1795 Bidders must attach a letter (on the company's letter head) confirming that all upgrading, maintenance, repairs, and approvals of equipment and accessories will be conducted in accordance with the South African Bureau of Standards (SABS) National Standard Certificate SANS 1795. Accordingly, attach a valid Accreditation Certificate as per SANS 1795, to the proposal.	
2.	Prospective bidders must provide a Comprehensive Company Profile, which includes proof of a minimum of three (3) years' experience in the maintenance, calibration of Weighbridges equipment. Proof of such experience must be in the format of at least 3 references issued by any other South African law enforcement agencies and or other road management related authorities where such equipment is in use.	

6.3 STAGE 3: PREFERENCE POINT SYSTEM

The preferential point system used will be the 80/20 points system in terms of the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000) Regulations 2022.

- 80 points for price
- 20 points for Specific goals

Specific Goals

Bidders are required to submit supporting documents for their bids to claim the specific goal points.

Non-compliance with specific goals will not lead to disqualification but bidders will not be allocated specific goal points. Bidders will score points out of 90 for price only and zero (0) points out of 10 for specific goals.

Cot shall act against any bidder or person when it detects that the specific goals were claimed or obtained on a fraudulent basis.

The specific goal for this bid is outlined below.

Specific goals	80/20 preference point system	Proof of specific goals to be submitted
BB-BEE score of companies • Level 1 • Level 2 • Level 3 • Level 4 • Level 5 • Level 6 • Level 7 • Level 8 • Non-compliant	• 8 Points • 7 Points • 6 Points • 5 Points • 4 Points • 3 Points • 2 Points • 1 Point • 0 Points	Valid Certified copy of BBBEE certificate. Sworn Affidavit for B-BBEE qualifying small enterprise or Exempt Micro Enterprises or CIPC BBBEE certificate.
EME and/ or QSE	2 Points	Valid Sworn affidavit for B-BBEE qualifying small enterprise or Exempt Micro Enterprises or CIPC BBBEE certificate
At least 51% of Women-owned companies	2 Points	Certified copy of Identity Document/s <u>and</u> proof of ownership (Sworn affidavit for B-BBEE qualifying small enterprise or Exempt Micro Enterprises, CIPC registration or any other proof of ownership)

At least 51% owned companies by People with disability	2 Points	Medical Certificate with doctor's details (Practice Number, Physical Address, and contact numbers) and proof of ownership (Sworn affidavit for B- BBEE qualifying small enterprise or Exempt Micro Enterprises, CIPC registration or any other proof of ownership)
At least 51% owned companies by Youth	2 Point	Certified copy of Identity Document/s <u>and</u> proof of ownership (Sworn affidavit for B-BBEE qualifying small enterprise or Exempt Micro Enterprises, CIPC registration or any other proof of ownership)
Local Economic Participation • City of Tshwane • Gauteng • National	4 Points 2 Points 1 Point	Municipal Account statement/Lease agreement.

7. PRICING SCHEDULE

7.1 CATEGORY A: COMPREHENSIVE MAINTENANCE, CALIBRATION, REPAIR, SERVICING, SOFTWARE SUPPORT, SOFTWARE RELOADING, AND UPGRADING OF EXISTING OPERATIONAL WEIGHBRIDGE INFRASTRUCTURE

ITEM	MATERIAL NUMBER	DESCRIPTION	UNIT	UNIT PRICE EXCL. VAT	
				R	c
ITEM 1.1: MAINTENANCE					
1.1.1	3034355	Hourly rate for routine maintenance and service per Weighbridge (Technician included) per hour	1	R	
IMPORTANT: The quoted rate above MUST include labour Technician, Technician Assistant and Mileage but EXCLUDE consumables).					
ITEM 1.2: CALIBRATION					
1.2.1	3034356	Calibration per weighbridges (Technician included).	1	R	
IMPORTANT: The quoted rate above MUST include labour for Technician, Technician Assistant and Mileage but EXCLUDE consumables).					
ITEM 1.3: SOFTWARE					
1.3.1	3030253	Software Reload Weighbridge compatible with Tshwane current including integration with the existing TRAFMAN system or any approved equivalent replacement system and must be for the purposes of law enforcement. (must inclusive of Technician rate)	1	R	
1.3.2	3030255	Verification per weighbridges for traffic law enforcement purposes (Technician included).	1	R	
IMPORTANT: The quoted rate above MUST include labour for Technician, Technician Assistant and Mileage but EXCLUDE consumables).					

ITEM	MATERIAL NUMBER	DESCRIPTION	UNIT	UNIT PRICE EXCL. VAT	
				R	c
ITEM 1.4: CONSUMABLES					
1.4.1	200000044162	Load Cells	1	R	
1.4.2	200000044163	Junction Box	1	R	
1.4.3	200000044164	CP Indicator	1	R	
1.4.4	3034358	Testing and issuing of Verification Certificate	1	R	
1.4.5	200000044165	Conduit	1	R	
1.4.6	200000044166	Wiring per meter	1	R	
1.4.7	200000044167	Bolts per unit	1	R	
1.4.8	200000044168	Nuts per unit	1	R	
1.4.9	200000044169	Circuit Braker	1	R	
ITEM 1.5: OFFICER TRAINING					
1.5.1	3030256	Officer training	1	R	
TOTAL EXCL. VAT					
The total price exclusive of Vat must be transferred to the summary below as Category A					
Bidders should note that any Maintenance (including Stripping) that is not reflected in the pricing schedule, the City of Tshwane will request a formal quotation.					
Such a quotation MUST FIRST BE APPROVED by the Chief of Police or his/her delegated representative.					
Major procedures will be REQUESTED and APPROVED by the CHIEF OF POLICE OR HIS/HER DELEGATED REPRESENTATIVE on site during the maintenance.					
A quotation for such repairs must be provided.					

6.2 CATEGORY B: COMPREHENSIVE TECHNICAL SURVEYING, ENGINEERING ASSESSMENT, AND PROFESSIONAL RECOMMENDATIONS RELATING TO THE UPGRADING, REVAMPING, RECONSTRUCTION, OR COMPLETE REPLACEMENT OF EXISTING WEIGHBRIDGE INFRASTRUCTURE AND ASSOCIATED FACILITIES. (FULL ASSESSMENT REPORT)

NR	DESCRIPTION	UNIT	UNIT PRICE EXCL. VAT	
			R	c
1.	ALL-INCLUSIVE PRICE QUOTED FOR THE FULL ASSESSMENT REPORT MUST INCLUDE THE FOLLOWING: • Site Survey and Data Collection • Engineering And Technical Assessment • Reporting And Recommendations (Comprehensive Maintenance, Calibration, verification Repair, Servicing, Software Support, Software Reloading, and Upgrading of Existing Operational Weighbridge Infrastructure or Complete Replacement of Existing Weighbridge Infrastructure and Associated Facilities) • Technical Specifications Development • All Professional Services	1	R	
TOTAL EXCL. VAT				
The total price exclusive of Vat must be transferred to the summary below as Category B				

SUMMARY OF TOTAL Price Exclusive of Vat from Category A and Category B

NR	DESCRIPTION	TOTAL PRICE EXCL. VAT	
		R	c
1.	CATEGORY A <i>Comprehensive Maintenance, Calibration, verification, Repair, Servicing, Software Support, Software Reloading, and Upgrading of Existing Operational Weighbridge Infrastructure or Complete Replacement of Existing Weighbridge Infrastructure and Associated Facilities</i>	R	
2	CATEGORY B (FULL ASSESSMENT REPORT) <i>Comprehensive Technical Surveying, Engineering Assessment, And Professional Recommendations Relating to the Upgrading, Revamping, Reconstruction, or Complete Replacement of Existing Weighbridge Infrastructure and Associated Facilities Report</i>	R	
TOTAL EXCL. VAT		R	
VAT @ 15%		R	
TOTAL INCL. VAT		R	

NB: THE CITY OF TSHWANE RESERVES THE RIGHT TO INCREASE OR DECREASE THE QUANTITIES PROCURED AND/OR SERVICES WHICH MAY BE REQUIRED UNDER THIS CONTRACT WITH CURRENT MARKET RELATED PRICES PER ADDITIONAL RESOURCES.

8. VALIDITY PERIOD

The validity period for the tender after closure is 90 days. CoT shall have right and power to extend any tender validity period beyond any initial validity period set and subsequent extensions. SCM shall ensure that an extension of validity is requested in writing from all bidders before the validity expiry date. Extension of validity shall be finalised while the quotations/bids are still valid.

9. MARKET ANALYSIS

The City of Tshwane reserves the right to conduct market analysis. Should the city exercise this option, where a tenderer offers a price that is deemed not to be viable to supply goods or services as required, written confirmation will be made with the tenderer if they will be able to deliver on the price, if a tenderer confirm that they cannot, the bidder will be disqualified on the basis of being non-responsive. If they confirm that they can deliver, a tight contract to mitigate the risk of non-performance will be entered into with the service provider. Further action on failures by the supplier to deliver will be handled in terms of the contract including performance warnings and listing on the database of restricted suppliers.

The city further reserves the right to negotiate a market related price with a tenderer scoring the highest points. If the tenderer does not agree to a market-related price, the city reserves the right to negotiate a market-related price with the tenderer scoring the second highest points, if the tenderer scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the tenderer scoring the third highest points. If a market-related price is not agreed, the city reserves the right to cancel the tender.

10. DRAFT SERVICE LEVEL AGREEMENTS

Should it be considered as a requirement by the City of Tshwane: Group Legal & Secretariat Services Department, a Service Level Agreement will be finalized upon award of this tender. Such Service Level Agreement will be signed between the City of Tshwane and the Successful bidder, if not, the condition of this Tender will serve as the contract between the City of Tshwane and Successful Service Provider.

11. AWARDS

This Q-file will be awarded to one bidder only.

**MBD1
COMPULSORY
PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)					
QUOTATION NUMBER:	Q23-01-2026-27	CLOSING DATE:	23 October 2026	CLOSING TIME:	10:00
DESCRIPTION	ADVERTISEMENT: APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF COMPREHENSIVE MAINTENANCE, REPAIR AND CALIBRATION SERVICES OF EXISTING MULTIDECK WEIGHBRIDGES AND OTHER WEIGHBRIDGES, THE PROVISION AND RELOADING OF APPROPRIATE SOFTWARE, AS WELL AS THE SURVEYING AND ASSESSMENT OF EXISTING EQUIPMENT AND INFRASTRUCTURE SCHEDULED FOR UPGRADING, REVAMPING OR REPLACEMENT TO THE TSHWANE METRO POLICE DEPARTMENT				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					
BIDDERS SHOULD THEREFORE NOT DEPOSIT THEIR RESPONSES IN THE TENDER BOX BUT RESPOND TO BID ON THE ONLINE PLATFORM					
Tshwane House					
Supply Chain Management					
320 Madiba Street					
Pretoria					
GPS coordinates: 25.74431°S, 28.19464°E					
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					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT ☐ 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]		
SIGNATURE OF BIDDER			DATE		
CAPACITY UNDER WHICH THIS BID IS SIGNED					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT	Supply Chain Management		CONTACT PERSON	Vusi Mabona	
CONTACT PERSON	Josia Masenya				
TELEPHONE NUMBER	(012) 358 0658		TELEPHONE NUMBER	(012) 358 2962	
			E-MAIL ADDRESS	SiphoN@tshwane.gov.za	
E-MAIL ADDRESS	josiasma@tshwane.gov.za				

**MBD1
COMPULSORY
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 ONLINE 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, 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 THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS. 2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA. 2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3. 2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID. 2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER. 2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.										
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS										
<table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?</td> <td style="width: 30%; text-align: right;">☐ YES ☐ NO</td> </tr> <tr> <td>3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?</td> <td style="text-align: right;">☐ YES ☐ NO</td> </tr> <tr> <td>3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?</td> <td style="text-align: right;">☐ YES ☐ NO</td> </tr> <tr> <td>3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?</td> <td style="text-align: right;">☐ YES ☐ NO</td> </tr> <tr> <td>3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?</td> <td style="text-align: right;">☐ YES ☐ NO</td> </tr> </table> 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 ABOVE.	3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO	3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO	3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO	3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO	3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO									
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO									
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO									
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO									
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO									

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

**MBD 4
COMPULSORY**

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
- 3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

3.1 Full Name of bidder or his or her representative:.....

3.2 Identity Number:

3.3 Position occupied in the Company (director, trustee, hareholder²):.....

3.4 Company Registration Number:

3.5 Tax Reference Number:.....

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? **YES / NO**

3.8.1 If yes, furnish particulars.

.....

¹MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months?**YES / NO**

3.9.1 If yes, furnish particulars.....

.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.10.1 If yes, furnish particulars.

.....

.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.11.1 If yes, furnish particulars

.....

.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.12.1 If yes, furnish particulars.

.....

.....

3.13 Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.13.1 If yes, furnish particulars.

.....

.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. **YES / NO**

3.14.1 If yes, furnish particulars:

.....

.....

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to invitations to tender:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
 - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

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

- 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:

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

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:

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

Where

P_s = Points scored for price of tender under
consideration P_t = Price of tender under
consideration
 P_{max} = 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.)

Specific goals	80/20 preference point system	Number of points claimed (80/20 system) (To be completed by the tenderer)
BB-BEE score of companies • Level 1 • Level 2 • Level 3 • Level 4 • Level 5 • Level 6 • Level 7 • Level 8 • Non-compliant	• 8 Points • 7 Points • 6 Points • 5 Points • 4 Points • 3 Points • 2 Points • 1 Point • 0 Points	
EME and/ or QSE	2 Points	
At least 51% of Women-owned companies	2 Points	
At least 51% owned companies by People with disability	2 Points	
At least 51% owned companies by Youth	2 Point	
Local Economic Participation • City of Tshwane • Gauteng • National	4 Points 2 Points 1 Point	

N.B For points to be allocated as per above the tenderers will be required to submit proof of documentation as evidence for claims made. Any tenderer that does not submit evidence as stated in the bid document to claim applicable points will be allocated zero points.

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:

.....

.....

CONTRACT FORM - RENDERING OF SERVICES

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)..... in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Bidding documents, viz
 - Invitation to bid;
 - Tax clearance certificate;
 - Pricing schedule(s);
 - Filled in task directive/proposal;
 - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2022;
 - Declaration of interest;
 - Declaration of Bidder's past SCM practices;
 - Certificate of Independent Bid Determination;
 - Special Conditions of Contract;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

WITNESSES

1

2

DATE:

CONTRACT FORM - RENDERING OF SERVICES**PART 2 (TO BE FILLED IN BY THE PURCHASER)**

1. I..... in my capacity as..... accept your bid under reference numberdated.....for the rendering of services indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating service delivery instructions is forthcoming.
3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT ON

NAME (PRINT)

SIGNATURE

OFFICIAL STAMP

WITNESSES

1

2

DATE:

**COMPULSORY
DECLARATION OF BIDDER'S PAST SUPPLY CHAIN
MANAGEMENT PRACTICES**

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied). The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	Yes ☐	No ☐
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	Yes ☐	No ☐
4.2.1	If so, furnish particulars:		

4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes ☐	No ☐
4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes ☐	No ☐
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes ☐	No ☐
4.7.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)
CERTIFY THAT THE INFORMATION FURNISHED ON THIS
DECLARATION FORM TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY
BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. take all reasonable steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. 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 consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. 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 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.

10. 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.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

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