

**SECTION 2.3: MBD 3.1 PRICING SCHEDULE**

**Pricing Proposal**

**General Pricing Instructions**

- All prices must be quoted in South African Rands. If any exchange rate assumptions are applied, state the currency and exchange rate used. Example: EXCHANGE RATE APPLIES: US\$1 = R14.73
- All costs quoted must include supply, delivery, installation, commissioning, training costs, VAT, travel, subsistence and accommodation if applicable.
- That the rate(s) of exchange used in this bid is represented as follows

Currency	Rates of exchange (Rand)
1x US Dollar	
1x Pound Sterling	
1x Euro	
1x Yen	
Other	

The relevant rates of exchange information are accessible on [www.reservebank.co.za](http://www.reservebank.co.za).

**Pricing Options**

Respondents are invited to indicate pricing on a fixed price basis. Fixed price proposals for the network solution should specify a price that includes all costs that will be incurred by the municipality payable to the vendor for the design, implementation and management of the network, including, but not limited to, costs for the requirements of this RFT as well as all other work proposed. If a respondent offers options and/or alternates that are not included in the fixed price for the proposed solution, the respondent must provide for each such option/alternate the following information:

- A detailed description of the option/alternate (including, but not limited to, all features and functionality that will be unavailable in the base network solution if the option/alternate is not purchased);
- A full explanation of the rationale for not incorporating such functionality in the base network solution; and
- Detailed cost information for each option/alternate, in accordance with the cost proposal requirements of the RFT.

**Monthly and Yearly costs**

Respondents should indicate the breakdown of the installation and monthly cost for each point of connection to the network and the total monthly cost across the network. Where multiple access technologies are used, each of these must be fully detailed in costing. Respondents must also indicate all other costs relating to this RFT.



Site	Type of connection & bandwidth	Year 1		Year 2		Year 3		Year 4		Year 5	
		Monthly Cost (Year 1) Vat Excl.	Annual Cost (Year 1) Vat Excl.	Monthly Cost (Year 2) Vat Excl.	Annual Cost (Year 2) Vat Excl.	Monthly Cost (Year 3) Vat Excl.	Annual Cost (Year 3) Vat Excl.	Monthly Cost (Year 4) Vat Excl.	Annual Cost (Year 4) Vat Excl.	Monthly Cost (Year 5) Vat Excl.	Annual Cost (Year 5) Vat Excl.
Sr-Library		R	R	R	R	R	R	R	R	R	R
Sr-Office Skool Street		R	R	R	R	R	R	R	R	R	R
Ws-Office Hoofweg		R	R	R	R	R	R	R	R	R	R
Rd-Head Office Van den Berg Street		R	R	R	R	R	R	R	R	R	R
Rd-Community Services		R	R	R	R	R	R	R	R	R	R
Rd-Library		R	R	R	R	R	R	R	R	R	R
Rd-Museum		R	R	R	R	R	R	R	R	R	R
Rd-Power Station		R	R	R	R	R	R	R	R	R	R
Rd-Riverville Stadium		R	R	R	R	R	R	R	R	R	R
Rd-Steg Stadium		R	R	R	R	R	R	R	R	R	R
Rd-MPCC (Thusong)		R	R	R	R	R	R	R	R	R	R
Rd-Sewerage		R	R	R	R	R	R	R	R	R	R

Initials of Service Provider's Authority: .....



Site	Type of connection & bandwidth	Year 1		Year 2		Year 3		Year 4		Year 5	
		Monthly Cost (Year 1) Vat Excl.	Annual Cost (Year 1) Vat Excl.	Monthly Cost (Year 2) Vat Excl.	Annual Cost (Year 2) Vat Excl.	Monthly Cost (Year 3) Vat Excl.	Annual Cost (Year 3) Vat Excl.	Monthly Cost (Year 4) Vat Excl.	Annual Cost (Year 4) Vat Excl.	Monthly Cost (Year 5) Vat Excl.	Annual Cost (Year 5) Vat Excl.
Mhf-Office Erica Single Street		R	R	R	R	R	R	R	R	R	R
Sb-Comm Hall		R	R	R	R	R	R	R	R	R	R
Sb - Law enforcement		R	R	R	R	R	R	R	R	R	R
Sb-Ellensrust		R	R	R	R	R	R	R	R	R	R
SB-H Visser		R	R	R	R	R	R	R	R	R	R
Mechanical Workshop		R	R	R	R	R	R	R	R	R	R
Technical Stores		R	R	R	R	R	R	R	R	R	R
Albertinia WTW		R	R	R	R	R	R	R	R	R	R
Jongensfontein WTW		R	R	R	R	R	R	R	R	R	R
Melkhoutfontein WTW		R	R	R	R	R	R	R	R	R	R
Stillbay Olive Grove WTW		R	R	R	R	R	R	R	R	R	R



Site	Type of connection & bandwidth	Year 1		Year 2		Year 3		Year 4		Year 5	
		Monthly Cost (Year 1) Vat Excl.	Annual Cost (Year 1) Vat Excl.	Monthly Cost (Year 2) Vat Excl.	Annual Cost (Year 2) Vat Excl.	Monthly Cost (Year 3) Vat Excl.	Annual Cost (Year 3) Vat Excl.	Monthly Cost (Year 4) Vat Excl.	Annual Cost (Year 4) Vat Excl.	Monthly Cost (Year 5) Vat Excl.	Annual Cost (Year 5) Vat Excl.
Albertinia Reservoir 1		R	R	R	R	R	R	R	R	R	R
Gouritsmond Reservoir		R	R	R	R	R	R	R	R	R	R
Jongensfontein Reservoir 1		R	R	R	R	R	R	R	R	R	R
Jongensfontein Balance Tank		R	R	R	R	R	R	R	R	R	R
Melkhoutfontein Lower Reservoir		R	R	R	R	R	R	R	R	R	R
Melkhoutfontein Upper Reservoir		R	R	R	R	R	R	R	R	R	R
Stillbay East Reservoir		R	R	R	R	R	R	R	R	R	R
Stillbay Dunes Reservoir		R	R	R	R	R	R	R	R	R	R
Stillbay Preekstoel Reservoir		R	R	R	R	R	R	R	R	R	R
Stillbay Toerelle Reservoir		R	R	R	R	R	R	R	R	R	R
Stillbay Platbos Reservoir		R	R	R	R	R	R	R	R	R	R
Stillbay West Reservoir		R	R	R	R	R	R	R	R	R	R

Initials of Service Provider's Authority: .....



Site	Type of connection & bandwidth	Year 1		Year 2		Year 3		Year 4		Year 5	
		Monthly Cost (Year 1) Vat Excl.	Annual Cost (Year 1) Vat Excl.	Monthly Cost (Year 2) Vat Excl.	Annual Cost (Year 2) Vat Excl.	Monthly Cost (Year 3) Vat Excl.	Annual Cost (Year 3) Vat Excl.	Monthly Cost (Year 4) Vat Excl.	Annual Cost (Year 4) Vat Excl.	Monthly Cost (Year 5) Vat Excl.	Annual Cost (Year 5) Vat Excl.
Stillbay Oliehouthfontein Pumpstation		R	R	R	R	R	R	R	R	R	R
Stillbay Palingat Pumpstation		R	R	R	R	R	R	R	R	R	R
Stillbay Dunes Booster Pumpstation		R	R	R	R	R	R	R	R	R	R
Stillbay Harbour Pumpstation		R	R	R	R	R	R	R	R	R	R
Riversdale HL Pumpstation		R	R	R	R	R	R	R	R	R	R
Gouritsmond Sewer Pumpstation		R	R	R	R	R	R	R	R	R	R
Jongensfontein Sewer Pumpstation 1		R	R	R	R	R	R	R	R	R	R
Jongensfontein Sewer Pumpstation 2		R	R	R	R	R	R	R	R	R	R
Melkhouthfontein Sewer Pumpstation 1		R	R	R	R	R	R	R	R	R	R
Melkhouthfontein Sewer Pumpstation 2		R	R	R	R	R	R	R	R	R	R

Initials of Service Provider's Authority: .....



Site	Type of connection & bandwidth	Year 1		Year 2		Year 3		Year 4		Year 5	
		Monthly Cost (Year 1) Vat Excl.	Annual Cost (Year 1) Vat Excl.	Monthly Cost (Year 2) Vat Excl.	Annual Cost (Year 2) Vat Excl.	Monthly Cost (Year 3) Vat Excl.	Annual Cost (Year 3) Vat Excl.	Monthly Cost (Year 4) Vat Excl.	Annual Cost (Year 4) Vat Excl.	Monthly Cost (Year 5) Vat Excl.	Annual Cost (Year 5) Vat Excl.
Stillbay Gordon Street Pumpstation		R	R	R	R	R	R	R	R	R	R
Stillbay Adlepracht Pumpstation		R	R	R	R	R	R	R	R	R	R
Stillbay Strandloper Pumpstation		R	R	R	R	R	R	R	R	R	R
Stillbay Bosbokduin Pumpstation		R	R	R	R	R	R	R	R	R	R
Riversdale Sewer Pumpstation 1		R	R	R	R	R	R	R	R	R	R
Riversdale Sewer Pumpstation 2		R	R	R	R	R	R	R	R	R	R
Garcia Sewer Pumpstation		R	R	R	R	R	R	R	R	R	R
Heidelberg Wimpy Pumpstation		R	R	R	R	R	R	R	R	R	R
Heidelberg Pumpstation 3		R	R	R	R	R	R	R	R	R	R

Site	Type of connection & bandwidth	Year 1		Year 2		Year 3		Year 4		Year 5	
		Monthly Cost (Year 1) Vat Excl.	Annual Cost (Year 1) Vat Excl.	Monthly Cost (Year 2) Vat Excl.	Annual Cost (Year 2) Vat Excl.	Monthly Cost (Year 3) Vat Excl.	Annual Cost (Year 3) Vat Excl.	Monthly Cost (Year 4) Vat Excl.	Annual Cost (Year 4) Vat Excl.	Monthly Cost (Year 5) Vat Excl.	Annual Cost (Year 5) Vat Excl.
Heidelberg Eikeweg Pumpstation		R	R	R	R	R	R	R	R	R	R
Heidelberg Main Pumpstation		R	R	R	R	R	R	R	R	R	R
Heidelberg Pumpstation 2021		R	R	R	R	R	R	R	R	R	R
Slangrivier North Pumpstation		R	R	R	R	R	R	R	R	R	R
Slangrivier South Pumpstation		R	R	R	R	R	R	R	R	R	R
Witsand Main Pumpstation		R	R	R	R	R	R	R	R	R	R
Witsand Pumpstation 2		R	R	R	R	R	R	R	R	R	R
<b>Sub Total (Vat Excl.)</b>											
<b>VAT 15%</b>											
<b>Total (VAT Inclusive)</b>											

Cost for switches on rental agreement.

Full managed POE Gigabit switches must be installed at the following municipal location with regards to the site list.

Description & Town	Year 1		Year 2		Year 3		Year 4		Year 5	
	Monthly Cost (Year 1) Vat Excl.	Annual Cost (Year 1) Vat Excl.	Monthly Cost (Year 2) Vat Excl.	Annual Cost (Year 2) Vat Excl.	Monthly Cost (Year 3) Vat Excl.	Annual Cost (Year 3) Vat Excl.	Monthly Cost (Year 4) Vat Excl.	Annual Cost (Year 4) Vat Excl.	Monthly Cost (Year 5) Vat Excl.	Annual Cost (Year 5) Vat Excl.
2 x 48 Port Full Managed POE Switch: Riversdale	R	R	R	R	R	R	R	R	R	R
1 x 48 Port Full Managed POE Switch: Riversdale	R	R	R	R	R	R	R	R	R	R
1 x 24 Port Full Managed POE Switch: Riversdale	R	R	R	R	R	R	R	R	R	R
1 x 24 Port Full Managed POE Switch: Riversdale	R	R	R	R	R	R	R	R	R	R
1 x 24 Port Full Managed POE Switch: Riversdale	R	R	R	R	R	R	R	R	R	R
1 x 24 Port Full Managed POE Switch: Still Bay	R	R	R	R	R	R	R	R	R	R
1 x 24 Port Full Managed POE Switch: Albertinia	R	R	R	R	R	R	R	R	R	R
1 x 24 Port Full Managed POE Switch: Heidelberg	R	R	R	R	R	R	R	R	R	R
1 x 16 Port Full Managed POE Switch: Slangrivier	R	R	R	R	R	R	R	R	R	R



Respond in this text box to give other price information. Include tables, if necessary, cost for cabling, patch panels, Wi-Fi Access Points, labour charges and sundries. This will apply where re-cabling (ether or fibre) of network or connection points are required.

Please list the anticipated 5-year total cost of ownership (TCO) for the municipality. Clearly state assumptions used in your calculation.

Should the number of facilities connected increase, please discuss the cost implications (including capex & opex considerations, once off setup costs, on-going recurring costs, etc.)

Should the number of facilities connected decrease, please discuss the cost implications (including capital and operational expenditure considerations, once off setup costs, on-going recurring costs, etc.)

**Pricing Schedule**

		Year 1	Year 2	Year 3	Year 4	Year 5
Connection Speed	Qty	Monthly Cost (Year 1) Vat Excl.	Monthly Cost (Year 2) Vat Excl.	Monthly Cost (Year 3) Vat Excl.	Monthly Cost (Year 4) Vat Excl.	Monthly Cost (Year 5) Vat Excl.
300Mbps	1	R	R	R	R	R
100Mbs	2	R	R	R	R	R
50Mbps	8	R	R	R	R	R
10Mbps	37	R	R	R	R	R
20 Mbps	38	R	R	R	R	R
20 Mbps	40	R	R	R	R	R
<b>Sub Total (Vat Excl.)</b>		R	R	R	R	R
<b>VAT 15%</b>		R	R	R	R	R
<b>Total (VAT Inclusive)</b>		R	R	R	R	R

Description			Year 1	Year 2	Year 3	Year 4	Year 5
	Qty	Unit Price	Monthly Cost (Year 1) Vat Excl.	Monthly Cost (Year 2) Vat Excl.	Monthly Cost (Year 3) Vat Excl.	Monthly Cost (Year 4) Vat Excl.	Monthly Cost (Year 5) Vat Excl.
48 Port Full Managed POE Gigabit Switch	3	R	R	R	R	R	R
24 Port Full Managed POE Gigabit Switch	6	R	R	R	R	R	R
16 Port Full Managed POE Gigabit Switch	2	R	R	R	R	R	R

<b>Sub Total (Vat Excl.)</b>	R	R	R	R	R	R
<b>VAT 15%</b>	R	R	R	R	R	R
<b>Total (VAT Inclusive)</b>	R	R	R	R	R	R

**Optic fibre connections**

2.	Site	Monthly Cost (Year 1) Vat Excl.	Monthly Cost (Year 2) Vat Excl.	Monthly Cost (Year 3) Vat Excl.	Monthly Cost (Year 4) Vat Excl.	Monthly Cost (Year 5) Vat Excl.
2.1	Riversdale	R	R	R	R	R
2.2	50Mbps Fibre Connection (secondary breakout) Riversdale-MPCC)	R	R	R	R	R
<b>Sub Total (Vat Excl.)</b>		R	R	R	R	R
<b>VAT 15%</b>		R	R	R	R	R
<b>Total (VAT Inclusive)</b>		R	R	R	R	R

**Please Note:** The municipality reserves to right to:

- Not award this tender in its entirety;
- Award this tender in part;
- Award the tender to multiple service providers;
- Award parts of the tender to different service providers.
- Negotiate prices with the preferred bidder within the constraints of the budget. (exp. call cost)
- **The inclusion of telemetry and CCTV sites in this tender does not constitute a commitment by Hessequa Municipality to implement these works. Implementation will be subject to confirmed funding and aligned with the Municipality’s approved phase-in schedule.**

**Fixed Cost Table**

Description	Qty	Year 1	Year 2	Year 3	Year 4	Year 5
		Annual Cost (Year 1) Vat Excl.	Annual Cost (Year 2) Vat Excl.	Annual Cost (Year 3) Vat Excl..	Annual Cost (Year 4) Vat Excl.	Annual Cost (Year 5) Vat Excl.
Municipal Connected Sites	43	R	R	R	R	R

Initials of Service Provider’s Authority: .....

200Mbps Fibre Connection	1	R	R	R	R	R
50Mbps Fibre Connection	1	R	R	R	R	R
48 Port Full Managed POE Gigabit Switch	3	R	R	R	R	R
24 Port Full Managed POE Gigabit Switch	6	R	R	R	R	R
16 Port Full Managed POE Gigabit Switch	2	R	R	R	R	R
<b>30-minute response</b> time for support and the option of <b>12 hours resolution</b> time	N/A	R	R	R	R	R
<b>Sub Total (Vat Excl.)</b>						
<b>VAT 15%</b>						
<b>Grand Total (Vat Incl.)</b>						

**Variable Cost**

3.	Area	Tariff Landline to landline				
		Monthly Cost (Year 1) Vat Excl.	Monthly Cost (Year 2) Vat Excl.	Monthly Cost (Year 3) Vat Excl.	Monthly Cost (Year 4) Vat Excl.	Monthly Cost (Year 5) Vat Excl.
3.1	Local					
3.2	National					
3.3	International					
<b>Sub Total (Vat Excl.)</b>						
<b>VAT 15%</b>						
<b>Total (VAT Inclusive)</b>						

4.	Tariff Landline to cell phone	Type of Billing (per second/per minute)				
		Cost (Year 1) Vat Excl.	Cost (Year 2) Vat Excl.	Cost (Year 3) Vat Excl.	Cost (Year 4) Vat Excl.	Cost (Year 5) Vat Excl.
4.1						

4.2						
4.3						
4.4						
<b>Sub Total (Vat Excl.)</b>						
<b>VAT 15%</b>						
<b>Total (VAT Inclusive)</b>						

Please indicate variations in pricing/rates for the inter-connect fees between other ISP's if applicable (exp. Vodacom, MTN, Cell C or Telkom).

A new service provider may charge porting fees. The Service Provider will use commercially reasonable efforts to complete the porting process within 1 to 2 business days from receipt of all required documentation. Downtime must be kept to a minimum as far as possible where disruptions are foreseen work must be done after normal business hours or on weekends. Please use the table below to define any cost aspects as it relates to the porting of numbers currently in use by the Municipality.

Provider Type	Porting Fee (Per Number)	Notes

**Bid evaluation criteria**

Evaluation is in three evaluation phases and will be based on a point system.

**Evaluation Process**

On receipt of applications within the given timeframe, as set out in the advertisement of the RFT, the following three (3) phased evaluation process will be utilised:

Discussion	
<b>1.</b>	<b>Evaluation as per prescribed phases</b>
<b>BEC Evaluation process following a phased approach</b>	<b>Phase A</b> Acceptable tender as per PPPFA section 1 - Compliance with conditions and special conditions, legislative and legal requirements and minimum specifications.
	<i>If responsive move to</i>
	<b>Phase B</b> Functionality scoring – must meet threshold requirements as per PPPFA Regulations 4. Bidders will be invited to make a presentation of their proposal to the selection committee (who will be responsible to evaluate the functionality) and other officials, at sites designated by the municipality, at no cost to the municipality, addressing its ability to satisfy the requirements of this RFT. The proposals will be evaluated in terms of Criteria 4: Approach and Method.
	<i>If responsive, move to</i>
	<b>Phase C</b> Price and Preference scoring, as per PPPFA Regulations 5 or 6
	<b>Compliance in terms of:</b>

Initials of Service Provider's Authority: .....

		<b>a. Price and Preference Scoring</b>
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**Functionality Criteria**

Bidders scoring less than 70% with reference to the functionality criteria requirements will be marked as non-responsive. All the written response as per the RFT submission will be evaluated as per the criteria below.

**The following documents in addition to the evidence required for functionality must also be included:**

Service	Requirements	Comply Yes/No
1.	Proposed governance arrangements to execute the project, if successful. Elements to include reporting arrangements, management arrangements, decision-making arrangements and locality to ensure immediate response.	
2.	Breakdown of how funding/financial proposal will be structured to ensure sound cash flow management and cost benefits to the municipality.	
3.	Full colour manufacturer brochures for all aspects of the offered solution	
4.	An overview of the bidder’s business footprint—locally and throughout the rest of South Africa.	
5.	A detailed breakdown of the technology components of which the offered solution consists, their roles within the offered solution, and the structures that exist (from a manufacturer/distributor perspective) to support same locally and internationally.	
6.	A certified copy of license(s) required to provide telecommunication services as per legislation.	
7.	A detailed report substantiating how the solution would support the interoperability to the municipality.	
8.	A detailed report substantiating how the solution will create local economic empowerment opportunities.	

**PLEASE NOTE:**

Only certified copies of original documents will be accepted. Bidders who fail to submit any of the requested documentation, or whose submitted documentation fail to provide the levels of detail specified, will result in the disqualification of their bid.

**IMPORTANT SPECIAL CONDITIONS**

Bids **MUST** comply with the following Special conditions of Contract:

- 1) To be deemed as responsive a bidder must score a minimum of 70% with reference to the functionality criteria requirements.
- 2) As per legislation, providers must be licensed to provide telecommunication and network services (CECNS or IECNS license). Bidders are to provide a certified copy of their license. **Failure to provide this will result in the bid not being considered.**

- 3) Bidders claiming points for functionality, without providing adequate evidence to substantiate their claims, will result in their disqualification from the tender if it is discovered prior to the awarding of the tender.
- 4) Bidders claiming points for functionality but who fail to meet commitments made in relation to points claimed, will result in the cancellation of the tender if the discovery of non-compliance is made after the contract has been awarded. The municipality then reserves all its rights in law to recover any losses incurred, whether direct or consequential, because of the bidder not disclosing their non-compliance with the specification. Examples of non-compliance are (note that these are not exhaustive):
  - a) Claiming points for establishing a local office but failing to do so.
  - b) Claiming points for having, or establishing a local support office, but terminating same before the contract matures.
  - c) Claiming points for local staff compliment, but failing to employ the requisite number of locals for which points were claimed
  - d) Claiming points for employing a specific number of certified, local support staff for the full duration of the contract but failing to do so.
  - e) Claiming points for the ability to complete the project within a specified time frame but failing to do so.
- 5) The bidder shall implement their proposed solution seamlessly (i.e. without any interruption to existing network, internet, voice services and numbers) and manage the project in line with project management best practice. Submit a full project plan for the entire project. Said plan must at minimum include the following:

- a) Project Charter
- b) Outputs
- c) Quality Criteria
- d) Resources
- e) Management Structure
- f) Milestones
- g) Tolerances
- h) Dependencies
- i) Risks
- j) Schedule

**PLEASE NOTE**

- The network services, can either be Locally or Cloud Hosted PABX solution, Data lines, etc.
- The equipment and software of which the solution is comprised irrespective of its location, network monitoring or helpdesk reporting tools for internal ICT providing a clear view of allocated resources defined in the technical specification.
- Provided back-up solution (redundancy)

6) The SLA must include a detailed fault reporting procedure with built-in escalation triggers and non-compliance penalties.

Task	Action Required
TIMEFRAMES/DUE DATES INDICATED	Note certain activities must be performed simultaneously with others. The actual dates for starting the projects shall be determined mutually within the constraints of the approved budget during the appointment period (5 years).
CLIENT OFFICIALS INVOLVED IN THE	(BIDDERS MUST INCLUDE THE EXTENT TO WHICH THE DELIVERY OF THE PROJECT RELY ON MUNICIPAL RESOURCES)

<p>DELIVERY OF THE PROJECT?</p>	<ul style="list-style-type: none"> <li>• Arrangement of meetings</li> <li>• Collection of Information</li> <li>• Review and sign-off of products</li> <li>• Attendance of consultation sessions</li> <li>• Distribution of information</li> <li>• Promoting documents through the decision-making channels</li> <li>• Record keeping</li> <li>• Technological requirements (specifications)</li> </ul>
<p>PROJECT PLAN</p>	<p>The service provider MUST provide a detailed project plan once approval for the project has been granted. The project plan must include but not be limited to the following:</p> <ul style="list-style-type: none"> <li>• Introductory meeting</li> <li>• Prepare project charter and schedule (time and priority)</li> <li>• Analysis and Documentation</li> <li>• Presentation to the ICT Steering Committee</li> <li>• Non-Disclosure Agreement (NDA)</li> </ul>
<p>NON-DISCLOSURE</p>	<p>The successful bidder will be required to:</p> <ul style="list-style-type: none"> <li>• Keep confidential any or all information (written, oral, including information contained in electronic format) concerning the business and affairs of Hessequa Municipality obtained through or received during this project.</li> <li>• Not disclose nor change the information in whole or in part to any party outside this agreement.</li> <li>• Upon completion of the project the service provider must return any or all information to Hessequa Municipality.</li> <li>• All information exchanged with reference to the S.O.W can only be used for this project and returned to Hessequa Municipality afterwards</li> </ul>

**GENERAL CONDITIONS**

The following should be noted by interested parties:

1. Intellectual property and ownership of all materials and products developed in the execution of the contract will be vested in Hessequa.
2. Materials and products may not be made available to any unauthorized person or institution or sold for profit without prior written consent from Hessequa.
3. On completion or termination of the agreement, all information, materials and products must be handed over to Hessequa.
4. No information concerning the tender or award of the tender may be made available by the bidder to other parties without prior consultation and written approval from Hessequa.
5. Hessequa may at its own discretion vary this instruction to include more scope / work or to exclude work/service areas. In the case of the latter, the bidder shall not be entitled to claim any work not required and may engage Hessequa on the pricing of the additional work/ service proposed.
6. All copyright and intellectual property rights that may result because of the work to be performed shall reside with Hessequa and the service provider shall be required to sign an agreement of confidentiality.
7. Hessequa may determine the framework in which documents (policies, plans, report etc.) shall be submitted; however, the service provider should be able to submit a proposal on the layout of his/her choice for consideration by Hessequa.

- 8. Hessequa's (general conditions of bid, contract and order) shall be applicable to this bid.
- 9. Hessequa reserves the right not to award the bid to any bidder at its own discretion.

**Tenderers should price on the pricing schedule as indicated above and on all items.**

DECLARATION,

I, THE UNDERSIGNED (NAME) .....  
CERTIFY THAT THE INFORMATION FURNISHED ABOVE IS CORRECT. I ACCEPT THAT THE MUNICIPALITY MAY ACT  
AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

AUTHORISED SIGNATURE: .....

NAME: .....

CAPACITY: .....DATE: .....

Initials of Service Provider's Authority: .....