

REQUEST FOR QUOTATION

YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS OF THE MARINE LIVING RESOURCES FUND

RFQ NUMBER: RFQ 000461

CLOSING DATE: 21 September 2021

CLOSING TIME: 11:00

DESCRIPTION:

THE APPOINTMENT OF A SERVICE PROVIDER AS AN INDEPENDENT ENVIRONMENTAL CONTROL OFFICER ("ECO") BY THE MLRF IN COMPLIANCE WITH THE STIPULATIONS IN THE ENVIRONMENTAL AUTHORISATION ("EA") AND THE ENVIRONMENTAL MANAGEMENT PROGRAMME ("EMP") FOR THE SEA-BASED AQUACULTURE DEVELOPMENT ZONE ("ADZ") LOCATED WITHIN SALDANHA BAY IN THE WESTERN CAPE, ON A MONTH TO MONTH BASIS FOR A PERIOD NOT EXCEEDING SIX MONTHS (6) MONTHS (3rd OCTOBER 2021 TO 2nd APRIL 2022); WHERE THE MLRF RESERVES THE RIGHT TO TERMINATE THE CONTRACT AT THE END OF ANY OF THESE SIX (6) MONTHS.

NB: Suppliers must be registered on CSD

The successful service provider will be required to fill in and sign a written Contract Form (SBD 7).

RFQ DOCUMENTS MAY BE HANDED TO SUPPLY CHAIN MANAGEMENT AT 6TH FLOOR FORETRUST BUILDING, MARTIN HAMMERSCHLAG WAY, FORESHORE, 8001

OR

EMAILED TO Pmoloji@environment.gov.za

Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

ALL RFQS MUST BE SUBMITTED ON THE OFFICIAL FORMS

THIS RFQ IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

THE FOLLOWING PARTICULARS MUST BE FURNISHED
(FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)

NAME OF BIDDER

POSTAL ADDRESS

STREET ADDRESS

TELEPHONE NUMBER CODE.....NUMBER.....

CELLPHONE NUMBER

FACSIMILE NUMBER CODENUMBER.....

E-MAIL ADDRESS

VAT REGISTRATION NUMBER

HAS AN ORIGINAL AND VALID TAX CLEARANCE CERTIFICATE BEEN SUBMITTED? (SBD 2) YES or NO

HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (SBD 6.1) YES or NO

IF YES, WHO WAS THE CERTIFICATE ISSUED BY?

AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA).....

A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS);

OR.....

A REGISTERED AUDITOR

[TICK APPLICABLE BOX]

(A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE 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 or
NO

[IF YES ENCLOSE PROOF]

SIGNATURE OF BIDDER

DATE

CAPACITY UNDER WHICH THIS BID IS SIGNED

TOTAL BID PRICE..... TOTAL NUMBER OF ITEMS OFFERED

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Department: DFFE.....

Contact Person: Pinky Moloi

Tel: 021 402 3397.....

E-mail address: Pmoloi@environment.gov.za

ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:

Contact Person: Michelle Pretorius

Tel: 021 430 7034 / 082 647 2263.....

E-mail address: MPretorius@environment.gov.za

PRICING SCHEDULE
(Professional Services)

NAME OF BIDDER:.....RFQ NO: RFQ 000461

CLOSING TIME 11:00.....CLOSING DATE :21 September 2021

OFFER TO BE VALID FOR **21 DAYS** FROM THE CLOSING DATE OF BID.

ITEM NO	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
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Description:

THE APPOINTMENT OF A SERVICE PROVIDER AS AN INDEPENDENT ENVIRONMENTAL CONTROL OFFICER ("ECO") BY THE MLRF IN COMPLIANCE WITH THE STIPULATIONS IN THE ENVIRONMENTAL AUTHORISATION ("EA") AND THE ENVIRONMENTAL MANAGEMENT PROGRAMME ("EMPr") FOR THE SEA-BASED AQUACULTURE DEVELOPMENT ZONE ("ADZ") LOCATED WITHIN SALDANHA BAY IN THE WESTERN CAPE, ON A MONTH TO MONTH BASIS FOR A PERIOD NOT EXCEEDING SIX MONTHS (6) MONTHS (3rd OCTOBER 2021 TO 2nd APRIL 2022); WHERE THE MLRF RESERVES THE RIGHT TO TERMINATE THE CONTRACT AT THE END OF ANY OF THESE SIX (6) MONTHS.

Please see the attached TOR.

NB: Suppliers must be registered on CSD

1. The accompanying information must be used for the formulation of proposals.
2. Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and including all expenses inclusive of all applicable taxes for the project.

Total Price R.....

Any enquiries regarding bidding procedures may be directed to the –

DEPARTMENT OF FORESTRY, FISHERIES & THE ENVIRONMENT

Attention: Pinky Moloi

Tel: 021 402 3397

Or for technical Enquiries

Contact Person: Michelle Pretorius

Tel: 021 430 7026 / 067 230 6288 or MPretorius@environment.gov.za



forestry, fisheries & the environment

Department:
Forestry, Fisheries and the Environment
REPUBLIC OF SOUTH AFRICA

Directorate: Sustainable Aquaculture Management, Department of Forestry, Fisheries and the Environment
Private Bag X2, Vlaeberg, Cape Town, 8018; Tel: (021) 402 3911; Fax: (021) 402 3065

TERMS OF REFERENCE FOR THE APPOINTMENT OF A SERVICE PROVIDER AS AN INDEPENDENT ENVIRONMENTAL CONTROL OFFICER (“ECO”) BY THE MLRF IN COMPLIANCE WITH THE STIPULATIONS IN THE ENVIRONMENTAL AUTHORISATION (“EA”) AND THE ENVIRONMENTAL MANAGEMENT PROGRAMME (“EMPr”) FOR THE SEA-BASED AQUACULTURE DEVELOPMENT ZONE (“ADZ”) LOCATED WITHIN SALDANHA BAY IN THE WESTERN CAPE, ON A MONTH TO MONTH BASIS FOR A PERIOD NOT EXCEEDING SIX MONTHS (6) MONTHS (3rd OCTOBER 2021 TO 2nd APRIL 2022); WHERE THE MLRF RESERVES THE RIGHT TO TERMINATE THE CONTRACT AT THE END OF ANY OF THESE SIX (6) MONTHS.

1. INTRODUCTION

- 1.1 The newly configured Department of Forestry, Fisheries and the Environment (DFFE) as the lead agent for aquaculture management and development seeks to appoint a suitably qualified and experienced service provider as an independent Environmental Control Officer (ECO), with experience in both aquaculture and environmental management to ensure compliance with stipulations in the Environmental Authorisation (EA) and the Environmental Management Programme (EMPr) for the Saldanha Bay Aquaculture Development Zone (ADZ), on a month to month basis for a period not exceeding six (6) months. The contract appointment is to commence from 3rd October 2021 to 2nd April 2022; with the MLRF reserving the right to terminate the contract at the end of any of these six (6) months.

2. BACKGROUND

- 2.1 An Aquaculture Development Zone (ADZ) is an area that has been earmarked specifically for aquaculture activities with the purpose of encouraging investor and consumer confidence, creating incentives for industry development, to provide marine aquaculture services, manage the risks associated with aquaculture, as well as to provide skills development and employment for coastal communities. The development of ADZs supports the objective of the Policy for the Development of a Sustainable Marine Aquaculture sector in South Africa (2007) that is aimed at creating an enabling environment that will promote growth and sustainability of the marine aquaculture sector in South Africa, as well as to enhance the industry's contribution to economic growth.

- 2.2 Saldanha Bay is the primary area for bivalve production in South Africa, with the majority of oyster and mussel production to date originating in this area. As a result of improved opportunities for local mussel import substitution, the opening up of export markets for oysters, and improved access to water and land space through Operation Phakisa, there is a renewed interest in expanding and fully utilizing the bay for further oyster and mussel production, as well as exploring potential finfish production.
- 2.3 The “then” Department of Agriculture Forestry and Fisheries (DAFF) undertook an Environmental Impact Assessment for the establishment of an Aquaculture Development Zone in Saldanha Bay in 2016/2017 and an Environmental Authorisation (EA) was granted on the 8th January 2018. Appeals against the EA were lodged to the “then” Minister of Environmental Affairs and the authorisation was upheld as per the letter dated 7th June 2018.
- 2.4 The DFFE’s Branch for Fisheries Management, as the holder of the EA, seeks to appoint a suitably qualified and experienced service provider as an independent Environmental Control Officer (ECO) for the sea-based ADZ’s construction and operational phase of the development located within the Saldanha Bay Municipality in the Western Cape; in compliance with the stipulations outlined in the EA and the Environmental Management Programme (EMPr), on a month to month basis for a period not exceeding six (6) months. The contract appointment is to commence from 3rd October 2021 to 2nd April 2022. The MLRF reserves the right to terminate the contract after any of the six (6) months i.e. month-to-month contract basis.

3. TERMS OF REFERENCE

The appointed ECO will be expected to perform the following duties:

- 3.1 Liaise between the MLRF, operator appointed ECO’s and Designated Environmental Officers (DEO), relevant authorities, the aquaculture operators and other lead stakeholders on all environmental concerns.
- 3.2 Oversee that the environmental monitoring is in accordance with the EA, EMPr and Sampling Plan.
- 3.3 Monitor monthly performance of the contractor / farmers (and sub-contractors) and ensure compliance with the ADZ EMPr and the site specific EMPrs and associated Method Statements.
- 3.4 Validate the monthly farm monitoring reports submitted by the operators to the ECO through monthly site inspections.
- 3.5 Verify all environmental incident (spills, impacts, legal transgressions, etc.) reports submitted, as well as corrective and preventive actions taken in this regard and maintain an incident register.
- 3.6 Maintain the public comments register in which all complaints/comments are recorded, as well as action/s taken.
- 3.7 Issue compliance directives to the operators for corrective action/s required.
- 3.8 Facilitate and coordinate the resolution of conflicts within the scope of the management of the ADZ.
- 3.9 Communicate all modifications made to the ADZ EMPr to the relevant stakeholders.
- 3.10 Conduct monthly site inspections of all operators located in the ADZ on a rotational basis to ensure compliance with the EA and ADZ EMPr and validate production data submitted by operators on a monthly

basis (a site inspection schedule to be developed which would require travel and accommodation costs to Saldanha Bay).

- 3.11 Ensure that monthly ECO inspections and auditing considers environmental aspects of the operations relevant to the minimisation of environmental impacts and achievement of environmental goals as stipulated in the EMPr.
- 3.12 Review environmental recommendations contained in the environmental monitoring reports undertaken by suitably qualified specialists and ensure updates to EMPr or Method Statement to address such.
- 3.13 Liaise with the Competent Authority (DFFE) to ensure that all operational monitoring provides sufficient, relevant information for the Competent Authority (DFFE) to be assured that aquaculture activities are suitably managed to minimise impact on the environment. This may require revision of the monthly ECO site inspection format.
- 3.14 Draft monthly ADZ reports, starting from date of appointment, to registered stakeholders and submit these to the Competent Authority (DFFE) of which a summarised version must be submitted to the Consultative Forum (CF).
- 3.15 One of the conditions of the EA is the establishment of two management bodies, namely the Aquaculture Development Zone Management Committee (AMC), an intergovernmental forum aimed at overseeing, facilitating, managing, advising and monitoring aquaculture operations in Saldanha Bay ADZ and a Consultative Forum (CF), a multi-stakeholder forum (public, industry and government) aimed at promoting transparency and formal presentation and acknowledgement of public interest, prior to the commencement of the activity. These committees have already been established but need to be managed. The AMC meetings are held every two months or as the need arises in Cape Town or virtually. The AMC fulfils a coordination and supervising role and oversees compliance with the EMPr throughout all phases of the aquaculture farming in the ADZ. The CF meetings are held every three months alternating between Saldanha Bay and Langebaan at public venues. The responsibility of the CF is to consider and comment on the environmental monitoring data, advise on ADZ management and make recommendations to the AMC. The CF will provide feedback to the AMC through the outputs (recommendations and advice) that it provides to the AMC for consideration. The ECO is required to perform secretariat duties for both committees as outlined below:
 - 3.15.1 Perform secretariat duties of the AMC and CF by arranging meetings, printing documents (i.e. agendas and meeting minutes), archiving and filing all documents, reporting back and fulfil the role of rapporteur for both committees.
 - 3.15.2 Drafting of the Annual AMC report summarising the activities achieved over the year and submit to the Competent Authority (DFFE)
 - 3.15.3 Preside as the Chairperson of the CF.
- 3.16 Booking of cost-effective venues for the CF meetings should be budgeted for, inclusive of tea and coffee. Virtual meeting platforms may be used albeit with prior consultation with and consent from the MLRF.

- 3.17 Attendance of three (3) additional stakeholder meetings in Saldanha Bay/ Langebaan should be budgeted for as ad hoc meetings during the month to month basis and only until the 3rd April 2022 over the six (6) month contract period.
- 3.18 In fulfilment of the requirements of Condition 34 of the EA and Appendix 7 of the EIA regulations 2014, a competent and external auditor will have to be contracted via the ECO to undertake an EA and EMP_r compliance audit and the appointed ECO must make provision for this work. The audit must consider the processes for such auditing as prescribed in Regulation 34 of GN R. 982. Auditing of compliance with EA, EMP_r and closure plan. The external auditor, who must be independent of MLRF and the appointed ECO, is to conduct the year three external audit of the Saldanha Bay ADZ. Year three (3) audit is required in February 2022.
- 3.19 Update the ADZ EMP_r according to findings of the environmental audit reports, where necessary. The updated EMP_r must be submitted to the Competent Authority (DFFE) for approval together with the audit report and make provision for amendments as indicated by the Competent Authority (DFFE). Cost for and undertaking of the Public Participation Process for the updated EMP_r after each audit process should be catered for i.e. Three (3) EMP_r amendments and associated public participation processes should be costed for.
- 3.20 Monthly progress meeting should be costed for in Cape Town, virtual meetings may be arranged at the discretion of the MLRF. Progress meeting minutes to be drafted by the service provider and approved by the MLRF Project Manager.
- 3.21 Facilitation of a hand over meeting and all relevant documents to the next service provider to allow for continuation of the work to the new ECO at the end of the three (3) year contract period.
- 3.22 The appointed ECO must be registered with the South African Council for Natural Scientific Professionals (SACNASP) as a professional, and demonstrate that they have the appropriate proven experience to undertake and lead the execution of the scope of work.
- 3.23 The ECO must be independent from the holder of the authorisation and the operators within the ADZ;
- 3.24 The ECO must provide evidence of at least three marine environmental management projects of a multi stakeholder nature with experience as a senior/ lead ECO.
- 3.25 The ECO must demonstrable knowledge in marine environmental management and/ or aquaculture required to draft and undertake the reports listed above or be supported by a team with the required skills.
- 3.26 The ECO must have at least a BSc (Hons) in Natural Sciences.
- 3.27 The ECO must comply with applicable legal requirements.

4. CONDITIONS:

- 4.1 The ECO must provide detailed pricing schedule.
 - 4.1.1 The ECO must quote set fees in South African Rand (inclusive of VAT)
 - 4.1.2 The ECO will be paid through the branch Fisheries payments system upon invoicing.
- 4.2 Proposals must be accompanied by:
 - 4.2.1 Names and brief CV's of the ECO and/or team.
 - 4.2.2 Brief (2 page) motivation explaining why the team/individuals are best suited to undertake the work.

- 4.2.3 Brief description of previous relevant work/projects undertaken with references.
- 4.2.4 Confirmation of availability in accordance to specified time frame.
- 4.3 The Curriculum Vitae of the staff who will be available for the duration of the work;
- 4.4 The evaluation of proposals will be carried out in two phases. The quotes will be assessed in terms of compliance with the scope of work and the expertise and then qualifying quote will be assessed in terms of price and BBBEE.
- 4.5 The MLRF reserves the right to invite short listed suppliers/companies to present their proposals for final decision.
- 4.6 Applicants must be prepared to work at rates not exceeding those prescribed by the office of the Auditor-General or the Department of Public Service and Administration (DPSA).
- 4.7 The successful service provider shall under no circumstances commence with the project work without first being issued, by the MLRF, and signing an appointment letter and an order number.

5 ADDITIONAL INFORMATION ON PROPOSALS

- 5.1 A breakdown of the hourly tariff inclusive of value-added tax for services rendered. Expenditure incurred without the prior approval of the MLRF Project manager will not be reimbursed.
- 5.2 In so far as possible, a comprehensive budget, showing the charge out rates of all the staff to be involved in the project and also including all other costs factors such as travelling.
- 5.3 The MLRF will not be held responsible for any costs incurred by the applicant in the preparation and submission of the proposals.
- 5.4 Please take note that the MLRF is not bound to select any of the firms submitting proposals. The MLRF reserves the right not to award any of the proposals and not to award the contract to the lowest proposal price as well as to renegotiate the proposal price of the preferred applicant.
- 5.5 Travelling costs and time spent or incurred between home and office of consultants and the MLRF head office will not be for the account of the MLRF.

6 REPORTS AND PAYMENT

- 6.1 Applicants are required to submit a project plan of action of all deliverables detailing the cost of the services. Prices quoted must be VAT inclusive calculated on a month to month basis for service rendered.
- 6.2 The price must remain firm for the duration of the contract.
- 6.3 The successful applicant will be paid on a month to month basis until termination of the agreement, basis upon submission of acceptable monthly deliverable reports as stated in section 3.
- 6.4 The MLRF Project manager and the Service Provider will meet every month for progress update meetings in Cape Town and where possible virtual meetings will be negotiated.

7 CONTACT PERSON FOR TECHNICAL ENQUIRIES

- 7.1 Interested persons or organisation can obtain further information from Mrs Michelle Pretorius, Department of Forestry, Fisheries and the Environment 021 430 7036/ 082 647 2263 or e-mail MPretorius@environemnt.gov.za

8 DEADLINE

- 8.1 The deadline for the submission of quotations is 21st September 2021 at 11:00 am.
- 8.2 Quotations should be emailed to Ms Pinky Moloi, Tel No. 021- 402 3397, PMoloi@environment.gov.za
- Please quote the project name on the quotation/proposal.**

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

2.1 Full Name of bidder or his or her representative:

2.2 Identity Number:

2.3 Position occupied in the Company (director, trustee, shareholder²):

2.4 Company Registration Number:

2.5 Tax Reference Number:

2.6 VAT Registration Number:

2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

¹"State" means –

- (a) 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);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

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

2.7 Are you or any person connected with the bidder presently employed by the state? YES / NO

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:

Name of state institution at which you or the person connected to the bidder is employed :

Position occupied in the state institution:

Any other particulars:

.....
.....
.....

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? YES / NO

2.7.2.1 If yes, did you attached proof of such authority to the bid document? YES / NO

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof:

.....
.....
.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? YES / NO

2.8.1 If so, furnish particulars:

.....
.....
.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? YES / NO

.....

.....

.....

YES/NO

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400 401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 427 428 429 430 431 432 433 434 435 436 437 438 439 440 441 442 443 444 445 446 447 448 449 450 451 452 453 454 455 456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472 473 474 475 476 477 478 479 480 481 482 483 484 485 486 487 488 489 490 491 492 493 494 495 496 497 498 499 500 501 502 503 504 505 506 507 508 509 510 511 512 513 514 515 516 517 518 519 520 521 522 523 524 525 526 527 528 529 530 531 532 533 534 535 536 537 538 539 540 541 542 543 544 545 546 547 548 549 550 551 552 553 554 555 556 557 558 559 560 561 562 563 564 565 566 567 568 569 570 571 572 573 574 575 576 577 578 579 580 581 582 583 584 585 586 587 588 589 590 591 592 593 594 595 596 597 598 599 600 601 602 603 604 605 606 607 608 609 610 611 612 613 614 615 616 617 618 619 620 621 622 623 624 625 626 627 628 629 630 631 632 633 634 635 636 637 638 639 640 641 642 643 644 645 646 647 648 649 650 651 652 653 654 655 656 657 658 659 660 661 662 663 664 665 666 667 668 669 670 671 672 673 674 675 676 677 678 679 680 681 682 683 684 685 686 687 688 689 690 691 692 693 694 695 696 697 698 699 700 701 702 703 704 705 706 707 708 709 710 711 712 713 714 715 716 717 718 719 720 721 722 723 724 725 726 727 728 729 730 731 732 733 734 735 736 737 738 739 740 741 742 743 744 745 746 747 748 749 750 751 752 753 754 755 756 757 758 759 760 761 762 763 764 765 766 767 768 769 770 771 772 773 774 775 776 777 778 779 780 781 782 783 784 785 786 787 788 789 790 791 792 793 794 795 796 797 798 799 800 801 802 803 804 805 806 807 808 809 810 811 812 813 814 815 816 817 818 819 820 821 822 823 824 825 826 827 828 829 830 831 832 833 834 835 836 837 838 839 840 841 842 843 844 845 846 847 848 849 850 851 852 853 854 855 856 857 858 859 860 861 862 863 864 865 866 867 868 869 870 871 872 873 874 875 876 877 878 879 880 881 882 883 884 885 886 887 888 889 890 891 892 893 894 895 896 897 898 899 900 901 902 903 904 905 906 907 908 909 910 911 912 913 914 915 916 917 918 919 920 921 922 923 924 925 926 927 928 929 930 931 932 933 934 935 936 937 938 939 940 941 942 943 944 945 946 947 948 949 950 951 952 953 954 955 956 957 958 959 960 961 962 963 964 965 966 967 968 969 970 971 972 973 974 975 976 977 978 979 980 981 982 983 984 985 986 987 988 989 990 991 992 993 994 995 996 997 998 999 1000 1001 1002 1003 1004 1005 1006 1007 1008 1009 1010 1011 1012 1013 1014 1015 1016 1017 1018 1019 1020 1021 1022 1023 1024 1025 1026 1027 1028 1029 1030 1031 1032 1033 1034 1035 1036 1037 1038 1039 104

YES/NO

[illegible][illegible]

4 DECLARATION

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

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF
PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION
PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

May 2011

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- 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

a) The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable;

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;

- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“prices”** includes all applicable taxes less all unconditional discounts;
- (h) **“proof of B-BBEE status level of contributor”** means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

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

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

$P_{\min}$ = Price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

- 4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18

3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

5. BID DECLARATION

- 5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

- 6.1 B-BBEE Status Level of Contributor: . =(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7. SUB-CONTRACTING

- 7.1 Will any portion of the contract be sub-contracted?

(***Tick applicable box***)

YES	☐	NO	☐
-----	--------------------------	----	--------------------------

- 7.1.1 If yes, indicate:

- What percentage of the contract will be subcontracted.....%
- The name of the sub-contractor.....
- The B-BBEE status level of the sub-contractor.....
- Whether the sub-contractor is an EME or QSE

(***Tick applicable box***)

YES	☐	NO	☐
-----	--------------------------	----	--------------------------

- v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations,2017:

Designated Group: An EME or QSE which is at least 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		

Any QSE		
---------	--	--

8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name _____ of
company/firm:.....

8.2 VAT _____ registration
number:.....

8.3 Company _____ registration
number:.....

8.4 TYPE OF COMPANY/ FIRM

Partnership/Joint Venture / Consortium

One person business/sole propriety

Close corporation

Company

(Pty) Limited

[TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....
.....
.....
.....
.....

8.6 COMPANY CLASSIFICATION

Manufacturer

Supplier

Professional service provider

Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

8.7 Total number of years the company/firm has been in
business:.....

8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the
company/firm, certify that the points claimed, based on the B-BBE status level of
contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies
the company/ firm for the preference(s) shown and I / we 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 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –

- (a) disqualify the person from the bidding 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 bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

WITNESSES

1.

2.

.....
SIGNATURE(S) OF BIDDERS(S)

DATE:

ADDRESS

.....

.....

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions 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 disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
- 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 outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes ☐	No ☐
4.3.1	If so, furnish particulars:		

4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes ☐	No ☐
4.4.1	If so, furnish particulars:		

SBD 8

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME).....
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION
FORM IS 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 Standard Bidding Document (SBD) 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 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD 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 (SBD 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 Institution)

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.

SBD 9

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

Js914w 2



forestry, fisheries & the environment

Department:
Forestry, Fisheries and the Environment
REPUBLIC OF SOUTH AFRICA

MARINE LIVING RESOURCES FUND

SUPPLIER DATABASE REGISTRATION

Good Day

The Marine Living Resources Fund (MLRF) is currently not linked to National Treasury's Central Supplier Database (CSD) and so we humbly request that you complete our forms for registration on our database. You would need to be registered on the CSD and we will verify this once we have received your completed forms.

The following is a checklist of documents that are required:

1. MLRF Database registration document.
2. SARS Tax Compliance status document (TCS).
3. Copy of the company registration document if applicable.
4. Certified copy of the owners Identity Document.
5. Bank account confirmation letter (must match account listed on the CSD)
6. BBBEE certificate if available.
7. CSD supplier number.
8. Standard Bidding Documents (SBD) 4, 8 and 9.

International suppliers

Foreign suppliers are also required to be registered on the CSD. The CSD cannot electronically verify the identity of a supplier other than a South African Individual / Sole Proprietor (through Home Affairs) or a company registered at the Companies and Intellectual Property Commission (CIPC). Supply Chain Practitioners need to obtain supporting documentation to verify the identity and legitimacy of a supplier.

The completed database form together with the required documents may be scanned and emailed. We will contact you should we require to view the original documents.

Thank you.

1.7 COMPANY REGISTRATION NUMBER

[illegible]

1.8 POSTAL ADDRESS

[illegible]

1.9 STREET ADDRESS

[illegible]

1.10

Website:	
----------	--

1.11

E-Mail Address:	
------------------------	--

1.12

Landline:	
Cellphone:	

1.13

Toll Free Number: (if applicable)	
---	--

1.14

Number of full-time employees:	
--------------------------------	--

1.15 SUPPLIERS GROUPING DETAIL: TYPE OF FIRM: (PLEASE TICK THE RELEVANT BOX)

1	Public Company (Ltd)		7	Sole Proprietor	
2	Private Company (Pty) Ltd		8	Foreign Company	
3	Close Corporation (cc)		9	Partnership	
4	Other (specify)		10	Trust	
5	Joint Venture		11	Section 21 Company	
6	Consortium		12	Government / Parastatals	

1.16 CONTACT PERSON DETAILS: (Complete for at least two Persons-Preferably Management)
(Compulsory)

	CONTACT PERSON 1				CONTACT PERSON 2			
1	Contact Name:							
2	Job Title:							
3	Receiver of contracts:	Y		N		Y		N
5	Receiver of bids:	Y		N		Y		N
6	Landline Number:							
7	Cellular Telephone Number:							
8	E-Mail Address:							

1.17 ANNUAL TURNOVER per annum

R	
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INSTRUCTIONS AND DEFINITIONS

2. GENERAL DEFINITIONS

- 2.1** “**Acceptable bid**” means any bid which, in all respects, complies with the specifications and conditions of bid as set out in the bid document.
- 2.2** “**Bid**” means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods, works or services.
- 2.3** “**Comparative price**” means the price after the factors of a non-firm price and all unconditional discounts that can be utilised have been taken into consideration.
- 2.4** “**Consortium or joint venture**” means an association of persons for the purpose of combining their expertise, property, capital, efforts, skills and knowledge in an activity for the execution of a contract.
- 2.5** “**Contract**” means the agreement that results from the acceptance of bid by an organ of state.
- 2.6** “**Specific contract participation goals**” means the goals as stipulated in the Preferential Procurement Regulations 2001.
- 2.6.1** In addition to above-mentioned goals, the Regulations [12.(1)] also make provision for organs of state to give particular consideration to procuring locally manufactured products.
- 2.7** “**Control**” means the possession and exercise of legal authority and power to manage the assets, goodwill and daily operations of a business and the active and continuous exercise of appropriate managerial authority and power in determining the policies and directing the operations of the business.
- 2.8** “**Disability**” means, in respect of a person, a permanent impairment of a physical, intellectual, or sensory function, which results in restricted, or lack of, ability to perform an activity in the manner, or within the range, considered normal for a human being.
- 2.9** “**Equity Ownership**” means the percentage ownership and control, exercised by individuals within an enterprise.
- 2.10** “**Historically Disadvantaged Individual (HDI)**” means a South African citizen
- (1) who, due to the apartheid policy that had been in place, had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act No 110 of 1983) or the Constitution of the Republic of South Africa, 1993, (Act No 200 of 1993) (“the interim Constitution); and/or
 - (2) who is a female; and/or
 - (3) who has a disability:
- provided that a person who obtained South African citizenship on or after the coming to effect of the Interim Constitution, is deemed not to be a HDI;

- 2.11** “**Management**” means an activity inclusive of control and performed on a daily basis, by any person who is a principal executive officer of the company, by whatever name that person may be designated, and whether or not that person is a director.
- 2.12** “**Owned**” means having all the customary elements of ownership, including the right of decision-making and sharing all the risks and profits commensurate with the degree of ownership interests as demonstrated by an examination of the substance, rather than the form of ownership arrangements.
- 2.13** “**Person**” includes reference to a juristic person.
- 2.14** “**Rand value**” means the total estimated value of a contract in Rand denomination that is calculated at the time of bid invitations and includes all applicable taxes and excise duties.
- 2.15** “**Small, Medium and Micro Enterprises (SMMs)**” bears the same meaning assigned to this expression in the National Small Business Act, 1996 (No 102 of 1996).
- 2.16** “**Sub-contracting**” means the primary contractor's assigning or leasing or making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract.
- 2.17** “**Trust**” means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person.
- 2.18** “**Trustee**” means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.
- 2.19** “**Trade Name**” The trade names that the company owns or distributes, which you wish to be registered for, as a supplier to the Marine Living Resource Fund. Applicants should indicate this on page 5 of the application.

3. LIST OF SHAREHOLDERS

Name	Position occupied in Enterprise	ID	Date RSA Citizenship obtained	*HDI Status			
				No franchise prior to elections	Women		Disabled
					W	A	

EQUITY OWNERSHIP CLAIMED IN TERMS OF THE ABOVE:

Equity Ownership **by persons who had no franchise in the national elections prior to 1994:** _____ **% owned**

Equity Ownership **by White women:** _____ **%**

Equity Ownership **by African women:** _____ **%**

Equity Ownership **by Disabled persons:** _____ **%**

Is the company 50.1% or more black owned? (Black enterprise, which means the majority of shares, is owned by blacks)

Or is the company 25.1% or more black owned? (Black empowered, which means the traditionally white owned company has empowered blacks in terms of shares in their company)

Please indicate the number of employees _____

*Indicate YES or NO

4. BUSINESS ACTIVITIES

	Office stationery, computer equipment, consumables, cleaning material, Office furniture, audio-visual equipment, office equipment.
	Printing, layout, design, publications, portfolios and banners, Signage and Flags
	Communication specialist (writing and producing of information)
	Media production – TV, radio etc. TV, radio and exhibits production, Entertainers i.e. dancers, musicians, poets, craftsperson etc. Stage, Podium and Sound System/Public Address System.
	Building maintenance: electrical, plumbing, office partitioning, painting, replacement of carpets, pest control etc
	Cleaning service (e.g. steam cleaning of carpets, curtains etc)
	Tracing
	Panel beating, Light and Heavy Vehicle Mechanicals
	Lab Machinery, Water Treatment, Microscopes
	Mobile Tool Unit
	Marine Electronics, Vessels and Small Boats Repair
	Catering Service
	Boat hire
	Buoys
	Ballistic Spray
	Cable tie and Metal Seals, Fertiliser Bags
	Cash Management/In transit
	Protective Clothing, Personal Protective Equipment
	Divers and Cameras Normal Including (Underwater Camera)
	Fish Tank
	SAMSA Accredited Medical Practitioners
	Supply of Sanitary Bins and Toilets
	Path Care Service
	Lock Smith
	Corporate Clothing
	Trawl nets, Trawl Wrap, Door net
	Gun Smoothing Kalgarding
	Furniture Removals
	Supply of Research Equipment
	Security Service and Access Control System
	Hazardous Waste Removal
	Health and Safety
	Travel Agencies and Shuttle Service
	Event organizers: Conferences and accommodation
	Training and workshops
	Suppliers of aircraft and Helicopters
	Financial auditing, Forensic Auditing
	Feasibility studies, project implementation, determination of norms and standard for the Expanded Public Works Programme (EPWP), development of training programs related to the marine environment.
	Service providers who specialise in Waste Management, cleaner production and air quality, geotechnical investigation, archaeological survey, land survey, flood line investigation, environmental impact assessment, quantity survey, environmental engineering.

[illegible]

5. GENERAL INFORMATION TO NOTE

- Only suppliers who are registered and verified on the CSD will be captured on the MLRF Supplier Database. We will provide assistance to those companies who are not yet registered.
- Please include registration with appropriate regulatory and professional bodies eg. Copy of certificate of acceptability for food safety (Catering companies only).
- Please note that no 3rd party payments are allowed.
- Payment to suppliers will be through electronic banking transfer.
- In the case of Trusts, a certified copy of the trust Certificate/Trust Deed and a certified letter allowing a specific person to conduct business on behalf of the Trust.
- It shall be the responsibility of the registered supplier/service provider to inform the Marine Living Resources Fund immediately in writing of any change of address, telephone numbers and, in particular, of any changes in respect of the equity ownership by historically disadvantaged individuals (HDI Status) and the small / medium / micro enterprise (SMME) status of the business. Should a contract be awarded to a business as a result of incorrect particulars on the HDI / SMME status of that business, the Marine Living Resources Fund shall have the right to, in addition to any other remedy that it may have in terms of the Preferential Procurement Regulations (2001), cancel the contract and to claim damages.
- The Marine Living Resource Fund reserves the right to enter into term contracts with any supplier (whether registered or not) for any category of goods or services if the frequency of procurement in the particular category warrants a term contract.

SIGNATURE OF AUTHORISED PERSON

DATE:

Foretrust Building ,Martin Hammerschlag Way, Foreshore, Cape Town, 8001 or Private Bag X2, Vlaeberg, 8018.

(Please complete or mark with a "X" in black ink where applicable. A bank stamp is required to verify your banking details or alternatively an account confirmation letter from the bank can be submitted.

SIGNATURE OF AUTHORISED PERSON	POSITION HELD
PRINT NAME OF AUTHORISED PERSON	DATE (DD/MM/YYYY):

6. DETAILS OF PERSON (S) AUTHORIZED TO ACT ON BEHALF OF THE SUPPLIER (Mandatory)

RESOLUTION OF OWNERS / DIRECTORS / MEMBERS / PARTNERS

RESOLUTION of a meeting of the Board of * Directors / Members / Partner / Owners of:

.....

.....

(Legally correct full name and registration number of the Enterprise, if applicable)

Held at (Place)

On..... (Date)

RESOLVED that:

1. The firm submits an application to the Marine Living Resource Fund for the registration on MLRF's Supplier Database Register.

2.*Mr / Mrs / Ms.....

in * his/her Capacity as :(Position in the Enterprise)

and who will sign as follows:

be, and is hereby, authorised to sign any documents and/or correspondence in connection with and relating to the Application Form as well as to sign any contract including all documentation on behalf of the supplier.

No	Name	Capacity	Signature

Note:

1. Delete which is not applicable

2.NB.This resolution must be signed by all the Directors/Members/Partners and Owners of the Bidder Enterprise

3. Should the number of Director/Members/Partner and Owners exceed the space available above ,additional names and signatures must be supplied on a separate page

Enterprise Stamp

DECLARATION

By completing this application form, the Supplier declares that:

1. All the information supplied in this application is true and correct.
2. The Supplier will, without protest submit itself to the procedures instituted by the Marine Living Resource Fund
3. The Supplier will, if requested to do so supply further information and documentary evidence for scrutiny.
4. The Supplier will update their registration particulars whenever a significant change in their details occurs.
5. The Supplier acknowledges that any false information provided can lead to disqualification from the Supplier Database Register and being listed on the Marine Living Resource Fund non-preferred supplier list.
6. The Supplier acknowledges that it can be penalised for poor performance as the Marine Living Resource Fund deems necessary.

Is there any relationship between your organisation and any Marine Living Resource Fund employees?		Yes	No
If yes, please specify nature of relationship and of person			
Family	Friend	Business Partner	
Full Name	Full Name	Full Name	

Duly authorised to sign on behalf of :.....(Name of Supplier)

The undersigned who warrants that he/she is duly authorised to do so on behalf of the supplier, confirms that the contents of the application are within my personal knowledge and are to the best of my belief both true and correct

Signature	Full Name	Capacity	Date

COMMISSIONER OF OATHS:

Signed and sworn to before me at(Place) on this theday ofby the Deponent, who has acknowledged that he/she knows and understands the contents of this Affidavit, that it is true and correct to the best of his /her knowledge and that he/she has no objection to taking the prescribed oath, and that the prescribed oath will be binding on his/her conscience.

Commissioner of Oaths.....

Name:.....

Stamp

--

Signature:.....

Note: All pages of this Affidavit must be initialled by both the Deponent and the Commissioner of Oaths.

6. ENQUIRIES

Completed documents may be scanned and emailed to:

Database Admin
Ms Praba Naidoo
Tel (021) 402 3435/3911
prnaidoo@environment.gov.za

ASD: Procurement
Ms Ncumisa Matiwane
Tel (021) 402 3632/3911
nmatiwane@environment.gov.za

Department Forestry, Fisheries and the Environment
Branch: Fisheries Management
The Marine Living Resources Fund
Directorate: Supply Chain and Facilities Management
Private Bag X2
Vlaeberg,
8018.

Physical Address:,
Foretrust Building,
Martin Hammerschlag way
Foreshore.
Cape Town, 8001