



forestry, fisheries & the environment

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

The Environment House, 473 Steve Biko Road, Cnr Soutpansberg and Steve Biko Road, Pretoria

ADDENDUM NO 1

BID NO: DFFE-T019 (22-23)

BID DESCRIPTION: THE APPOINTMENT OF AN INDEPENDENT SERVICE PROVIDER TO DETERMINE THE BASELINE DATA AND INDICATORS LINKED TO THE MONITORING AND EVALUATION FRAMEWORK FOR THE UNDP/GEF6 PROJECT ENTITLED, "DEVELOPMENT OF VALUE CHAINS DERIVED FROM GENETIC RESOURCES IN COMPLIANCE WITH THE NAGOYA PROTOCOL ON ACCESS AND BENEFITSHARING (ABS), AND THE DRAFT NATIONAL BIODIVERSITY ECONOMY STRATEGY (NBES)". THE BASELINE ASSESSMENT WILL INFORM BASELINE INDICATORS REQUIRED FOR PROJECT TARGETS PER COMPONENT, ENVIRONMENTAL AND SOCIAL RISK MANAGEMENT TARGETS, KNOWLEDGE MANAGEMENT TARGETS, GENDER MAINSTREAMING TARGETS AND RELEVANT SUSTAINABLE DEVELOPMENT GOALS (SDG) TARGETS, FOR A TWELVE (12) WEEKS PERIOD

Please note that SBD 1 was published with bid reference DFFE-SITA-019 (22/23) and the pricing schedule 3.3 refers to the Bid no. DFEE T019 (22/23)

The correct description must read:

SBD 1: DFF-T019 (22/23)

Pricing Schedule: DFFE-T019 (22/23)

Sincerely,

.....
Director: Acquisition & Contract Management

DATE: 29/07/202

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	DFFE-T019 (22/23)	CLOSING DATE:	03 AUGUST 2022	CLOSING TIME:	11:00
DESCRIPTION	THE APPOINTMENT OF AN INDEPENDENT SERVICE PROVIDER TO DETERMINE THE BASELINE DATA AND INDICATORS LINKED TO THE MONITORING AND EVALUATION FRAMEWORK FOR THE UNDP/GEF6 PROJECT ENTITLED, "DEVELOPMENT OF VALUE CHAINS DERIVED FROM GENETIC RESOURCES IN COMPLIANCE WITH THE NAGOYA PROTOCOL ON ACCESS AND BENEFITSHARING (ABS), AND THE DRAFT NATIONAL BIODIVERSITY ECONOMY STRATEGY (NBES)". THE BASELINE ASSESSMENT WILL INFORM BASELINE INDICATORS REQUIRED FOR PROJECT TARGETS PER COMPONENT, ENVIRONMENTAL AND SOCIAL RISK MANAGEMENT TARGETS, KNOWLEDGE MANAGEMENT TARGETS, GENDER MAINSTREAMING TARGETS AND RELEVANT SUSTAINABLE DEVELOPMENT GOALS (SDG) TARGETS, FOR A TWELVE (12) MONTHS PERIOD.				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
Department of Forestry, Fisheries and the Environment; The Environment House,					
473 Steve Biko Road; Cnr Soutpansberg and Steve Biko Road, Arcadia Pretoria /Tshwane					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Mr Mpho Lehutso or Ms Vonani Rikhotso or Ms T Thupe		CONTACT PERSON	Mr. Joseph Mulders	
TELEPHONE NUMBER	012 399 9671/9670		TELEPHONE NUMBER	072 754 2603	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	mlehutso@dffe.gov.za vrkhotso@dffe.gov.za MTthupe@dffe.gov.za		E-MAIL ADDRESS	jmulders@dffe.gov.za	
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					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] ☐ 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]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				☐ YES ☐ NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				☐ YES ☐ NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				☐ YES ☐ NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				☐ YES ☐ NO	

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO
IF THE ANSWER IS “NO” TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS
SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

PART B
TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
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 VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:

PRICING SCHEDULE
(Professional Services)

NAME OF BIDDER:	BID NO: DFFE-T019 (22/23)
CLOSING TIME 11h00	CLOSING DATE: 03 AUGUST 2022

OFFER TO BE VALID FOR120.....DAYS FROM THE CLOSING DATE OF BID.

THE APPOINTMENT OF AN INDEPENDENT SERVICE PROVIDER TO DETERMINE THE BASELINE DATA AND INDICATORS LINKED TO THE MONITORING AND EVALUATION FRAMEWORK FOR THE UNDP/GEF6 PROJECT ENTITLED, "DEVELOPMENT OF VALUE CHAINS DERIVED FROM GENETIC RESOURCES IN COMPLIANCE WITH THE NAGOYA PROTOCOL ON ACCESS AND BENEFITSHARING (ABS), AND THE DRAFT NATIONAL BIODIVERSITY ECONOMY STRATEGY (NBES)". THE BASELINE ASSESSMENT WILL INFORM BASELINE INDICATORS REQUIRED FOR PROJECT TARGETS PER COMPONENT, ENVIRONMENTAL AND SOCIAL RISK MANAGEMENT TARGETS, KNOWLEDGE MANAGEMENT TARGETS, GENDER MAINSTREAMING TARGETS AND RELEVANT SUSTAINABLE DEVELOPMENT GOALS (SDG) TARGETS, FOR A TWELVE (12) WEEKS PERIOD

**(ALL APPLICABLE TAXES INCLUDED)

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.

R.....

3. PERSONS WHO WILL BE INVOLVED IN THE PROJECT AND RATES APPLICABLE (CERTIFIED INVOICES MUST BE RENDERED IN TERMS HEREOF)

4. PERSON AND POSITION

HOURLY RATE

DAILY RATE

R-----
R-----
R-----
R-----
R-----

5. PHASES ACCORDING TO WHICH THE PROJECT WILL BE COMPLETED, COST PER PHASE AND MAN-DAYS TO BE SPENT

R-----
R-----
R-----
R-----

----- days
----- days
----- days
----- days

5.1 Travel expenses (specify, for example rate/km and total km, class of airtravel, etc). Only actual costs are recoverable. Proof of the expenses incurred must accompany certified invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED

RATE

QUANTITY

AMOUNT

R-----
R-----
R-----
R-----

Name of Bidder:

TOTAL: R.....

** "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance contributions and skills development levies.

- 5.2 Other expenses, for example accommodation (specify, eg. Three star hotel, bed and breakfast, telephone cost, reproduction cost, etc.). On basis of these particulars, certified invoices will be checked for correctness. Proof of the expenses must accompany invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
.....			R.....
.....			R.....
.....			R.....
.....			R.....

TOTAL: R.....

6. Period required for commencement with project after acceptance of bid
7. Estimated man-days for completion of project
8. Are the rates quoted firm for the full period of contract? *YES/NO
9. If not firm for the full period, provide details of the basis on which adjustments will be applied for, for example consumer price index.
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*[DELETE IF NOT APPLICABLE]

Any enquiries regarding bidding procedures may be directed to the –

Department of Forestry Fisheries and the Environment

Contact Person: Ms Vonani Rikhotso , Tlotlo Thupe and Mpho Lehutso

Tel: (012) 399 9670/9671/9055

**E-mail: vrkhotso@dfpe.gov.za or MThupe@dfpe.gov.za
or mlehutso@dfpe.gov.za**

Or for technical information –

Name : Mr Joseph Mulders
Office Telephone No. : 072 754 2603
E-Mail : jmulders@dfpe.gov.za