

GAMAGARA MUNICIPALITY



GM2023/54

APPOINTMENT OF TWO BIDDERS FOR SUPPLY, DELIVERY AND OFF-LOADING OF MATERIALS AND TOOLS A FOR PERIOD OF THREE YEARS AS AND WHEN REQUIRED

BIDDERS NAME:		
CONTACT NUMBERS	Phone:	Fax:
CSD REGISTRATION NR	MAAA	
BBBEE STATUS LEVEL		
BID AMOUNT:	R . (VAT inclusive)	

For Office Use	OFFICIAL STAMP
Official 1:	
Official 2:	

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SECTION 1.1: INVITATION TO TENDER

GAMAGARA LOCAL MUNICIPALITY



BID NOTICE No GM2023/54

FOR

APPOINTMENT OF TWO BIDDERS FOR SUPPLY, DELIVERY AND OFF-LOADING OF TOOLS AND MATERIALS A FOR PERIOD OF THREE YEARS AS AND WHEN REQUIRED.

Bids are hereby invited for appointment of two bidders for supply, delivery and off-loading of tools and materials for period of three years as and when required for Gamagara Local Municipality

Bid documents containing specifications will be available on the e-tender portal:

<http://www.etenders.gov.za/content/advertised-tenders> and on the Gamagara municipal website: www.gamagara.gov.za

Sealed tenders clearly marked with **“GM2034/54 - APPOINTMENT OF TWO BIDDERS FOR SUPPLY, DELIVERY AND OFF-LOADING OF TOOLS AND MATERIALS A FOR PERIOD OF THREE YEARS AS AND WHEN REQUIRED** must be placed in the tender box in the foyer of Gamagara Local Municipality, corner Hendrick van Eck & Frikkie Meyer Road, Kathu, not later than 04 October 2023 at 10:00.

The 80/20 preferential procurement system, as stated in the Gamagara Local Municipal Supply Chain Management Policy and the Preferential Procurement Policy, will be used when considering tenders.

A Tax Compliance status pin as issued by the South African Revenue Service, must be submitted together with the tender.

Council reserves the right not to accept the lowest or any tender. No faxes or E-mails will be accepted.

Technical enquiries relating to this tender should be addressed to Mrs D Manamela Tel: +27 53 723 6000 e-mails: manamelad@gamagara.gov.za and administrative enquiries should be forward to Josephine Nampa at Tel: +27 53 723 6000, nampaj@gamagara.gov.za

MR. L. SEETILE
MUNICIPAL MANAGER

SECTION 1.2: GENERAL CONDITIONS OF CONTRACT

National Treasury General Conditions of Contract

The General Conditions of Contract, as issued by the National treasury, is applicable to this Contract and is obtainable from www.treasury.gov.za
<https://www.treasury.gov.za/divisions/ocpo/sc/GeneralConditions/>

The General Conditions of Contract shall be read in conjunction with the special condition.

The Special Conditions shall have precedence in the interpretation of any ambiguity or inconsistency between it and the General Conditions of Contract.

SECTION 1.3: SPECIAL CONDITIONS OF CONTRACT

1.3.1. The price should include VAT, supply and delivery and be valid for 90 days.

1.3.2. **Delivery**

All materials to be delivered at Municipal Store (Parks) in Kathu.

- **Delivery must take place within 14 days of order.**
- Delivery of products should **include off-loading** thereof at the supplier's own risk to designated delivery addresses as it would be indicated time to time.
- Bidders must **supply and ensure their own labor for the offloading** of the products.
- The Municipality will place orders **as** and **when** required during the contract period.
- An official order must be issued before any delivery may be made to the Municipality.
- It will be required from the supplier of goods and services to keep stock of products or to ensure that full delivery takes place according to the order quantities.
- The Municipality reserves the right to make use of other suppliers, where the appointed bidder fail to delivery within the agreed timeliness.
- In the interests of service delivery, it is imperative that goods and services is delivered promptly.
- All materials according to specification after order issued must be delivered within 14 working days of the order.
- The items shall be fully guaranteed against faulty workmanship and materials for the period of not less than 12 calendar months.
- Bidders are required to comply with the prescribed pricing schedule in Section 2. No pricing schedules other than the pricing schedule as stated in Section 2 will be accepted and these pricing schedules will not be

evaluated and seen as not responsive. If more than one (1) offer is submitted a copy of the pricing schedule in Section 2 must be attached.

- The Municipality reserves the right to change the order quantity according to need.
- The successful bidder must guarantee that all spare parts of tools must be available in the first year of the contract. Where the tool is discontinued the bidder make a recommendation about the replacement thereof.

SECTION 1.4: SPECIFICATIONS

CLEANING MATERIAL		
ITEM	DESCRIPTION	SPECIFICATION
	Refuse Bags	(20 in a packet) 50 microns and 20 microns
	Short Gloves Pig Skin	Small Medium Large
	Long goat skin	Small Medium Large
	Short goat skin gloves	Small Medium Large
	Long rubber gloves	Small Medium Large
	Short rubber gloves	Small Medium Large
	Long Leather gloves	Small Medium Large
	Black/grey Standard gardening gloves with dotted design	Small Medium Large
	Long glove for thorn proof	Small Large medium
	Rubber yellow, green household gloves	Small Large medium
	Safety Googles	Fully enclosed flexible clear plastic material adjustable elastic band
	Steel heavy duty Industrial Mop bucket with wringer (head and handle)	28l
	Industrial mop with head and handle	450g

	Microfiber flat floor mop	Weight -1kg, width-14cm, depth 35cm, height 32cm
	Dishwashing cloth	10 pack 45cm x 70cm
	Yellow duster cloth	10 pack
	Mutton cloth	400g
	Hard brooms (head and handle)	450mm
	Soft Brooms	380mmx60mm
	Dust Mask- respiratory protection	- Sold in boxes of 20. - Ideal for work environments that involve cutting, sanding, or drilling where rust, metal particles, filler, concrete and stone are found. - This dust mask features an aluminium nose clip and is designed for comfort and excellent protection.
	Painting Brush	75mm
	Paint brush	30mm
	Soap Degreaser hand	5l
	Liquid Floor soap	25l
	Liquid floor polish	25l
	Thick Dishwashing liquid	5 l
	Thick Bleach	5l
	Pink hand soap	25l
	Car wash wax	25l
	Pine gel	5 l
	Toilet paper	48 rolls 2 ply 500 sheets
	Wiper roll for multi-purpose	1 ply 205mm x 750m
	Paper roll towel 300 sheet	1 ply 200mm x 150m
	Black Dip	5l
	Ammoniated cleaner (equivalent of hand Andy)	5l
	Urinal pellets/Deo blocks	5kg
	Furniture polish spray	750ml
	Toilet brushes set.	standard
	Hand Sanitiser 70% alcohol	25l
	Window cleaner with trigger bottle	750ml
	Short feather dust	Size 460mm short used for dusting of the surface
	Long feather dust	Size: 1840mm long used for dusting of the surface

	Dustpan	Long handle dustpan set with a broom- 14,5 x 75cm
	Multi insects spray	300ml
	Air freshener spray (different fragrances)	280ml
	Fine Steel wool	500g

TOOLS		
ITEM	DESCRIPTION	SPECIFICATION
	Digging Spade	Standard
	Plastic leaf rake with wooden handle	Standard
	Fork 5 prong 90mm	90mm
	Steek for 3 prong	Standard
	Bow Hand Saw Blades	600mm
	Bow hand saw	600mm
	hand saw	530mm
	Hand saw blades	530mm
	Litter pickers (tong type)	Material: Aluminium, length: 92cm,width: 11cm, weight: 345g
	Lopper shear	600mm
	Heavy duty bypass secateur	20cm
	Secateur bypass	24mm 22mm
	Hoe Dutch	1300 mm
	Knife cane plain wood handle	standard
	Lawn rake	Steel head
	Lawn rake	Wooden handle- standard
	Heavy duty round shovel spade	Standard
	Heavy duty square shovel spade	Standard
	Steel rake 16 tooth	Standard
	Lawn rake rubber	400 mm
	Hand rake flex flat steel	Standard
	Hand transplanter	325mm
	Hand trowel	310mm
	Garden hand tool set (hand trowel, trowel weeder and hand fork)	Standard
	Wheelbarrow heavy duty	Standard

	Cargo nets	100m x 150m,10 cm(holes)
	GARDENING	
	Compost soil cubic meter	20m ³
	herbicides	20l 5l

IRRIGATION		
ITEM	DESCRIPTION	SPECIFICATION
	quick coupling valves for sprinklers (equivalent to pula)	25mm 20mm
	key quick coupling valves for sprinklers (equivalent to pula)	25mm 20mm
	Ball valves	32mm 20mm 25mm
	Nipple Steel (15 mm)	15mm 20mm
	Emjay (50mm)	40mm 50mm
	Garden Hose pipe (100m)	20mm 40mm
	40mm PVC pipe class 3	40mm
	Pull ups sprinklers	Standard
	25 mm PVC Pipe class 3	25mm
	25 mm Nylon Straight Connector	25mm
	25 mm Nylon Female Tee Connector	25mm
	Plastic Garden tap	20mm ¾
	Steel elbow	40mm 15mm 20mm

DISASTER RELIEF 1		
ITEM	DESCRIPTION	SPECIFICATION
	BLANKETS	BLANKETS • Size 200 x 220 cm per blanket • Mink Blanket 3 ply Zipped plastic bag with handle

	Sponge	SPONGE MINK • Size 910 x 150 MM • Mink Sponge 3Ply Zipped plastic bag with handle Color – preferably black
	Fire extinguisher – supply and install	4.5 kg STP Fire Extinguisher is suitable for Class A, B or C fires, or a combination of these type of fires. Class A - Ordinary Fires Class B - Flammable Liquid Fires Class C - Electrical Fires
	Inspection and service of fire extinguisher	The extinguisher must be inspected and serviced at least once a year.

SPARE PARTS		
ITEM	DESCRIPTION	SPECIFICATION
	BRUSH CUTTERS- HASQVARNA 143R-11 AND STIHL 450 PETROL BRUSH CUTTER C/WITH 44.3CC 2- STROKE ENGINE	1. Industrial Brush Cutter Harness 2. Safety goggles for Brush Cutter 3. Trimmer Nylon – 2kg 3,5 mm 4. Cutting Head for Brush Cutters 5. Brush Cutter Gear box 6. Plugs 7. Helmet attached with face shield and ear plugs. 8. Goat skin Apron 9. Shin and knee guards as one unit 10. Clutch drum 11. Piston and ring set 12. Carburettor 13. Start recoil puller brush cutter trimmer assembly. 14. Cutting blades 15. Gear box Grease 225g 16. Long gloves for Thorn proof
	CHAINSAW-HASQVARNA 120 MARK 11 AND STIHL MS 382	1. Guard bar 2. Chains 3. Plugs 4. Sprocket 5. Safety belt 6. Oil pump with bearings 7. Clutch drum 8. full body safety climbing trees harness 9. seat belt
	POLE PRUNER- HASQVARNA 327P4	1. Pole saw. 2. Guard bar 3. Chains 4. Sprocket
	Kidney belt for tractor	Small Medium large
	Engine oil	15w40 (per litre)
	Two stroke oil	5L
	Transmission oil plain or red	90 (20l)
	Engine cleaner	25l
	Gear oil	5l
	Brake fluid dot 4	5l
	Hydraulic oil	20l

	Diff oil	210l
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STATIONARY		
ITEM	DESCRIPTION	SPECIFICATION
	A 4 white papers 80g/M ³	5 Reams in a Box
	A4 colour papers 80g/m ³	Ream
	A3 papers 80g/m ³	Ream
	Pens	Black fine point ballpoint 0.5mm Click medium blackball 0.7mm. Retractable gel roller pen 0.7mm
	Pencil	HB tradition pencil
	Erasers	Tradition eraser
	Plastic Ruler	30 cm assorted.
	Correction tape 4mm x 6m	20ml
	Correction fluid pen type	Between 5- 8ml
	Binder clips-120 pack Foldback Paper clips clamps - different size	15mm 25mm 19mm 35mm 78 mm
	Paper clips with plain	28mm 33mm 50mm 78mm
	front-loading 210 sheets capacity Staplers	heavy duty
	Staples for heavy duty	236- 2324 staples box
	Plastic binding combo A4	12MM for pack of 100, black in colour
	Full strip metal stapler black colour	Standard/ normal duties
	Normal Staples	24-26/6 staples box
	Refill cubes	400X400 mm / 500 sheet
	Two-hole metal Punch for 30 sheets	Normal

	Two-hole metal punch for 190 sheets	Heavy duty
	Highlighters	8 Pack of assorted colours
	Reusable adhesive putty	100g
	Pop up flags- sign here	45x 25mm
	Stick n pop up flag	45 x 25mm
	Scissors	Stainless steel blades 205 mm
	Sticky notes	75mm x7mm 100 sheets /self-adhesive
	Counter books A4	3 quires
	Hard cover as notebook with elastic strap and bookmark	A5
	Files	A4 arch file Black A4 lever arch ring binder Lever PVC arch polypropylene A4 700mm
	File divides	PVC index dividers A4 A-Z and 1-31 and January and december A4 140-micron PVC index dividers 20tab
	Pockets files	50 pockets 20 pockets
	Multi-purpose storage box	Double-walled cardboard for extra durability Can store 6 x 07001 archive files or 4 x 07005 containers, 2 x 080110, 4 x 080109 or the contents of 8-10 Lever Arches with Backing Boards Suitable for A4 and A3 filing 460mm(L) x 340mm(W) x 250mm(D) 10 units per pack
	Multipunched A4 pocket sleeves	100 pocket (80 micron)
	Prong paper file fasteners	Pack of 50
	Binding covers clear	A4 150 microns 100per pack
	Memory stick	8gb /16gb /32gb
	Lever Arch File Storage Box	6 Compartment-Store 6 arch files (A4 files) Black

KITCHEN CONSUMABLES

ITEM	DESCRIPTION	SPECIFICATION
	Coffee	750g
	Tagless Teabags	250g
	Rooibos Teabags	200g
	White sugar	10kg
	Brown sugar	10kg
	Full cream milk pasteurised	1liter x 6 per pack

SECTION 1.5: SCHEDULE OF PRICE

ESCALATION % FOR YEAR 2&3 : _____

1. CLEANING MATERIAL				
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE EXCL VAT	SUBTOTAL
1	Refuse Bags 20 Micron	1		
2	Refuse Bags 50 Micron	1		
3	Short Gloves Pig Skin small	1		
4	Short Gloves Pig Skin- medium	1		
5	Short Gloves Pig Skin- large	1		
6	Long goat skin-small	1		
7	Long goat skin- medium	1		
8	Long goat skin- large	1		
9	Short goat skin gloves- small	1		
10	Short goat skin gloves- medium	1		
11	Short goat skin gloves- large	1		
12	Long rubber gloves- small	1		
13	Long rubber gloves- medium	1		
14	Long rubber gloves- large	1		
15	Short rubber gloves- small	1		
16	Short rubber gloves- medium	1		
17	Short rubber gloves- large	1		

18	Long Leather gloves- small	1		
19	Long leather gloves- medium	1		
20	Long leather gloves- large	1		
21	Black/grey Standard gardening gloves with dotted design- small	1		
22	Black/grey Standard gardening gloves with dotted design - medium	1		
23	Black/grey Standard gardening gloves with dotted design - large	1		
24	Long glove for thorn proof-small	1		
25	Long glove for thorn proof- medium	1		
26	Long glove for thorn proof- large	1		
27	Rubber yellow, green household gloves-small	1		
28	Rubber yellow, green household gloves-medium	1		
29	Rubber yellow, green household gloves-large	1		
30	Safety Googles	1		
31	Steel heavy duty Industrial Mop bucket with wringer (head and handle) 28L	1		
32	Industrial mop head and handle 450G	1		
33	Microfiber flat floor mop	1		
34	Dishwashing cloth	1		
35	Yellow duster cloth	1		
36	Mutton cloth 400g	1		
37	Hard brooms (head and handle) 450mm	1		
38	Soft Brooms -380mmx60mm	1		

39	Dust Mask- respiratory protection- Sold in boxes of 20.	1		
40	Painting Brush 75mm	1		
41	Paint brush 30mm	1		
42	Soap Degreaser hand 5L	1		
43	Liquid Floor soap 25L	1		
44	Liquid floor polish 25L	1		
45	Thick Dishwashing liquid 5L	1		
46	Thick Bleach 5L	1		
47	Pink hand soap 25L	1		
48	Car wash wax 25L	1		
49	Pine gel 5L	1		
50	Toilet paper- 48 rolls 2 ply 500 sheets	1		
51	Wiper roll for multi-purpose- 1ply 205mm x 750m	1		
52	Paper roll towel 300 sheet- 1 ply 200mm x 150m	1		
53	Black Dip 5L	1		
54	Ammoniated cleaner (equivalent of hand Andy) 5L	1		
55	Urinal pellets/Deo blocks different colours and fragrances) 5kg	1		
56	Furniture polish spray 750ml	1		
57	Toilet brushes set	1		
58	Hand Sanitiser 70% alcohol 5L	1		
59	Window cleaner with trigger bottle 750ml	1		

60	Short feather dust	1		
61	Long feather dust	1		
62	Dustpan	1		
63	Multi insects spray 300ml	1		
64	Air freshener spray (different fragrances) 280ml	1		
65	Fine Steel wool 500g	1		
TOTAL				

2. TOOLS				
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE EXCL VAT	SUBTOTAL
1	Digging Spade	1		
2	Plastic leaf rake with wooden handle	1		
3	Fork 5 prong 90mm	1		
4	Steek for 3 prongs	1		
5	Bow Hand Saw Blades 600mm	1		
6	Bow hand saw 600mm	1		
7	hand saw 530mm	1		
8	Hand saw blades 530mm	1		
9	Litter pickers (tong type)	1		
10	Lopper shear 600mm	1		
11	Heavy duty bypass secateur 20cm	1		
12	Secateur bypass 24mm	1		

13	Secateur bypass 22mm	1		
14	Hoe Dutch 1300mm	1		
15	Knife cane plain wood handle	1		
16	Lawn rake steel head	1		
17	Lawn rake -wooden handle with rubber head	1		
18	Heavy duty round shovel spade	1		
19	Heavy duty square shovel spade	1		
20	Steel rake 16 tooth	1		
21	Lawn rake rubber 400mm	1		
22	Hand rake flex flat steel	1		
23	Hand transplanter 325mm	1		
24	Hand trowel 310mm	1		
25	Garden hand tool set (hand trowel, trowel weeder and hand fork)	1		
26	Wheelbarrow heavy duty	1		
27	100m x 150m, 10 cm(holes)	1		
TOTAL				

3. GARDENING & IRRIGATION				
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE EXCL VAT	SUBTOTAL
1	Compost soil cubic meter 20m3	1		
2	Herbicides 20l	1		
3	Herbicides 5l	1		
4	quick coupling valves for sprinklers (equivalent to pula) 25mm	1		
5	quick coupling valves for sprinklers (equivalent to pula) 20mm	1		
6	key quick coupling valves for sprinklers (equivalent to pula) 25mm	1		
7	key quick coupling valves for sprinklers (equivalent to pula) 20mm	1		
8	Ball valves 32mm	1		
9	Ball valves 20mm	1		
10	Ball valves 25mm	1		
11	Nipple Steel 15 mm	1		
12	Nipple steel 20mm	1		
13	Emjay (50mm)	1		
14	Emjay 40mm	1		
15	Garden Hose pipe (100m) 20mm	1		
16	Garden hose pipe (100m) 40mm	1		
17	40mm PVC pipe class 3	1		
18	Pull ups sprinklers	1		

19	25 mm PVC Pipe class 3	1		
20	25 mm Nylon Straight Connector	1		
21	25 mm Nylon Female Tee Connector	1		
22	Plastic Garden tap 20mm $\frac{3}{4}$	1		
23	Steel elbow 40mm	1		
24	Steel bow 15mm	1		
25	Steel bow 20mm	1		
TOTAL				

4. DISASTER RELIEF				
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE EXCL VAT	SUBTOTAL
1	BLANKETS	1		
	• Size 200 x 220 cm per blanket			
	• Mink Blanket 3 ply			
	Zippered plastic bag with handle			
2	SPONGE MINK	1		
	• Size 910 x 150 MM			
	• Mink Sponge 3Ply			
	Zippered plastic bag with handle Color – preferably black			
3	Fire extinguisher 4.5KG STP	1		
4	Inspect and service Fire Extinguisher	1		
TOTAL				

5. SPARE PARTS				
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE EXCL VAT	SUBTOTAL
1	Industrial Brush Cutter Harness (To fit HASQVARNA 143R-11 AND STIHL 450 PETROL BRUSH CUTTER)	1		
3	Trimmer Nylon – 2kg 3,5 mm (Fit for BRUSH CUTTERS- HASQVARNA 143R-11 AND STIHL 450 PETROL BRUSH CUTTER C/WITH 44.3CC 2-STROKE ENGINE)	1		
5	Cutting Head for Brush Cutters (Fit for BRUSH CUTTERS- HASQVARNA 143R-11 AND STIHL 450 PETROL BRUSH CUTTER C/WITH 44.3CC 2-STROKE ENGINE	1		
7	Brush Cutter Gear box (Fit for BRUSH CUTTERS- HASQVARNA 143R-11 AND STIHL 450 PETROL BRUSH CUTTER C/WITH 44.3CC 2-STROKE ENGINE	1		
9	Plugs (Fit for BRUSH CUTTERS- HASQVARNA 143R-11 AND STIHL 450 PETROL BRUSH CUTTER C/WITH 44.3CC 2-STROKE ENGINE)	1		
11	Helmet attached to face shield and ear plugs in	1		
12	Goat skin Apron (Fit for BRUSH CUTTERS- HASQVARNA 143R-11 AND STIHL 450 PETROL BRUSH CUTTER C/WITH 44.3CC 2-STROKE ENGINE	1		
15	Shin and knee guards as one unit	1		

	(Fit for BRUSH CUTTERS- HASQVARNA 143R-11 AND STIHL 450 PETROL BRUSH CUTTER C/WITH 44.3CC 2-STROKE ENGINE			
17	Clutch drum	1		
	(Fit for BRUSH CUTTERS- HASQVARNA 143R-11 AND STIHL 450 PETROL BRUSH CUTTER C/WITH 44.3CC 2-STROKE ENGINE)			
19	Piston and ring set	1		
	(Fit for BRUSH CUTTERS- HASQVARNA 143R-11 AND STIHL 450 PETROL BRUSH CUTTER C/WITH 44.3CC 2-STROKE ENGINE			
21	Carburettor	1		
	(fit for BRUSH CUTTERS- HASQVARNA 143R-11 AND STIHL 450 PETROL BRUSH CUTTER C/WITH 44.3CC 2-STROKE ENGINE)			
23	Start recoil puller brush cutter trimmer assembly.	1		
	(fit for BRUSH CUTTERS- HASQVARNA 143R-11 AND STIHL 450 PETROL BRUSH CUTTER C/WITH 44.3CC 2-STROKE ENGINE)			
25	Cutting blades	1		
	(fit for BRUSH CUTTERS- HASQVARNA 143R-11 AND STIHL 450 PETROL BRUSH CUTTER C/WITH 44.3CC 2-STROKE ENGINE)			
27	Gear box Grease 225g	1		
	(Fit for BRUSH CUTTERS- HASQVARNA 143R-11 AND STIHL 450 PETROL BRUSH CUTTER C/WITH 44.3CC 2-STROKE ENGINE)			

29	Guard bar	1		
	(Fit for CHAINSAW-HASQVARNA 120 MARK 11 AND STIHL MS 382)			
31	Chains (fit for CHAINSAW-HASQVARNA 120 MARK 11 AND STIHL MS 382)	1		
32	Plugs (fit for CHAINSAW-HASQVARNA 120 MARK 11 AND STIHL MS 382)	1		
33	Sprocket	1		
	(Fit for CHAINSAW-HASQVARNA 120 MARK 11 AND STIHL MS 382)			
35	Safety belt	1		
	fit for CHAINSAW-HASQVARNA 120 MARK 11 AND STIHL MS 382			
37	Oil pump with bearings fit for CHAINSAW-HASQVARNA 120 MARK 11 AND STIHL MS 382	1		
38	Clutch drum fit for CHAINSAW-HASQVARNA 120 MARK 11 AND STIHL MS 382	1		
39	full body safety climbing trees harness.	1		
40	Pole saw.	1		
	(Fit for POLE PRUNER-HASQVARNA 327P4)			
42	Guard bar	1		
	(Fit for POLE PRUNER-HASQVARNA 327P4)			
44	Chains	1		
	(fit for POLE PRUNER-HASQVARNA 327P4)			

46	Sprocket fit for POLE PRUNER-HASQVARNA 327P4	1		
47	Kidney belt for tractor- small	1		
48	Kidney belt for tractor - medium	1		
49	Kidney belt for tractor -large	1		
50	Engine oil 15w40 (per litre)	1		
51	Two stroke oil 5l	1		
52	Transmission oil plain or red 90 (20l)	1		
53	Engine cleaner 25l	1		
54	Gear oil 80w90 5l	1		
55	Brake fluid dot 4 5l	1		
56	Hydraulic oil 20l	1		
57	Diff oil 210l	1		
TOTAL				

6. STATIONERY				
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE EXCL VAT	SUBTOTAL
1	A 4 white papers 80g/M ³	1		
2	A4 colour papers 80g/m ³	1		
3	A3 papers 80g/m ³	1		
4	Pen - Black fine point ballpoint 0.5mm	1		
5	Pen - Black Click medium blackball 0.7mm.	1		
6	Pen - Black Retractable gel roller pen 0.7mm	1		
7	Pencil (HB tradition pencil)	1		
8	Rubber Erasers	1		
9	Plastic Ruler 30cm	1		
10	Correction tape 4mm x 6m (20ml)	1		
11	Correction fluid pen type (Between 5-8ml)	1		
12	Binder clips-120 pack Foldback Paper clips clamps - different size -15mm	1		
13	Binder clips-120 pack Foldback Paper clips clamps - different size-25mm	1		
14	Binder clips-120 pack Foldback Paper clips clamps - different size- 19mm	1		
15	Binder clips-120 pack Foldback Paper clips clamps - different size -35mm	1		
16	Binder clips-120 pack Foldback Paper clips clamps - different size -78 mm	1		
17	Paper clips with plain-28mm	1		
18	Paper clips with plain- 33mm	1		
19	Paper clips with plain- 50mm	1		
20	Paper clips with plain- 78mm	1		

21	front-loading 210 sheets capacity Staplers	1		
22	Staples for heavy duty- 236- 2324 staples box	1		
23	Plastic binding combo A4- 12MM for pack of 100, black in colour	1		
24	Full strip metal stapler black colour	1		
25	Normal Staples- 24-26/6 staples box	1		
26	Refill cubes- 400X400 mm / 500 sheet	1		
27	Two-hole metal Punch for 30 sheets	1		
28	Two-hole metal punch for 190 sheets	1		
29	Highlighters- 8 Pack of assorted colours	1		
30	Reusable adhesive putty-100g	1		
31	Pop up flags- sign here - 45x 25mm	1		
32	Stick n pop up flag- 45 x 25mm	1		
33	Scissors- Stainless steel blades 205 mm	1		
34	Sticky notes - 75mm x7mm 100 sheets /self-adhesive	1		
35	Counter books A4- 3 quires	1		
36	Hard cover as notebook with elastic strap and bookmark A5	1		
37	File - Black A4 lever arch ring binder	1		
38	File - Lever PVC arch polypropylene A4 700mm	1		
39	PVC index dividers A4 A-Z	1		
40	PVC index dividers A4 1-31	1		
41	PVC index dividers A4January and December	1		
42	A4 140-micron PVC index dividers 20tab	1		
43	Pockets files 50 pocket	1		

44	Pocket files 20 pocket	1		
45	Multi-purpose storage box (10 units per pack)	1		
46	Multi punched A4 pocket sleeves- 100 pocket (80 micron)	1		
47	Prong paper file fasteners- pack of 50	1		
48	Binding covers clear- A4 150 microns 100per pack	1		
49	Memory stick- 8GB	1		
50	Memory stick-16GB	1		
51	Memory stick- 32GB	1		
52	Lever Arch File Storage Box-6 Compartment (Black)	1		
TOTAL				

7. KITCHEN CONSUMABLES				
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE EXCL VAT	SUBTOTAL
1	Coffee-750g Can	1		
2	Tagless Teabags- 250g	1		
3	Rooibos- 200g	1		
4	White sugar- 10kg	1		
5	Brown sugar- 10kg	1		
6	Full cream milk- 1liter x 6 per pack	1		
TOTAL				

NOTES FOR PRICING:

- Quantities indicated will only be used for comparative purposes
- Bidders must indicate the % escalation for year 2 &3, failure of which, it will be assumed that no escalation will be effected for year 2 & 3
- The subtotals for the different pricing schedule must be transferred to the summary and VAT added, if applicable. The grand total of the summary must be transferred to the cover page of the tender.

SUMMARY

DESCRIPTION	SUBTOTAL
1. Cleaning Materials	
2. Tools	
3. Gardening & Irrigation	
4. Disaster relief	
5. Spare parts	
6. Stationery	
7. Kitchen consumable	
SUB-TOTAL	
VAT (15 %)	
GRAND-TOTAL	

SECTION 1.6: MBD1: BID FOR THE REQUIREMENTS OF GAMAGARA LOCAL MUNICIPALITY

PART A

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)					
BID NUMBER:	GM2023/54	CLOSING DATE:	04 October 2023	CLOSING TIME:	10:00
DESCRIPTION	APPOINTMENT OF TWO BIDDERS FOR SUPPLY, DELIVERY AND OFF-LOADING OF MATERIALS AND TOOLS FOR A PERIOD OF THREE YEARS AS AND WHEN REQUIRED				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

BID RESPONSE DOCUMENTS MAY BE DEPOSITED
IN THE BID BOX SITUATED AT (STREET ADDRESS

Cnr Hendrik van Eck & Frikkie Meyer Roads

Kathu

8446

SUPPLIER INFORMATION

NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		AND	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		☐ Yes ☐ No

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES, ANSWER PART B:3]
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	R
SIGNATURE OF BIDDER		DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED			
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
DEPARTMENT	SCM	CONTACT PERSON	Mrs D Manamela
CONTACT PERSON	Josephine Nampa	TELEPHONE NUMBER	053 723 6000
TELEPHONE NUMBER	053 723 6000	FACSIMILE NUMBER	053 723 2021
FACSIMILE NUMBER	053 723 2021	E-MAIL ADDRESS	manamelad@gamagara.gov.za
E-MAIL ADDRESS	nampaj@gamagara.gov.za		

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION. 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR ONLINE 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS. 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS. 2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA. 2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3. 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS / 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.
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO 3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO 3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO 3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO 3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER:.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:.....

DATE:

**SECTION 1.7: MBD 3.1 PRICING SCHEDULE – FIRM PRICES
(PURCHASES)**

**NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT
TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED**

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE
PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of Bidder.....	Bid Number.....
Closing Time	Closing Date

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

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
-------------	----------	-------------	--

- Required by:
- At:
- Brand and Model
- Country of Origin

- Does the offer comply with the specification(s)? *YES/NO

- If not to specification, indicate deviation(s)

- Period required for delivery
*Delivery: Firm/Not firm
- Delivery basis

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

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

*Delete if not applicable

SECTION 1.8 MBD 4: DECLARATION OF INTEREST

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

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

3.2. Identity Number:

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

.....

3.4. Company Registration Number:

3.5. Tax Reference Number:.....

3.6. VAT Registration Number:

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

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

3.8.1. If yes, furnish particulars.

.....

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

(a) a member of –

- (i) any municipal council;
- (ii) any provincial legislature; or
- (iii) the national Assembly or the national Council of provinces;

(b) a member of the board of directors of any municipal entity;

(c) an official of any municipality or municipal entity;

(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);

(e) a member of the accounting authority of any national or provincial public entity;

- or
(f) an employee of Parliament or a provincial legislature.

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

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

3.9.1. If yes, furnish particulars

.....

.....

Section 3.9.1: Record of service of the state

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:

- | | |
|--|---|
| ☐ a member of any municipal council | ☐ an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999) |
| ☐ a member of any provincial legislature | ☐ a member of an accounting authority of any national or provincial public entity |
| ☐ a member of the National Assembly or the National Council of Province | ☐ an employee of Parliament or a provincial legislature |
| ☐ a member of the board of directors of any municipal entity | |
| ☐ an official of any municipality or municipal entity | |

If any of the above boxes are marked, disclose the following: (insert separate page if necessary)

Name of sole proprietor, partner, director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		current	Within last 12 months

* Insert separate page if necessary

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

3.10.1. If yes, furnish particulars.

.....
.....

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

3.11.1. If yes, furnish particulars

.....
.....

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

3.12.1. If yes, furnish particulars.

.....
.....

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

3.13.1.If yes, furnish particulars.....

Section 3.13.1: Record of spouses, children and parents in the service of the state

Indicate by marking the relevant boxes with a cross, if any spouse, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:

- | | |
|--|---|
| ☐ a member of any municipal council | ☐ an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999) |
| ☐ a member of any provincial legislature | |
| ☐ a member of the National Assembly or the National Council of Province | |
| ☐ a member of the board of directors of any municipal entity | ☐ a member of an accounting authority of any national or provincial public entity |
| ☐ an official of any municipality or municipal entity | ☐ an employee of Parliament or a provincial legislature |

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		current	Within last 12 months

* Insert separate page if necessary

- 3.14. Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract.

YES /

NO

3.14.1. If yes, furnish particulars:

APPOINTMENT OF TWO BIDDERS FOR SUPPLY, DELIVERY AND OFF-LOADING OF MATERIALS AND TOOLS FOR A PERIOD OF THREE YEARS AS AND WHEN REQUIRED

.....

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

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

APPOINTMENT OF TWO BIDDERS FOR SUPPLY, DELIVERY AND OFF-LOADING OF MATERIALS
AND TOOLS FOR A PERIOD OF THREE YEARS AS AND WHEN REQUIRED

SECTION 1.9: MDB 6.1 PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

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

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

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the 90/10 preference point system.
- b) The applicable preference point system for this tender is the 80/20 preference point system.
- c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.3.1 The bid conditions will stipulate the specific goals, as contemplated in section 2(1)(d)(ii) of the Preferential Procurement Act, to be attained.

APPOINTMENT OF TWO BIDDERS FOR SUPPLY, DELIVERY AND OFF-LOADING OF MATERIALS AND TOOLS FOR A PERIOD OF THREE YEARS AS AND WHEN REQUIRED

- 1.3.2 Bids for *income-generating contracts* points will be allocated in terms of the following goals:

Goals	80/20	90/10
Locality	10	05
B-BBEE Status Level Contributor	10	05

- 1.3.3 Bids for *acquisition of goods and/or services*, a maximum of 20 or 10 points must be allocated for specific goals. The specific goals are as follows:

Goals	80/20	90/10
Locality	10	05
B-BBEE Status Level Contributor	10	05

- 1.3.4 For B-BBEE points the below table shall apply:

B-BBEE Status Level of Contributor	Number of points (80/20 system)	Number of points (90/10 system)
1	10	05
2	09	4.5
3	07	3.5
4	06	03
5	04	02
6	03	1.5
7	02	01
8	01	0.5
Non-compliant contributor	00	0.0

- 1.3.5 Bidder must submit proof of B-BBEE status level contributor certificate.

APPOINTMENT OF TWO BIDDERS FOR SUPPLY, DELIVERY AND OFF-LOADING OF MATERIALS AND TOOLS FOR A PERIOD OF THREE YEARS AS AND WHEN REQUIRED

- 1.3.6 B-BBEE status level contributor certificate must be issued by SANAS or authorised person(s) or authorised body.
- 1.3.7 B-BBEE status level contributor certificate must be original or certified.
- 1.3.8 Other than the B-BBEE Status Level of Contributor certificate, the bidder must submit the original B-BBEE sworn affidavit.
- 1.3.9 Bidder failing to submit proof of B-BBEE status level of contributor or original sworn B-BBEE affidavit shall claim zero points for B-BBEE points.
- 1.3.10 Locality points shall be allocated as follows:

Locality	Number of Points for Locality 80/20	Number of Points for Locality 90/10
Within boundaries of Gamagara Local Municipality	10	05
Outside boundaries Gamagara Local Municipality, but within the boundaries of Northern Cape Province	05	2.5
Outside boundaries of the Northern Cape	0.00	0.00

- a. When the municipality invites and evaluates bids based on locality as a set preference goal, it must be stated as such on the invitation.
- b. Locality shall be deemed as all bidders operating and stationed within the boundaries of Gamagara Local Municipality
- c. Expanded term for locality shall be deemed for bidders operating and stationed outside of John Taolo Gaetsewe District but with the Northern Cape Province.
- d. Bidders shall provide proof of locality by submitting one or more of the following:
 - i. Municipal Account in the bidder's name.
 - ii. Proof of residence in the bidder's name.
 - iii. Bank statement with the bidder's address.
 - iv. Lease agreement indicating a local address, where the lessee is the bidder.
- e. The bidder must submit proof of locality to claim points for locality.
- f. Bidder failing to provide the proof of locality, shall claim zero points for locality.

APPOINTMENT OF TWO BIDDERS FOR SUPPLY, DELIVERY AND OFF-LOADING OF MATERIALS AND TOOLS FOR A PERIOD OF THREE YEARS AS AND WHEN REQUIRED

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
LOCALITY	10
B-BBEE STATUS LEVEL OF CONTRIBUTOR	10
Total points for Price and SPECIFIC GOALS	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

APPOINTMENT OF TWO BIDDERS FOR SUPPLY, DELIVERY AND OFF-LOADING OF MATERIALS AND TOOLS FOR A PERIOD OF THREE YEARS AS AND WHEN REQUIRED

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

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

80/20 or 90/10

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \text{ or } Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

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

80/20 or 90/10

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \text{ or } Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which
APPOINTMENT OF TWO BIDDERS FOR SUPPLY, DELIVERY AND OFF-LOADING OF MATERIALS AND TOOLS FOR A PERIOD OF THREE YEARS AS AND WHEN REQUIRED

states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
LOCALITY		10		
B-BBEE STATUS LEVEL OF CONTRIBUTOR		10		

DECLARATION WITH REGARD TO COMPANY/FIRM

- 4.3. Name of company/firm.....
- 4.4. Company registration number:
- 4.5. TYPE OF COMPANY/ FIRM

APPOINTMENT OF TWO BIDDERS FOR SUPPLY, DELIVERY AND OFF-LOADING OF MATERIALS AND TOOLS FOR A PERIOD OF THREE YEARS AS AND WHEN REQUIRED

- ☐ Partnership/Joint Venture / Consortium
 - ☐ One-person business/sole propriety
 - ☐ Close corporation
 - ☐ Public Company
 - ☐ Personal Liability Company
 - ☐ (Pty) Limited
 - ☐ Non-Profit Company
 - ☐ State Owned Company
- [TICK APPLICABLE BOX]

- 4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:
- i) The information furnished is true and correct;
 - ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
 - iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
 - iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;

APPOINTMENT OF TWO BIDDERS FOR SUPPLY, DELIVERY AND OFF-LOADING OF MATERIALS AND TOOLS FOR A PERIOD OF THREE YEARS AS AND WHEN REQUIRED

- (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution, if deemed necessary.

..... SIGNATURE(S) OF TENDERER(S)	
SURNAME AND NAME:	
DATE:	
ADDRESS:	
	
	
	

APPOINTMENT OF TWO BIDDERS FOR SUPPLY, DELIVERY AND OFF-LOADING OF MATERIALS AND TOOLS FOR A PERIOD OF THREE YEARS AS AND WHEN REQUIRED

SECTION 1.10: MUNICIPAL RATES AND SERVICES

Names of Directors/Partners/Senior Managers	Physical residential address of the Director/Partner/Senior Manager	Residential Municipal Account number(s)	Name of Municipality

NB: Please attach copy/copies of Municipal Account(s)

DECLARATION

I, THE UNDERSIGNED (NAME)

**CERTIFY THAT THE INFORMATION FURNISHED ABOVE IS CORRECT. I ACCEPT THAT
THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.**

.....

APPOINTMENT OF TWO BIDDERS FOR SUPPLY, DELIVERY AND OFF-LOADING OF MATERIALS
AND TOOLS FOR A PERIOD OF THREE YEARS AS AND WHEN REQUIRED

Signature

Date

.....
Position

.....
Name of Bidder

APPOINTMENT OF TWO BIDDERS FOR SUPPLY, DELIVERY AND OFF-LOADING OF MATERIALS
AND TOOLS FOR A PERIOD OF THREE YEARS AS AND WHEN REQUIRED

SECTION 1.11: AUTHORITY FOR SIGNATORY

We, the undersigned, hereby authorize Mr / Mrs
acting in his/her capacity as of the business trading as
..... to sign all documentation in connection with Tender
.....

NAME OF MEMBERS / DIRECTORS	SIGNATURE	DATE

Note: If bidders attached a copy of their Authorised Signatory is it not necessary to complete this form.

SECTION 1.12: MBD 8: DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

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

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

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

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

CERTIFICATION

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

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

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

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SECTION 1.13: MBD 9: CERTIFICATE OF INDEPENDENT BID DETERMINATION

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

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

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods

and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Municipality / Municipal Entity)

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

:_____that :

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;

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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.

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9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

SECTION 1.14: CHECKLIST TO TENDER DOCUMENT

Please confirm if all the following required documentation are attached to your tender document **(to be completed by the Bidder)**:

Nr	Description	Tender document (YES/NO)	Comments
1.	Tax Compliance Status Pin		
2.	Valid original OR a certified copy of B-BBEE certificate or sworn affidavit as per legislation		
4.	Copy of the latest (month prior to tender closure) <u>Municipal Accounts</u> of the following:		
	- Business		
	- Directors/Members/Owners of the Business		
	OR		
	Copy of the <u>Lease Agreements</u> or <u>Rental Statement</u> of the following:		
	- Business		
	- Directors/Members/Owners of the Business		
6.	Required documentation as per special conditions of contract and/or specifications.		
7.	MBD 3.1 is completed with the required information		
8.	MBD 4 is completed with the required information		
9.	MBD 6.1 is completed with the required information		
10.	MBD 8 is completed with the required information		
11.	MBD 9 is completed with the required information		

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12.	Authorised Signatory completed OR resolution attached		
13.	All required sections <u>completed and signed</u> by the Authorised Signatory		

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