

SASSA: 05-25-ICT-FS

INVITATION TO BID

THE SOUTH AFRICAN SOCIAL SECURITY AGENCY HEREBY INVITES PROPOSALS FOR THE PROCUREMENT OF QUEUE MANAGEMENT SYSTEM AND SELF- SERVICE KIOSK FOR FREE STATE REGION

PROPOSALS MUST BE DEPOSITED IN THE BID HELD BOX SITUATED AT:

: SASSA House Iustitia Building (Ground Floor),
Cnr St Andrews and Aliwal Street,
Bloemfontein
9300

Date of publication : **21 November 2025**
CLOSING DATE : **16 January 2026**
TIME : **11:00**

TECHNICAL ENQUIRIES CAN BE DIRECTED TO:

CONTACT : **Mr Tshenolo Breadwin Makgetla - 051 410 8422**
Email : **BreadwinM@sassa.gov.za**

SUPPLY CHAIN MANAGEMENT ENQUIRIES CAN BE DIRECTED TO:

CONTACT : **Ms Gift Ziyeka – 051 410 8407**
Email : **GiftZ@sassa.gov.za**

WHERE DOCUMENTS BID CAN BE OBTAINED:

<https://etenders.treasury.gov.za>
<https://etenders.treasury.gov.za/>
<http://www.sassa.gov.za>

Stamp Out Social Grants Fraud and Corruption
Call 0800 60 10 11/ 0800 701 701



*[paying the right social grant, to the right person,
at the right time and place. N/A!O!]*

South African Social Security Agency
Limpopo Region

43 Landros Mare Street • Polokwane 0699
Private Bag X9677 • Polokwane 0700
Tel: +27 15 291 7400 • Fax: +27 15 291 7996
www.sassa.gov.za

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: SASSA: 05-25-ICT-FS
Closing Time 11:00	Closing date: 16 January 2026

OFFER TO BE VALID FOR...**90**...DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
		THE PROCUREMENT OF QUEUE MANAGEMENT SYSTEM AND SELF- SERVICE KIOSK FOR FREE STATE REGION	R

- Required by:SASSA.....
- At: SASSA House Iustitia Building (Ground Floor),
Cnr St Andrews and Aliwal Street,
Bloemfontein
9300
- 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

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SASSA FREE STATE					
BID NUMBER:	SASSA: 05-25-ICT-FS	CLOSING DATE:	16 January 2026	CLOSING TIME:	11:00
DESCRIPTION	THE SOUTH AFRICAN SOCIAL SECURITY AGENCY HEREBY INVITES PROPOSALS FOR THE PROCUREMENT OF QUEUE MANAGEMENT SYSTEM AND SELF- SERVICE KIOSK FOR FREE STATE REGION				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
SASSA HOUSE FREE STATE REGIONAL OFFICE, IUSTITIA BUILDING, GROUND FLOOR, CNR ST ANDREWS AND ALIWAL STREET, BLOEMFONTEIN					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	MS GIFT ZIYEKA		CONTACT PERSON	MR BREADWIN MAKGETLA	
TELEPHONE NUMBER	051 410 8407		TELEPHONE NUMBER	051 410 8595	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	GiftZ@sassa.gov.za		E-MAIL ADDRESS	BreadwinM@sassa.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:

.....

STANDARD BIDDING DOCUMENT (SBD) 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

- 1.1** Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.
- 1.2** Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. BIDDER'S DECLARATION

- 2.1** Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES / NO**
- 2.1.1** If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

STANDARD BIDDING DOCUMENT (SBD) 4

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....

.....

.....

.....

.....

.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....

.....

.....

.....

.....

3. DECLARATION

I, the undersigned, (name) in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

3.1 I have read and I understand the contents of this disclosure;

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

STANDARD BIDDING DOCUMENT (SBD) 4

- 3.3 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 consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5 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.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7 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

² 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.

STANDARD BIDDING DOCUMENT (SBD) 4

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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....	
Signature	Date
.....	
Position	Name of bidder

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

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

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

1. GENERAL CONDITIONS

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

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

1.2 **To be completed by the organ of state**

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

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

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

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

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

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

2. DEFINITIONS

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

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

80/20	or	90/10	
$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$	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	
$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$	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 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 (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE Status Level 1 - 2 contributor with at least 51% black women ownership	20	
B-BBEE Status Level 3 - 4 contributor with at least 51% women ownership	18	
B-BBEE Status Level 1 - 2 contributor with at least 51% black youth or disabled ownership	16	
B-BBEE Status Level 1 - 2 contributor	14	
B-BBEE Status Level 3 - 8 contributor with at least 51% youth or disabled ownership	12	
B-BBEE Status Level 3 - 4 contributor	8	
B-BBEE Status Level 5 - 8 contributor	4	
Others (Non-Compliant)	0	

Returnable document to claim points	Please tick below for the attached document
1. B-BBEE Certificate	
2. Sworn Affidavit (EME or QSE)	
3. CSD registration number	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

i) The information furnished is true and correct; ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

- (a) disqualify the person from the tendering process;
- (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution, if deemed necessary.

.....

SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

.....

.....

LOCAL CONTENT DECLARATION DOCUMENT

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the South African Bureau of Standards (SABS) approved technical specification number SANS 1286:2017 and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SANS 1286: 2017 as follows:

$$LC = [1 - x / y] * 100$$

Where x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as indicated in paragraph 4.1 below.

The SABS approved technical specification number SANS 1286:2017 is accessible on <http://www.thedtic.gov.za/sectors-and-services-2/industrialdevelopment/industrial-procurement/> at no cost.

2. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SANS 1286:2011) for this bid is/are as follows:

Item No.	Description of services, works or goods	Stipulated minimum threshold
1.	Office desk	90%

3. Does any portion of the goods or services offered have any imported content?

(Tick applicable box)

YES	☐	NO	☐
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- 3.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.reservebank.co.za



Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

- Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dtic must be informed accordingly in order for the dtic to verify and in consultation with the AO/AA provide directives in this regard.

LOCAL CONTENT DECLARATION
(REFER TO ANNEX B OF SATS 1286:2011)

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID NO..... SASSA: 05-25-ICT-FS.....

ISSUED BY: (Procurement Authority / Name of Institution): SASSA

NB

- The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.
- Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on <http://www.thedtic.gov.za/sectors-and-services-2/industrial-development/industrial-procurement/> Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a

period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),
do hereby declare, in my capacity as
of (name of bidder
entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
 - (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SANS 1286:2017; and
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SANS 1286:2017, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	90%
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.

The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

- (d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SANS 1286:2017.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SANS 1286:2017.

SIGNATURE: _____

DATE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____

THE NATIONAL TREASURY

Republic of South Africa



GOVERNMENT PROCUREMENT: GENERAL CONDITIONS OF CONTRACT

July 2010

GOVERNMENT PROCUREMENT
GENERAL CONDITIONS OF CONTRACT
July 2010

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

TABLE OF CLAUSES

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information; inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
9. Packing
10. Delivery and documents
11. Insurance
12. Transportation
13. Incidental services
14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Contract amendments
19. Assignment
20. Subcontracts
21. Delays in the supplier's performance
22. Penalties
23. Termination for default
24. Dumping and countervailing duties
25. Force Majeure
26. Termination for insolvency
27. Settlement of disputes
28. Limitation of liability
29. Governing language
30. Applicable law
31. Notices
32. Taxes and duties
33. National Industrial Participation Programme (NIPP)
34. Prohibition of restrictive practices

General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:
 - 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
 - 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
 - 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
 - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
 - 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
 - 1.7 "Day" means calendar day.
 - 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
 - 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
 - 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
 - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the

RSA.

- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such

obligations of the supplier covered under the contract.

- 1.25 "Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.

2. Application

- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

3. General

- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za

4. Standards

- 4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

5. Use of contract documents and information; inspection.

- 5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patent rights

- 6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

7. Performance security

- 7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

8. Inspections, tests and analyses

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or

analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2 Documents to be submitted by the supplier are specified in SCC.

11. Insurance

- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

13. Incidental services

- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
 - (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
 - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;

- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take

such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment

- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated in SCC.

17. Prices

- 17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

18. Contract amendments

- 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

19. Assignment

- 19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20. Subcontracts

- 20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

21. Delays in the supplier's performance

- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the

supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.

21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any

person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

- (i) the name and address of the supplier and / or person restricted by the purchaser;
- (ii) the date of commencement of the restriction
- (iii) the period of restriction; and
- (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Anti-dumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which

may be due to him

**25. Force
Majeure**

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

**26. Termination
for insolvency**

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

**27. Settlement of
Disputes**

27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.

27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.

27.5 Notwithstanding any reference to mediation and/or court proceedings herein,

- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
- (b) the purchaser shall pay the supplier any monies due the supplier.

**28. Limitation of
liability**

28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;

- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

- (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.
- 29. Governing language** 29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
- 30. Applicable law** 30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
- 31. Notices** 31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
- 31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.
- 32. Taxes and duties** 32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.
- 33. National Industrial Participation (NIP) Programme** 33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.
- 34 Prohibition of Restrictive practices** 34.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).
- 34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

- 34.3 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

Js General Conditions of Contract (revised July 2010)



Bidder Initials



sassa

SOUTH AFRICAN SOCIAL SECURITY AGENCY

**TERMS OF REFERENCE FOR THE SUPPLY,
DELIVERY, AND INSTALLATION OF
QUEUE MANAGEMENT SYSTEMS AND
SELF-SERVICE KIOSKS FOR IDENTIFIED
SITES IN THE FREE STATE REGION**

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Bidder Initials

1. OBJECTIVE

To ensure that all offices have ICT infrastructure, Queue Management Systems and Kiosk for effective service delivery.

2. BACKGROUND

Some of SASSA local offices do not have Queue Management Systems and Kiosk that comply with the SASSA ICT norms and standard. The staff is using a manual queue management process at the local offices daily.

ICT in the region has conducted sites assessment and determined the offices that need Queue Management Systems and Kiosk services to improve service delivery.

It is for these reasons that the need for Queue Management Systems and Kiosk to the local offices must be prioritized in this financial year 2025/26.

3. PROCUREMENT METHOD

The preferred procurement method for the supply, delivery, and installation of Queue Management Systems and Self-Service Kiosks shall be an open tender process.

The following local offices have been identified for the supply, delivery, and installation of Self-Service Kiosks:

Site	Location
Senekal	2906 Johnstone Street, Matwabeng, Senekal
Ladybrand	2104 Mamatieng drive, Manyatseng, Ladybrand
Thabong	Boitumelo Mall Junction, 11190 Nkoane Rd, Thabong, Welkom
Sasolburg	10 NJ van der Merwe Street, Sasolburg
QwaQwa	Old Post Office Building, De Beeld Road, QwaQwa
Smithfield	24 Church Street, Smithfield
Welkom	Cnr. Jan Hofmeyer & Koppie Alleen Street, Welkom
Bloemfontein	Cnr. Aliwal and Saint Andrews Street, Bloemfontein

R.O.M



Bidder Initials

The following local offices have been identified for the supply, delivery, and installation of Queue Management Systems:

Site	Location
Senekal	2906 Johnstone Street, Matwabeng, Senekal
Ladybrand	2104 Mamatleng drive, Manyatseng, Ladybrand
Thabong	Boitumelo Mall Junction, 11190 Nkoane Rd, Thabong, Welkom

4. EVALUATION CRITERIA

Bid proposals shall be evaluated in accordance with the 80/20 preference point system, as prescribed in the Preferential Procurement Regulations of 2022. The evaluation process will be conducted through the following phases:

- Phase 1 – Mandatory requirement
- Phase 2 – Administrative compliance
- Phase 3 – Price and specific goals

PHASE 1: Mandatory requirement

1. The bidder must provide five (5) reference letters from the previous clients for the similar services provided. (e.g. ICT infrastructure rollout, Queue Management Systems, Kiosk Services, etc). The reference letters must be for the project successfully completed and not be older than six (6) years from the date of the advertisement of the bid.
2. The bidder must submit CVs with names of technical resources that are certified to deploy/ install 3Com / HP / Krone / Cisco networking infrastructure, Queue Management Systems, Kiosk Services, etc, accompanied by proof of certification or authorization from 3Com / HP / Krone / Cisco. The technical resources must possess five (5) or more years' experience in the industry.

NB: Failure to satisfy the above mandatory requirements shall invalidate the bid.

PHASE 2: ADMINISTRATION COMPLIANCE

During this phase, bid submissions will be reviewed to verify compliance with all standard bidding documentation. All required documents must be duly signed by an authorized representative of the bidding entity.

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1. Fully completed and signed SBD forms by the bidder(s):
 - SBD 1 – Invitation to Bid
 - SBD 3.1 - Pricing Schedule (Firm Prices)
 - SBD 4 – Bidders disclosure
 - SBD 6.1 – Preference Points Claim Form in terms of the Preferential Procurement Regulation 2022. Bidders must complete and submit SBD 6.1 to claim preference points. The form must be supported by:
 - A Valid B-BBEE Status Level verification Certificate issued by SANAS- accredited verification agency, or
 - A sworn affidavit signed by commissioner of Oaths applicable to EMEs and QSEs.In case of a trust, consortium or joint venture, a consolidated B-BBEE status level Verification Certification must be submitted.
 - SBD 6.2 - The Declaration Certificate for Local Production and Content together with:
 - Annexures C (Local content Declaration: Summary Schedule) must be fully completed and submitted with SBD 6.2.
 - Annexures D (Imported Content Declaration: supporting Schedule to annexure C) and
 - Annexures E (Local Content Declaration: supporting Schedule to annexure C) must be fully completed and duly signed and submitted by the bidder at the closing date and time of the bid.
 - The stipulated minimum threshold percentage for local production and content for the Office desk is 90%
 - *Bidders may be disqualified for Local Content if the declaration certificate and the Annexure C (Local Content Declaration: summary Schedule) are not submitted as part of the bid documentation.*
2. Bidders must submit their quotations on the company letterhead, dated and signed with physical address, contact details, description of goods and services as per terms of reference, cost breakdown, where items are concerned, total price inclusive of VAT (where applicable), VAT registration number (where applicable) and company registration number.
3. The letter of authority to sign the bid documents for the entity must be fully completed and attached to the bid documents.
4. CSD Registration report to serve as proof of registration with National Treasury Central Supplier Database (CSD).
5. Certified company registration documents with Company intellectual Property Commission (CIPC) accompanied by the director's share certificate.
6. Certified copy of company director/(s) identification document.

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Bidder Initials

7. The certification of documents must not be older than six (06) months at the time of the closing date of the bid.

NB! Bidders must submit Price Schedule as per site as well as a Quotation on the company letter head. Failure to submit, complete and sign the above-mentioned documents shall result in disqualification.

PHASE 3: PRICE AND SPECIFIC GOALS

Preference points claimed by bidders shall be calculated and added to the points scored for price. In accordance with Regulation 5 of the Preferential Procurement Regulations, issued under the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000), responsive bids will be evaluated by the State on the basis of the 80/20 preference point system for Broad-Based Black Economic Empowerment (B-BBEE). Under this system, preference points are awarded to bidders based on the following criteria:

	POINTS
PRICE	80
SPECIFIC GOALS	20
TOTAL POINTS FOR PRICE AND SPECIFIC GOALS	100

The following formula will be used to calculate the points for the price in respect of bidders with Rand value up to R 50 000 000:

80/20

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable bid

Calculating of points for B-BBEE status level of contribution

R. O. M.

[Signature]

Bidder Initials

Points will be awarded to a bidder for specific goals in accordance with the table below:

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

	Number of points allocated (80/20 system) (To be completed by the organ of state)	
B-BBEE Status Level 4 - 2 contributor with at least 50% black women ownership	20	
B-BBEE Status Level 3 - 4 contributor with at least 50% black women ownership	18	
B-BBEE Status Level 1 - 2 contributor with at least 50% black youth or disabled ownership	16	
B-BBEE Status Level 1 - 2 contributor	14	
B-BBEE Status Level 3 - 4 contributor with at least 50% youth or disabled ownership	12	
B-BBEE Status Level 3 - 4 contributor	8	
B-BBEE Status Level 5 - 8 contributor	4	
Others (new to 2015)	0	

Returnable documents to claim points	Please tick below for the attached document
1. Original B-BBEE Certificate	
2. Sworn Affidavit (EME or QSE)	
3. CSD registration number	

- NB: Failure to submit Original and valid B-BBEE Status level Verification Certificates or certified Copies thereof / Sworn Affidavit signed by the

R.O.M 

Bidder Initials

Commissioner of Oaths will be interpreted to mean that preference points for BBEE status level of contribution are not claimed.

- Proof of Medical report from a registered Medical Practitioner confirming disability status when claiming points based on disability.

4. Bid Enquiries

All enquiries, questions and requests for clarification that may arise in relation to this Bid is to be done in writing and addressed to the **SASSA SCM** contact person listed in the *Invitation to Bid*.

It is important to note that all Queries/Questions need to:

- Ensure that you add the **Bid Reference Number**: in the Subject Line of your Bid proposal
- The companies name, contact and telephone number is clearly stated
- The queries/questions is clear and concise
- Where applicable, reference be made to specific points within this Bid
- All queries/questions to be made before the **Closing date and time** as stated in the *Invitation to Bid*. It should also allow for reasonable time for SASSA to respond to such queries/question. Submitting of queries/questions on the date of Closure will not result in the extension of the Bid closing date and time.

5. TECHNICAL SPECIFICATION

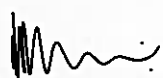
5.1 Specification for Queue Management Systems and Kiosk Services

- 5.1.1 Senekal (Annexure A)
- 5.1.2 Ladybrand (Annexure B)
- 5.1.3 Thabong (Annexure C)

5.2 Specification for Kiosk Services

- 5.2.1 Sasolburg (Annexure D)
- 5.2.2 QwaQwa (Annexure E)
- 5.2.3 Smithfield (Annexure F)
- 5.2.4 Welkom (Annexure G)
- 5.2.5 Bloemfontein (Annexure H)

R.O.M



Bidder Initials

6. SUBMISSION BIDS

All responses must be sealed and clearly marked as follows:

Name of Bidder

Bid Reference Number:

Responses must be addressed as follows:

SASSA House

Iustitia Building

St Andrews & Aliwal Street

Bloemfontein

9300

Responses to be directly inserted into the **Tender Box** located at the above-mentioned office.

The Agency shall not be held accountable, nor will it consider any entries where Bid Documents were not directly inserted into the **Tender Box** before the closing date and time, instead it was handed over to an individual.

7. PROJECT CO-ORDINATION ARRANGEMENTS

The Information Communication and Technology Unit, based at SASSA Free State House shall be responsible for the coordination of this project. The physical address is as follows:

Free State Regional Office

Iustitia Building

Corner St Andrew and Aliwal Street

Bloemfontein

9300

8. ENQUIRIES

Technical enquiries may be directed to:

Project Manager

- Name & Surname **Mr. Robert Matlhoko**
- E-mail Address **RobertMa@sassa.gov.za**
- Contact **(051) 410 8522**

Technical Advisor

- Name & Surname **Mr. Breadwin Makgetla**
- E-mail Address **BreadwinM@sassa.gov.za**
- Contact **(051) 410 8422**

Bidder Initials

Supply Chain Management

- Name & Surname Ms. Gift Ziyeka
- E-mail Address giftz@sassa.gov.za
- Contact (051) 410 8407

A handwritten signature in black ink, appearing to be 'R. Ziyeka', followed by a series of vertical wavy lines.

Annexure A

SPECIFICATION AND PRICING SCHEDULE

For

Queue Management System

And

Kiosk Installation

For

Senekal Local Office



sassa

SOUTH AFRICAN SOCIAL SECURITY AGENCY

SECTION 1 - DETAILED SPECIFICATIONS AND REQUIREMENT**1. Supply of Hardware and/or Software**

Description	Quantity	Price
55-inch Smart TV	2	R _____
Wall TV Mount brackets (swing arm) Example: 	2	R _____
Barcode label printer (See Appendix A for Specification) 	1	R _____
AIO - Workstation (See Appendix B for Specification) 	2	R _____

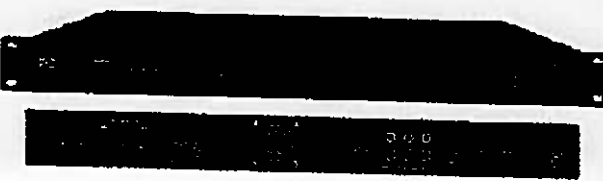
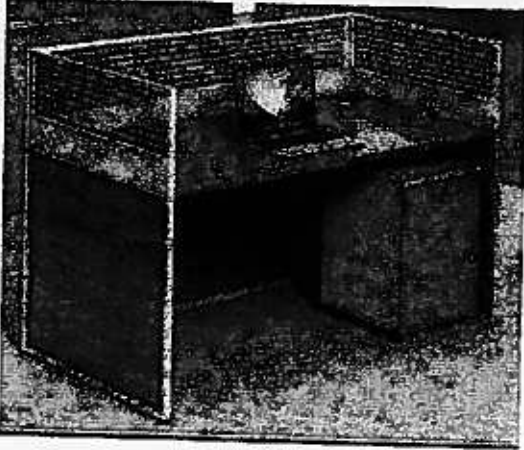


ANNEXURE A

Multifunctional Printer (Appendix C for Specification) Example: 	1	R _____
Multi-Plugs with protected power surge 2 x 3 meter (include two point/pin plug connection) 2 x 5 meter (include two point/pin plug connection) 2 x 15 meter Example: - trunking to be installed were necessary (Not on movable assets) 	6	R _____
3 Meters HDMI cables Include HDMI extender where necessary for improved display quality.  Example:	3	R _____
Ceiling speakers: Alfatron ALFC-606 with backbox or Equivalent  	3	R _____



ANNEXURE A

ITC T-B500DTS Amplifier 	1	R _____
5 ports HDMI splitter (1 for PC and 2 for TVs) 	2	R _____
20 Meter HDMI Fiber Optic Cable 	3	R _____
Self-Service: Portable/Desk: 1600x750x750mm with cable hole for Computer and printer (LxWxH) Example: (without drawers, only need the desk) 	1	R _____



2. Site Details

2.1. The Bidder will be expected to supply, install QMS and Kiosk equipment at the following Physical/Destination Address

Office	Address
Senekal	2906 Johnstone Street, Matwabeng, Senekal

3. MANDATORY REQUIREMENTS FOR BID ACCEPTANCE

- 3.1. The Specification Document must accompany the bid documents.
- 3.2. The pricing must be entered into the Pricing Column, for each item, of the Specification Document.
- 3.3. Suppliers must show in their bid the quantity as indicated by the Specification Document, the unit price and the total price. All prices to include VAT.
- 3.4. Ensure that the brand name and model name is displayed on the bid.
- 3.5. The price / amount on the Specification Document must be the same as the price on the bid.
- 3.6. Each page of the Specification Document must be initialled (on the spaces provided) to show that the page has been seen, understood and accepted.

By initialising the pages, the supplier acknowledges and confirms that the specifications of the model that is bid is exactly as specified in the Specification Document.

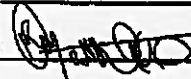
- 3.7. A bid will not be accepted if any of the line items above deviate from the specifications or are left out of the bid. The above specifications are the **MINIMUM REQUIREMENTS**; the quote can be above this specification, but not below.

4. SECTION 2 - APPROVAL

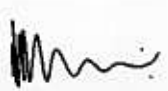
This specification, having been reviewed and acknowledged as being correct based on the information provided, is hereby approved for submission by the following duly authorised SASSA official.

Name of Representative : Robert Matlhoko

Designation : Acting General Manager: Corporate Services

Signature : 

Date : 10/11/2025



Annexure B

SPECIFICATION AND PRICING SCHEDULE

For
Queue Management System
And
Kiosk Installation

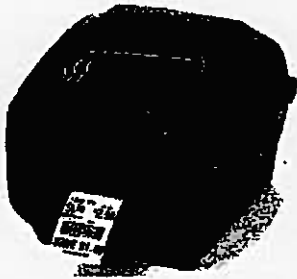
For
Ladybrand Local Office

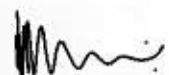


sassa

SOUTH AFRICAN SOCIAL SECURITY AGENCY

SECTION 1 – DETAILED SPECIFICATIONS AND REQUIREMENT**1. Supply of Hardware and/or Software**

Description	Quantity	Price
55-Inch Smart TV	1	R _____
Wall TV Mount brackets (swing arm) Example: 	1	R _____
Barcode label printer (See Appendix A for Specification) 	1	R _____
AIO – Workstation (See Appendix B for Specification) 	2 x AIO workstation	R _____

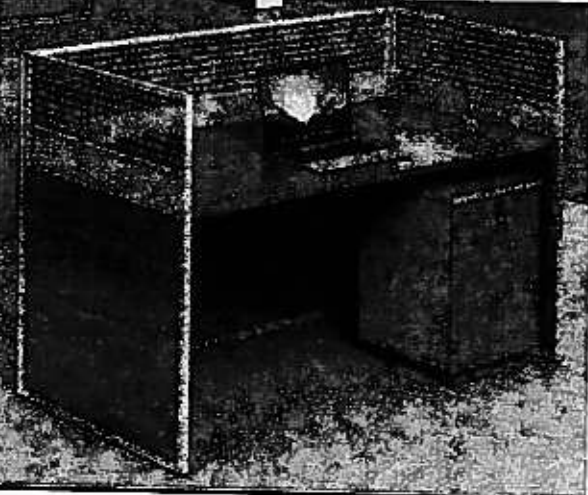


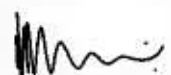
ANNEXURE B

Multifunctional Printer (Appendix C for Specification) Example: 	1	R _____
Multi-Plugs with protected power surge 2 x 3 meter (include two point/pin plug connection) 2 x 5 meter (include two point/pin plug connection) x 15 meter Example: - trunking to be installed were necessary (Not on movable assets) 	5	R _____
3 meters HDMI cables Include HDMI extender where necessary for improved display quality.  Example:	2	R _____
Ceiling speakers: Alfatron ALFC-606 with backbox or Equivalent  	1	R _____



ANNEXURE B

ITC T-B500DTS Amplifier 	1	R _____
5 ports HDMI splitter (1 for PC and 2 for TVs) 	1	R _____
20 HDMI Fiber Optic Cable 	1	R _____
<u>Self-Service: Portable/Desk: 1600x750x750mm with cable hole for Computer and printer (LxWxH)</u> <u>Example: (without drawers, only need the desk)</u> 	1	R _____



2. Site Details

2.1. The Bidder will be expected to supply, install QMS and Kiosk equipment at the following Physical/Destination Address

Office	Address
Ladybrand	2104 Mamatleng drive, Mantatseng, Ladybrand

3. MANDATORY REQUIREMENTS FOR BID ACCEPTANCE

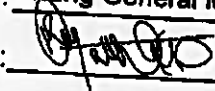
- 3.1. The Specification Document must accompany the bid documents.
- 3.2. The pricing must be entered into the Pricing Column, for each item, of the Specification Document.
- 3.3. Suppliers must show in their bid the quantity as indicated by the Specification Document, the unit price and the total price. All prices to include VAT.
- 3.4. Ensure that the brand name and model name is displayed on the bid.
- 3.5. The price / amount on the Specification Document must be the same as the price on the bid.
- 3.6. Each page of the Specification Document must be initialled (on the spaces provided) to show that the page has been seen, understood and accepted.
- By initialising the pages, the supplier acknowledges and confirms that the specifications of the model that is bid is exactly as specified in the Specification Document.
- 3.7. A bid will not be accepted if any of the line items above deviate from the specifications or are left out of the bid. The above specifications are the **MINIMUM REQUIREMENTS**; the quote can be above this specification, but not below.

4. SECTION 2 - APPROVAL

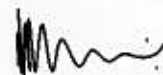
This specification, having been reviewed and acknowledged as being correct based on the information provided, is hereby approved for submission by the following duly authorised SASSA official.

Name of Representative : Robert Matlhoko

Designation : Acting General Manager: Corporate Services

Signature : 

Date : 10/11/2025



Annexure C

SPECIFICATION AND PRICING SCHEDULE

For

Queue Management System

And

Kiosk Installation

For

Thabong Local Office



sassa

SOUTH AFRICAN SOCIAL SECURITY AGENCY

SECTION 1 - DETAILED SPECIFICATIONS AND REQUIREMENT**1. Supply of Hardware and/or Software**

<u>Description</u>	<u>Quantity</u>	<u>Price</u>
55-inch Smart TV	2	R _____
Mobile TV Stand Heavy Duty TV Cart Stand for 32"-70" with Screens Height Adjustable Ultra Stable TV Trolley Example: 	2	R _____
Barcode label printer (See Appendix A for Specification) 	1	R _____

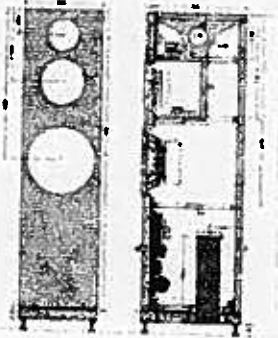
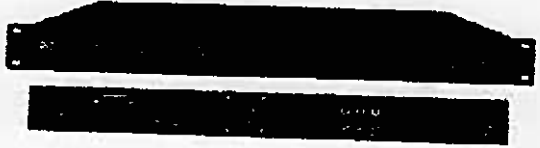


ANNEXURE C

AIO – Workstation (See Appendix B for Specification) 	2	R _____
Multifunctional Printer (Appendix C for Specification) Example: 	1	R _____
Multi-Plugs with protected power surge 2 x 3 meter (Include two point/pin plug connection) 2 x 5 meter (include two point/pin plug connection) 2 x 15 meter Example: - trunking to be installed were necessary (Not on movable assets) 	6	R _____
3 Meters HDMI cables Include HDMI extender where necessary for improved display quality. 	3	R _____

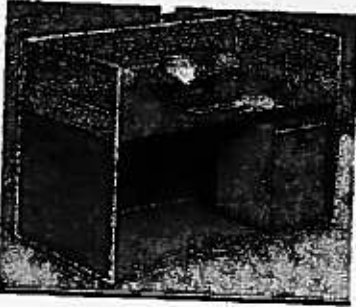


ANNEXURE C

Ceiling speakers: Alfatron ALFC-606 with backbox or Equivalent 	2	R _____
Customized tall speaker box for each ceiling speaker 	2	R _____
ITC T-B500DTS Amplifier 	1	R _____
5 ports HDMI splitter (1 for PC and 2 for TVs) 	2	R _____
20 Meter HDMI Fiber Optic Cable	3	R _____



ANNEXURE C

		
<u>Self-Service: Portable/Desk: 1600x750x750mm with cable hole for Computer and printer (LxWxH)</u> <u>Example: (without drawers, only need the desk)</u> 	1	R _____

2. Site Details

2.1. The Bidder will be expected to supply, install QMS and Kiosk equipment at the following Physical/Destination Address

Office	Address
Thabong	Boitumelo Mall Junction, 11190 Nkoane Rd, Thabong, Welkom

3. MANDATORY REQUIREMENTS FOR BID ACCEPTANCE

- 3.1. The Specification Document must accompany the bid documents.
- 3.2. The pricing must be entered into the Pricing Column, for each item, of the Specification Document.
- 3.3. Suppliers must show in their bid the quantity as indicated by the Specification Document, the unit price and the total price. All prices to include VAT.
- 3.4. Ensure that the brand name and model name is displayed on the bid.
- 3.5. The price / amount on the Specification Document must be the same as the price on the bid.



ANNEXURE C

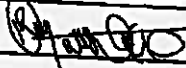
3.6. Each page of the Specification Document must be initialled (on the spaces provided) to show that the page has been seen, understood and accepted.

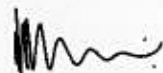
By initialising the pages, the supplier acknowledges and confirms that the specifications of the model that is bid is exactly as specified in the Specification Document.

3.7. A bid will not be accepted if any of the line items above deviate from the specifications or are left out of the bid. The above specifications are the **MINIMUM REQUIREMENTS**; the quote can be above this specification, but not below.

4. SECTION 2 - APPROVAL

This specification, having been reviewed and acknowledged as being correct based on the information provided, is hereby approved for submission by the following duly authorised SASSA official.

Name of Representative : Robert Matihoko
Designation : Acting General Manager: Corporate Services
Signature : 
Date : 10/11/2025



Annexure D

SPECIFICATION AND PRICING SCHEDULE

For

**Supply, Delivery and
Installation for
Kiosk**

For

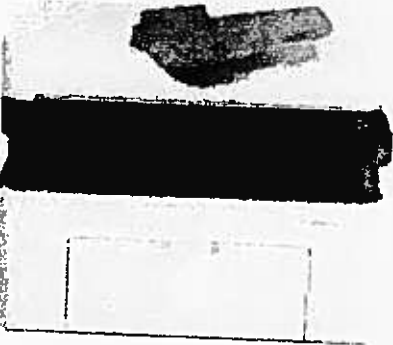
Sasolburg



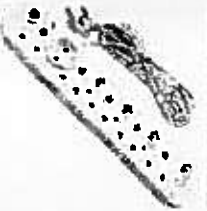
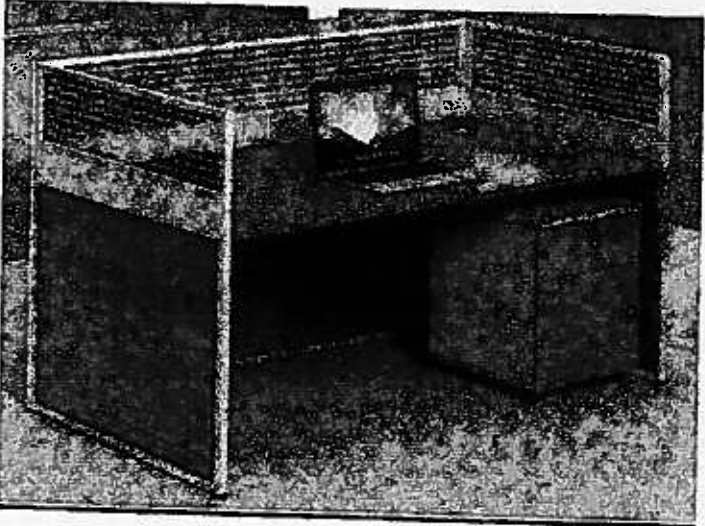
sassa

SOUTH AFRICAN SOCIAL SECURITY AGENCY

SECTION 1 – DETAILED SPECIFICATIONS AND REQUIREMENT**1. Supply and Installation of Hardware and/or Software**

Description	Quantity	Price
Barcode label printer (See Appendix A for Specification) 	1	R _____
AIO – Workstation (See Appendix B for Specification) 	1	R _____
Multifunction Printer (Appendix C for Specification) Example: 	1	R _____

ANNEXURE D

<u>Multi-Plugs with protected power surge</u> 3 meter (include two point/pin plug connection) Example: - trunking to be installed were necessary (Not on movable assets) 	1	R _____
<u>Self-Service: Portable/Desk: 1600x750x750mm with cable hole for Computer and printer (LxWxH)</u> Example: (without drawers, only need the desk) 	1	R _____

2. Site Details

2.1. The Bidder will be expected to supply, install Kiosk equipment at the following Physical/Destination Address

Office	Address
Sasolburg	10 NJ van der Merwe Street, Sasolburg

3. MANDATORY REQUIREMENTS FOR BID ACCEPTANCE

- 3.1. The Specification Document must accompany the bid documents.
- 3.2. The pricing must be entered into the Pricing Column, for each item, of the Specification Document.
- 3.3. Suppliers must show in their bid the quantity as indicated by the Specification Document, the unit price and the total price. All prices to include VAT.
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By initialising the pages, the supplier acknowledges and confirms that the specifications of the model that is bid is exactly as specified in the Specification Document.
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4. SECTION 2 - APPROVAL

This specification, having been reviewed and acknowledged as being correct based on the information provided, is hereby approved for submission by the following duly authorised SASSA official.

Name of Representative : ROBERT MATHEWS
 Designation : ACTING COM: CS
 Signature : (Signature)
 Date : 10/11/2025

(Handwritten mark)

Annexure E

SPECIFICATION AND PRICING SCHEDULE

For

**Supply, Delivery and
Installation for**

Kiosk

For

QwaQwa

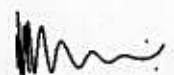


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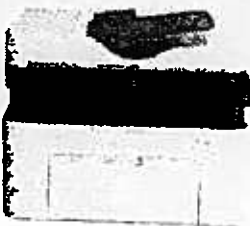
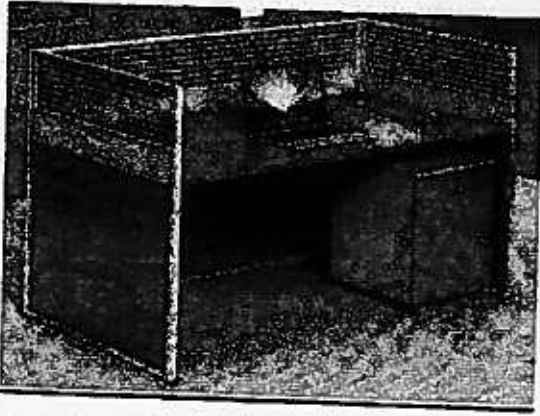
SOUTH AFRICAN SOCIAL SECURITY AGENCY

SECTION 1 – DETAILED SPECIFICATIONS AND REQUIREMENT**1. Supply and Installation of Hardware and/or Software**

<u>Description</u>	<u>Quantity</u>	<u>Price</u>
55-inch Smart TV (TV must replace the faulty TV on the wall and needs to be installed) 	1	R _____
Barcode label printer (See Appendix A for Specification) 	1	R _____
AIO – Workstation (See Appendix B for Specification) 	1	R _____



Annexure E

Multifunctional Printer (Appendix C for Specification) Example: 	1	R _____
Multi-Plugs with protected power surge 3 meter (include two point/pin plug connection) Example: - trunking to be installed were necessary (Not on movable assets) 	2	R _____
Self-Service: Portable/Desk: 1600x750x750mm with cable hole for Computer and printer (LxWxH) Example: (without drawers, only need the desk) 	1	R _____



2. Site Details

2.1. The Bidder will be expected to supply, install QMS and Kiosk equipment at the following Physical/Destination Address

Office	Address
QwaQwa	Old Post Office Building, De Beeld Road, QwaQwa

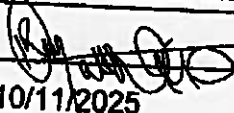
3. MANDATORY REQUIREMENTS FOR BID ACCEPTANCE

- 3.1. The Specification Document must accompany the bid documents.
- 3.2. The pricing must be entered into the Pricing Column, for each item, of the Specification Document.
- 3.3. Suppliers must show in their bid the quantity as indicated by the Specification Document, the unit price and the total price. All prices to include VAT.
- 3.4. Ensure that the brand name and model name is displayed on the bid.
- 3.5. The price / amount on the Specification Document must be the same as the price on the bid.
- 3.6. Each page of the Specification Document must be initialled (on the spaces provided) to show that the page has been seen, understood and accepted.

By initialising the pages, the supplier acknowledges and confirms that the specifications of the model that is bid is exactly as specified in the Specification Document.
- 3.7. A bid will not be accepted if any of the line items above deviate from the specifications or are left out of the bid. The above specifications are the **MINIMUM REQUIREMENTS**; the quote can be above this specification, but not below.

4. SECTION 2 - APPROVAL

This specification, having been reviewed and acknowledged as being correct based on the information provided, is hereby approved for submission by the following duly authorised SASSA official.

Name of Representative : Robert Matlhoko
 Designation : Acting General Manager: Corporate Services
 Signature : 
 Date : 10/11/2025



Annexure F

SPECIFICATION AND PRICING SCHEDULE

For

**Supply, Delivery and
Installation for**

Kiosk

For

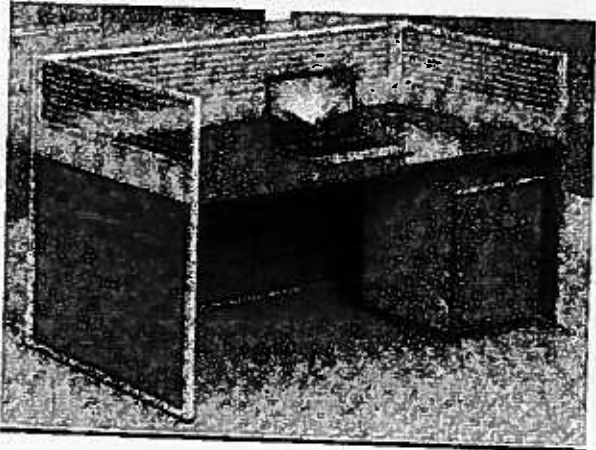
Smithfield



sassa

SOUTH AFRICAN SOCIAL SECURITY AGENCY

ANNEXURE F

Multifunctional Printer (Appendix C for Specification) Example: 	1	R _____
Multi-Plugs with protected power surge 3 meter (include two point/pin plug connection) Example: - trunking to be installed were necessary (Not on movable assets) 	2	R _____
Self-Service: Portable/Desk: 1600x750x750mm with cable hole for Computer and printer (LxWxH) Example: (without drawers, only need the desk) 	1	R _____

2. Site Details

2.1. The Bidder will be expected to supply, install QMS and Kiosk equipment at the following Physical/Destination Address

Office	Address
Smithfield	24 Church street, Smithfield

3. MANDATORY REQUIREMENTS FOR BID ACCEPTANCE

- 3.1. The Specification Document must accompany the bid documents.
- 3.2. The pricing must be entered into the Pricing Column, for each item, of the Specification Document.
- 3.3. Suppliers must show in their bid the quantity as indicated by the Specification Document, the unit price and the total price. All prices to include VAT.
- 3.4. Ensure that the brand name and model name is displayed on the bid.
- 3.5. The price / amount on the Specification Document must be the same as the price on the bid.
- 3.6. Each page of the Specification Document must be initialled (on the spaces provided) to show that the page has been seen, understood and accepted.

By initialising the pages, the supplier acknowledges and confirms that the specifications of the model that is bid is exactly as specified in the Specification Document.
- 3.7. A bid will not be accepted if any of the line items above deviate from the specifications or are left out of the bid. The above specifications are the **MINIMUM REQUIREMENTS**; the quote can be above this specification, but not below.

4. SECTION 2 - APPROVAL

This specification, having been reviewed and acknowledged as being correct based on the information provided, is hereby approved for submission by the following duly authorised SASSA official.

Name of Representative

: ROBERT MATLHOLO

Designation

: ACTING CM: GS

Signature

: [Signature]

Date

: 10/11/2022

Annexure G

SPECIFICATION AND PRICING SCHEDULE

For

**Supply, Delivery and
Installation for**

Kiosk

For

Welkom



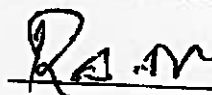
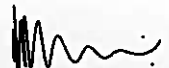
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SOUTH AFRICAN SOCIAL SECURITY AGENCY

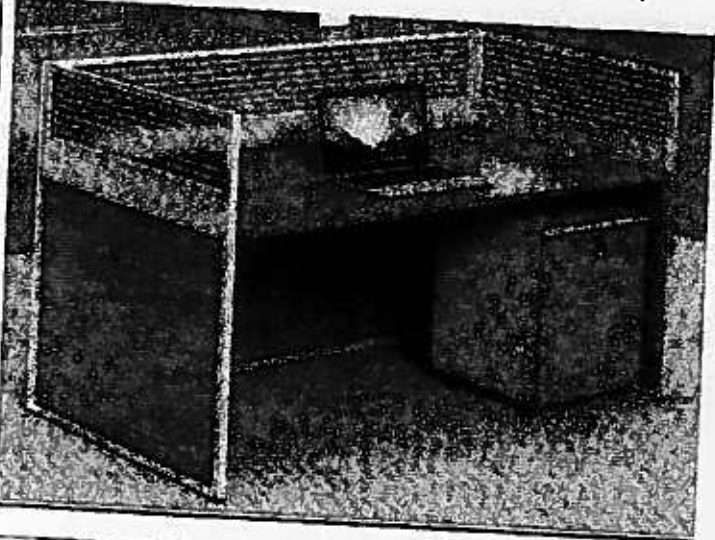
SECTION 1 - DETAILED SPECIFICATIONS AND REQUIREMENT

1. Supply and Installation of Hardware and/or Software

Description	Quantity	Price
Barcode label printer (See Appendix A for Specification) 	2	R _____
AIO - Workstation (See Appendix B for Specification) 	2	R _____
Multifunctional Printer (Appendix C for Specification) Example: 	1	R _____

ANNEXURE G

<u>Multi-Plugs with protected power surge</u> 3 meter (include two point/pin plug connection) Example: - trunking to be installed were necessary (Not on movable assets) 	1	R _____
<u>Self-Service: Portable/Desk: 1600x750x750mm with cable hole for Computer and printer (LxWxH)</u> Example: (without drawers, only need the desk) 	1	R _____

2. Site Details

2.1. The Bidder will be expected to supply, install Kiosk equipment at the following Physical/Destination Address

Office	Address
Welkom	Cnr. Jan HofMeyer & Koppie Alleen Street, Welkom

3. MANDATORY REQUIREMENTS FOR BID ACCEPTANCE

- 3.1. The Specification Document must accompany the bid documents.
- 3.2. The pricing must be entered into the Pricing Column, for each item, of the Specification Document.
- 3.3. Suppliers must show in their bid the quantity as indicated by the Specification Document, the unit price and the total price. All prices to include VAT.
- 3.4. Ensure that the brand name and model name is displayed on the bid.
- 3.5. The price / amount on the Specification Document must be the same as the price on the bid.
- 3.6. Each page of the Specification Document must be initialled (on the spaces provided) to show that the page has been seen, understood and accepted.

By initialising the pages, the supplier acknowledges and confirms that the specifications of the model that is bid is exactly as specified in the Specification Document.

- 3.7. A bid will not be accepted if any of the line items above deviate from the specifications or are left out of the bid. The above specifications are the **MINIMUM REQUIREMENTS**; the quote can be above this specification, but not below.

4. SECTION 2 - APPROVAL

This specification, having been reviewed and acknowledged as being correct based on the information provided, is hereby approved for submission by the following duly authorised SASSA official.

Name of Representative

Designation

Signature

Date

: ROBERT MASHAYI
 : BUYING Officer
 : [Signature]
 : 10/11/2028

Annexure H
SPECIFICATION AND
PRICING SCHEDULE

For
Supply, Delivery and
Installation for
Kiosk

For
Bloemfontein

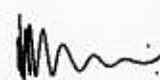


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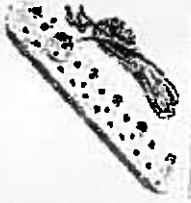
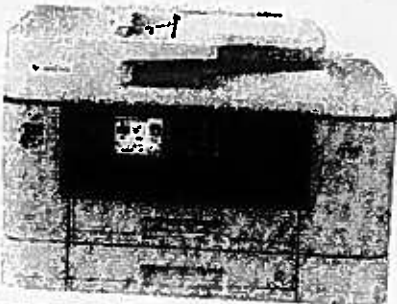
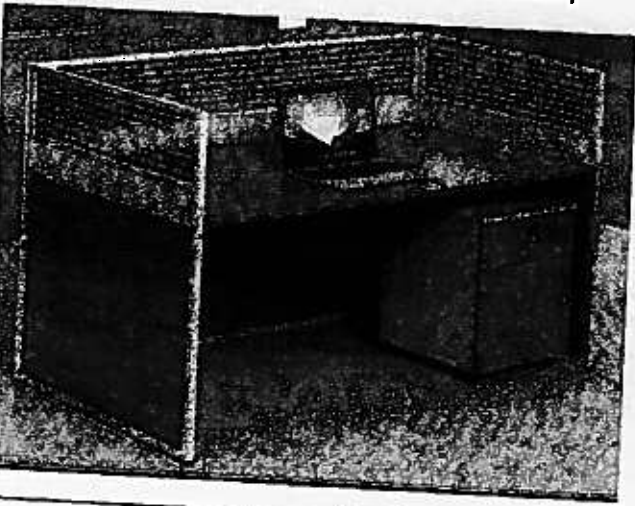
SOUTH AFRICAN SOCIAL SECURITY AGENCY

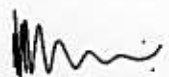
SECTION 1 - DETAILED SPECIFICATIONS AND REQUIREMENT**1. Supply and Installation of Hardware and/or Software**

Description	Quantity	Price
Barcode label printer (See Appendix A for Specification) 	2	R _____
AIO - Workstation (See Appendix B for Specification) 	2	R _____
Multifunctional Printer (Appendix C for Specification) Example: 	1	R _____



Annexure H

<u>Multi-Plugs with protected power surge</u> 3 meter (include two point/pin plug connection) Example: - trunking to be installed were necessary (Not on movable assets) 	2	R _____
<u>Multifunctional Colour Printer (Appendix D for Specification)</u> Example: 	1	R _____
<u>Self-Service: Portable/Desk: 1600x750x750mm with cable hole for Computer and printer (LxWxH)</u> Example: (without drawers, only need the desk) 	1	R _____



2. Site Details

2.1. The Bidder will be expected to supply, install QMS and Kiosk equipment at the following Physical/Destination Address

Office	Address
Bloemfontein	Cnr. Aliwal and Saint Andrews Street, Bloemfontein

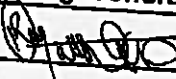
3. MANDATORY REQUIREMENTS FOR BID ACCEPTANCE

- 3.1. The Specification Document must accompany the bid documents.
- 3.2. The pricing must be entered into the Pricing Column, for each item, of the Specification Document.
- 3.3. Suppliers must show in their bid the quantity as indicated by the Specification Document, the unit price and the total price. All prices to include VAT.
- 3.4. Ensure that the brand name and model name is displayed on the bid.
- 3.5. The price / amount on the Specification Document must be the same as the price on the bid.
- 3.6. Each page of the Specification Document must be initialled (on the spaces provided) to show that the page has been seen, understood and accepted.

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4. SECTION 2 - APPROVAL

This specification, having been reviewed and acknowledged as being correct based on the information provided, is hereby approved for submission by the following duly authorised SASSA official.

Name of Representative : Robert Matlhoko
 Designation : Acting General Manager: Corporate Services
 Signature : 
 Date : 10/11/2025

