

REQUEST FOR QUOTATION

Supplier Name:

GOODS

X

SERVICE

Request For Quotation Number:	iLABS/RFQ 2021/22:55
Date Issued:	08 June 2021
Description:	The Supply and Delivery of Personal Protective Clothing and Shoes for Food Service and Housekeeping Staff over a 24 month period, at iThemba LABS – Cape Town, Old Faure Road, Faure, 7131
Closing Date:	22 June 2021
Closing Time:	11:00 am
Delivery Address:	iThemba LABS, ATT: SCM Department, Old Faure Road, Faure, 7131
Submit RFQ To:	Scm1@tlabs.ac.za
Date Goods or Service Required:	Shoes: One week after order (July 2021), Clothing: Five to six weeks after order (August / September 2021) Or as per mutual agreement.
For More Information (Technical):	Scm1@tlabs.ac.za
For More Information (Supply Chain Management):	Scm1@tlabs.ac.za

THE FOLLOWING CONDITIONS WILL APPLY:

- **Preferential Procurement System Applicable: 80/20**
- Price(s) quoted must be valid for at **least thirty (30) days from date of your offer.**
- Price(s) quoted must be inclusive of VAT.
- A firm delivery period must be indicated.
- **Submit your VALID B - BBEE Certificate as accredited with SANAS if you are claiming for Equity/ B - BBEE points, failing which, the B - BEEE claimed will be forfeited or zero points will be allocated.**
- Provide CSD Summary Report (www.csd.gov.za)
- The attached standard bidding documents (SBDs) must be completed by the Bidder:
 - SBD 4 – Declaration of Interest with Government
 - SBD 6.1 – Preference Points Claim (South African Companies Only)
 - SBD 6.2 – Declaration Certificate for Local Production and Content for Designated Sectors
 - SBD – 8 – Declaration of Bidder's past SCM Practices
 - SBD – 9 – Certificate of Independent Bid Determination
- This request for formal quotation is subject to the Preferential Procurement Policy Framework Act and The Preferential Procurement Regulations, 2017, The General Conditions of Contract (GCC and, if applicable, any other special Conditions of Contract.

REGISTRATION ON THE CENTRAL SUPPLIER DATABASE (CSD):

The bidder must be on the National Treasury's Central Supplier Database in order to do business with the NRF and for the NRF to award a bid and sign the subsequent contract. Registration on the CSD (www.csd.gov.za) is compulsory and bids from unregistered bidders are not considered.

National Treasury Contact Details: +27 (0) 12 406 9222 or email csd.support@treasury.gov.za

SCHEDULE 1 - SPECIFICATION

Introduction to the NRF

The National Research Foundation ("NRF") is a juristic person established in terms of the National Research Foundation Act, Act 23 of 1998, and a Schedule 3A Public Entity in terms of the Public Finance Management Act. The NRF is the government's national agency responsible for promoting and supporting research and human capital development through funding researchers, provision of the National Research Platforms, and science outreach platforms/programs to the broader community. The NRF provides these services in all fields of science and technology, including natural science, engineering, social science, and humanities.

Introduction to the Business Unit responsible for this RFQ

iThemba LABS (Laboratory for Accelerator-Based Sciences) is a multi-disciplinary research laboratory based at two sites in the Western Cape and Gauteng respectively, these provide facilities for:

- Basic and applied nuclear physics research using particle beams
- Research Radiation Biophysics
- The supply of accelerator-produced radioactive isotopes for nuclear medicine and research

Evaluation Process

- **Evaluation of proposals:**

PHASE 1: ADMINISTRATIVE COMPLIANCE:

All proposals will be evaluated by Supply Chain Management for administrative compliance, functionality, price and B-BBEE. The Administrative compliance is the submission of all listed documents on page 7. Service Providers who complied with Phase 1: Administrative requirements proceeds to Phase 2 of this process. Service Providers who did not provided the requested documents will be disqualified from further evaluations.

PHASE 2: EVALUATION IN TERMS OF THE STIPULATED MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT

The stipulated minimum threshold percentage for local production and content for Clothing and Textiles, Footwear is as follows:

Category of Furniture and Textiles	Stipulated minimum threshold
Clothing and Textiles	100%
Footwear	100%

Further details is outlined on SBD 6.2 page 22-25

iThemba LABS will confirm style and fabric selections from proposed items and/or supplier catalogues. The local content of each of the selected items will then be stated by the supplier and submitted to DTI for either authorization, verification or exemption. When completing local content SBD 6.2, please indicate "TBC" if local content is not 100%. Local content SBD's will be updated by the short listed suppliers upon receiving of exemption, authorisation and/or verification letters. The updated SBD 6.2 and local content calculations must be then be re-submitted to iThemba LABS SCM for the third and final evaluation stage.

The contract will be awarded after this final evaluation phase. Shortlisted suppliers, which fail to provide letters of exemption, authorization and/or verification from DTI, will be disqualified.

NB: shortlisted will be requested to submit samples for quality screening and will be returned.

PHASE 3: Preference points system (Price and B-BBEE):

The 80/20 preference point system will be used where 80 points will be dedicated to price and 20 points to B-BBEE status.

Based on the results of the evaluation process and upon successful negotiations, iThemba LABS will approve the awarding of the contract to successful bidder.

NB: If all bidders pricing proposal received are more than R500k, the request will be cancelled and re-issued.

Supplier Response

Name of Supplier:	
Address of Supplier:	
Contact Person:	
Contact Tel:	
Email Address:	
CSD Supplier Number:	MAAA.....
CSD Unique Registration Reference Number:	
Currency:	ZAR
Lead Time for Delivery:	
Payment Term:	30 Days from date of Invoice
Model/Make/Brand: (if applicable)	

SPECIFICATIONS AND PRICING SCHEDULE:

iThemba LABS requires the provision of Personal Protective Clothing and Shoes for Food Service and Housekeeping Staff members over a 24-month period.

- i. The clothing and shoes must meet the physical requirements as stipulated in table 1.1.
- ii. Bidders to state their conformance to specifications in table 1.1. by indicating **YES/NO** - "this is compulsory".
- iii. Bidders who do not comply will be non-complaint and may be disqualified from this evaluation process.
- iv. Estimated quantities and detailed specifications of products are indicated in the Pricing Schedule.

Table 1.1: Specification of mandatory requirements

<u>Administrative Compliance Returnable Documents</u> (M – Mandatory); (O – Optional)		Submitted	
Declaration of Interest with Government (SBD 4), signed and completed.	M	☐ Yes ☐ No	
Preference Points Claimed (SBD 6.1), signed and completed with BBBEE certificate or sworn affidavit (applicable for local bidders).	M	☐ Yes ☐ No	
Declaration of Local Production and Content for designated sectors (SBD 6.2), completed and signed with the supporting annexures completed as outlined on pages 22-25 The contract will be awarded after this final evaluation phase. Shortlisted suppliers, which fail to provide letters of exemption, authorisation and/or verification from DTI, will be disqualified.	M	☐ Yes ☐ No	
Declaration of Past SCM Practices (SBD 8), signed and completed.	M	☐ Yes ☐ No	
Certificate of Independent Bid Determination (SBD 9), signed and completed.	M	☐ Yes ☐ No	
(M – Mandatory); (O – Optional)		Submitted	
Pricing completed	M	☐ Yes ☐ No	

MANDATORY TECHNICAL REQUIREMENTS TO BE MET			
A	Branding of selected items		
1	The Successful Service Provider must be able to brand (or sub-contract branding) of selected clothing items with the official NRF/iThemba LABS branding (Specification will be provided by iThemba LABS). Note: All golfer shirts, shirts/blouses, tunics, fleece jackets and cover-all aprons will require branding.	YES ☐	NO ☐
B	Clothing general specifications		

1	The Successful Service Provider will be required to stock all sizes up to XXXL and/or size 46. Sizes are to be based on individual needs and will be determined upon final fitting by the Successful Service Provider.	YES ☐	NO ☐
2	Fabric characteristics. The style, utility, durability and product production characteristics must be appropriate and yield appealing, comfortable and durable clothing. The style characteristics of the fabric selection must offer emotional and feel appeal. Utility characteristics must provide a professional and comfortable fit while wearing of the garments in a food service/ housekeeping environment. These utility characteristics must include colour-fastness, crease-resistance, crock-resistance, dimensional stability, anti-piling, anti- shrinkage, anti-snap and anti-static properties during the utilization/ wearing of the clothing. Durability characteristics of the fabric must have the capacity to maintain style and utility characteristics during the wearing of the garment. This includes the strength of the fabric which can withstand daily wash and wear and fire-resistance to some extent. Fabrics may be cotton, polyester, viscose, crepe or blends with different thickness and weave that may yield these properties.	YES ☐	NO ☐
3	Fabric colour/ print selection must include one or more of the iThemba LABS standard colour profile and at least one suitable printed fabric for blouses. Note: Standard colour profile include: Blues, Navy, Black, Red, Grey and White. Final fabric and print/ colour selection will be done after awarding of the contract.	YES ☐	NO ☐
D	Shoes general specifications		
1	The Successful Service Provider will be required to stock all relevant sizes of shoes. Shoe size and style selection are to be based on individual needs and will be determined upon final fitting by the Successful Service Provider.	YES ☐	NO ☐
2	Shoe style selection offered shall be which is generally known as either chef-or health- or nursing- type shoes which will provide a comfortable fit and sufficient support and safety for 6-8 hours of standing and/or walking in kitchens and other areas which require housekeeping. These shoes can be further described and specified as: I. Colour: Black/ Navy/ Tan with red/ white/ grey/ blue finishes allowed.	YES ☐	NO ☐

	II. Well fitting. A wide style selection should be offered which shall allow for variety of foot shapes which will not only fit the length of the foot, but also the width. III. Soles should be non-slip and either Stiff or Flexible sole selections. IV. Wide toe box. The front of the shoe should have enough space to accommodate the front of the foot without being squished. V. Soft, comfortable insert. The bed of the shoe on which the foot rests should be soft and accommodating to the foot. VI. Soft, comfortable uppers. The material making up the upper part of the shoe, particularly covering the toes and mid-foot, should be somewhat flexible such as real leather or an equivalent soft, water and stain resistant material or fabric. VII. <u>Shoe selections should include at least one of each of the following styles:</u> a. Slip-on leather upper or equivalent ladies  b. Slip-on sneaker type leather upper or equivalent ladies  c. Strapped leather upper or equivalent ladies,		
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	 d. Lace-up leather or equivalent ladies  e. Lace-up sneaker type ladies and men  f. Clog type slip on leather or equivalent ladies and men  Should the supplier not comply with the above specifications, will be disqualified automatically.		
E	General specifications		
1	The Successful Service Provider must provide an electronic catalogue <u>or</u> images <u>and</u> fabric description <u>and</u> fabric images/swatches for consideration.	YES ☐	NO ☐

	<u>If the supplier does not supply such catalogues/images/swatches/descriptions – the proposal will be disqualified automatically.</u>		
2	Final fitting for size and style selection will be done after awarding of the contract.	YES ☐	NO ☐
3	The successful service provider must be able to fulfil the shoe order within 1 week of placement of order and clothing within 5-6 weeks from placement of the order <u>or as mutually agreed upon</u> between iThemba LABS and the successful service provider.	YES ☐	NO ☐

PRICING SCHEDULE:

All prices must be marked at the highest price for sizes of up to XXXL and/or size 46 for comparison and illustrative purposes – the final price will be confirmed with final fittings.

Supplier Specifications	Supplier Fabric description (Include images of swatches):	Supplier style description (Include catalogue description/ images if available):	Quantity	Price Per Unit (Incl. VAT)	Total (Incl. VAT)
Ladies Tailored Pants			16		
Ladies Denim Pants			8		
Ladies Skirt Lined with Side Inset/Flair			8		
Ladies Blouse ¾ Sleeve			8		
Ladies Blouse Short Sleeve			16		
Ladies Tunic/ Chef Jacket Short Sleeve			10		
Ladies Blouse Short Sleeve (Cotton blend)			8		
Ladies Golfer Shirt Short Sleeve			8		
Ladies Dress Unlined			8		
Ladies jacket long sleeve lined with pockets and at least one button			2		
Ladies Fleece Jacket/ Body Warmer Long Sleeves			16		
Ladies Fleece Jacket/ Body Warmer Sleeveless			7		

Supplier Specifications	Supplier Fabric description (Include images of swatches):	Supplier style description (Include catalogue description/ images if available):	Quantity	Price Per Unit (Incl. VAT)	Total (Incl. VAT)
Ladies Cardigan V-neck, hip length, long sleeve with buttons, Navy, Black or Charcoal			12		
Ladies coverall apron- Front and back with side tie/button-  no pockets –One size fit all			18		
Ladies health/chef/nursing shoes navy/black/brown – sizes 4 -8 (No steel tip, slip on style , real leather uppers or non-absorbent equivalent)			6		
Ladies health/chef/nursing shoes navy/black/brown – sizes 4 -8 (No steel tip, slip on style, strapped , real leather uppers or non-absorbent equivalent)			6		
Ladies health/chef/nursing shoes navy/black/brown – sizes 4 -8 (No steel tip, slip on style, sneaker type, real leather uppers or non-absorbent equivalent)			6		
Ladies safety/nursing shoes navy/black/brown – sizes 4 - 8 (No steel tip, lace-up real leather or non-absorbent equivalent)			6		
Ladies safety/nursing shoes navy/black/brown – sizes 4 - 8 (No steel tip, clog-type, real leather or non-absorbent equivalent)			6		
Ladies safety/nursing shoes navy/black/brown – sizes 4 - 8 (No steel tip, lace-up sneaker type or equivalent)			6		
Mens Denim Pants			2		

Supplier Specifications		Supplier Fabric description (Include images of swatches):	Supplier style description (Include catalogue description/ images if available):	Quantity	Price Per Unit (Incl. VAT)	Total (Incl. VAT)
Mens Pants with elastic and front fly				4		
Mens Golfer Shirt Short Sleeve				2		
Mens V-neck Tunic/ Chefs Jacket				6		
Mens Fleece Jacket/ Body warmer with long sleeves				2		
Mens Fleece Jacket/ Body warmer sleeveless				2		
Mens chef/nursing shoes navy/black/brown sizes 6 to 11 (No steel tip, clog-type, non-absorbent material or equivalent)				4		
Mens chef/nursing shoes navy/black/brown sizes 6 to 11 (No steel tip, Lace-up, sneaker/boot type, non-absorbent material or equivalent)				4		
Embroidery of NRF/iThemba LABS Logo on Golf-T-shirts/ Blouses/ Shirts / Aprons/ Fleece jackets. Please quote per unit.				112		
Service providers are to note that final fitting for size and fabric selection will be carried out to the awarded company	DESIGN = Logo Golfer shirts Front Left NRF/iThemba LABS Coverall Aprons Front Left NRF/iThemba LABS Fleece Jackets Front Left T-Shirts, etc. (Shirts with no placket or pocket)   iThemba LABS Laboratory for Accelerator Based Sciences					

Supplier Specifications		Supplier Fabric description (Include images of swatches):	Supplier style description (Include catalogue description/ images if available):	Quantity	Price Per Unit (Incl. VAT)	Total (Incl. VAT)
	NRF/iThemba LABS					
Travel Charge to iThemba LABS for fitting (x1) and delivery (x 1 for Shoes, x1 for Clothing). <i>(Thereafter collection/ courier will be arranged by iThemba LABS)</i>				3		
TOTAL (VAT INCLUSIVE)						

SBD 4 - DECLARATION OF INTEREST WITH GOVERNMENT

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

The Bidder is employed by the STATE; and/or

The legal person on whose behalf the Bidding Document is signed, has a relationship with persons/s person who is/are involved in the evaluation and or adjudication of the Bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and/or adjudication of the Bid.

In order to give effect to the above, the following questionnaire must be completed and submitted with this Bid:

Full Name of Bidder or his/her representative:

Identity Number:

Position occupied in the Company (director, trustee, shareholder, member):

Registration number of company, enterprise, close corporation, partnership agreement:

Tax Reference Number:

VAT Registration Number:

The names of all directors/trustees/shareholders/members, their individual identity numbers, tax reference numbers and, if applicable, employee/PERSAL numbers must be indicated in a separate schedule including the following questions:

Schedule attached with the above details for all directors/members/shareholders

Are you or any person connected with the Bidder presently employed by the STATE? If so, furnish the following particulars in an attached schedule	YES / NO
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Name of person/ director/ trustee/ shareholder/member:

Name of STATE institution at which you or the person connected to the Bidder is employed

Position occupied in the STATE institution:	
Any other particulars:	
If you are presently employed by the STATE, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector?	YES / NO
If Yes, did you attach proof of such authority to the Bid document?	
If No, furnish reasons for non-submission of such proof as an attached schedule	
(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the Bid.)	
Did you or your spouse or any of the company's directors/ trustees /shareholders /members or their spouses conduct business with the STATE in the previous twelve months?	YES / NO
If so, furnish particulars as an attached schedule:	
Do you, or any person connected with the Bidder, have any relationship (family, friend, other) with a person employed by the STATE and who may be involved with the evaluation and or adjudication of this Bid?	YES / NO
If so, furnish particulars as an attached schedule.	
Do you or any of the directors/ trustees/ shareholders/ members of the company have any interest in any other related companies whether or not they are bidding for this contract?	YES / NO
If so, furnish particulars as an attached schedule:	

PREFERENCE POINTS CLAIMED (SBD 6.1)

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

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution
NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS, AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

- 1.1. The following preference point systems are applicable to all bids:
 - 1.1.1. the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
 - 1.1.2. the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).
- 1.2.
 - 1.2.1. The value of this bid is estimated not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable
 - 1.2.2. the 80/20 preference point system will be applicable to this tender
- 1.3. Points for this bid shall be awarded for:
 - 1.3.1. Price; and
 - 1.3.2. B-BBEE Status Level of Contributor.
- 1.4. The maximum points for this bid are allocated as follows:

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

- 1.5. Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
 - 1.6. The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.
- #### 2. DEFINITIONS
- 2.1. “**B-BBEE**” means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
 - 2.2. “**B-BBEE status level of contributor**” means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
 - 2.3. “**bid**” means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive

- bidding processes or proposals;
- 2.4. **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- 2.5. **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- 2.6. **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- 2.7. **“prices”** includes all applicable taxes less all unconditional discounts;
- 2.8. **“proof of B-BBEE status level of contributor”** means:
- 2.8.1. B-BBEE Status level certificate issued by an authorized body or person;
- 2.8.2. A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
- 2.8.3. Any other requirement prescribed in terms of the B-BBEE Act;
- 2.9. **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- 2.10. **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

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

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

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

Where

P_s = Points scored for price of bid under consideration
 P_t = Price of bid under consideration
 $P_{\min}$ = Price of lowest acceptable bid

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

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

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2

	Non-compliant contributor	0	0
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5. BID DECLARATION

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

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

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

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

7. SUB-CONTRACTING

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

(Tick applicable box)

YES		NO	
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7.1.1. If yes, indicate:

7.1.1.1. What percentage of the contract will be subcontracted.....%

7.1.1.2. The name of the sub-contractor.....

7.1.1.3. The B-BBEE status level of the sub-contractor.....

7.1.1.4. Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES		NO	
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7.1.1.5. Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

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

8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1. Name of company/firm:

8.2. VAT registration number:

8.3. Company registration number :

8.4. TYPE OF COMPANY/ FIRM

☐ Partnership/Joint Venture / Consortium

☐ One person business/sole propriety

- ☐ Close corporation
- ☐ Company
- ☐ (Pty) Limited

[TICK APPLICABLE BOX]

8.5. DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

8.6. COMPANY CLASSIFICATION

- ☐ Manufacturer
- ☐ Supplier
- ☐ Professional service provider
- ☐ Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

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

8.8. I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBEE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- 8.8.1. The information furnished is true and correct;
- 8.8.2. The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- 8.8.3. In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- 8.8.4. If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - 8.8.4.1. disqualify the person from the bidding process;
 - 8.8.4.2. recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - 8.8.4.3. 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;
 - 8.8.4.4. recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
 - 8.8.4.5. forward the matter for criminal prosecution.

SBD 6.2: DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Standard Bidding Document (SBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably). Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2017, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) 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. General Conditions

- 1.1. Preferential Procurement Regulations, 2017 (Regulation 8) make provision for the promotion of local production and content.
- 1.2. Regulation 8.(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 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 SATS 1286:2011 is accessible on <http://www.thedti.gov.za/industrialdevelopment/ip.jsp> at no cost.

- 1.6. A bid may be disqualified if this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation;

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

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>
_____	_____ %
_____	_____ %
_____	_____ %

3. Does any portion of the goods or services offered have any imported content?
(**Tick applicable box**)

YES		NO	
-----	--	----	--

- 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 DTI must be informed accordingly in order for the DTI 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.

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

.....
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.thdti.gov.za/industrialdevelopment/ip.jsp>. 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:

- The facts contained herein are within my own personal knowledge.
- 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 SATS 1286:2011; and

(c) The local content percentage (%) indicated below 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 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)	
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 SATS 1286:2011.

(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 SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

DATE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____

SBD 8 - DECLARATION OF BIDDER'S PAST SCM PRACTICES

Is the Bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? If Yes, furnish particulars as an attached schedule:	YES / NO
Is the Bidder or any of its directors listed on the Register for Tender Defaulters in terms of Section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? If Yes, furnish particulars as an attached schedule:	YES / NO
Was the Bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years? If Yes, furnish particulars as an attached schedule:	YES / NO
Was any contract between the Bidder and any NRF terminated during the past five years because of failure to perform on or comply with the contract? If Yes, furnish particulars as an attached schedule:	YES / NO

The Database of Restricted Suppliers and Register for Tender Defaulters resides on the National Treasury's website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.

SBD 9: CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting this Bid in response to the invitation for the Bid made by the NRF, do hereby make the following statements that I certify to be true and complete in every respect:

I have read and I understand the contents of this Certificate;

I understand that the Bid will be disqualified if this Certificate is found not to be true and complete in every respect;

I am authorised by the Bidder to sign this Certificate, and to submit the Bid, on behalf of the Bidder;

Each person whose signature appears on the Bid has been authorised by the Bidder to determine the terms of, and to sign, the Bid on behalf of the Bidder;

For the purposes of this Certificate and the accompanying Bid, I understand that the word "competitor" shall include any individual or organisation, other than the Bidder, whether or not affiliated with the Bidder, who:

- a) Has been requested to submit a Bid in response to this Bid invitation;
- b) Could potentially submit a Bid in response to this Bid invitation, based on their qualifications, abilities or experience; and
- c) Provides the same goods and services as the Bidder and/or is in the same line of business as the Bidder

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 consortium ³ will not be construed as collusive bidding.

In particular, without limiting the generality of paragraphs above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:

- a) Prices;
- b) Geographical area where product or service will be rendered (market allocation);
- c) Methods, factors or formulas used to calculate prices;
- d) The intention or decision to submit or not to submit, a Bid;
- e) The submission of a Bid which does not meet the specifications and conditions of the Bid; or
- f) Bidding with the intention not to win the Bid.

In addition, there have been no consultations, communications, agreements, or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this Bid invitation relates.

The terms of this 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 the bid or to the signing of the contract.

I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to Bids and contracts, Bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of Section 59 of the Competition Act No

	89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation
	³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of

By signing this request for order form the supplier offers to supply the goods or service in respect of **RFQ and Description** of goods or services

_____, as described in this document.

Signature

Date

Print name: _____

On Behalf of the Supplier (duly authorized)



COMPANY STAMP Note: It is advised that documents be returned in PDF