



sport, arts & culture

Department:
Sport, Arts and Culture
REPUBLIC OF SOUTH AFRICA

Private Bag X897, Pretoria 0001 – Sechaba House, 202 Madiba Street and Paul Kruger, Pretoria 000
Tel: (012) 441 3000. Fax: (012) 441 3699

Enquiries : Mr. Tuelo Thubisi/ Ms. T Ramatapa

Tel : 012 441 3504/ 012 441 3173 Reference : DSAC 17/22-23

THE APPOINTMENT OF A SCULPTOR FOR THE PRODUCTION AND INSTALLATION OF STATUE AND PLAQUE OF ARCHIBALD (ARCHIE) GUMEDE IN ETHEKWINI (DURBAN), KWAZULU-NATAL

REQUIRED BY: DEPARTMENT OF SPORT, ARTS & CULTURE

1. Kindly furnish the Department with a bid for the services shown on the attached forms.
2. The General Conditions of Contract (GCC) as well as the SBD1, SBD3.3, SBD 4, SBD 6.1, forms are attached for completion.
3. These forms must be returned with your bid. Bid documents must be submitted on a separate envelope stipulating the following information: Name and Address of the Bidder, Bid Number and Closing Date of the Bid. The Budget Proposal must also be submitted on a separate envelope where necessary. **Interested parties are requested to provide one original, one copy of the original document and one electronic copy (in a form of USB) of original documents.**
4. All bids forwarded by postal services must be addressed to: The Director-General, Department of Sport, Arts and Culture, Sechaba House, 202 Madiba Street, Pretoria, 0001, attention: Director Supply Chain Management, and reach this address no later than the closing date and time. Alternatively, bids may be deposited by hand at the Department of Sport, Arts and Culture, Sechaba House, Cnr Paul Kruger & Madiba Streets, Pretoria.
6. The closing date for the tender is on the **17 March 2023 at 11:00am.**
7. **Compulsory briefing session:**
Venue: KwaMuhle Museum, 130 Bram Fischer Road, Durban (KZN)
Date: 02 March 2023 at 11:00am

MS REFILWE ZULU

DIRECTOR: SUPPLY CHAIN MANAGEMENT

DATE: 2023/02

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)							
BID NUMBER: DSAC 17/22-23		CLOSING DATE: 17 MARCH 2023		CLOSING TIME: 11.00AM			
DESCRIPTION: THE APPOINTMENT OF A SCULPTOR FOR THE PRODUCTION AND INSTALLATION OF STATUE AND PLAQUE OF ARCHIBALD (ARCHIE) GUMEDE IN ETHEKWINI (DURBAN), KWAZULU-NATAL.							
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)							
DEPARTMENT OF SPORT, ARTS AND CULTURE							
202 MADIBA STREET							
PRETORIA							
0001							
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO				TECHNICAL ENQUIRIES MAY BE DIRECTED TO:			
CONTACT PERSON		Ms Tshepiso Ramatapa		CONTACT PERSON		Mr Msawenkosi Khumalo	
TELEPHONE NUMBER		072 751 8018		TELEPHONE NUMBER		082 909 1326	
FACSIMILE NUMBER		N/A		FACSIMILE NUMBER		N/A	
E-MAIL ADDRESS		tshepiso@dsac.gov.za		E-MAIL ADDRESS		msawenkosi@dsac.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 THE QUESTIONNAIRE BELOW]	
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 PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF BIDDER:

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

DATE:

PRICING SCHEDULE

NAME OF BIDDER: BID NO.: DSAC 17/22-23.

CLOSING TIME 11:00 AM

CLOSING DATE: 17 March 2023

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

ITEM NO	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
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1. The accompanying information must be used for the formulation of proposals.

2. Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and including all expenses inclusive of all applicable taxes for the project.

R.....

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

4. PERSON AND POSITION

HOURLY RATE

DAILY RATE

.....

R.....
 R.....
 R.....
 R.....
 R.....

.....

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

.....

R.....
 R.....
 R.....
 R.....

..... days
 days
 days
 days

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

DESCRIPTION OF EXPENSE TO BE INCURRED

RATE

QUANTITY

AMOUNT

.....

.....

.....

R.....
 R.....
 R.....
 R.....

TOTAL: R.....

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

Name of Bidder:

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

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

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

***[DELETE IF NOT APPLICABLE]**

Any enquiries regarding bidding procedures may be directed to the:
Department of Sport, Arts and Culture: Supply Chain Management Unit
 Ms. Tshepiso. Ramatapa
 Tel: 072 751 8018
 Email: tshepisor@dsac.gov.za
 Or
 Mr. Tuelo Thubisi
 Tel: 072 604 7259
 Email: tuelot@dsac.gov.za

Technical Information:
 Mr. Msawenkosi Khumalo
 Tel: 082 909 1326
 Email: msawenkosik@dsac.gov.za
 Or
 Ms. Thembi Malao
 Tel: 082 680 6688
 Email: thembim@dsac.gov.za

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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.

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.

Full Name	Identity Number	Name of State Institution

- 2.2 Do you, or any person connected with the bidder, have a relationship

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.

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;
- 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.
- 3.4 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.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

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.

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.

- 3.6 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.

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:

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

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:

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

Where

P_s = Points scored for price of tender under consideration

Pt = Price of tender under consideration

P_{max} = 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 (B-BBEE 10 points, Specific goals 10 points)	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE Status Level of Contributor		10		
1		10		
2		9		
3		8		
4		5		
5		4		
6		3		
7		2		
8		1		
Non-compliant contributor		0		
PROMOTION OF SMMES (RDP GOALS)		10		
Women Owned		4		
Youth		4		
People living with Disabilities		2		

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:

.....

.....

.....



sport, arts & culture

Department:
Sport, Arts and Culture
REPUBLIC OF SOUTH AFRICA

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Email: info@dsac.gov.za | Tel: 012 441 3000 | Fax: 012 441 3699

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www.dsac.gov.za



@SportArtsCultur

@SportArtsCultureRSA

TERMS OF REFERENCE

DSAC 17/22-23

THE APPOINTMENT OF A SCULPTOR FOR THE PRODUCTION AND INSTALLATION OF STATUE AND PLAQUE OF ARCHIBALD (ARCHIE) GUMEDE IN ETHEKWINI (DURBAN), KWAZULU-NATAL

CLOSING DATE AND TIME OF BID: 17 MARCH 2023 AT 11:00AM

COMPULSORY BRIEFING SESSION:

VENUE: KwaMuhle Museum, 130 Bram Fischer Road, Durban (KZN)

DATE: 02 MARCH 2023

TIME: 11:00AM

BID VALIDITY PERIOD: 120 DAYS



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sport, arts & culture

Department:
Sport, Arts and Culture
REPUBLIC OF SOUTH AFRICA

Inspiring A Nation Of Winners



THE APPOINTMENT OF A SCULPTOR FOR THE PRODUCTION AND INSTALLATION OF STATUE AND PLAQUE OF ARCHIBALD (ARCHIE) GUMEDE IN DURBAN, KWAZULU-NATAL

1. INTRODUCTION

The National Department of Sport, Arts and Culture (DSAC) is seeking to appoint a sculptor for the production and installation of a bronze statue that will be a realistic visual representation of Archibald (Archie) Gumede and plaque to be installed at the Frances Farewell Square (Church Walk), next to City Hall, eThekweni (Durban), KwaZulu-Natal. The Department will implement the project as a legacy project and working closely with key project stakeholders and the sculptor.

The purpose of this document is to outline project scope, deliverables and what is expected from the service provider in the project.

2. BACKGROUND

- 2.1 Mr. Archie Gumede was one of the founder members and leaders who was actively engaged in the struggle against oppression as most leaders were either in exile or imprisoned. Archie Gumede was elected one of the three Presidents of the new political movement called the United Democratic Front (UDF) in 1983.
- 2.2 The UDF filled a political leadership vacuum within the borders of the 1980s Apartheid South Africa while other political organisations were still banned. Under the leadership of Mr. Archie Gumede, UDF was instrumental as a political movement inside South Africa in bringing apartheid to its knees thus bringing democratic dispensation.
- 2.3 The objectives of the project:
 - 2.3.1 to transform the heritage landscape.
 - 2.3.2 to promote and preserve the legacy of Archie Gumede.
- 2.4 The implementing of the development and installation of the Archie Gumede bronze statue and plaque project scheduled for **2023/24 and 2024/25** financial years.





- 2.5 The **nine metre (9m) tall bronze statue including concrete plinth from the surface**, will be installed at the Frances Farewell Square, eThekweni, Church Walk, next to City Hall, which area is considered popular for hosting passers-by, pedestrians, and tourists who frequently use the space to rest and take pictures.

3. SCOPE AND EXTENT OF THE TENDER / TASK DIRECTIVE

- 3.1 The Department requires the services of a duly experienced and knowledgeable sculptor in undertaking the table below. Bidders should confirm that, they have read and understood the task description, they should indicate as such in the third column.

No	TASK/SCOPE AND DELIVERABLES	YES/NO/ NOTES
3.1.1	The sculptor will be expected to produce and install a bronze statue that will be a realistic representation that honours the life and work of Mr. Archibald (Archie) Gumede with accompanying plaque.	
3.1.2	The expected deliverable is an installed bronze statue of Archie Gumede on a concrete plinth with a plaque containing a summarised inscription of Mr. Archie Gumede's contribution towards liberation and freedom.	
3.1.3	Archie Gumede statue will be larger than life with the size of six metres (6m) tall plus three metres (3m) tall concrete plinth from surface . The total size of the statue together with concrete plinth will be nine (9m) high, excluding foundation of the plinth . The exact size of the underground depth of the concrete plinth foundation will be determined by structural engineer and service provider. The total height of the artwork must perfectly correspond with the weight of the subject.	
3.1.4	The concrete plinth/pedestal must reflect designs of an African aesthetic symbolism against colonial narrative.	





3.1.5	The statue should capture both the actual likeness and personality of Archie Gumede. The sculptor/service provider must demonstrate skills in applying relevant portrait-making techniques to achieve this requirement. Elements such as gesture, pose, and general mannerisms of the portrayed subject must contribute towards the final likeness/appearance and personality of Archie Gumede. His high social standing as a struggle hero and statesman must also be astutely expressed in the final piece.	
3.1.6	Realist and romanticist elements must be successfully combined in the statue to add something that can enigmatically capture the viewer's imagination. Essential personality traits and mannerisms can be discovered through thorough preliminary research by the service provider. People who never had a privilege of personally interacting with Archie Gumede should be enabled to construct nostalgic feelings or 'memories' about his heroism, grace, steadfastness, etc. The personality of the subject must, by all possible means, be endowed with a strong 'presence'.	
3.1.7	The final piece must be visually convincing and aesthetically pleasing, complying strictly with all principles of scale and proportion. This can be achieved if the service provider accurately studies the basic personal characteristics of Archie Gumede including the distribution of his height and weight. Every part of the body should perfectly harmonize with the overall appearance of the whole statue.	
3.1.8	Elements of posture and gesture must be combined to construct a sense of compelling dignity and power marking Archie Gumede's personality. The statue must be in a standing pose .	





3.1.9	The statue must be highly finished in bronze , allowing the prestige of the material and the personality of the subject to enhance its visual impact.	
3.1.10	The main, final piece should be preceded by a maquette to be submitted and presented to the Project Steering Committee (PSC), strictly complying with all the above requirements. Its height must be 300mm. A two-dimensional drawing must include a north point and sight-lines from various vantage points will be required. NB: This maquette is separate from the maquette submitted with bidding documentation.	
3.1.11	The service provider is required to construct corresponding landscape features around the artwork/piece, with clear ideas of the environmental context in a two-dimensional sketch.	
3.1.12	The plaque , also in bronze , must have a summarized descriptive narration of 100 words of who Mr. Archie Gumede was, including his key role in the formation of the UDF and his contribution as a politician after the demise of Apartheid. However, the bold, visible, and easy-to-read text must concisely capture the main description of the hero.	
3.1.13	The inscription on the above-mentioned plaque must be in two official languages predominantly spoken in KwaZulu-Natal in this order, isiZulu and English . The service provider must mount the plaque with descriptive inscription on the plinth after final approval by DSAC.	
3.1.14	The production phases/stages/process must be clearly stated and include, but not be limited to, sculpture designs/sketches development (<i>informed by extensive research</i>), moulding, casting, bronze making, transportation and installation .	





3.1.15	The service provider will be required to present work in progress and obtain a go ahead from the PSC members before commencement of the next stage.	
3.1.16	The Department, in collaboration with the PSC and Gumede family, will approve a statue mould and plaque inscription before final product in bronze is completed.	
3.1.17	All bid documents should be accompanied by the following: 3.1.17.1 Graphic rendition of a maquette and site model: Bidders will be required to submit a fully sketched presentation and graphic interpretation and a site model (plinth or base) of the proposed Archie Gumede sculpture that should be hand-drawn sketches or computerized two-dimensional (2D) versions showing front, back, side and aerial elevations with a synopsis explaining the concept. A two-dimensional drawing must include a north point and sight-lines from various vantage points. 3.1.17.2 Maquette: ⇒ Bidders are required to produce a maquette of 300mm based on the detailed drawings that each bidder is required to submit as explained above. The maquette will consist of the Archie Gumede sculpture and the site model (site model should be proportional to the sculpture). ⇒ Failure to submit maquette will result in your bid being disqualified.	





	3.1.17.3 Site Landscaping Design ⇒ Bidders are required to design a cultural heritage landscape displaying liberation and transformation theme/symbolism. ⇒ Enhance harmony with natural environment and sculptural artistry exhibiting people's liberation route and historical significance. 3.1.17.4 Inscription: ⇒ Bidders are required to submit a draft inscription/summarized inscription of one hundred (100) words that will go onto the metal plaque.	
3.1.18	The statue project implementation plan document must accommodate all transportation logistics of the mould from the studio to and from the foundry and to the site of installation including transportation costs .	
3.1.19	The service provider has an obligation to appoint a registered professional civil structural engineer to oversee the statue structural works based on their design, construction monitoring, and certification of all the statue structural works undertaken by the appointed service provider/artist/sculptor. NB: The estimated costs for the civil structural engineer will be the responsibility of the service provider and not the client. Therefore, service provider must clearly indicate cost estimates for the civil structural engineer in the total cost breakdown for the project.	
3.1.20	The civil structural engineer , appointed and paid by the service provider has the responsibility to undertake but not limited to the	





	following activities, <i>(as their final scope of works will be agreed between engineer and service provider)</i>: ⇒ geotechnical site investigation. ⇒ rationally design and specify suitable base/foundation. ⇒ provide technical and detailed construction drawings. NB: All relevant drawings should be, where applicable, submitted to and approved by either the KwaZulu-Natal Amafa and Research Institute or the South African Heritage Resources Agency (SAHRA) and/or EThekweni Metropolitan Municipality ensuring that the proposed statue and plinth are in compliance with all municipal by-laws. NB: The above listed activities are crucial in ensuring the structural stability of the statue against mass, environmental factors, wind resistance and warranting the safety of the public.	
3.1.21	The appointed Civil Structural Engineer must be a holder of a Civil Engineering Degree/BTech qualification, specializing in structural engineering design work and be professional registered with ECSA. The service provider must make allowance for conducting Geotechnical Investigations by a professional/registered soil laboratory.	
3.1.22	The service provider must provide the Department with approvals and proof of engagements (with regards to above) with Municipality, either SAHRA, or the relevant Provincial Heritage Resources Agency (PHRA), which will be the KwaZulu-Natal Amafa and Research Institute in this case.	
3.1.23	Service provider must provide the Department with all certifications including the <i>structural engineering compliance certificate</i> and <i>project completion certificate of the installed statue, plinth and plaque</i> .	





3.1.24	Service provider must submit invoices accompanied by periodic reports of work completed , incorporating photos, job opportunities created with details of people employed by the project. Details of employed people must include names, ID numbers, gender, age and area of work (skills transferred or developed), physical addresses and contacts. The reports must include the number of persons with disabilities who have been employed on the project should there be any.	
3.1.25	The service provider will be required to make budget provision and prepare for: 3.1.25.1 PSC meetings scheduled to be held at least twice per quarter . 3.1.25.2 Cleaning the site before and after installation of the statue, plinth and plaque. 3.1.25.3 Limiting/enclosing statue site from public viewing and accessibility during installation process in liaising with Municipality.	
3.1.26	The service provider should budget for all necessary services required during the production and installation of the statue and plaque . This include but not limited to: ▪ <i>foundry visits with PSC/DSAC Senior Officials/Executive Authority for monitoring and approval purposes.</i> ▪ <i>compliance certificates, services to be procured by the service provider (e.g. structural engineer costs).</i> ▪ <i>insurance for transportation of the mould/statue from one place to another.</i> ▪ <i>and any material that may be required during the process such as construction materials to limit but public viewing during installation.</i>	





	▪ <i>quality and resistant material to tight wrap the installed statue and plinth immediately after being installed.</i> ▪ <i>a nine metre (09) quality cloth tailored to cover the statue and plinth on the day of official unveiling ceremony.</i>	
3.1.27	The service provider will be working with the following key stakeholders: 3.1.27.1 Project Steering Committee. 3.1.27.2 The Archie Gumede Family. 3.1.27.3 The Archie Gumede Foundation. 3.1.27.4 KZN AMAFA and Research Institute. 3.1.27.5 KZN Dept of Sport, Arts and Culture. 3.1.27.6 EThekweni Municipality. 3.1.27.7 Other key stakeholders as identified by PSC.	

5. EVALUATION STAGES

5.1 The bid evaluation process consists of several stages that are applicable as defined in the table below:

Stage	Description	Applicable for this bid
Stage 1	Initial screening process to check compliance with bid requirements.	Yes
Stage 2	Functionality requirement evaluation.	Yes
Stage 3	Price and BBBEE evaluation and Specific goals.	Yes

5.1.1 Stage 1:

Verification of service provider (s) compliance with bid requirements and initial screening process.





5.1.2 Stage 2:

The Technical proposal will be evaluated out of 100 points with a threshold of 70 points. Bidders that score less than minimum of 70 points will be disqualified. Bidders must score a minimum of 70 or more points to qualify for further evaluation on price and preference points.

5.1.3 Stage 3:

Bids will then be evaluated in accordance with the prescripts of the Preferential Procurement Policy Framework Act (PPPFA) and the associated Preferential Procurement Regulations of 2022, which stipulate an 80/20 preference point system is applicable up to a rand value of R50 million (all applicable taxes included).

- The following criteria will be used in particular as the criteria for appointment, apart from those laid down in the Preferential Procurement Regulations, 2022, pertaining to the Preferential Procurement Policy Framework Act 5 of 2000.
- Tenderers are required to submit proof of B-BEEE status level of contributor. Proof includes valid B-BEEE Status Level Verification certificate together with their tenders, to substantiate their B-BEEE rating claims. Failure to submit a valid B-BBEE certificate will result in zero preference points being awarded for B-BBEE. B-BBEE certificates or sworn affidavits must be valid at the time of the closing of the tender.
- Tenderers are required to submit B-BEEE status level verification certificate issued by the following agencies;

Tenderers other than EMEs – Verification agencies accredited by SANAS;

Tenderers who qualify as EME's – Sworn affidavit signed by the EME representative and attested by Commissioner of oaths and/or B-BBEE certificate issued by the companies and Intellectual Property Commission.

- Where specific goals points are claimed, bidders to attach certified copies of ID's, company registration documents and most recent CSD report.





The points for this bid are allocated as follows:

No	Components	Points
1.	Price	80
2.	Preferential points: BBBEE	10
3.	Specific goals as per SBD 6.1	10
	Total	100

6. EVALUATION PROCESS

- 6.1 The 80/20 preference point system in terms of the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000) shall apply. The lowest acceptable bid will score 80 points for price and remaining 20 points for B-BBEE status level of contribution and specific goals as per attached SBD 6.1
- 6.2 Prospective bidders will have to score at least 70 out of 100 points allocated for functionality before the company's proposal will be considered for pricing.

7. BID REQUIREMENTS

General requirements

The following is required of bidders and should be submitted to the department as part of the bid submission:

- 7.1 Company profile.
- 7.2 All Bidders must be registered on the National Treasury Central Supplier Database (CSD) and must attach a copy of the most recent report to the tender document.
- 7.3 The tax status on CSD must be compliant, as Department is unable to award a contract to a company whose tax affairs are not in order as determined by SARS. Bidders whose tax matters have expired, or compliance status is invalid will be disqualified. **Note that it is no longer a requirement for bidders to submit hard copies of tax clearance certificates as compliance to tax matters can be assessed and verified on the CSD report.**



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- 7.4 Tenderers are required to submit proof of B-BEEE status level of contributor. Proof includes valid B-BEEE Status Level Verification certificate together with their tenders, to substantiate their B-BEEE rating claims. Failure to submit a valid B-BBEE certificate will result in zero preference points being awarded for B-BBEE. B-BBEE certificates or sworn affidavits must be valid at the time of the closing of the tender.
- 7.5 Original Company Resolution or Letter of authority or Letter of appointment authorizing the signatory of the Entity to sign the contract with the Department.
- 7.6 Valid contact details including e-mail address.
- 7.7 Certified ID copies of all Directors.
- 7.8 **Bidders are requested to provide one original, one copy of the original document and one electronic copy (in a form of USB) of original document.**
- 7.9 Companies, who registered for VAT, should include VAT on their costing.
- 7.10 Any other details that may be relevant in respect of the tender evaluation criteria described above.
- 7.11 All bidders are required to submit details of Shareholder status as follows:
- Shareholder certificates with the names of Directors and percentage of ownership.
 - Identity Documents of all Shareholders.

Technical Requirements

- A detailed proposal including:
 - (a) Project Implementation plan.
 - (b) Detailed Cost breakdown
 - (c) Capacity and experience.
 - (d) Number and level/ranks of team member/s to be involved in sculpturing.
 - (e) CVs/Resumes of all involved in sculpturing project (including, but not limited to, qualifications, knowledge, experience and level of expertise and/or current designation).





8. EVALUATION CRITERIA

All bids duly lodged will be evaluated by a panel first on functionality then price. For purposes of comparison and to ensure meaningful evaluation, bidders are requested to furnish detailed information in substantiation of compliance to each of the evaluation criteria mentioned below.

The following evaluation criteria will be used to evaluate all bidders.

8.1.	EXPERIENCE IN RENDERING SCULPTURING WORKS. 8.1.1 Brief summary of experience in rendering sculpturing works of similar scale. 10 points. 8.1.2 To substantiate the above, service provider must provide evidence in the form of: 8.1.2.1 profile of similar works, scopes/scale and costs with quality images/pictures of sculptures/statues completed in the past in line with reference letters above: (a) 3 profiles of different works = 5 – 7 points (b) 4 profiles and above = 8 – 10 points 8.1.2.2 verifiable reference letters confirming previous and/or existing clients. Letters must make reference to the size of the sculptures/statues, material used, location where artwork/piece was installed, costs and comments whether services were rendered successfully or not. (a) 3 reference letters = 5 - 7 points (b) 4 and above letters = 8 - 10 points	30
8.2.	CAPACITY AND RESOURCES (a) attach resumes of human resource displaying teamwork skills and expertise in crafting/sculpturing, capacity and ability to produce/render required service. 5 points.	20





	(b) confirmation of financial resources availability to start the project as the client will not make an upfront payment. 5 points. (c) Confirm availability of material resources, such facility/studio or renting space at studio and adequate equipment where the work will be done. 5 points. (d) Submission of the maquette/miniature clay scale model with actual likeness and proportionality to the base/plinth with African aesthetic symbolism as described in the scope of task directives/deliverables under section 3 of the terms of reference. 5 points.	
8.3.	PROJECT PLAN AND IMPLEMENTATION PLAN 8.3.1 Submission of the project plan with implementation plan illustrating the sculpturing phases/stages with realistic timelines indicating how much time for each milestone/phase/stage. Phases/stages must include amongst others: - 20 points ▪ sculpture designs/sketches development. ▪ Clay sculpturing. ▪ Mould/Mold-making. ▪ Transportation of the clay sculpture from the studio to the foundry. ▪ Waxing and Casting. ▪ Bronze making. ▪ Transportation/Delivery of the complete sculpture from the foundry to the site of installation. ▪ Site preparation, Installation and landscaping logistics including hiring/renting of equipment for putting up the art piece. ▪ Completion phase with close-out report accoupled with final invoices and compliance certifications.	30





	8.3.2 Clear and realistic costs breakdown. 10 points	
8.4.	LAYOUT OF ENVIRONMENTAL INTEGRATION PLAN - Illustration of cultural heritage transformation theme/symbolism/representation in landscaping designs incorporating existing memorials/monuments in the precinct. 10 points - Enhancing harmony with natural environment and sculptural artistry. 10 points	20
	TOTAL	100

9. CONFIDENTIALITY

- 9.1 No information or documentation may be used for any other purpose other than providing for a tender proposal to the Department, and no copies of any document may be made, except with prior written approval from the Department.
- 9.2 The successful bidders and staff will be required to sign a non-disclosure agreement.

10. INTELLECTUAL PROPERTY AND OWNERSHIP

- 10.1 Ownership and copyright of all documentation developed during the period of the contract will be vested in the Department of Sport, Arts and Culture.
- 10.2 All intellectual property rights relating to any work produced by the service provider in relation to the performance of this contract shall belong to the Department and may not be used for any other purpose by the service provider. The service provider shall give the Department all assistance in protecting such intellectual property rights. All material, in paper, electronic or any recorded format produced by the service provider in the performance of this contract shall remain the property of the Department of Sport, Arts and Culture and must be handed over to the Department on termination of the contract.





- 10.3 All service providers undertake not to infringe the intellectual property of third parties. Should any action or claim be instituted against the Department emanating from an infringement of intellectual property or an alleged infringement of intellectual property, the service providers hereby indemnify the Department against such claims or actions as well as all costs (including legal costs on an attorney and client scale).

11. CONTRACTUAL ARRANGEMENT

The service provider is required to enter into a Service Level Agreement with the Department of Sport, Arts and Culture to perform all functions as set out in the project Specification or Terms of Reference and National Treasury General Conditions of Contract of 2010.

The contract duration will be crossing over from 2023/24 to 2024/25 from the date of appointment. The service provider should attend a meeting at the DSAC within a week of his/her appointment and should avail himself/herself for progress meetings as per the Department's request.

12. FINANCIAL IMPLICATIONS

- 12.1 The project budget has been allocated for and part of procurement plan in respect of advertised competitive bids for 2022/23 financial year. The budget allocation is crossing over to 2023/24 and 2024/25 financial years.
- 12.2 No service will be provided to the Department before an official order has been issued to the supplier or service provider.
- 12.3 The Department will **not** make an upfront payment to the service provider.
- 12.4 Tranche payments schedule will be discussed and agreed upon during the process of signing SLA based on agreed milestones completed and signed off.
- 12.4 Payments will be done according to the schedule and requirements as per the provision of the signed Service Level Agreement (SLA).





13. **CLIENT BASE**

The Department of Sport Arts and Culture reserves the right to contact references during the evaluation and adjudication process to obtain information.

14. **COMMUNICATION**

The Department of Sport Arts and Culture may communicate with bidders for, among others, where bid clarity is sought, to obtain information or to extend the validity period.

15. **PRESENTATION**

The Department of Sport, Arts and Culture may request presentations and or interviews from short-listed bidders as part of the bid process.

16. **SUPPLIER DUE DILIGENCE**

The State reserves the right to conduct supplier due diligence prior to final award or at any time during the contract period. **Bidders must note that, the Department may conduct verification on the information submitted and any misrepresentation will result in an automatic disqualification.**

17. **CONFLICT OF INTEREST**

The bidder or bidders' group must submit a document (you may include it in your covering letter), stating whether any of its employees have any interest in the Department or whether any of Department's personnel have any interest in the bidders or affiliated business.

18. **PACKAGING OF SBDs**

Bidders to arrange the Standard Bidding Documents (SBDs) in your submission numerically and orderly.





19. BRIEFING SESSION

The Department will have a compulsory physical briefing session **at KwaMuhle Museum, 130 Bram Fischer Road, Durban, KwaZulu-Natal Province on the 02 March 2023 at 11:00am.**

20. SUBMISSION OF BID DOCUMENTS

- 20.1 Bidders are advised to ensure that bids are submitted allowing sufficient time for any unforeseen events that may delay the delivery of the bid and time to access the premises because of security arrangements when entering the department main entrance.
- 20.2 **Bidders are requested to provide one original, one copy of the original document and one electronic copy (in a form of USB) of original document.**
- 20.3 All bidders are required to complete a bid register fully, when submitting bid documents. The Bid register is available at the below-mentioned address.
- 20.4 Bidders should deposit their documents into the tender box available on the Ground Floor reception area by **11H00** at the address below:

Department of Sport, Arts and Culture

Sechaba House

202 Madiba Street, Cnr Madiba and Paul Kruger Streets

Pretoria

21. COST OF BIDDING

The bidder shall bear all costs associated with the preparation and submission of its bid and the Department, will no case be held responsible or liable for these costs, regardless of the conduct or outcome of the tender process. The bidder will not be entitled to claim for travel and subsistence expenses. If such expenses are applicable, these charges must be included in the bid price.



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22. PRICE OR FEES NEGOTIATION

The Department may negotiate the price or fees with the preferred bidder/s during a competitive bidding process.

23. LATE BIDS

Bids are received at the address indicated above. Bids received after the closing date and time will not be accepted for consideration and will be returned unopened to the bidder. Bids documents should be submitted before 11:00 on the closing date of the tender.

24. BID AND TECHNICAL ENQUIRIES / CLARIFICATION OF TENDER DOCUMENTS

The Department will respond in email to any request for clarification of the tender documents which it receives **no later than one (1) week prior to the deadline for submission of bids prescribed by the Department**. All enquiries related to the technical content of the Terms of Reference as well as the bid enquires may be directed **in writing** to the officials listed below:

For Technical Enquiries:

Name: Msawenkosi Khumalo

Tel: 012 441 3676 / 082 909 1326

E-Mail: msawenkosik@dsac.gov.za

Name: Thembu Malao

Tel: 012 441 3542 / 082 680 6688

E-Mail: thembim@dsac.gov.za

For Supply Chain Management Enquiries:

Name: Tuelo Thubisi

Tel: 012 441 3504

E-Mail: tuelot@dsac.gov.za

Name: Ms Tshepiso Ramatapa

Tel: 012 4413173 / 072 751

E-Mail: tshepisor@dsac.gov.za



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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.

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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.

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| 16. Payment | <p>16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.</p> <p>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.</p> <p>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.</p> <p>16.4 Payment will be made in Rand unless otherwise stipulated in SCC.</p> |
| 17. Prices | <p>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.</p> |
| 18. Contract amendments | <p>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.</p> |
| 19. Assignment | <p>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.</p> |
| 20. Subcontracts | <p>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.</p> |
| 21. Delays in the supplier's performance | <p>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.</p> <p>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.</p> <p>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.</p> <p>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</p> |

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 Programme (NIP)	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.