



THE APPOINTMENT OF A SERVICE PROVIDER FOR THE SERVICING, INSPECTION, REPAIR AND MAINTENANCE OF THE SANPC REFINERY VEHICLE FLEET FOR THE DURATION OF 36 MONTHS (3 YEARS).

RFQ NUMBER	:	FLEET/08/2025
ISSUE DATE	:	30 SEPTEMBER 2025
CLOSING DATE	:	14 OCTOBER 2025
CLOSING TIME	:	12:00

NB: THERE WILL BE A COMPULSORY SITE INSPECTION/BRIEFING SESSION

Date: 07 OCTOBER 2025

Time: 11:00 AM

Venue: 1 Refinery Road, Prospecton, 4110 (previously SAPREF Refinery)

Bidders must bring along identity document (ID/Passport/Driver's License) for ease of access into the SANPC Refinery premises.

PART 1
NOTICE TO TENDERERS

Quotations which must be completed as indicated in Part 3 of this RFQ are to be submitted as follows:

VIA EMAIL : scm-ai@cefgroup.co.za

CLOSING DATE: **14 OCTOBER 2025**

1 Submissions to RFQ

Submissions to this RFQ [**Quotation**] must not include documents or reference relating to any other quotation or quotations. Any additional conditions must be embodied in an enclosed letter.

2. Broad-Based Black Economic Empowerment [B-BBEE]

CEF (SOC) Ltd fully endorses and supports the Government's Broad-Based Black Economic Empowerment Programme and it would therefore prefer to do business with local business enterprises who share these same values. CEF (SOC) Ltd will accordingly allow a "preference" to companies who provide a valid B-BBEE verification certificate. All procurement transactions will be evaluated accordingly.

2.1 B-BBEE Scorecard and Rating

As prescribed in terms of the Preferential Procurement Policy Framework Act (PPPFA), Act 5 of 2000 and its Regulations, bidders are to note that the following preference point systems are applicable to all tenders:

- the 80/20 system for requirements with a Rand value of up to R 50,000,000 (all applicable taxes included); and
- Bidders are to note that if the 80/20 preference point system is stipulated in this RFQ and if all tenders received exceed R 50,000,000.00, the RFQ must be cancelled. Similarly, if the 90/10 preference point system is stipulated in this RFQ and all Tenders

received are equal to or below R 50, 000,000.00, the RFQ must be cancelled.

The value of this tender is estimated to be below R50, 000,000 (all applicable taxes included) and therefore the 80/20 system shall be applicable.

When CEF (SOC) Ltd invites prospective suppliers to submit quotations for its various expenditure plans, it requires bidders to have their B-BBEE status verified in compliance with the Codes of Good Practice issued in terms of the Broad Based Black Economic Empowerment Act No. 53 of 2003.

Bidders are required to complete SBD 6.1: the B-BBEE Preference Point Claim Form and submit it together with proof that they meet CEF's preferential procurement specific goals as stipulated in the Claim Form to obtain preference points.

Note: Failure to submit a valid proof demonstrating compliance to specific goals at the closing date of this RFQ will result in a score of zero being allocated for specific goals.

3. Communication

- a) Bidders are warned that a submission will be liable for disqualification should any attempt be made by a bidder either directly or indirectly to canvass any officer(s) or employee of CEF (SOC) Ltd in respect of this RFQ between the closing date and the date of the award of the business.
- b) A bidder may, however, before the closing date and time, direct any written enquiries relating to the RFQ to the following CEF (SOC) Ltd employee:
Name: McKenzy Manana Email: McKenzyM@cefgroup.co.za
- c) Bidders may also, at any time after the closing date of the RFQ, communicate with the Procurement Department on any matter relating to its RFQ Submission.

4 Tax Clearance

The bidder's valid Tax compliance PIN must accompany the quotation. Note that no business shall be awarded to any bidder whose tax matters have not been declared by SARS to be in order.

5 Legal Compliance

The successful bidder shall be in full and complete compliance with all applicable national and local laws and regulations.

6 Pricing

All prices must be quoted in South African Rand on a fixed price basis, including VAT.

7 Negotiations

CEF (SOC) Ltd reserves the right to undertake post-tender negotiations with selected bidder or any number of short-listed bidders.

8 Repudiations

CEF (SOC) Ltd is not committed to any course of action as a result of its issuance of this RFQ and/or its receipt of a Quotation in submission to it. Please note that CEF (SOC) Ltd reserves the right to:

- modify the RFQ's goods / service(s) and request bidders to re-tender on any changes;
- reject any quotation which does not conform to instructions and specifications which are detailed herein;
- disqualify quotations submitted after the stated submission deadline;
- not necessarily accept the lowest priced quotation;
- reject all quotations, if it so decides;
- place an order in connection with this quotation at any time after the RFQ's closing date;
- award only a portion of the proposed goods / service/s which are reflected in the scope of this RFQ;
- split the award of the order/s between more than one Supplier/Service Provider; or

- Make no award at all.

CEF (SOC) Ltd reserves the right to award business to the highest scoring bidder (s) unless objective criteria justify the award to another bidder.

9 Validity Period

CEF (SOC) Ltd desires a validity period of ninety (90) days from the closing date of this RFQ.

10 Returnable Documents

Returnable Documents means all the documents, Parts and Annexures, as listed in the tables below.

- a) Bidders are required to submit with their quotations the mandatory **returnable documents** as detailed below.

Failure to provide all these returnable documents at the closing date and time of this RFQ will result in a bidder's disqualification.

Mandatory Returnable Documents	Submitted [Yes or No]
- Pricing/Quotation	

Please confirm submission of these mandatory returnable document(s) by so indicating [Yes or No] in the table above:

- b) In addition to the requirements of Part (a) above, bidders are further required to submit with their quotations the following **essential returnable documents** as detailed below.

Please confirm submission of these essential Returnable Documents by so indicating [Yes or No] in the table below:

Essential Returnable Documents	Submitted [Yes or No]
- Valid B-BBEE Verification Certificate/BBBEE sworn affidavit or copy thereof Note: failure to provide a valid B-BBEE /sworn B-BBEE affidavit at the closing date and time of the RFQ will result in an automatic score of zero for preference points.	
ANNEXURE A – SBD 1: Invitation to Bid	
ANNEXURE B – SBD 4: Bidder's Disclosure	
ANNEXURE C – SBD 6.1 : Preference points claims form	
Proof of Central Supplier Database registration (MAAA.....)	

PART 2
SERVICE REQUIREMENTS

SCOPE OF WORK:

Refer to Annexure D: Scope of work

SELECTION CRITERIA:

Refer to Annexure E: Evaluation criteria

PART 3

QUOTATION FORM

I/We _____
hereby offer to supply the services at the prices quoted in the Price Schedule below,
in accordance with the conditions related thereto.

I/We agree to be bound by those terms and conditions in:
Any other standard or special conditions mentioned and/or embodied in this Request
for Quotation.

I/We accept that unless CEF (SOC) Ltd should otherwise decide and so inform me/us,
this Quotation [and, if any, its covering letter and any subsequent exchange of
correspondence], together with CEF (SOC) Ltd's acceptance thereof shall constitute
a binding contract between CEF (SOC) Ltd and me/us.

I/We further agree that if, after I/we have been notified of the acceptance of my/our
Quotation, I/we fail to deliver the said goods/service/s within the delivery lead-time
quoted, CEF (SOC) Ltd may, without prejudice to any other legal remedy which it
may have, cancel the order and recover from me/us any expenses incurred by CEF
(SOC) Ltd in calling for Quotations afresh and/or having to accept any less favourable
offer.

PRICING SCHEDULE:

REFER TO PRICING SCHEDULE ON SCOPE OF WORK

**NB: The bidder must provide an all-inclusive pricing offer that will cover the full
scope of work.**

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE CENTRAL ENERGY FUND SOC LTD (CEF)					
BID NUMBER:	FLEET/08/2025	CLOSING DATE:	04 DECEMBER 2025	CLOSING TIME:	12:00
DESCRIPTION	THE APPOINTMENT OF A SERVICE PROVIDER FOR THE SERVICING, INSPECTION, REPAIR AND MAINTENANCE OF THE SANPC REFINERY VEHICLE FLEET FOR THE DURATION OF 36 MONTHS (3 YEARS).				
BID RESPONSE DOCUMENTS MAY BE EMAILED TO THE EMAIL BELOW					
scm-ai@cefgroup.co.za					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	McKenzy Manana		CONTACT PERSON		
TELEPHONE NUMBER	010 201 4706		TELEPHONE NUMBER		
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER		
E-MAIL ADDRESS	McKenzyM@cefgroup.co.za		E-MAIL ADDRESS		
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
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES 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, 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:

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

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.



SBD4

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

2.2.1 If so, furnish particulars:

.....
.....

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

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 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.

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.

- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 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:

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

Where

- Ps = Points scored for price of tender under consideration
 Pt = Price of tender under consideration
 Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

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

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

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
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Enterprises with ownership of 51% or more by person/s who are black		10		
Enterprises with ownership of 51% or more by person/s who are women		5		
Enterprises with ownership of 51% or more by person/s who are youth		3		
Enterprise with ownership of 10% or more by person/s with disability		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:

.....

.....

.....

.....

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SCOPE OF WORK:

THE APPOINTMENT OF A SERVICE PROVIDER FOR THE SERVICING, INSPECTION, REPAIR AND MAINTENANCE OF THE SANPC REFINERY VEHICLE FLEET FOR THE DURATION OF 36 MONTHS (3 YEARS).

1. BACKGROUND

CEF SOC Ltd (**CEF**) is a Schedule 2 state owned diversified energy company reporting to the Department of Mineral Resources and Energy (DMRE). CEF's mandate is to contribute to the security of energy supply of South Africa and the Region through exploration, acquisition, development, marketing and strategic partnership, activities in renewables and liquids fuels storage. Its mandate is derived from the CEF Act (No 38 of 1977) and the Ministerial directives issued thereafter.

CEF has recently bought the SAPREF Refinery Precinct Asset from Shell and BP(SAPREF) now referred to as **SANPC Refinery**.

2. SCOPE OF WORK

2.1 SERVICING, INSPECTION AND REPAIR OF ALL EMS VEHICLES.

This quotation will be covering a period of three years (2025 -2027).

SANPC Refinery requires the services of an Accredited Service Provider for the **Licencing, servicing, inspection, repair and maintenance** of the following SANPC Vehicle fleet which includes **SANPC Fire Emergency vehicles**.

It is crucial to have knowledge and understanding of **Fire emergency vehicles** and their equipment for repairs.

NB: Service providers must submit at least 3 reference letters of previous work undertaken on Fire Emergency Vehicles.

List of vehicle knowledge must include and not limited to:

1. 2015 Ford Ranger 3.2 Diesel.

2. Isuzu 4-Ton Diesel truck FCV
3. Isuzu 4-ton Diesel truck and crane.
4. Mercedes-Benz Actros 2031 Diesel truck.
5. Mercedes-Benz Sprinter 308 CDI.
6. Mobile Williams pump with Caterpillar C18 C-rated duty engine, 700 HP motor on trailer.
7. Ian Dickie pump and Diesel motor on trailer.
8. Diesel Toyota Quantum GL crew bus.
9. 2X 30 000 L Tankers.
10. 1X 1000L diesel bowser.

Compliance:

The service provider is required to be **RMI registered** and adherence to the RMI Code of Conduct, compliance with regulations, and adherence to quality standards, using suitable premises, employing qualified staff, and complying with the Occupational Health & Safety Act.

NB: Service providers must submit proof of valid registration with their response to the RFQ.

2.2 SERVICES OF THESE VEHICLES MUST INCLUDE BUT NOT LIMMITED TO:

1. Annual Licencing & roadworthy certificates for vehicles.
2. Vehicle Maintenance inclusive of suspension (Minor or Major) – Light, heavy-duty Vehicles and Road Tankers.
3. Engine overhauls on Light and heavy-duty Vehicles.
4. Gear box and Diff. Overhauls.
5. Electronic Diagnostics on Light and heavy-duty Vehicles.
6. General Electrical upgrades.
7. General Electrical fault finding, repair or replacement on electronic components for light and heavy-duty vehicle.
8. Service and repair of the Cat Williams Pump as per Specifications and intervals. **Documents will be provided for the approved Service Provider.**
9. Service and Repair of all fire equipment related to each vehicle on the provided list above in **Section 2.1** - water pumps, PTO's etc.

10. Service and repair of smaller diesel equipment on vehicle like generators etc.
11. Supplying Vehicle and truck batteries if needed for replacement according to the vehicle/truck specifications.

Frequency:

Vehicle fleet needs to be serviced annually but the fleet can be split into two. First half of the fleet can be serviced March/April, and second half of the fleet can be serviced September/October of each year.

Inspection of vehicles

The vehicle is still in the process of getting licensed & COF, hence cannot be driven offsite for inspection. the service provider is welcomed to come to the Refinery site to inspect the vehicles for their assessment of pricing.

Reports / Certificates:

A certificate / report is required that indicates the service date and protocol completed after each service on each Vehicle for filing for Company Audit purposes.

2.3 PRICING

The approved Company rates must be fully inclusive of the costs and expenses for supplying and delivering, material including all time and materials cost which incl. the servicing and repairs of all the vehicles incl. labour cost, all fixed price costs, all third-party time and material costs, any additional taxation items, any import/export duties and any currency risk.

Table 1: Detailed Price Schedule

ITEM DESCRIPTION	UNIT	QTY	PRICE	TOTAL (Excl Vat)
2015 Ford Ranger 3.2 Diesel.				
Change of Ownership	Once off			
Annual Licence and Roadworthy Certificate (31 January 2025)	Annually			
Inspect and Repair faulty Headlights / electrical faults	Each	2		
Service, repair and inspect leak on automatic gearbox	Each	1		
Minor service on Vehicle annually	Each	2		
Major service on Vehicle every 2 nd Year	Each	1		
Labor	Hours			
Disbursement (if any)				
Sub Total (Excl Vat)				
Isuzu 4-Ton Diesel truck				
Change of Ownership	Once off			
Annual Licence and Roadworthy Certificate	Annually			

ITEM DESCRIPTION	UNIT	QTY	PRICE	TOTAL (Excl Vat)
(31 January 2025)				
Minor service on Vehicle annually	Each	2		
Major service on Vehicle every 2 nd Year	Each	1		
Labor	Hours			
Disbursement (if any)				
Sub Total (Excl Vat)				
Isuzu 4-ton Diesel truck and crane				
Change of Ownership	Once off			
Annual Licence and Roadworthy Certificate (31 March 2025)	Annually			
Minor service on Vehicle annually	Each	2		
Major service on Vehicle every 2 nd Year	Each	1		
Labor	Hours			
Disbursement (if any)				
Sub Total (Excl Vat)				
Mercedes-Benz Sprinter 308 CDI				
Change of Ownership	Once off			
Annual Licence and Roadworthy Certificate (31 January 2025)	Annually			

ITEM DESCRIPTION	UNIT	QTY	PRICE	TOTAL (Excl Vat)
Minor service on Vehicle annually	Each	2		
Major service on Vehicle every 2 nd Year	Each	1		
Labor	Hours			
Disbursement (if any)				
Sub Total (Excl Vat)				
Mercedes-Benz Actros 2031 Diesel Truck				
Change of Ownership	Once off			
Annual Licence and Roadworthy Certificate (Not Registered)	Annually			
Inspect, service and Repair any air leaks on truck	Each	1		
Minor service on Vehicle annually	Each	2		
Major service on Vehicle every 2 nd Year	Each	1		
Labor	Hours			
Disbursement (if any)				
Sub Total (Excl Vat)				
Diesel Toyota Quantum GL Crew Bus				
Change of Ownership	Once off			
Annual Licence and Roadworthy	Annually			

ITEM DESCRIPTION	UNIT	QTY	PRICE	TOTAL (Excl Vat)
Certificate (30 November 2025)				
Minor service on Vehicle annually	Each	2		
Major service on Vehicle every 2 nd Year	Each	1		
Labor	Hours			
Disbursement (if any)				
Sub Total (Excl Vat)				
Mobile Williams pump with Caterpillar C18 C-rated duty engine, 700 HP motor on trailer.				
Change of Ownership	Once off			
Annual Licence and Roadworthy Certificate (Not Registered)	Annually			
Annual diagnostic test with full load test run.	Each	3		
Minor service on Diesel motor annually.	Each	2		
Major service on Diesel Motor every 2 nd Year.	Each	1		
Labor	Hours			
Disbursement (if any)				
Sub Total (Excl Vat)				

ITEM DESCRIPTION	UNIT	QTY	PRICE	TOTAL (Excl Vat)
Ian Dickie pump and Diesel motor on trailer.				
Change of Ownership	Once off			
Annual Licence and Roadworthy Certificate (31 August 2025)	Annually			
Minor service on Diesel motor annually.	Each	2		
Major service on Diesel Motor every 2 nd Year.	Each	1		
Service wheel bearings.	Each	1		
Service Brakes	Each	1		
Labor	Hours			
Disbursement (if any)				
Sub Total (Excl Vat)				
2X 30 000 L Tanker Trailers				
Change of Ownership	Once off			
Annual Licence and Roadworthy Certificate (31 July 2025)	Annually			
Inspect and service air brake system on Blue Foam 3X axle Tanker.	Each	1		
Inspect and service air brake system	Each	1		

ITEM DESCRIPTION	UNIT	QTY	PRICE	TOTAL (Excl Vat)
on Yellow Foam 3X axle Tanker.				
Labor	Hours			
Deferments (if any)				
Sub Total (Excl Vat)				
1000 L Diesel Bauser trailer				
Change of Ownership	Once off			
Annual Licence and Roadworthy Certificate (30 November 2025)	Annually			
Service wheel bearings.	Each	1		
Service Brakes	Each	1		
Labor	Hours			
Disbursement (if any)				
Sub Total (Excl Vat)				
TOTAL Year 1 (Excl Vat)				
TOTAL Year 2 (Excl Vat)				
TOTAL Year 3 (Excl Vat)				
Vat 15%				
TOTAL Year 1-3 (Incl Vat)				

EVALUATION CRITERIA

THE APPOINTMENT OF A SERVICE PROVIDER FOR THE SERVICING, INSPECTION, REPAIR AND MAINTENANCE OF THE SANPC REFINERY VEHICLE FLEET FOR THE DURATION OF 36 MONTHS (3 YEARS).

EVALUATION CRITERIA

The RFQ shall be evaluated in two (02) phases, Mandatory requirements and commercial (Price and Specific Goals) evaluation.

1. PHASE 1

MANDATORY EVALUATION REQUIREMENTS

At this phase, the bidder's responses are reviewed against the below Mandatory Requirements. **Failure to comply with any of the Mandatory Requirements will lead to the bidder being disqualified and cannot be considered for further evaluation on Technical Requirements.**

No.	MANDATORY	Comply	Not Comply
1.1	EXPERIENCE The service provider must submit at least 3 reference letters or more of previous work undertaken on Fire Emergency Vehicles (FEV's) . Submit copies of reference letters (not older than 8 years)		
No.	MANDATORY	Comply	Not Comply
1.2	ACCREDITATION The service provider is required to be registered with the Retail Motor Industry Organisation (RMI) . Submit proof of valid registration.		

2. PHASE 2

COMMERCIAL EVALUATION

CEF (SOC) Ltd will utilise the following formula in its evaluation of Price offers:

[Weighted score 80 points]

$$PS = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where:

Ps = Score for the Tender under consideration

Pt = Price of Tender under consideration

Pmin = Price of lowest acceptable Tender

Preference points/specific goals criteria

[Weighted score 20 points]

Specific goals / Preference Points Claim

Evaluation Criteria	Final Weighted Scores
Price	80
Specific goals	20
TOTAL SCORE:	100

A maximum of 20 points will be awarded to a tenderer for specific goals specified for the tender/RFQ as follows:

Specific goals	Points
Historically disadvantaged individual (HDI)	
Enterprises with ownership of 51% or more by person/s who are black	10
Enterprises with ownership of 51% or more by person/s who are women	5
Enterprises with ownership of 51% or more by person/s who are youth	3
Enterprise with ownership of 10% or more by person/s with disability	2
Total	20

- Tenders must submit their B_BBEE certificate issued by an authorized body or person or a B-BBEE sworn affidavit to claim preference points.
- The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places.
- The contract must be awarded to the tenderer scoring the highest points.
- If two or more tenders score an equal total number of points, the contract must be awarded to the tenderer that scored the highest points for specific goals, and if two or more tenderers score equal total points in all respects, the award must be decided by the drawing of lots.



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CEF Group is committed to the highest standards of integrity, openness and accountability in the conduct of the CEF Group's business and operations. As such when CEF Group and its subsidiaries engage with any third-party counterparties (hereinafter referred to as 'Third-Party'), we are obligated to conduct appropriate third-party due diligence to understand the business and background of our prospective business counterparties. The following questionnaire is mandatory to be completed. You may use additional pages when necessary, and return a scanned, signed copy CEF Group nominated personnel. Please attach required documents listed in Document and signed documents.

Corporate Details

Registered Company Name (Full Legal Name)			
Other Name (Any previous Legal Name/ Trading Names)			
Registration Number		Tax Registration Number	
Country of Incorporation		Date of Incorporation	
Corporate Status (Private Limited, Limited, Partnership Listed, etc.)		No. of Employees	
Nature and Line of Business (Please state your core industry and main activity e.g. – Renewable Energy or Oil & Gas)			

Registered Address	
Business Address	
Telephone No.	
Email Address	
Website	
Branch (if any)	
Branch Address	
Contact Details	

Primary Contact Person			
Department			
Telephone No		Email	
Shareholders			
Parent Company		Country	
Ultimate Parent Company		Country	
Company's Shareholders and their details			
Name	Nationality	Appointment date	Identity No.
Executive Management of Company			
Name	Nationality	Position	Identity No.
Is the Company listed on stock exchange			
Exchange Name	Country	Market Capitalization	Status
Is the Company being rated by any rating agency			
Rating Agency	Rate	Date	Status
Company's banking details			
Bank Name	Swift Code	IBAN/Routing Code	Account Manager Name

Experience & Expertise			
Experience in the Industry	Years	Licenses (name and registration No.)	Authority/Regulator
Company owns any Intellectual Property (IP), patent or technology relevant (if any)			
Patent Number	Issuing Body	Expiry	Description
Company's On-Going Project			
Project Type	Infrastructure Name	Commencement Date & Status	Owner/Lease & Value
Sanctions			
No	Question	Response	Electronic Attachments
1.	Is the Company or any of its affiliates incorporated, located within, or operating from any countries subject to any Political or Economic Sanctions?		
2.	Is the Company or any of its affiliates engaged in transactions, investments, business, or other dealings that directly or indirectly involve or benefit any countries subject to Sanctions or any person or entity which is the target or subject of any Sanctions.		
3.	Has the Company ever been the subject of any convictions or prosecutions, or is it the subject of any pending investigations by a public authority, in relation to economic sanctions & export control regulation?		
Data			
4.	Has the Company conducted an information audit to map data flows?		
6.	Does the Company document what personal data it holds, where it came from, who the Company shares it with and what the Company does with it?		
7.	Has the Company implemented adequate technical and organizational security measures to protect and secure business and personal data from loss, misuse, unauthorized or accidental access or disclosure (whether processed electronically or non-electronically)?		
8.	Is the Company currently accredited or certified in respect of its information security, cybersecurity, or data privacy practices? Which regulator?		
9.	Does the Company have an appropriate personal data protection policy? If yes, please provide a confirmatory certificate from the		

	Company's appointed Information Officer.		
10.	With regards to engaging sub-processor(s), does the Company ensure that there is a contract with the sub-processor(s) and includes equivalent personal data protection obligations?		
11.	Does the Company have effective processes in place to identify and report any personal data breaches to your data user / data controller or relevant authorities?		
12	Has the Company been sanctioned and penalized for any data breaches by the regulator/		
Competition			
13	Has the company received any Punitive award from the Competition regulator or tribunal? Provide details and Date.		
14.	Has the Company ever been the subject of any convictions or prosecutions, or is it the subject of any ongoing investigations by an authority, in relation to competition or anti-trust laws?		
Ethics & Integrity			
15.	Are any of the current directors or executives' current key employees of the Company also government public officials? Provide details and the nature of employment.		
16.	Does any government, its agencies or controlled organizations, or any other organization performing a governmental function own any interest in or exercise any control over the Company's business?		
17.	Does the Company have and following policies to regulate integrity and ethics: i) Written employee code of conduct. ii) Written anti-bribery and corruption policy; and iii)a policy and process for reporting bribery/fraud. A confirmatory certificate signed by Company's secretariat is required.		
18.	Has the Company (or any of its affiliates, shareholders, directors, or key employees) ever been the subject of any convictions or prosecutions, or subject of any pending investigations by public authority, in relation to fraud/ bribery or corruption? Provide details, if any.		

19.	Has the Company (or any person or entity listed in this questionnaire) ever been barred from competing for government contracts in any country?		
Financial			
20.	Is the Company Insolvent or declared insolvent?		
21.	Any Business Rescue plans in progress or planned to be instituted?		
22.	What is the tax status of the Company?		
23.	Has the Company submitted all financial returns to the tax regulations consistently in the last 3 years? A written confirmation certificate from the appointed finance manager of the Company is required. No request financial statement must be attached.		
24.	Is the Company or its affiliate under liquidation?		
Litigation			
25.	Any pending litigation between the Company and regulators?		
26.	Any legal litigation instituted with listed Companies at Johannesburg Stock Exchange or other Stock Exchange Government Institutions or agencies?		