



## REQUEST FOR QUOTATION

|   |                  |               |       |
|---|------------------|---------------|-------|
| RFQ: 007XMA20   |                  |               |       |
| PROJECT NAME: TOILETS SERVICES  |                  |               |       |
| CLOSING DATE:   | 12 DECEMBER 2025 | CLOSING TIME: | 12:00 |
|   |                  |               |       |
| Name of Bidding firm:   |                  |               |       |
| Total Bid Amount:   |                  |               |       |
|   |                  |               |       |
| Contact Person ( <i>Full Names</i> ):   |                  |               |       |
| Tel No.:  | Cell No.:        |               |       |
| Fax No.:  |                  |               |       |
| Signature of Bidder:  |                  |               |       |
| Issued By:  |                  |               |       |
| <b>DZINGE PRODUCTIONS</b>   |                  |               |       |
| Thulamahashe New Stadium  |                  |               |       |
| Thulamahashe A  |                  |               |       |
| CONTACT PERSON: MR. Banzi   |                  |               |       |
| Cell: 065 077 3425 Emai: <a href="mailto:banzi@dzinge.co.za">banzi@dzinge.co.za</a> |                  |               |       |
| DOCUMENT PRICE : FREE   |                  |               |       |

**NB: THIS QUOTATION WILL BE EVALUATED ON FUNCTIONALITY AND 80/20 POINT SCORING SYSTEM**

## **SPECIAL CONDITIONS:**

The appointed construction firm must;

- ✳ Have the equipment and means to provide required plants for the execution of the work.
- ✳ Have the ability to complete projects on time.
- ✳ Have work related experience.
- ✳ Being a local service provider, meaning from Bushbuckridge.
- ✳ Has not failed to perform on any previous contract.
- ✳ Bidding too low the market value or too high might lead to the RFQ being disqualified or marked as non-responsive.

Kindly include a detailed resume with contactable references for the subjects mentioned above.

## **1. EVALUATION OF BIDS**

To ensure that the correct responses are received, and that they are projected appropriately for the benefit of the evaluation there-of, bidders are advised that the Evaluation Criterion that will be used for the quotation is as follows:

| <b>Description</b>                  | <b>Points</b> |
|-------------------------------------|---------------|
| Price Components                    | 80            |
| B-BBEE Status Level of Contribution | 20            |
| <b>TOTAL</b>                        | <b>100</b>    |

## **2. PRICE INSTRUCTIONS:**

- (a) The price must include cleaning.
- (b) All prices shall be tendered in accordance with the units specified in this schedule.
- (c) The bidder will be deemed non-responsive if the pricing is not submitted as requested below.
- (d) Only firm prices will be accepted. Non-firm prices (including prices subject to rate of exchange variations) will not be considered.

## **3. GENERAL:**

- (a) Bidders to ensure that they are familiar with the complete document and initiate all the pages of the document as well as sign all pages where it is required.
- (b) All forms to be completed and submitted with relevant documentation required.
- (c) Price schedule need not to be re-typed.
- (d) All certified copies should not be older than three (3) months

#### **4. COMPULSORY ATTACHEMENTS**

**(All Documents and Schedules MUST BE SUBMITTED for the Quotation to Qualify)**

- (a) Valid Tax Clearance Certificate or SARS Pin
- (b) A Certified copy of Company Registration
- (c) A Certified ID Copy(ies) of owners(s) or Director(s)
- (d) A copy of CSD Registration Report
- (e) Certified copies of Municipal Accounts/ Lease Agreement/ Tribal Authority Confirmation Letter for the company and owner(s) or Director(s) that is not older than three (3) months
- (f) Evaluation criteria 80/20
- (g) Certified copy of COIDA registration (After appointment)

REQUEST FOR QUOTATION

RFQ: 007XMA20

BILL OF QUANTITIES

| Item No | Description   | Quantity                                       | Rate | Amount   |
|---------|---|--|------|----------|
| 1       | 30x non flush toilet including urinals                            | 30 Non<br>Flush Toilet<br>including<br>Urinals |      |          |
| 2       | 6 x VIP toilet with genitors and<br>maintenance through the night | 6 VIP toilet<br>with genitors                  |      |          |
|         | <b>TOTAL</b>  |  |      | <b>R</b> |

**PLEASE SIGN THIS SECTION AS ACKNOWLEDGEMENT THAT PRICE QUOTED  
ABOVE ARE FIRM AND CORRECT**

**AUTHORISING**

**SIGNATURE.....** **DATE: .....**

**ON BEHALF OF COMPANY.....**

**DATE OF COMPLETION .....**

**PERSONAL DETAILS OF THE TENDERER**

**PLEASE PROVIDE THE FOLLOWING DETAILS**

**Name of Company/Close Corporation/Partnership/Sole Trader/Private Person**

.....  
(Clearly state whether your business is a Company/Close Corporation/ Partnership/ Sole Trader or if you are an individual)

Company/Close Corporation's Registration No. ....

1.2 Value Added Tax Registration No. ....

OR

Income Tax Reference No. ....

1.3 Name(s) and details of Shareholders and Directors

| Name | % Shareholding | Director (Y/N) | ID Number |
|------|----------------|----------------|-----------|
|      |                |                |           |
|      |                |                |           |
|      |                |                |           |
|      |                |                |           |
|      |                |                |           |
|      |                |                |           |

**IT IS COMPULSORY IN THE CASE OF A FEMALE DIRECTOR / MEMBER OR  
PARTNER TO ALSO FURNISH HER MAIDEN NAME, AND IF APPLICABLE, ALL HER  
PREVIOUS MARRIED NAMES**

1.4 The Tenderer's Representative for the purpose of this Tender is:

**2. STREET ADDRESS OF REGISTERED OFFICES**

Street address, which address the Tenderer chooses as it's domicilium citandi et executandi for all purposes of this Tender.

THULAMAHASHE NEW STADIUM  
THULAMAHASHE A

**3. CONTACT DETAILS**

**3.1 TELEPHONE NUMBERS**

**Business.: 065 077 3425**

**EMAIL.: banzi@dzinge.co.za**

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**PART A  
INVITATION TO BID**

|   |                                |                     |  |
|---|--------------------------------|---------------------|--|
| <b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF BUSHBUCKRIDGE LOCAL MUNICIPALITY</b>                         |                                |                     |  |
| BID NUMBER: RFQ: 007XMA20   | CLOSING DATE: 12 DECEMBER 2025 | CLOSING TIME: 12:00 |  |
| DESCRIPTION TOILETS SERVICES  |                                |                     |  |
| <b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</b>                 |                                |                     |  |
| BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX  |                                |                     |  |
| SITUATED AT (STREET ADDRESS)  |                                |                     |  |
| PRIVATE BAG X 9303, BUSHBUCKRIDGE 1280, R533 GRASKOP ROAD OPP. MAPULANENG DLTC, MAVILIJAN REGION<br>BUSHBUCKRIDGE |                                |                     |  |
| <b>SUPPLIER INFORMATION</b>   |                                |                     |  |
| NAME OF BIDDER  |                                |                     |  |
| POSTAL ADDRESS  |                                |                     |  |
| STREET ADDRESS  |                                |                     |  |
| TELEPHONE NUMBER  | CODE                           | NUMBER              |  |
| CELLPHONE NUMBER  |                                |                     |  |
|   |                                |                     |  |

|                  |      |        |
|------------------|------|--------|
| FACSIMILE NUMBER | CODE | NUMBER |
|------------------|------|--------|

|                |  |  |
|----------------|--|--|
| E-MAIL ADDRESS |  |  |
|----------------|--|--|

|                         |  |  |
|-------------------------|--|--|
| VAT REGISTRATION NUMBER |  |  |
|-------------------------|--|--|

|  |  |                              |   |
|--|--|------------------------------|---|
| TCS PIN:   |  | OR                           | CSD No:                                   |
| B-BBEE STATUS LEVEL VERIFICATION<br>CERTIFICATE<br>[TICK APPLICABLE BOX] |  | <input type="checkbox"/> Yes | B-BBEE STATUS<br>LEVEL SWORN<br>AFFIDAVIT |
|  |  | <input type="checkbox"/> No  | <input type="checkbox"/> Yes              |
|  |  |                              | <input type="checkbox"/> No               |

IF YES, WHO WAS THE CERTIFICATE  
ISSUED BY?

|   |                          |   |
|---|--------------------------|---|
| AN ACCOUNTING OFFICER AS<br>CONTEMPLATED IN THE CLOSE<br>CORPORATION ACT (CCA) AND NAME<br>THE APPLICABLE IN THE TICK BOX | <input type="checkbox"/> | AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE<br>CORPORATION<br>ACT (CCA)        |
|   | <input type="checkbox"/> | A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN<br>ACCREDITATION SYSTEM (SANAS) |
|   | <input type="checkbox"/> | A REGISTERED AUDITOR<br>NAME:   |

**[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<br>REPRESENTATIVE IN SOUTH AFRICA<br>FOR THE GOODS /SERVICES /WORKS<br>OFFERED? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | ARE YOU A FOREIGN<br>BASED SUPPLIER FOR<br>THE GOODS /SERVICES<br>/WORKS OFFERED? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| [IF YES ENCLOSE PROOF]   |                              |                             | [IF YES ANSWER PART<br>B:3<br>BELOW]  |                              |                             |

|  |       |      |
|--|-------|------|
| SIGNATURE OF BIDDER  | ..... | DATE |
| CAPACITY UNDER WHICH THIS BID IS<br>SIGNED (Attach proof of authority to sign<br>this bid; e.g. resolution of directors, etc.) |       |      |

|   |          |   |                    |
|---|----------|---|--------------------|
| TOTAL NUMBER OF ITEMS OFFERED                   |          | TOTAL BID PRICE (ALL<br>INCLUSIVE)        |                    |
| BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO: |          | TECHNICAL INFORMATION MAY BE DIRECTED TO: |                    |
| DEPARTMENT/ PUBLIC ENTITY                       | BLM/MLFM | CONTACT PERSON                            | MR BANZI           |
| CONTACT PERSON                                  |          | TELEPHONE NUMBER                          | 065 077 3425       |
| TELEPHONE NUMBER                                |          | FACSIMILE NUMBER                          |                    |
| FACSIMILE NUMBER                                |          | E-MAIL ADDRESS                            | badzi@dzinge.co.za |
| E-MAIL ADDRESS                                  |          |   |                    |

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## PART B TERMS AND CONDITIONS FOR BIDDING

### 1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR ONLINE
- 1.3. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: ( BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
- 1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.

1.5. 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 LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.

**2. TAX COMPLIANCE REQUIREMENTS**

2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.

2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE [WWW.SARS.GOV.ZA](http://WWW.SARS.GOV.ZA).

2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.

2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.

2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

**3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**

3.1. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?  YES  NO

3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA?  YES  NO

3.3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA?  YES  NO

3.4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA?  YES  NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

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

**Declaration of Interest**

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

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

3.2. Identity Number: .....

3.3. Position occupied in the Company (director, trustee, shareholder<sup>2</sup>):.....

3.4. Company or Close Corporation Registration Number: .....

3.5. Tax Reference Number:.....

3.6. VAT Registration Number: .....

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

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

3.8.1. If yes, furnish particulars

.....  
.....

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

3.9.1. If yes, furnish particulars

.....  
.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?

**YES/NO**

3.10.1 If yes, furnish particulars.

.....  
.....

3.11. Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?

**YES / NO**

3.11.1 If yes, furnish particulars

.....  
.....

3.12. Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state?

**YES / NO**

3.12.1 If yes, furnish particulars

.....  
.....

3.13. Are any spouses, child or parent of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state?

**YES / NO**

3.13.1 If yes, furnish particulars.

.....  
.....

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

**YES / NO**

3.14.1 If yes, furnish particulars:

.....  
.....

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

| FULL NAME | IDENTITY NUMBER | STATE NUMBER | EMPLOYEE NUMBER |
|-----------|-----------------|--------------|-----------------|
|           |                 |              |                 |
|           |                 |              |                 |
|           |                 |              |                 |

The tenderer hereby certifies that the information set out in this schedule and/or attached thereto is true and correct, and acknowledges that failure to properly and truthfully complete

this schedule may result in the tender being disqualified, and/or (in the event that the tenderer is successful) the cancellation of the contract.

---

Signature

Print name: On behalf of the tenderer (duly authorised)

---

Date

***<sup>1</sup>MSCM Regulations: “in the service of the state” means to be –***

- (a) a member of –***
  - (i) any municipal council;***
  - (ii) any provincial legislature; or***
  - (iii) the national Assembly or the national Council of provinces;***
  
- (b) a member of the board of directors of any municipal entity;***
- (c) an official of any municipality or municipal entity;***
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);***
- (e) a member of the accounting authority of any national or provincial public entity; or***
- (f) an employee of Parliament or a provincial legislature.***

***<sup>2</sup> Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.***

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

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

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

### 1. GENERAL CONDITIONS

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

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

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

*(delete whichever is not applicable for this tender).*

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

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

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

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

The maximum points for this tender are allocated as follows:

| POINTS   |            |
|--|------------|
| PRICE  | 80         |
| SPECIFIC GOALS                                   | 20         |
| <b>Total points for Price and SPECIFIC GOALS</b> | <b>100</b> |

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:

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

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

P<sub>min</sub> = Price of lowest acceptable tender

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

### 3.2.1 POINTS AWARDED FOR PRICE

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

$$80/20 \quad \text{or} \quad 90/10$$

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

Where

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

#### 4. POINTS AWARDED FOR SPECIFIC GOALS

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

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which 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)<br>(To be completed by the organ of state) | Number of points allocated (80/20 system)<br>(To be completed by the organ of state) | Number of points claimed (90/10 system)<br>(To be completed by the tenderer) | Number of points claimed (80/20 system)<br>(To be completed by the tenderer) |
|---|--|--|--|--|
| Black South African   | 5  | 10   |  |  |
| Women 30% ownership   | 3  | 4  |  |  |
| Youth 30% ownership   | 1  | 3  |  |  |
| Disability 30% ownership                                    | 1  | 3  |  |  |

## 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 proprietor
- 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: .....

## CONTRACT FORM - RENDERING OF SERVICES

**THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.**

**PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)**

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)..... in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (i) Bidding documents, *viz*
    - Invitation to bid;
    - Tax clearance certificate;
    - Pricing schedule(s);
    - Filled in task directive/proposal;
    - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
    - Declaration of interest;
    - Declaration of Bidder's past SCM practices;
    - Certificate of Independent Bid Determination;
    - Special Conditions of Contract;
  - (ii) General Conditions of Contract; and
  - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

DATE .....

## WITNESSES

1 .....

2 .....

DATE: .....

## CONTRACT FORM - RENDERING OF SERVICES

## PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I..... in my capacity as..... accept your bid under reference number ..... dated..... for the rendering of services indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating service delivery instructions is forthcoming.
3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

| DESCRIPTION OF SERVICE | PRICE (ALL APPLICABLE TAXES INCLUDED) | COMPLETION DATE | B-BBEE STATUS LEVEL OF CONTRIBUTION | MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable) |
|------------------------|---------------------------------------|-----------------|-------------------------------------|--|
|                        |                                       |                 |                                     |  |

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT ..... ON .....

NAME (PRINT) .....

SIGNATURE .....

OFFICIAL STAMP

|             |
|-------------|
| WITNESSES   |
| 1 .....     |
| 2 .....     |
| DATE: ..... |



## DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

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

| Item  | Question  | Yes                      | No                       |
|-------|---|--------------------------|--------------------------|
| 4.1   | <p>Is the bidder or any of its directors listed on the National Treasury's database as a company or person prohibited from doing business with the public sector?</p> <p><b>(Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).</b></p>   | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.1.1 | If so, furnish particulars:   |                          |                          |
| 4.2   | <p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p><b>(To access this Register enter the National Treasury's website, <a href="http://www.treasury.gov.za">www.treasury.gov.za</a>, click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).</b></p> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.2.1 | If so, furnish particulars:   |                          |                          |
| 4.3   | Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.3.1 | If so, furnish particulars:   |                          |                          |
| Item  | Question  | Yes                      | No                       |

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

#### CERTIFICATION

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

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

.....  
 Signature

.....  
 Date

.....  
 Position

.....  
 Name of Bidder

## CERTIFICATE OF INDEPENDENT BID DETERMINATION

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

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<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete

## **CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

.....;

(Bid Number and Description)

In response to the invitation for the bid made by:

**DZINGE PRODUCTIONS**

(Name of Municipality / Municipal Entity)

Do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: -----

(Name of Bidder)

That

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
  - a. has been requested to submit a bid in response to this bid invitation;
  - b. could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
  - c. provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium<sup>3</sup> will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - a. prices;
  - b. geographical area where product or service will be rendered (market allocation)
  - c. methods, factors or formulas used to calculate prices;
  - d. the intention or decision to submit or not to submit, a bid;
  - e. the submission of a bid which does not meet the specifications and conditions of the bid; or

- f. Bidding with the intention not to win the bid.
- 8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No. 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004 or any other applicable legislation.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of Bidder

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<sup>3</sup> 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.