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Re-Advert

REQUEST FOR QUOTATION (RFQ)

RFQ	RFQ/LOG/2023/44
RFQ ISSUE DATE	25 April 2023
BRIEFING SESSION	N/A
RFQ DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER FOR PROVISION OF MAINTENANCE OF CHILLERS & WATER TREATMENT AT SABC BLOEMFONTEIN OFFICE FOR A PERIOD OF FIVE (5) YEARS
CLOSING DATE & TIME	24 May 2023 @ 12:00

Submissions must be electronically emailed to RFQSubmissions@sabc.co.za on or before the closing date of this RFQ.

The tenderer shall have a **CIDB Grading of minimum 3ME**. Tenderer shall provide a valid and active certificate at the time of closing and at the time of award.

PLEASE NOTE THAT AS FROM 01 JULY 2016 COMPANIES THAT ARE NOT REGISTERED WITH CSD SHALL NOT BE CONSIDERED.

For queries, please contact: **Nemukula Nyandano** via email: Tenderqueries@sabc.co.za

The SABC requests your quotation on the services listed above. Please furnish us with all the information as requested and return your quotation on the date and time stipulated above. Late and incomplete submissions will invalidate the quote submitted.

SUPPLIER NAME: _____

POSTAL ADDRESS: _____

TELEPHONE NO: _____

FAX NO. : _____

E MAIL ADDRESS: _____

CONTACT PERSON: _____

CELL NO: _____

SIGNATURE OF BIDDER: _____

NOTES ON QUOTATIONS AND PROPOSALS SUBMISSION

1. All electronic submissions must be submitted in a **PDF** format that is protected from any modifications, deletions, or additions.
2. Financial/pricing information must be presented in a **separate** attachment from the Technical / Functional Response information.
3. The onus is on the Bidder to further ensure that all mandatory and required documents are included in the electronic submission.
4. All submissions should be prominently marked with the following details in the email subject line:
 - **RFQ and bidders' name.**
5. Bidders are advised to email electronic submissions at least thirty minutes before the bid closing time to cater for any possible delay in transmission or receipt of the bid. The onus is on bidder to ensure that the bid is submitted on time via email
6. Tender submission emails received after submission date and time will be considered late bid submissions and will not be accepted for consideration by SABC.
7. SABC will not be responsible for any failure or delay in the email transmission or receipt of the email including but not limited to:
 - receipt of incomplete bid
 - file size
 - delay in transmission receipt of the bid
 - failure of the Bidder to properly identify the bid
 - illegibility of the bid; or
 - Security of the bid data.

NB: BIDDERS SHOULD ENSURE THAT LINKS FOR WE-TRANSFER OR GOOGLE DROP BOX EXPIRE 30 DAYS AFTER SUBMISSIONS INSTEAD OF SEVEN DAYS

FIRST PHASE – PREQUALIFICATION CRITERIA: MANDATORY DOCUMENTS

All bid respondents must submit mandatory documents that comply with all mandatory requirements. Bids that do not fully comply with the mandatory requirements will be disqualified and will not be considered for further evaluation.

Mandatory requirement	Comply/not Comply
Active registration and valid minimum grading with the Construction Industry Development Board (CIDB) of 3ME or Higher (Provide proof) “The Tenderer shall provide a valid and active certificate at the time of closing and at the time of award”.	

NON-SUBMISSION OF THE MANDATORY DOCUMENTS WILL RESULT IN AUTOMATIC DISQUALIFICATION.

REQUIRED DOCUMENTS

- 1.1 Submit proof CSD registration.
- 1.2 Proof of Valid TV License Statement for the Company; all active Directors and Shareholder must have valid TV Licenses.
(Verification will also be done by the SABC internally).
- 1.3 Valid Tax Clearance Certificate or SARS “Pin” to validate supplier’s tax matters.
- 1.4 Certified copy of Company Registration Document that reflect Company Name, Registration number, date of registration and active Directors or Members.
- 1.5 Certified copy of Shareholders’ certificates.
- 1.6 Certified copy of ID documents of the Directors or Members.

NB: NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHO’S TAX MATTERS ARE NOT IN ORDER.

NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHO’S TV LICENCE STATEMENT ACCOUNT IS NOT VALID.

DETAILED TECHNICAL SPECIFICATION

1. BACKGROUND

The water chiller machines must undergo monthly water treatment and testing to prevent blockage and rusting of water flow in the system. These blockages and rusting can lead to further damages to the total HVAC system and equipment.

Monthly water treatment of the water chiller units is also an OHS legislation requirement to ensure a healthy work environment. Different water and deposit testing every month should ensure compliance.

The advantage of water treatment and chiller machine maintenance:

- Minimize the possibility of damages in the chiller machine.
- Comply with Occupational Health and Safety Act, ensuring that the water does not have bacteria and it is safe for the environment.
- Improve performance.
- Preventative maintenance.
- Less downtime.

2. Scope of Requirements services

The service provider will render the following services to the SABC Bloemfontein:

Detailed specification for chillers:

A. Quarterly services

1. The Technician will report to SABC and discuss any problem or faults, which may be occurred since the last service.
2. The chillers will be operated for at least 30 minutes prior to logging all the necessary reading to calculate systems performance.
3. Complete a system analyses and record all log readings and compare these against the design specifications.
4. Check the compressor oil pressure and note these on the service report.
5. Take an oil sample which will be sent away for analysis. The results of which will be sent to SABC for the records.
6. If any refrigerant or oil leaks are found and these can be repaired without pumping the system. down, these will be rectified during the service.
7. Clear the system control panel.

8. Check all operating and safety controls and report on the same in the service report.
9. Inspect the chilled water pumps, starter panels, condenser water pumps and starters
10. Inspect the cooling tower for correct operation and excessive fouling and will note the condition in the service report.
11. In the event of the ambient temperature not permitting the chiller to operate visually inspection will be carried out (the oil pumps will be operated, and the oil pressures will be noted)

On completion of the minor services a complete heat balance will be calculated, and we will submit a comprehensive report detailing all work done and all faults found and whether these were rectified or if other remedial action is required.

B. Annual services

1. On arrival at the site technician will discuss with SABC any problems or faults which have occurred since the last service.
2. Operate the chillers until the system has stabilized and record all log all readings in order to analyze system performance before commencing with any work.
3. The refrigerant will be transferred to refrigerant pump down unit with a transfer unit minimize any refrigerant loss.
4. The system will be pressure tested with dry nitrogen and any leaks found will be repaired.
5. Isolate the electrical supply and commence with the following.
6. The oil will be removed and discarded in the correct manner.
7. Remove the oil filter and inspect for foreign matter and report on its condition.
8. Take an oil sample, which will be sent for analysis. The results of which will be sent to SABC for a records.
9. Renew the oil filter and oil return filter driers. Replace any refrigerant filters.
10. Charge the compressor with new Refrigerant oil.
11. The Safety valve will be removed and sent to a third party for calibration certification that will be sent to SABC for a records.
12. Inspect the condenser tubes for fouling and if required, chemically clean or high pressure clean the tubes for optimum performance.
13. Clean and check the control panel.
14. The chilled water and condenser pumps, motors, and starters will be checked and cleaned and any defects will be noted in the service reports.
15. The safety valve will be reinstalled and inspected for leaks.
16. The system will be pressure tested with dry nitrogen and any leaks found will be required. The pressure test will be witness by SABC.

17. The system will be evacuated to at least 3mm Hg. This will be held for a period of time to ensure system tightness and that the system is free of moisture or other non-condensable liquids.
18. You will megger the motor windings and note readings in the service report.
19. The system will be charged with refrigerant and the compressor will be started and checked.
20. Log all readings, analyze the system and compare with the original specifications.

C. Schedule of services

Major - 1 x Yearly (Annually)

Minor - 3 x Quarterly per year

D. Included in scope of work.

All labour, travelling, Transport and consumables, to carry out the above work are included.

Allowed for the following parts for the annual service on the Chillers.

- Oil filters
- Refrigerant drier's
- Oil Change on compressors
- 4 x oil Sample bottles per chiller
- Nitrogen
- Chemicals for cleaning the condenser
- Consumables

DETAILED SPECIFICATION FOR COOLING TOWER:

A. QUARTELY SERVICES

- Check belt condition.
- Adjust belt tension.
- Lubricate fan shaft bearings.
- Lubricate motor base adjusting screw.
- Check & lubricate optional gear drive.
- Check motor voltage & current.
- Clean fan motor exterior.
- Check general condition of the fan.
- Check & unplug fan drain holes (hollow fan blades).
- Check fan for uniform pitch.
- Check fan for rotation without obstruction.
- Check & recoat steel shafts with RUST VETO.

- Tension on new belts must be readjusted after the first 24hrs of operation and quarterly, thereafter.
- Check proper operation of all safety interlocks
- Clean the water filter and vent air from the circuit.
- Clean the exchangers and check the pressure drop in each
- Check the operation of the water flow switch
- Check the water quality or condition of the coolant
- Check and measure water quality. PH & TDS
- Check the connection of the contacts and the current at full load on all three phase.
- Measure Supply voltage at Main Breaker
- Measure Supply Current at Main Breaker
- Check & Test Overloads
- Check and test all switch gear
- Check and test all panel lights
- Inspect cold water basin
- Flush water distribution system / inspect spray nozzle
- Drain basin and piping
- Check & adjust water level in basins
- Check and adjust bleed rate
- Inspect unit finish

B. Yearly Service

- Drain basin & piping
- Inspect unit finish
- Lubricate fan shaft bearings
- Lubricate motor base adjusting screw
- Check drive alignment
- Check & recoat steel shafts with RUST VETO
- Clean air intake and exhaust grilles
- Check proper operation of all safety interlocks
- Clean the filter and vent air from the circuit.
- Clean the exchangers and check the pressure drop
- Check the water quality or condition of the coolant
- Check the operation of the water flow switch
- Check and measure water quality. PH & TDS
- Check the connection of the contacts and the current at full load on all three phases
- Measure the Supply voltage and current at main breaker
Check and test overloads
- Check and test all switch gears Check and test all panel lights executed by suitably qualified persons.

Additional tests o Legionnaires test: We advise that this test be done twice per year. Costs of this test are additional.

- Deposit analysis: This is required should systems scale severely and is for the account of the chemical supplier.
- Bacteria Test: Water level as per OHS

Detailed specification for Air Handling Units (AHU)

C. Quarterly service

- Clean unit
- Check for corrosion on all metal surfaces (chassis, casing, exchangers, electrical Db's)
- Check for water leaks
- Check soundness of all electrical connections to ensure they are tight and in good conditions.
(Where possible)
- Check the connection of the contacts and the current at full load on all three phases
- Check chilled water set point
- Check fan mountings
- Check fan bearings
- Check fan belts
- Check fan drive alignment
- Check proper operation of all safety interlocks
- Measure supply voltage and the drawn current at main breaker
- Check and test all switch gear
- Check all light panel

D. Annual Service

- Clean coil
- Clean Unit
- Check for corrosion on all metal surfaces (chassis, casing, exchangers, electrical Db's)
- Check for water leaks
- Check soundness of all electrical connections to ensure they are tight and in good conditions.
(Where possible)
- Check the connection of the contacts and the current at full load on all three phases
- Check chilled water set point
Check fan mountings
- Check fan bearings
- Check fan belts
- Check fan drive alignment Check proper operation of all safety interlocks
- Measure supply voltage and the drawn current at main breaker
- Check and test all switch gear

- Check all light panel.

2. CONTRACT PERIOD

- 5 years

3. COSTING

Effective Date of Bid

Vendors should state in writing that their quotation to the SABC and all furnished information, including price, will remain valid and applicable for 90 days from the date the vendor quotation is received by the SABC.

4. Evaluation criteria

5.1 BBEE and Price

- The RFQ responses will be evaluated on the **80/20** points system.

5.2 Technical Evaluation

- The tender submission will be technically evaluated out of **75**.
- A minimum threshold of **50 out of a maximum of 75** has been set.
- Bidders achieving less than the set threshold will be declared non-responsive.

5.3 Objective Criteria

- The SABC further reserve the right not to award this tender to any bidder based on the proven poor record of accomplishment of the bidder in previous projects within the SABC.
- Bidders who are blacklisted or have committed other acts of fraud and misrepresentation of facts e.g., tax compliance company, financials, etc. will be eliminated from the bid process.

FIRST PHASE EVALUATION CRITERIA: PAPER BASED

Evaluation area	Evaluation Criteria	Min. Points	Max. Points
Company previous experience in Maintenance Chillers/Cooling Towers & Water treatment of it	Provide proof of previous reference letters in any of the below: Chillers Cooling Towers Water treatment: Number of letters: <ul style="list-style-type: none"> • Minimum of two reference letters = (15 points) • Between three to four letters= (20 points) • More than four letters = (25 points) 	20	25

Warranty of parts	Respondents to submit proposal on warranty: Less 12 months = 5 points 12 months = 10 points More than 12 months = 15 points	10	15
Response time	Respondents to submit proposal on response time: Emergency response time Less than 6hrs = 20 points 6hrs hours =10 points More than 6hrs = 5 points	10	20
Quality of workmanship	Contractor to clearly states on their proposal the quality and assurance on workmanship to be provided during the Maintenance process, quality standards, OHS =10 points No OHS = 0 points Contractor to clearly state on their proposal the process to ensure quality workmanship on lead times, State the lead times = 5 points None = 0 points	10	15
Total		50	75

6 POINTS AWARDED FOR PRICE

The **80/20** preference point system

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

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

7 B-BBEE PREFERENTIAL POINTS WILL BE EVALUATED IN LINE WITH THE FOLLOWING

The SABC shall deal with Suppliers in accordance with the B-BBEE Codes of Good Practice and the Preferential Procurement Policy and Enterprise Development strategy of the SABC. The following will apply and will be adhered to when evaluating RFQ :

SPECIFIC GOALS	80/20
EME/SME 51% owned by Black people	10
51% owned by Black people;	5
51% owned by Black people who are women	3
Black Youth	2

NB: All tenders will be issued to the market with all specific goals, and these will be scored in accordance with the evidence as submitted by the bidder. The bidder who does not meet the specific goals will not be disqualified but score zero.

8 COMMUNICATION

Respondents are warned that a response will be disqualified should any attempt be made by a tenderer either directly or indirectly to canvass any officer(s) or employees of SABC in respect of a tender, between the closing date and the date of the award of the business.

All enquiries relating to this RFQ should be emailed three days before the closing date.

9 CONDITIONS TO BE OBSERVED WHEN TENDERING

- 9.1 The Corporation does not bind itself to accept the lowest or any tender, nor shall it be responsible for or pay any expenses or losses which may be incurred by the Tenderer in the preparation and delivery of his tender. The Corporation reserves the right to accept a separate tender or separate tenders for any one or more of the sections of a specification. The corporation also reserves the right to withdraw the tender at any stage.
- 9.2 No tender shall be deemed to have been accepted unless and until a formal contract / letter of intent is prepared and executed.
- 9.3 The Corporation reserves the right to:

Not evaluate and award submissions that do not comply strictly with his RFQ document.

Make a selection solely on the information received in the submissions and

- 9.3.1 Enter into negotiations with any one or more of preferred bidder(s) based on the criteria specified in the evaluation of this tender.
- 9.3.2 Contact any bidder during the evaluation process, in order to clarify any information, without informing any other bidders. During the evaluation process, no change in the content of the RFQ shall be sought, offered or permitted.
- 9.3.3 Award a contract to one or more bidder(s).
- 9.3.4 Accept any tender in part or full at its own discretion.
- 9.3.5 Cancel this RFQ or any part thereof at any time.

9.3.6 Should a bidder(s) be selected for further negotiations, they will be chosen based on the greatest benefit to the Corporation and not necessarily based on the lowest costs & Preference Point system.

10 Cost of Bidding

The Tenderer shall bear all costs and expenses associated with preparation and submission of its tender or RFQ, and the Corporation shall under no circumstances be responsible or liable for any such costs, regardless of, without limitation, the conduct or outcome of the bidding, evaluation, and selection process.

11 PAYMENT TERMS

SABC will effect payment sixty (60) days after the service provider has submitted an invoice.

END OF RFQ DOCUMENT

Annexed to this document for completion and return with the document:

- Annexure A - Declaration of Interest
- Annexure B - Consortiums, Joint Ventures and Sub-Contracting Regulations
- Annexure C - Previous completed projects/Current Projects
- Annexure D - SBD 1 Form
- Annexure E - SBD 8 & 9 Forms

DECLARATION OF INTEREST

- 1. Any legal or natural person, excluding any permanent employee of SABC, may make an offer or offers in terms of this tender invitation. In view of possible allegations of favouritism, should the resulting tender, or part thereof be awarded to-
(a) any person employed by the SABC in the capacity of Tenderer, consultant or service provider; or
(b) any person who acts on behalf of SABC; or
(c) any person having kinship, including a blood relationship, with a person employed by, or who acts on behalf of SABC; or
(d) any legal person which is in any way connected to any person contemplated in paragraph (a), (b) or (c),

it is required that:

The Tenderer or his/her authorised representative shall declare his/her position vis-à-vis SABC and/or take an oath declaring his/her interest, where it is known that any such relationship exists between the Tenderer and a person employed by SABC in any capacity.

Does such a relationship exist? [YES/NO]

If YES, state particulars of all such relationships (if necessary, please add additional pages containing the required information):

NAME : [1] [2]
POSITION :
OFFICE WHERE EMPLOYED :
TELEPHONE NUMBER :
RELATIONSHIP :

- 2. Failure on the part of a Tenderer to fill in and/or sign this certificate may be interpreted to mean that an association as stipulated in paragraph 1, supra, exists.
3. In the event of a contract being awarded to a Tenderer with an association as stipulated in paragraph 1, supra, and it subsequently becomes known that false information was provided in response to the above question, SABC may, in addition to any other remedy it may have:
- recover from the Tenderer all costs, losses or damages incurred or sustained by SABC as a result of the award of the contract; and/or
- cancel the contract and claim any damages, which SABC may suffer by having to make less favourable arrangements after such cancellation.

SIGNATURE OF DECLARANT

TENDER NUMBER

DATE

POSITION OF DECLARANT

NAME OF COMPANY OR TENDERER

CONSORTIUMS, JOINT VENTURES AND SUB-CONTRACTING REGULATIONS

1. CONSORTIUMS AND JOINT VENTURES

- 1.1 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 1.2 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate tender.

2 SUB-CONTRACTING

- 2.1 A person awarded a contract may only enter into a subcontracting arrangement with the approval of the organ of state.
- 2.2 A person awarded a contract in relation to a designated sector, may not subcontract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 2.3 A person awarded a contract may not subcontract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level of contributor than the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract.

3 DECLARATIONS OF SUB-CONTRACTING

- 3.1 Will any portion of the contract be sub-contracted? YES / NO
- 3.2 If yes, indicate:
 - 3.2.1 The percentage of the contract will be sub-contracted%
 - 3.2.2 The name of the sub-contractor
 - 3.2.3 The B-BBEE status level of the sub-contractor.....
 - 3.2.4 whether the sub-contractor is an EME YES / NO

SIGNATURE OF DECLARANT

TENDER NUMBER

DATE

POSITION OF DECLARANT

NAME OF COMPANY OR TENDERER

ANNEXURE “C”

Previous completed projects (preferably provide a detailed company profile, detailed the below mentioned information)

Project Descriptions	Client	Contact no	Contact person	Email address	Period of projects	Value of projects	Project Commence date	Completed date

Current projects (preferably provide a detailed company profile, detailed the below mentioned information)

Project Descriptions	Client	Contact no	Contact person	Email address	Period of projects	Value of projects	Project Commence date	Completion date

SBD 6.1**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.
- b) **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
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 PREFERENCE POINT SYSTEMS

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

80/20

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest 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 tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
EME/SME 51% owned by Black people	10	
51% owned by Black people;	5	
51% owned by Black people who are women	3	
Black Youth	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:

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ 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).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.

- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.

- 4 This SBD 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 (SBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² 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:

(Name of Institution)

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

I certify, on behalf of: _____ that:
(Name of Bidder)

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 consortium³ 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.

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill, and knowledge in an activity for the execution of a 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.

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Signature

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Date

.....
Position

.....
Name of Bidder