

13 FEBRUARY 2020

RFQ62

NOTICE NO: 12/20

REF NO: 8/2/1/09/20

QUOTATIONS ARE HEREBY REQUESTED IN ACCORDANCE WITH THE SCM REGULATIONS SECTION 18 OF THE LOCAL GOVERNMENT MUNICIPAL FINANCE ACT 56 OF 2003, FOR THE PURCHASE OF ITEM/S THAT COULD BE ABOVE R30 000.00.

QUOTATIONS MUST BE SUBMITTED IN SEALED ENVELOPES CLEARLY MARKED "RFQ62: SUPPLY AND DELIVERY OF VEHICLE SPARES AS AND WHEN REQUIRED BASED ON RATES FOR A PERIOD OF 3 MONTHS" TO THE QUOTATION BOX SITUATED AT:

SUPPLY CHAIN MANAGEMENT OFFICE (LESEDI OFFICES)
C/O LOUW AND HF VERWOERD STREET
HEIDELBERG
1438

ALL ENQUIRIES REGARDING SPECIFICATIONS SHOULD BE REFERRED TO MAREKA KHUMALO ON 073 805 9773 / (016) 330 0446 OR SIBULELO MOKOENA @ 016 492 0202 WITH REGARDS TO THE BIDDING PROCEDURE.

DEPARTMENT: FLEET MANAGEMENT

CLOSING DATE: 26 FEBRUARY 2020@12H00

REQUIREMENTS

"ONLY SABS APPROVED PARTS WILL BE ACCEPTED"

The following documents must be submitted with the quotation, failure in submitting these documents will result in a quotation being disqualified:

- Tax pin obtained from SARS on SARS letterhead and/or Central Supplier Database (CSD) number on CSD letterhead obtained from www.csd.gov.za, must be provided for verifying the tax compliance status.
- Forms listed below (MBD1, MBD 2, MBD 4, MBD 6.1, MBD 8, MBD 9, and Clearance form for water and Lights).
- Latest municipal account.
- Valid lease agreement if the bidder is leasing.
- CSD Registration report.

BIDDERS ARE REQUIRED TO SUBMIT AN OFFICIAL QUOTE ON THE COMPANY LETTERHEAD

2004	T/Tazz	AHT54EE90 09848632	2E5008918	R	R	R	R	R	R	R	R
1997	T/Stallion	AHT32YF500 0038851	2Y9129520	R	R	R	R	R	R	R	R
2001	T/Hi-Lux 3.0 D 5L	AHT31LNG9 08003347	5L9101943	R	R	R	R	R	R	R	R
2003	F/Bantam	AFAPVFB01 PR493159	9L011071	R	R	R	R	R	R	R	R
1995	V/W Golf 2.0	AAVZZZ17Z RU011800	HV121963	R	R	R	R	R	R	R	R
2000	T/Stalion	YFF5000023 045	2Y9096134	R	R	R	R	R	R	R	R
1989	T/Hi-Lux	YN65500346 8	3Y0309084	R	R	R	R	R	R	R	R
2008	T/Avensis	SB1BJ56L30 E098288	1AZ2639970	R	R	R	R	R	R	R	R
2008	N/Livina	ADNH71000 0A000381	HR16337347 A	R	R	R	R	R	R	R	R
2005	V/W Golf	AAVZZZ17Z 5U020305	BSC198888	R	R	R	R	R	R	R	R
2000	T/Corolla	AHT53EEB0 09027860	2E3226292	R	R	R	R	R	R	R	R
1994	Toyota Stallion	AHT32YF500 0018343	2Y9086185	R	R	R	R	R	R	R	R

1992	Toyota Stallion	YF50005615	2Y9062258	R	R	R	R	R	R	R	R
2008	POLO CLASSI C 1.6	AAVZZZ9NZ 8U040119	BAH389759	R	R	R	R	R	R	R	R
2008	JETTA FSI 2.0	AAVZZZ1KZ 8U034044	BVZ035018	R	R	R	R	R	R	R	R
2009	VW CADDY 1.6	WV1ZZZ2KZ 9X055370	BSF098263	R	R	R	R	R	R	R	R
2010	BMW 325I	WBAPH1609 0NG37654	01137354	R	R	R	R	R	R	R	R
2004	NISSAN HARDB ODY	ADNJ240000 E014536	KA24182495 2X	R	R	R	R	R	R	R	R
2004	VW GOLF	AAVZZZ17Z 4U012258	AGY056156	R	R	R	R	R	R	R	R
1990	NISSAN HARDB ODY 2.0	ADNG02000 0A026065	NA20011032 X	R	R	R	R	R	R	R	R
2008	NISSAN HARDB ODY 2.0	ADNK12000 0A000260	KA24924101 Y	R	R	R	R	R	R	R	R

Sub Total: R_____

Vat 15% : R_____

Total: R_____

Signature:_____

Date:_____

LDV & TRUCK SPARES FLEET LIST

MODEL	TYPE	VIN	ENGINE NUMBER	Filter Kit Set- Qty 1	Brake Pad/shoes set (Front & Rear)-QTY 1	Brake Discs /drums set – Qty 1	Brake Pads/Shoes set- Qty 1	Wheel Bearings set F&R- Qty 1	V-Belt Set- Qty 1
2008	Nissan NP300	ADNK050000A000018	YD25115722T	R	R	R	R	R	R
1995	Nissan Cabster 35	ADN53300000051699	FD35009023T	R	R	R	R	R	R
2000	Merc Benz Atego Truck	WDB9700672K457815	90491100116635	R	R	R	R	R	R
1999	Nissan Cab 35	ADN55200000001014	FD46014385	R	R	R	R	R	R
2006	Nissan Patrol	JN1UCLY61Z0001814	TD42188425	R	R	R	R	R	R
2008	N/Patrol	JN1UCLY61Z0500233	TD42513132A	R	R	R	R	R	R
2013	T/Hino	JHFYL20H409001987	N04CTS20251	R	R	R	R	R	R
1988	T/Dyna	BU840000048	11B1005495	R	R	R	R	R	R
1996	T/Landcruiser	AHT31PJ7507600588	1HZ0199733	R	R	R	R	R	R

1998	Merc F/Liner	1FV6HLBB1W H902822	N144554956 7	R	R	R	R	R	R
1982	Samel 100 Truck	SAMIL100301 463948	7655470	R	R	R	R	R	R
1998	NISSAN BAKKIE 2.7D	ADNB600000S 030061	TD27578457	R	R	R	R	R	R
2009	Internationa l Truck	1HTWEADR79 J089179	531HM2U15 36799	R	R	R	R	R	R
2009	Nissan UD 40/Hazmat	ADD55300000 003438	FD46034656	R	R	R	R	R	R
1999	T/Dyna	AHT31BUA10 9800321	14B1597572	R	R	R	R	R	R
2003	Toyota Dyna	JTFAF34Y109 000595	5L5275258	R	R	R	R	R	R
2006	Man 2000	AAML630991P X15253	1581187510 1190	R	R	R	R	R	R
1989	Toyota Dyna	BU840000825	0594313	R	R	R	R	R	R
1988	Merc Benz	619048260059 69	UC03031SA 003766P	R	R	R	R	R	R
1988	Merc Benz Refuse	381005649222 68	MB03050SA 008518J	R	R	R	R	R	R
2002	N/UD 80	ADNT5700000 001697	FE6215010C	R	R	R	R	R	R
2007	Nissan UD 80	ADDT5300000 005471	FE6209012B	R	R	R	R	R	R

2008	N/UD 40	ADD55300000 003605	FD46035220	R	R	R	R	R	R
2011	N/UD 330	ADDT2700000 000194	MD92512256 B	R	R	R	R	R	R
1988	M/B TRUCK Crane Mounted	136108	3583911	R	R	R	R	R	R
1999	N/Cab 20	ADNT9000000 050236	QD32121352	R	R	R	R	R	R
2001	T/Dyna	JT731LYM209 996745	5L5101017	R	R	R	R	R	R
2004	N/Cab 20	ADDT9000000 052040	QD32193870	R	R	R	R	R	R
2009	N/Cab 20	ADNT9000000 053407	QD32228768	R	R	R	R	R	R
2011	Isuzu Cab	ADMNM85HC 8Z570261	4JJ114383	R	R	R	R	R	R
1981	M/B W/Tk	358003664782 343	3529082064 9979	R	R	R	R	R	R
1998	Iveco Tip	ZSR11354	SZH096295	R	R	R	R	R	R
2002	N/ Tipper	ADNT0800000 045378	ND6087328	R	R	R	R	R	R
2002	N/UD 80 T	ADN T54000000017 41	FE62040794 1	R	R	R	R	R	R

2003	N/Cab 20	ADDT9000000 051602	QD32184641	R	R	R	R	R	R
1998	AMC Truk	ABA0494M1T8 015104	14584233	R	R	R	R	R	R
2006	Man W/T	AAML630992P X15255	1581187511 1190	R	R	R	R	R	R
2008	N/UD 80 T	ADDT6600000 006723	FE6210377B	R	R	R	R	R	R
2007	N/Cab 20	ADNT9000000 053851	QD32243516	R	R	R	R	R	R
2002	ISUZU KB	ADMTFR54HA 119894	4JA1865848	R	R	R	R	R	R
2002	NISSAN UD290	ADNT1300000 000462	PF6119930T	R	R	R	R	R	R
2006	ISUZU FRT TRUCK	ADMFTR33F1 Z277842	6HH1409783	R	R	R	R	R	R
2009	ISUZU FRT TRUCK	ADMFTR32M1 Z309613	6HE1407072	R	R	R	R	R	R
1994	FODENS ERF	110985	23173831	R	R	R	R	R	R

Sub Total: _____

Vat: _____

Total: _____

Signature: _____

Date: _____

TRACTORS AND YELLOW PLANTS SPARES

FLEET LIST

MODEL	TYPE	VIN	ENGINE NUMBER	Filter Kit- Qty 1	V-Belt set – Qty 1
1999	Komatsu	93F20948	00970	R	R
2012	TAFE TRACTOR	TAF85024WD454396	S44003932	R	R
2013	LANDINI TRACTOR	SWFLN 4046	S-SWFL/BA	R	R
2013	LANDINI TRACTOR	KZLDW265547W	4105TL13J266388F12	R	R
1989	Ford Trac	AFAN4VP92NR230244	K712049	R	R
2003	N/H Trac	NH7056L0001270909	804506406843944	R	R
2006	Landini	TLZLW30045	RR81523U315555N	R	R
2007	Bell TLB	AEB4150736R20618	PE4045T603437	R	R
2008	Kubota	AA900232697YN1061	6W3935	R	R
2002	New Holland	NH7056L0001152071	804506206484993	R	R
2009	Jinma	AA9091210003224KE2	093030005B	R	R
2007	Landini	TLZLW28144	RR81523U311092N	R	R
2008	New Holland	NHTTT75I2000175848	804505715012475N	R	R
2008	Landini Tractor	TLXLZ35088	RR81527U391796P	R	R
2009	N/H Front Loader	N8HE520073	000544401	R	R
2006	Bell grader	DW770DX601982	RG6081H285373	R	R

2009	N/H grader	N8AF01632	36080794	R	R
------	------------	-----------	----------	---	---

Sub Total: _____

Vat: _____

Total: _____

Signature: _____

Date: _____

Total Amount Vat Inclusive: _____

EVALUATION CRITERIA: 80/20 Preference point system as presented in the preferential procurement policy framework Act no 5 of 2000, for this purpose the MBD1, MBD 2, MBD4, MBD 6.1 MBD 8, MBD 9 and the Clearance Certificate for Water & lights can be downloaded from our website on the following link: www.lesedilm.gov.za/key/scm. MBD forms should be scrutinized, completed and submitted together with your quotation. All objections and complaints must be lodged within 14 days and in writing to the municipal manager's office.

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

Name of Company: _____

Fax: _____

Telephone: _____

Date: _____

NB: Bidders who did not submit an original or certified copy of their B-BBEE Certificate will not be allocated preference points.

All bidders must ensure that they are registered on the National Treasury Central Supplier Database via the following link: business.support@csd.gov.za. No business will be conducted with any person who is not registered on this database.

BIDDERS ARE WELCOME TO ATTEND THE OPENING ON THE CLOSING DATE

INVITATION TO BID

MBD 1

PART A

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)

BID NUMBER:		CLOSING DATE:		CLOSING TIME:	
DESCRIPTION					

THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE
 BID BOX SITUATED AT (STREET 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					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD NO:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes <input type="checkbox"/> No	

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

1. ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	2. ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]
3. TOTAL NUMBER OF ITEMS OFFERED		4. TOTAL BID PRICE	R
5. SIGNATURE OF BIDDER	6. DATE	
7. CAPACITY UNDER WHICH THIS BID IS SIGNED			

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:

TECHNICAL INFORMATION MAY BE DIRECTED TO:

DEPARTMENT	SUPPLY CHAIN MANAGEMENT	CONTACT PERSON	
CONTACT PERSON	MRS SIBULELO MOKOENA	TELEPHONE NUMBER	
TELEPHONE NUMBER	016 492 0202	FACSIMILE NUMBER	N/A

FACSIMILE NUMBER	N/A	E-MAIL ADDRESS	
E-MAIL ADDRESS	sibulelom@lesedi.gov.za		

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. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
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 THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE 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.
2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.7 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 ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <input type="checkbox"/> YES <input type="checkbox"/> 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 ABOVE.

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

NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

TAX CLEARANCE CERTIFICATE REQUIREMENTS

It is a condition of a bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations.

- 1 In order to meet this requirement bidders are required to complete in full the attached form TCC 001 "Application for a Tax Clearance Certificate" and submit it to any SARS branch office nationally. The Tax Clearance Certificate Requirements are also applicable to foreign bidders / individuals who wish to submit bids.
- 2 SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.
- 3 The original Tax Clearance Certificate must be submitted together with the bid. Failure to submit the original and valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.
- 4 In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate.
- 5 Copies of the TCC 001 "Application for a Tax Clearance Certificate" form are available from any SARS branch office nationally or on the website www.sars.gov.za.
- 6 Applications for the Tax Clearance Certificates may also be made via eFiling. In order a to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state*.

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 and/or take an oath declaring his/her interest.

3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.
 - 3.1 Full Name:
 - 3.2 Identity Number:
 - 3.3 Company Registration Number:
 - 3.4 Tax Reference Number:
 - 3.5 VAT Registration Number:
 - 3.6 Are you presently in the service of the state * YES NO
 - 3.6.1 If so, furnish particulars.

 - 3.7 Have you been in the service of the state for the past twelve months? YES NO
 - 3.7.1 If so, furnish particulars.

 - 3.8 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
 - 3.8.1 If so, furnish particulars.

 - 3.9 Are you, aware of any relationship (family, friend, other) between a 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
 - 3.9.1 If so, furnish particulars

 - 3.10 Are any of the company's directors, managers, principle shareholders or stakeholders in service of the state? YES / NO
 - 3.10.1 If so, furnish particulars.

 - 3.11 Are any spouse, child or parent of the company's directors, managers, principle shareholders or stakeholders in service of the state? YES / NO
 - 3.11.1 If so, furnish particulars.

* **MSCM Regulations: “in the service of the state” means to be –**

- (a) *A member of –*
- *any municipal council;*
 - *any provincial legislature; or*
 - *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.*

CERTIFICATION

I, THE UNDERSIGNED (NAME) _____, CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT.

I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

SIGNATURE

DATE

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

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- 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 The value of this bid is estimated not to exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 system shall be applicable.

1.3 Preference points for this bid shall be awarded for:

- (α) Price; and
- (β) B-BBEE Status Level of Contribution.

1.3.1 The maximum points for this bid are allocated as follows:

	POINTS
1.3.1.1 PRICE	80 or 90
1.3.1.2 B-BBEE STATUS LEVEL OF CONTRIBUTION	20 or 10
Total points for Price and B-BBEE must not exceed	100

1.4 Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an Accounting Officer as contemplated in the Close Corporation Act (CCA) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.5 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

2.1 “**all applicable taxes**” includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;

2.2 “**B-BBEE**” means broad-based black economic empowerment as defined in section 1 of the Broad -Based Black Economic Empowerment Act;

2.3 “**B-BBEE status level of contributor**” means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

- 2.4 “**bid**” means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- 2.5 “**Broad-Based Black Economic Empowerment Act**” means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- 2.6 “**comparative price**” means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;
- 2.7 “**consortium or joint venture**” 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;
- 2.8 “**contract**” means the agreement that results from the acceptance of a bid by an organ of state;
- 2.9 “**EME**” means any enterprise with an annual total revenue of R5 million or less.
- 2.10 “**Firm price**” means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- 2.11 “**functionality**” means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- 2.12 “**non-firm prices**” means all prices other than “firm” prices;
- 2.13 “**person**” includes a juristic person;
- 2.14 “**rand value**” means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- 2.15 “**sub-contract**” means the primary contractor’s assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract;
- 2.16 “**total revenue**” bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the *Government Gazette* on 9 February 2007;
- 2.17 “**trust**” means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 2.18 “**trustee**” means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

3. ADJUDICATION USING A POINT SYSTEM

- 3.1 The bidder obtaining the highest number of total points will be awarded the contract.
- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts.
- 3.3 Points scored must be rounded off to the nearest 2 decimal places.
- 3.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 3.5 However, when functionality is part of the evaluation process and two or more bids have scored equal points

including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality.

3.6 Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

4. POINTS AWARDED FOR PRICE

4.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

$$P_s \left(\frac{P_t - P_{min}}{P_t} \right) \quad \text{or} \quad P_s \left(\frac{P_t - P_{min}}{P_{min}} \right)$$

80/20 or 90/10

Where

- P_s = Points scored for comparative price of bid under consideration
- P_t = Comparative price of bid under consideration
- P_{min} = Comparative price of lowest acceptable bid

5. Points awarded for B-BBEE Status Level of Contribution

5.1 In terms of Regulation 5 (2) and 6 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	8	16
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

5.2 Bidders who qualify as EMEs in terms of the B-BBEE Act must submit a certificate issued by an Accounting Officer as contemplated in the CCA or a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA's approval for the purpose of conducting verification and issuing EMEs with B-BBEE Status Level Certificates.

5.3 Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.

5.4 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.

- 5.5 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 bid.
- 5.6 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 5.7 A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 5.8 A person awarded a contract may not sub-contract 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 than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

6. BID DECLARATION

7

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

7. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3.1.2 AND 5.1

7.1 B-BBEE Status Level of Contribution..... = (maximum of 10 or 20 points)
 (Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or an Accounting Officer as contemplated in the CCA).

8. SUB-CONTRACTING

8.1 Will any portion of the contract be sub-contracted? YES / NO (delete which is not applicable)

8.1.1 If yes, indicate:-

- (i) what percentage of the contract will be subcontracted?.....%
- (ii) the name of the sub-contractor?
- (iii) the B-BBEE status level of the sub-contractor?.....
- (iv) whether the sub-contractor is an EME?YES / NO (delete which is not applicable)

9. DECLARATION WITH REGARD TO COMPANY/FIRM

9.1 Name of firm:

9.2 VAT registration number:.....

9.3 Company registration number:

9.4 TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company
- (Pty) Limited
- [TICK APPLICABLE BOX]

9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....
.....
.....

9.6 COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.
[TICK APPLICABLE BOX]

9.7 MUNICIPAL INFORMATION

Municipality where business is situated

Registered Account Number

Stand Number

9.8 TOTAL NUMBER OF YEARS THE COMPANY/FIRM HAS BEEN IN BUSINESS:.....

9.9 I/we, the undersigned, who is/are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 7 of the foregoing certificate, qualifies the company/firm for the preference(s) shown and I/we 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 paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- (iv) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have:-
 - a) disqualify the person from the bidding 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) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, 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

WITNESSES:

1.

2.

..... SIGNATURE(S) OF BIDDER(S)

DATE.....

ADDRESS:.....

.....

.....

.....

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities 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/municipal entity'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	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? (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).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars: _____ _____ _____		
4.2	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)? (To access this Register enter the National Treasury's website, www.treasury.gov.za, 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).	Yes <input type="checkbox"/>	No <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?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.3.1	If so, furnish particulars: <hr/> <hr/> <hr/>		
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 <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars: <hr/> <hr/> <hr/>		
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 <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars: <hr/> <hr/> <hr/>		

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

WITNESSES

1. _____

2. _____

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 the Lesedi Local Municipality

do hereby made 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 be true and complete in every respect;
3. I am authorised 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 authorised 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 organisation, other than the bidder, whether or not affiliated with the bidder, who:-
 - a. has been requested to submit a bid in response to this bid invitation;
 - b. could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - c. provides the same goods and services as the bidder and/or is in the same line of business as the bidder.
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* will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraph 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:-
 - a. price;
 - b. geographical area where products or services 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 condition 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.

* 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

9. The terms of the accompanying bid to 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 practises 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

CLEARANCE CERTIFICATE FOR WATER & LIGHTS

Section 38 (d) (i) of Municipal Supply Chain Regulations requires that the Municipality must reject a bidder whose municipal rates and taxes are in arrears for more than three months.

The purpose of this form is to obtain prove that municipal services, rates and taxes of the service provider are not more than three months in arrears with the relevant municipality/ landlord in the municipal area where the service provider conducts his/ her business.

PART A – to be completed by the relevant municipality in the case where the service provider is the registered owner of the site / owner pays for municipal services /tenant pays for municipal services.

OR

PART B – to be completed by the landlord in the case where the service provider is renting the premises / rental paid by tenant include municipal services.

PART A (TO BE COMPLETED BY THE RELEVANT MUNICIPALITY)	
Name of the Municipality:	
Property Physical Address:	
Registered Name:	
Official's Name: _____	Municipality Stamp Here
Signature: _____	
Date: _____	
Please tick whether in arrears or up- to-date	
Rates and taxes : Up- to- date / in arrears for more than 3 months	
Water: Up- to- date / in arrears for more than 3 months	
Electricity: Up- to- date / in arrears for more than 3 months	
Refuse: Up- to- date / in arrears for more than 3 months	
Other services: Up- to – date / arrears for more than 3 months	

The latest municipal account must still be attached together with this form

PART B (TO BE COMPLETED BY THE LANDLORD)

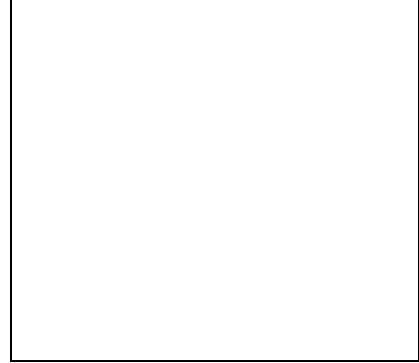
Name of the Landlord: _____

Property Physical Address: _____

Landlord Signature: _____

Date: _____

Landlord's business stamp Here



Or an Affidavit from SAPS(in the event
where the landlord does not have a business
stamp)

Please tick whether in arrears or up- to-date

Rental: Up- to- date / in arrears for more than 3 months

Municipal services: Up- to- date / in arrears for more than 3 months

Valid lease agreement must still be attached with this form.

Signature _____

Date _____

Position _____ Name of Bidder _____