



agriculture & rural development

Department:
agriculture
& rural development
PROVINCE OF KWAZULU-NATAL

INVITATION OF QUOTATION ABOVE R30,000.00

THIS FORM SHOULD BE COMPLETED IN DETAIL AND SHOULD BE ACCOMPANIED BY A **VALID TAX COMPLIANCE STATUS PIN AND VALID BBBEE VERIFICATION CERTIFICATE/AFFIDAVIT**

QUOTATION NUMBER: R/S/1819/506	VALIDITY PERIOD OF QUOTATION..... Days (To be completed by the Supplier)
CLOSING DATE: 25/10/2018	CLOSING TIME: 11H00
DESCRIPTION(SPECIFICATION/S) OF ITEMS/ SERVICE REQUIRED. SUPPLY AND DELIVER FENCING FOR FRANKLIN COMMUNITY PROJECT – HARRY GWALA DISTRICT SEE ATTACHED SPEC	COMPANY NAME: TEL NO: FAX NO: CONTACT PERSON: CSD REG NUMBER MAAA.....
DOES OFFER COMPLY WITH SPECIFICATION?	YES/NO (DELETE WHICH EVER IS NOT APPLICABLE)
DOES ARTICLE COMPLY WITH SABS SPECIFICATION? HAS IT BEEN INSPECTED BY SABS?	YES/NO YES/NO (DELETE WHICH EVER IS NOT APPLICABLE)
DELIVERY PERIOD AFTER INITIAL ORDER?	
IS THE PRICE FIRM	
WHERE ARE THE STOCK HELD? (PHYSICAL ADDRESS , PLEASE)	
QUOTATION PRICE INCLUDING VAT (VAT TO BE ADDED BY REGISTERED VAT VENDORS ONLY)	TOTAL: R
COMPANY OFFICIAL STAMP (COMPULSORY) SIGNATURE OF BIDDER DATE
NUMBER OF PAGES FAXED BACK TO THE DEPARTMENT BY THE SUPPLIER(Supplier to complete)

HAND DELIVER QUOTATION FOR ATTENTION OF : MS BONGIE MBOKAZI CONTACT NUMBER: 033-355 9577

DOCUMENTS TO BE DEPOSITED AT THE BID BOX AT CEDARA: DEPARTMENT OF AGRICULTURE, 1 CEDARA ROAD

NB: THE ATTACHED SBD4 & SBD9 FORMS MUST BE COMPLETED IN FULL. THIS QUOTATION PAGE MUST BE COMPLETED AND RETURN WITH ALL YOUR QUOTATION DOCUMENTS.

ANNEXURE A

COMPANY NAME :
 ADDRESS :
 CONTACT PERSON :
 CONTACT NUMBER :
 FAX NUMBER :

LINE NO.	DESCRIPTION OR SPECIFICATION OF ITEM (Please be very specific and clear)	REQUIRED QUANTITY	UNIT PRICE EXCL. VAT		TOTAL PRICE	
			R	C	R	C
1	Supply, deliver and offload fencing material Franklin community garden at Kokstad agricultural office	See attached detailed specification				
* LABOUR (IF APPLICABLE)						
*DELIVERY (IF APPLICABLE)						
TOTAL						
*ONLY APPLICABLE TO VAT REGISTERED SUPPLIERS 15% VAT						
TOTAL PRICE						

*VAT Registration No. (Supplier) _____

When Required (Requester): 31 July 2018

Where Required (Requester): G Kokstad Research and agricultural office, Adam Kok road

Contact details of requester: BE Mkiti 0769231430

TEL :

(COMPULSORY)

COMPANY STAMP

PRICES ARE VALID FOR DAYS

Mark one Box (X)

SIGNATURE

DATE



agriculture & rural development

Department:
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& rural development
PROVINCE OF KWAZULU-NATAL

BID SPECIFICATION FOR THE SUPPLY, DELIVERY AND ERECTION OF FENCING AT LINDELANI PROJECT

1. This document must be read in conjunction with Drawings (See Table of Contents). If the contractor has the impression that the information provided in the drawing(s) and the technical specifications/Schedule of quantities contradict each other or are perceived to be ambiguous, (s)he should point this out to the Engineer and ask for clarification at an early stage, but not later than before the commencement of any implementation. The same applies for purported differences between the technical specifications and schedule of quantities.
2. The TSS/Engineering Services (TES) takes no responsibility for projects implemented on the basis of this document alone without any prior involvement of TES before (partial) completion. This involvement consists of, but is not necessarily restricted to:
 - a. Signing off of the bid/quote document and Drawings by TES;
 - b. Presence of TES at the handover of the site to the contractor and at the commencement of the work. The contractor is to make sure that TES is informed of his/her intention to commence the work so that TES presence can be assured.
 - c. Supply to the contractor by TES of A3 sized plans. The drawings supplied with this document are for quoting/bidding purposes only and no implementation should take place before the contractor has received the bigger sized plans.
 - d. Regular site inspections by TES and the processing of invoices on the basis of achieved progress.
3. District managers and other departmental end users are therefore required to involve TES at the earliest possible stage, i.e. during PPC meetings or before submission of the request memo is submitted.

Table of Contents:

No.	Section	Pages	Read/ Complete
1	Cover Page	1	Read
2	A - Project Particulars	2	Read
3	B - General Conditions of Contract	2 - 4	Read
4	C - Project Technical Specifications	4 - 7	Read
5	ANNEXURE A: Fencing Layout	8	Read
6	ANNEXURE B: Fencing Layout showing spacing and gate	9	Read
8	ANNEXURE C: Pricing Schedule/Summary	10	Complete
9	ANNEXURE D: Previous Experience & Evaluation of bids	11	Complete



A) PROJECT PARTICULARS

1) SCOPE

The perimeter for the proposed area covering the tunnels is to be fenced using a 2,1m high diamond razor fence with barbed wire and razor blade coils with secure gate and padlocks.

2) ACCESS TO SITE

The site is in the Harry Gwala district, closest to Franklin and the co ordinates for the site are:-
30° 19' 19" S, 29° 26' 34" E.

B) GENERAL CONDITIONS OF CONTRACT

1) BIDDERS TO CHECK COMPLETENESS OF DOCUMENT

The bidder is required to check the number of consecutively numbered pages and should any found to be missing or in duplicate, or the text of figures indistinct, or should there be any doubt or obscurity as to the meaning of any part of these documents, the bidder must ascertain the true meaning or intent of the same prior to the submission of his/her tender, as no claims arising from any incorrect interpretation will be admitted.

2) VALIDITY

All prices must be valid for a period of four months (120 days) from the closing date of the tender.

3) FIXED PRICE CONTRACT

The contract shall not be subject to contract price adjustment. Bidders must therefore allow for any price increases during the contract duration, including possible delays in awarding the tender in accordance with the validity period.

4) PRICING (SEE ANNEXURE C – PRICING SCHEDULE)

- 4.1 All items as described in the project specification are to be priced in full. If a bidder does not tender on all items, his/her tender may be rejected.
- 4.2 Per item prices to exclude VAT.
- 4.3 Transport/Delivery costs must be included in the pricing schedule.
- 4.4 The tendered price must have your company stamp, date and be signed by an authorised person.

5) PENALTY CLAUSE

A penalty of R500 per day will be applied for late/delayed completion.

6) WARRANTY

All workmanship must carry a warranty of one year from the date of completion and handover of the works.

7) APPLICABLE STANDARDISED SPECIFICATIONS

For the purpose of this Contract the relevant SABS/SANS specifications shall apply. All materials to be SABS/SANS approved and installed to applicable standards specified by SABS/SANS or the manufacturer.

8) PAYMENTS



Payment will only be made after the relevant work has been completed and inspected by an Engineer. A payment schedule will then be provided to the contractor for amount claimable. The contractor is then able to submit an invoice for payment.

9) SERVICE LEVEL AGREEMENT

The successful bidder and the Department will sign a Service Level Agreement prior to commencement of works.

10) SITE FACILITIES AVAILABLE

10.1 WATER AND SERVICES

There is no telephone connection, power or water available on site. The Contractor shall make the necessary arrangements for the provision of water and services required at the contractors own cost.

For unskilled work, the assistance of community members can be utilized at the contractor's costs and all negotiations with the community members will be the contractor's responsibility and not the Departments. The contractor shall at his/her discretion make use of local skilled labor (if available) or use his/her own skilled labour but is ultimately responsible for the quality of workmanship.

10.2 LOCATION OF CAMP

The Contractor's camp may be erected on the site of the works. No persons other than a night watchman may sleep in the camp without the approval of the local farmer.

10.3 HOUSING OF CONTRACTOR'S EMPLOYEES

No housing is available for the Contractor's employees and the Contractor shall make his own arrangement for housing his employees and transporting them to and from the site. However it may be possible to arrange temporary local accommodation for the contractor's staff with the local farmer.

The Contractor is in all respects responsible for the housing and transporting of his employees, and for the arrangement thereof, and no extension of time due to any delays resulting from this, will be granted.

10.4 SAFETY

All safety measures including the provision of the Machinery and Occupational Safety Act (Act 6 of 1983) are to be adhered to.

11) DELIVERY OF MATERIALS

Material must be delivered **within three weeks** of receiving an official order, unless the Department indicates that delivery within this period is not desirable due to delays in the project.

12) ABNORMAL RAINFALL

The Contractor shall keep daily rainfall records and submit it to the Department's representative at every site meeting. No additional payment shall be made for the supply and installation of the rain gauge or for the keeping of the rainfall records and all costs must be included in the scheduled items.

13) 'AS BUILT' DETAILS

As the work progresses, the Contractor shall keep full records of all amendments to and deviations from the specifications as issued to the Contractor at the start of the contract. These details will, where appropriate, be noted on the supplied drawing. No alterations may be made without the written approval of



the Engineer.

14) PROGRAMME

The work is to be completed within 2 months of the award of the bid. The contractor is to supply a work schedule with the proposed times of completion.

C) PROJECT SPECIFICATION

C.1) DETAILS OF CONTRACT

- C.1.1 The fence line has been indicated by representatives of the project. It is recommended the fence position be confirmed by engineering prior to erection.
- C.1.2 All material to be supplied and delivered to site. Proper security measures must be implemented in consultation with the beneficiaries to safeguard it prior to installation. Alternatively material can be delivered in batches, as and when required. It is the contractor's responsibility to ensure the correct material is delivered and measures are taken to safeguard it until the project is handed over.
- C.1.3 The contractor is responsible to verify that the tendered distance is correct. Failure to check the distance prior to erection of fencing will result in the contractor not being paid for any extra/excess material(s) that have been used. Where the tendered distances are lower than the actual/required distance on site, the contractor must not exceed the tender amount prior to receiving authorization in the form of a variation order. Accurate distances of all erected fences must be kept by the service provider which will be verified by an engineering representative. Only work that has been completed will be paid for and any fencing that has been installed over the order amount will not be paid for unless prior written permission has been obtained to exceed the order amount.
- C.1.4 The tendered rate shall be in full compensation for clearing the fence line complete including amongst others the removal of trees, stones, and other obstructions and the disposal of all waste material resulting from clearing operations, as may be directed.
- C.1.5 The supply and erection of all required fencing material including gates, all required wire, all posts and concrete.
- C.1.6 Surplus material will be retained by the department and should any surplus material be taken by the contractor or material not supplied, payment will be made based on what has been actually used to erect the fence. All material must be checked by a departmental representative prior to erection.
- C.1.7 The Tenderer will be required to satisfy the Department that a sufficient and experienced skilled and semi skilled labour force is employed or that sufficient experienced labour can be acquired to complete the services and produce a fair quality of workmanship. The Tenderer will be required to submit a list of references/ projects (*ANNEXURE D*) to enable the Department to inspect previously completed work and assess the capacity of the Tenderer. Furthermore the tenderer will be required to source and employ local labor (see C.5.1).
- C.1.8 The tenderer should have a minimum CIDB grading of Level 1SQ.

C.2) FENCE ERECTION

- C.2.1 The fence line shall be cleared over a width of at least 1.5 m on each side of the centre line of the fence and surface irregularities shall be graded so that the fence will follow the general contour of the ground. Clearing the line shall include the removal of all trees, scrub, stumps, isolated boulders or stones and other obstructions which will interfere with the construction of the fence. Stumps within the cleared space shall be grubbed. The bottom of the fence shall be located at a uniform distance above the ground line in accordance with the requirements shown on the drawings. All material removed shall be burnt or disposed of.
- C.2.2 Corner, straining and gate posts must be Hot Dipped Galvanized, 2,4m length and at least 100mm in diameter. The corner posts must have two stays each and the gate posts must have one stay each. These posts should stand erect, aligned and maintain the same height above the ground level and should be concreted using 15MPa concrete.
- C.2.3 Y standards are to be used as intermediates and must be at least 3,1m high and be driven 600mm into the ground.



- C.2.4 Fence to be fully galvanized (240-280 g/m²) to SABS 935, diamond RAZOR mesh, including tie wire at 1m intervals on straining wire, including straining rods, eyebolts etc. Straining wire to be evenly spaced using four strands.
- C.2.5 Fully galvanized razor blade coil to be fixed on a further two layers of binding/straining wire above the diamond razor mesh wire.
- C.2.6 The gate must be Hot Dipped Galvanized and be at least 3.6m wide and 1.2m high. It must have a 40 - 50mm diameter pipe frame, wall thickness of 1.6mm min include chain complete with hinges, lock bolt and locking device. The gate must also be covered with diamond razor mesh.
- C.2.7 Motor vehicle farm gate should be 3,6mx1m and to be erected at the positions which will be indicated by Departmental Engineers in consultation with the project participants. The gates shall be hung in accordance with the requirements shown on the drawings. Gates shall be so erected as to swing in a horizontal plane at right angles to the gate posts, clear of the ground in all positions. Clearance below the gates shall not exceed 75 mm with the gates closed.
- C.2.8 The completed fence shall be plumb, taut, true to line and ground contour, with all posts firmly set. The height of the lower fencing wire above the ground at posts shall not deviate by more than 25 mm from that shown on the drawings. Other fencing wires shall not deviate by more than 10 mm from their prescribed vertical positions. The contractor shall, on completion of each section of fence, remove all cut-offs and other loose wire or netting so as not to create a hazard to grazing animals or a nuisance to the owners of the ground.

C.3) FENCING MATERIAL

- C.3.1 Barbed and razor wire shall comply with the requirements of SABS 675 and shall be high tensile steel grade fully galvanized zinc coated double strand uni directional twist wire, each strand 1,6 mm in diameter, suitable for use at any height above ground.
- C.3.2 Smooth wire shall comply with the requirements of SABS 675 and shall be of the types specified below:
- Straining wire shall be 4,00 mm diameter fully galvanized zinc coated high tensile grade steel wire.
 - Tying wire shall be 2,50 mm diameter mild steel fully galvanized zinc coated wire for tying fencing wire to posts.
- C.3.3 Gates shall be manufactured to the dimensions and details shown on the drawings. All gates must be complete in every respect, including hinges, washers, bolts, locking chains and padlocks attached to the gate. These gates must be zinc coated as specified in SABS 763.

C.4) CONCRETE

- C.4.1 Cement and aggregates shall be mixed by volume and the contents of a 50kg sack of cement shall be taken to be 0,033m³. Water addition should be kept to a minimum. Only sufficient water should be used to produce a workable mix of 60-100mm slump. A recommended maximum water : cement ratio is 0.8 for a 15MPa, however the lower the ratio the better the durability of the concrete. Approximately 210 litres per m³ of concrete is required for an average quality sand and optimum quantity 19mm stone.

C.5) LABOUR AND TRAINING

- C.5.1 The Department's objective is to provide perimeter fencing and gates to the Lindelani tunnel project, while maximizing the employment of local labor. It is required that the digging of holes and fence erection be carried out using local labor (50% of the total labor value). The issue of gender, age (youth) and disability; and families with no income at all should be considered when hiring people. The proposed targets are :
- 60% women
 - 20% youth from 18 to 25 years of age
 - 2% disabled

The contractor is required to keep a record of all local labor employed including details such as ID numbers, days worked, rate paid and total paid as this information will be needed by the department



for reporting purposes. It is suggested that the local unskilled labor be remunerated at a rate of R125 per person per day.

- C.5.2 It is also the Department's objective that the local unskilled labor develop some basic skills with respect to erection of this type of fencing which will enable them to be involved in similar projects within the area or elsewhere in future. It is therefore imperative that the contractor provide such exposure and on the job training to perform the duties assigned to them within the contract.

C.6) HEALTH & SAFETY

- C.6.1 The Occupational Health and Safety Act, Act 85 of 1993 shall apply to this contract. The Contractor shall comply with the Particular Specification for Occupational Health and Safety. All safety equipment required to construct the facility are for the contractor's responsibility and provisioning. Examples include: safety and protective clothing; sound scaffolding; falsework and bracing; ladders etc... all equipment, tools, offloading and safety equipment are to be in a safe operating condition and all necessary safety procedures are to be adopted where appropriate.
- C.6.2 The Safety of the public must be of prime importance and the utmost care must be taken to ensure that the correct signs, barriers and warning devices are in place. Any movement of construction equipment must be controlled on site at all times.
- C.6.3 The Contractor shall, in preparation of his Health and Safety Plan, familiarise him/herself with emergency services in the location of the Works and with the local infrastructure, e.g. clinics, hospitals, police services, ambulance services, fire protection services and disaster management centres, to such extent that he/she is conversant with these, should the need arise.

Telephone numbers of all emergency services to be permanently displayed at the site camp, in a convenient and prominent position, wherever possible, close to a telephone.

- C.6.4 Should the Contractor at any stage in execution of the Works:

- a) fail to implement or maintain his health and safety plan;
- b) execute construction work which is not in accordance with his health and safety plan; or
- (c) act in any way which may pose a threat to the health and safety of persons,

the Engineer will, by written order, suspend the progress of the Works. The Contractor shall, during such suspension, properly protect the Works so far as is necessary.

- C.6.5 The Contractor shall provide proof of his registration and good standing with the Compensation Fund, or with a licensed compensation insurer, prior to commencement with the Works.
- C.6.6 The Contractor shall, in submitting his tender, demonstrate that he has made provision for the cost of compliance with the specified health and safety requirements, the Act and the Construction Regulations, all in terms of sub-clause 4(1)h of the Construction Regulations. The costs of compliance shall clearly be demonstrated separately under the appropriate item on Annexure C, 5.1.
- C.6.7 The Contractor shall provide and demonstrate to the Employer a suitable and sufficiently documented health and safety plan, in compliance with the Act and the Regulations, which shall be applied from the date of commencement of and for the duration of execution of the Works.
- C.6.8 A first aid kit is required on site and must include :

- 4 packs of sterile gauze
- Adhesive, hypoallergenic tape
- Adhesive bandages in several sizes
- 2 triangular elastic bandages



- 2 crepe roller bandages, 1 large and 1 small
- 2 large and 2 small sterile dressings
- 2 sterile eye dressings
- 2 eye pads with bandages
- 1 pack of sterile cotton wool swabs
- Assorted plasters
- Antiseptic wipes
- Anti venom
- Antibiotic cream
- 1 pack of paracetamol tablets, including liquid paracetamol
- Rehydration sachets
- Tweezers
- Sharp bandage scissors, stainless steel
- Sharp splinter forcep, stainless steel
- 6 safety pins
- Face cloth
- Thermometer
- Latex gloves (4 prs "medium" + 4 prs "large") vacuum sealed in a pack of 2.
- Latex gloves CPR face shield with fabric filter
- CPR face shield with one-way valve and filter
- CPR pocket mask with one-way valve and case
- Additional replacement one-way valve for CPR pocket mask
- Emergency blanket
- Wax paper bag for vomiting
- Instant cold pack
- Plastic black garbage bag
- Torch and spare batteries
- List of emergency contact numbers e.g. ambulance, doctors, hospitals etc

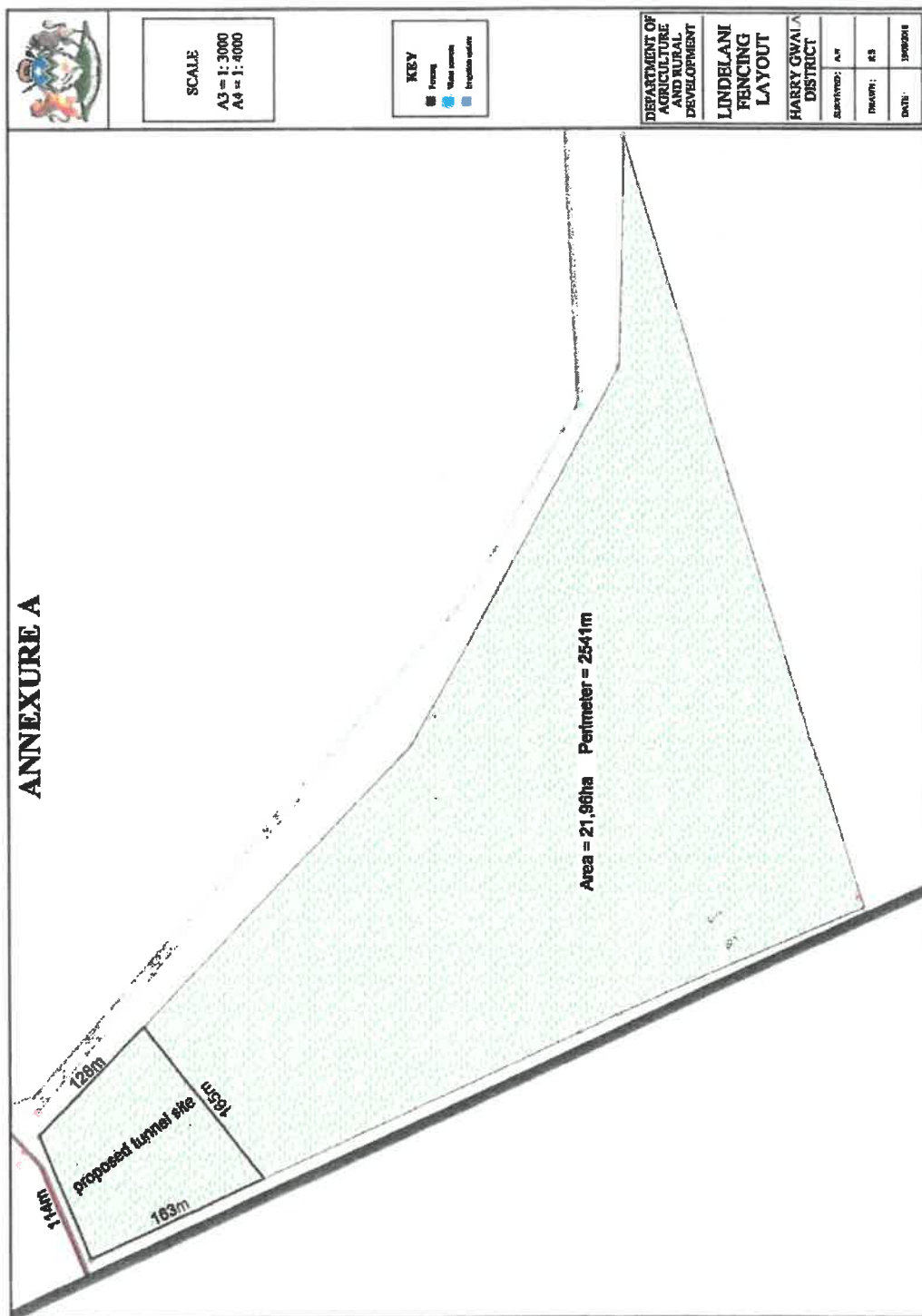
C.7) INSURANCE

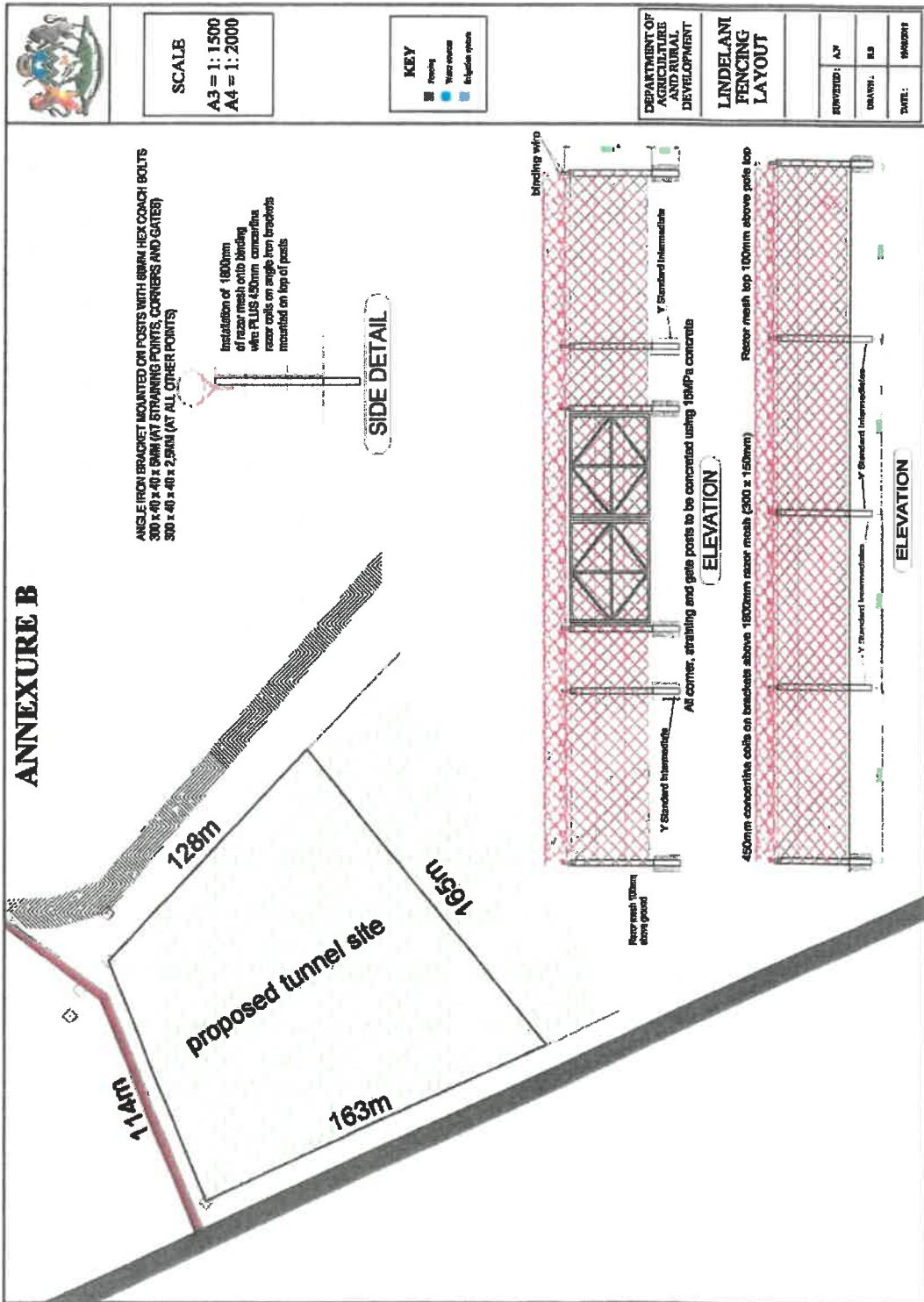
- C.7.1 The successful bidder shall be required to provide the following insurances on award of the contract:-
- Registration with the Compensation Commissioner and compliance with the Compensation for Occupational Injuries and Disease Act with regard to insurance.
 - Unemployment fund insurance for all workers.
 - Insurance against damage, destruction or loss caused by fire.
 - Public liability insurance
 - All risks(works) Policy Political for the value of the project plus 10%.

C.8) COMPULSORY INFORMATION REQUIRED:

The tenderer is to attach the following information with their tender:

INFORMATION AND DOCUMENTATION	FOR OFFICE USE ONLY	
	YES	NO
• Annexure C fully completed.		
• Annexure D fully completed.		
• Proof of CIDB grade.		
• All other necessary documents.		







ANNEXURE C: LINDELANI SECURITY FENCE - PAGE 1

#	ITEM DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	Security fencing material				
1.1	HDG Corner post, 2,4m length, minimum 100mm diameter including 2 stays	No.	4		
1.2	HDG Corner post, 2,4m length, minimum 100mm diameter including 1 stay	No.	52		
1.3	Y Standards, 3,1m length	No.	150		
1.4	HDG Gate, 3,6m x 1,2m, 40-50mm diameter pipe frame, wall thickness of 1,6mm min including chain complete with hinges, lock bolt and locking device. Gate covered with diamond razor mesh as above.	No.	2		
1.5	Fully Galvanized Diamond Razor Wire Mesh, 1,8m high	m	600		
1.6	Suitable angle iron brackets (300 x 40 x 50 x 5mm)	No.	143		
1.7	Fully Galvanized razor blade coil, for above mesh on barbed	m	600		
1.8	Fully galvanized tie wire	m	300		
1.9	Fully galvanized straining wire, 4mm diameter, including eye bolts etc	m	2400		
1.10	Concrete (15 MPa) for corner, straining and gate posts	m ³	20		
1.11	Any items not listed above needed to complete fencing	no	1		
2	Safety wear and tools				
2.1	Safety boots with steel cap (10 -12), pair	No.	6		
2.2	Overalls (large for men)	No.	6		
2.3	Gloves, pair (for men)	No.	6		
3	Labour & Supervision				
3.1	Pipelay and installation	Sum	1		
3.2	Supervision	Sum	1		
4	Transport				
4.1	Transport of all materials, including off-loading	Sum	1		
5	Miscellaneous				
5.1	Provision for health & safety (as per healthy & safety act)	sum	1		
				SUB-TOTAL	R
				VAT	R
				TOTAL	R



ANNEXURE D: PREVIOUS EXPERIENCE AND EVALUATION OF BIDS

Please Note: It is compulsory to fill this form in and return it with your bid.
Failure to do so will result in your bid being disqualified!

A) Previous work experience:

Have you completed projects of a similar nature in the past 5 years?

YES	NO
-----	----

Preference will be given to contractors with previous fencing experience. It is therefore in your own interest to provide relevant information as requested below.

B) List no more than 5 previous fencing projects erected:

Name of Project	Project Value	Reference/Contact	Contact Number	Length of Fence
1				
2				
3				
4				
5				

C) Indicate the [number of] and appropriate type of fences erected in the past 5 years:

Barbed wire [] Hinged joint [] Security [] Electrical [] Game []
No of km's [] No of km's [] No of km's [] No of km's [] No of km's []

D) In what capacity were you involved in the fencing projects? (Tick the appropriate box)

Contractor	Sub-contractor	Employee	Material supply only	Other:
------------	----------------	----------	----------------------	--------

E) What was your role in the fencing projects (Tick the appropriate box)

Owner of business	Site Foreman	Skilled labourer	General labourer	Other:
-------------------	--------------	------------------	------------------	--------

F) Capacity to erect fencing

Which option mostly applies to you?

	Yes / No
1) I currently have one or more teams employed by my company that can erect fences	
2) I have access to temporary labourers with fencing experience which I will employ	
3) I will have to source labourers to erect the fence who will require training	
4) I plan to source an experienced fencing sub-contractor to erect the fence	

Declaration

I hereby verify that all of the information given above is true.

Signed by: _____

Date _____

Company stamp _____

SECTION D

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes an advertised competitive bid, a limited bid, a proposal or written price quotation). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

2.1 Full Name of bidder or his or her representative:

.....
.....

2.2 Identity Number:

.....
.....

2.3 Position occupied in the Company (director, trustee, shareholder², member):

.....
.....

2.4 Registration number of company, enterprise, close corporation, partnership agreement or trust:

.....
.....

2.5 Tax Reference Number:

.....

2.6 VAT Registration Number:

.....

2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / PERSAL numbers must be indicated in paragraph 3 below.

¹"State" means –

- (a) 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);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

²"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

Please clearly indicate, with an 'X' only one box that is applicable to your business or firm

2.7 Are you or any person connected with the bidder presently employed by the state?

YES	NO
-----	----

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/member:

.....
.....

Name of state institution at which you or the person connected to the bidder is employed

.....
.....

Position occupied in the state institution:

.....
.....

Any other particulars:

.....
.....

2.7.2 If you are presently employed by the state, did you obtain

YES	NO
-----	----

the appropriate authority to undertake remunerative work outside employment in the public sector?

If yes, did you attach proof of such authority to the bid document?

YES	NO
-----	----

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.)

2.7.2.1 If no, furnish reasons for non-submission of such proof:

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

2.8 Did you or your spouse, or any of the company's directors /

trustees / shareholders / members or their spouses conduct
business with the state in the previous twelve months?

YES	NO
-----	----

2.8.1 If so, furnish particulars:

.....

.....

.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid?

YES	NO
-----	----

2.9.1 If so, furnish particulars.

.....

.....

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid?

YES	NO
-----	----

2.10.1 If so, furnish particulars.

.....

.....

.....

2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract?

YES	NO
-----	----

2.11.1 If so, furnish particulars:

.....

.....

3 Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	Personal Income Tax Reference Number	State Employee Number / Persal Number

4 DECLARATION

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.

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

.....
Name of bidder

.....
Position

.....
Signature

.....
Date

SECTION H

SBD 9

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 *per 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.
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: _____