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agriculture & rural development

Department:
agriculture
& rural development
PROVINCE OF KWAZULU-NATAL

KWAZULU-NATAL DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT

Quotation no: R/S/1819/2684

**DESCRIPTION OF SERVICE: TESTING, EQUIPPING OF BOREHOLE
DISTRICT: ZULULAND**

NAME OF BIDDER: _____

FUNCTIONALITY CRITERIA

1. First Stage: Evaluation in terms of functionality **(Total Points 100)**

Only bidders who score a **minimum of 70 points** will proceed to the next stage of evaluation;

1.1 Industry Body Registration **20**

No	Functionality	Membership Certification	Points
1.	Attach valid proof of membership certification	Groundwater Association of KwaZulu-Natal	10
2.		Borehole Water Association of Southern Africa	10

1.2 Geohydrologist Qualifications **20**

No	Functionality	Qualification	Points
1.	Attach proof of relevant qualification for the person attached to the bid	PhD	20
2.		Masters	18
3.		Honours	16
4.		Bachelors	10
5.		Diploma	6
6.		Recognition of prior learning (RPL)	5
7.		None	0

1.3 Total combined project team experience in the industry

10

No	Functionality	Experience in Years	Points
1.	Attach proof of previous similar experience	0 - 1	1
2.		11 - 20	2
3.		21 - 30	3
4.		31 - 40	4
5.		51 - 60	5
6.		61 - 70	6
7.		71 - 80	7
8.		81 - 90	8
9.		91 - 100	9
10.		Over 100	10

1.4 KZN Locality

25

No	Functionality	Locality	Points
1.	Attach proof in compliance with FICA standards (i.e. KZN Municipal bill .etc)	KZN Resident	25
2.		Non KZN Resident	0

1.5 Groundwater supply project experience

25

No	Functionality	Number of projects	Points
1.	Attach proof of previous similar experience	0 - 3	5
2.		4 - 10	10
3.		10 and above	25

2. Second Stage: Evaluation in terms of 80/20 preference point system

Only bids/quotation that receive the minimum points on functionality will be considered.

COMPLIANCE**1. DISQUALIFYING FACTORS:**

The following requirements have to be met, failing which will lead to immediate **Disqualification**.

- 2.1. The Quotation document must be properly received on the quotation **closing date** and **time** specified on the invitation, fully completed, dated and signed in ink.
- 2.2. All applicants must be registered on the **Central Supplier Database (CSD)**
- 2.3. BBEE Certificate (**optional**) must be submitted with the quotation.
- 2.4. Should the awarded Service Provider fail to deliver for what so ever reason, the Department reserve a right not to use the same service provider for a period of three

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(3) consecutive years.

For more information, please contact the following people:

For : Technical Enquiries

Name : Mr. S Van Greuning
Telephone : 082 085 2814

For : SCM Related Enquiries

Name : Ms. W Khumalo
Telephone : 033 343 8476

RETURN YOUR ORIGINAL QUOTATION TO YOUR NEAREST CENTRE:

DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT

**SCM BUILDING
BID BOX
NO 1 CEDARA ROAD,
CERADA,
PIETERMARITZBURG,
3201,**

**NORTH SERVICE CENTRE
BLOCK A: BID BOX
LOT 11634,
VELDENVLEI,
RICHARDSBAY,
3900.**

CLOSING DATE: 13 MARCH 2019 TIME: 11:00 AM



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/SWORN AFFIDAVIT.**

QUOTATION NUMBER: R/S/1819/2684	Validity period of quotation.....Days (To be completed by the supplier)
CLOSING DATE: 13/03/2019	CLOSING TIME:11H00
DESCRIPTION(SPECIFICATION/S) OF ITEMS/ SERVICE REQUIRED: TESTING, EQUIPPING KUBUNGAZELENI BOREHOLE IN NONGOMA LOCAL MUNICIPALITY. 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)

Quotation for the attention of: Ms. N. Ngcobo

Tel contact no.: 033 343 8178

Quotations must be deposited on the Bid Box which is situated at Cedara and North Service Centre, Department of Agriculture and rural development.

NB: THE ATTACHED SBD 4, SBD8 & SBD 9 MUST BE COMPLETED IN FULL, THIS QUOTATION PAGE MUST BE COMPLETED AND RETURN WITH YOUR QUOTATION.

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.	Equipping of KubungaZeleni boreholes in ward Nongoma Local Municipality in Zululand					
	See the attached specifications					
* LABOUR (IF APPLICABLE)						
*DELIVERY (IF APPLICABLE)						
TOTAL						
*ONLY APPLICABLE TO VAT REGISTERED SUPPLIERS 15% VAT						
TOTAL PRICE						

*VAT Registration No. (Supplier)

When Required (Requester): 28/02/ 2019

Where Required (Requester): Lot 64 Nongoma main Street, Nongoma Local Office

Contact details of requester: G.S. NCWANGO

TEL : 0769416649/035 8749021

(COMPULSORY)

COMPANY STAMP

PRICES ARE VALID FOR

30

60

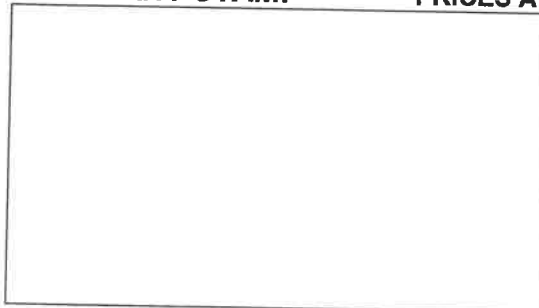
90

DAYS

Mark one Box (X)

SIGNATURE

DATE





agriculture
& rural development

Department:
agriculture
& rural development
PROVINCE OF KWAZULU-NATAL

TESTING, EQUIPPING OF BOREHOLES

MARCH 2019

DISTRICT

ZULULAND

LOCAL OFFICE

NONGOMA

This document contains:

No.	Section	Pages
1	A - Project Particulars	2
2	B – General Conditions of Contract	3-6
3	C - Project Technical Specifications	7-10
4	Bill of Quantities	11
5	ANNEXURE A: Work Phase Schedule	
6	ANNEXURE B : Additional Information	

A - PROJECT PARTICULARS

1) PROJECT DESCRIPTION / BACKGROUND

The project covers the Testing and Equipping of 1 Bore Hole

2) LOCATION

#	NAME OF PROJECT	DISTRICT	PROJECT DISTANCE (Km's) FROM NEAREST TOWN	NAME OF NEAREST TOWN	PROJECT CO_ORDINATES (if available)
1	BUNGAZELENI	ZULULAND	±40km	NONGOMA	S 27° 52' 52.5" E 31° 46' 34.7"

For exact location see attached map(s) or directions to be provided at site briefing.

3) GENERAL SCOPE OF WORKS

The contract covers the supply of all equipping material and testing of borehole(s). The following are the scope of works for the testing and equipping of **boreholes**: Details of these works are specified in *Section C: Project Technical Specifications*.

- **Equipping** - The borehole is to be equipped with a quality SABS approved pump carrying a minimum of a 12 month quality guarantee.
- **Strength of concrete** - 20MPa for the tank stand footings, concrete bases.
- **Tank Stand** - Galvanised 3m tank stand to carry 5000L JoJo Water Tank.
- **Water supply** - 2X500L Jojo Drinking troughs (Secured with galvanised frame)
- **Water supply** - Tap stand with stand encased in concrete and pvc piping, secured to concrete block 1.2m X 1m X 200mm

B - GENERAL CONDITIONS OF CONTRACT

COMPETENCY OF THE CONTRACTOR

2) CONTRACTOR TO PROVIDE EVERYTHING NECESSARY

The Contractor shall provide everything necessary for the proper execution of the Works according to the true intent and meaning of the Drawings and Specification taken together. The Contractor shall provide without extra charge all assistance and everything reasonably necessary for proving the quality of work done as may be required by the Engineer.

3) SUB-CONTRACTED WORK

The Contractor shall **not sub-contract the whole** of the contract. In case the Contractor decides to subcontract part of the work he shall obtain written consent of the Engineer. Any such consent shall not relieve the Contractor from any liability or obligation under the contract and he shall be fully liable for the acts, defaults and neglects of any sub-contractor, his agent or employees. The Contractor remains fully responsible and accountable for all aspects of the work (quality, timorousness and budget).

4) VARIATIONS / 'AS BUILT' DETAILS

No variations or alterations may be made without the prior approval of the Regional Engineer. 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. All alterations will be deemed to have a zero additional cost implication. If any additional works are required that have an additional cost implication then these must first be authorized in writing by the Regional Engineer. Refer to Clause 41: Ancillary Materials, Services And Equipment.

5) VERIFICATION OF EXPERIENCE

The Bidder will be required to produce adequate and sufficient references to enable the Department to inspect previously completed projects and assess the capacity of the Bidder. The Bidder shall provide such information in **Annexure B - Additional Information**.

6) FIXED RATE CONTRACT

The contract shall not be subject to contract rate (unit price) adjustment. Bidders must therefore allow for increased cost for the contract duration, including possible delays in awarding the Bid in accordance with the validity period. The tendered rates will be applied for calculating the payment value by using the actual quantities as measured and certified by the engineer at completion of the work.

7) PRICING

The Bidders will be required to Bid for all services, products and commissioning as specified in this document and associated plans. Partial bids will not be accepted. **If a Bidder does not Bid on all items, his/her Bid may be rejected.**

All prices tendered are to be in South African currency. All prices must **exclude** Vat. Vat must be added in the pricing summary.

- All items as described in the project specification are to be priced in full.
- Prices to exclude VAT.
- ***The costs for travel, accommodation, all associated disbursements and labour must be included in the rates/amounts tendered for the all the works required.***
- Transport/Delivery costs must be included in the pricing. It must not be a separate item.
- VAT must be filled in as the sub total followed by the complete price for the entire project.
- The tendered price must have your company stamp, date and be signed by an authorised person.

8) QUANTITIES OF WORK

The Contractor shall receive payment only for the works actually executed and approved by the Engineer. No claim for an extra or for any addition, or for any variation shall be entertained unless such extra, addition or variation was ordered in writing by the Head of Department.

9) PROGRESS PAYMENTS

- .1 The contractor may submit claims for progress payments only on completion of the hereunder listed levels. Payment shall only be paid for claims, which are commensurate with the works actually executed and complete. NOTE: Payment will only be made against the construction progress as pertaining to built items. Movable items and materials on site are excluded from progress payments until they have been fully installed, fitted or built up.
- .2 If any item or part of an item in an invoice is disputed by the Engineer, the Engineer shall give notice of such with reasons.
- .3 The contractor shall be paid in monthly instalments **up to a maximum** of five (5) or one (1) per borehole if more than 5 boreholes are awarded through a single order. Refer to ***ANNEXURE B: Work Phase Schedule for Testing and Equipping of a Borehole*** for the values of each phase. **Please note these values are primarily estimates of what part the work phase constitutes of the entire project, and do NOT reflect the exact amounts paid per payment. Usually payment certificates reflect work done in several work phases, which have not necessarily all been completed.** Verification of the % complete will be at the sole discretion of the Engineer.
- .4 ANNEXURE F presents a **pro forma payment certificate**. This will be used in conjunction with ANNEXURE B (Work phase schedule). The latter provides an approximate maximum to prevent over-payment of items that have been clearly over-priced.
- .5 Part payments will be made after the Department has approved the completion of each construction phase.

15) TIME TO BE OF THE ESSENCE

Time shall be considered as the essence of the Contract. If, therefore, the Contractor fails to commence work or the Works or to proceed with and complete the Works in compliance with the projected timeframes, then the Head of Department shall have the right in his/her absolute discretion to adopt and exercise all or any of the following courses wholly or partly, viz: -

- To direct the Contractor, in writing, on any day named therein to suspend and discontinue the execution of the Works, and to withdraw himself and his workmen from the said Site or Sites, and thereupon: -
- To make any Contract or Contracts by calling for Bids or otherwise with any other Contractor or Contractors for the completion of the Works, or any part thereof, at such times and upon such terms as to the Department shall deem best.
- To provide such number of men, or purchase such materials, or both provide the men and purchase the materials as to him shall seem fit and proceed with and complete the said Works.

In relation to the foregoing provisions the Department shall charge any sums of money which may be paid by the Department for completing the said Contract against the Contractor and if such amount shall exceed this Contract, then the Department shall have the right to recover such excess or any balance thereof from the Contractor by legal proceedings.

16) WORK SCHEDULE & PROGRESS PAYMENTS

The contractor is to supply a Gantt chart with the proposed times of completion of each phase. The progress payments suggested in **ANNEXURE B** serve as a guideline for part payments. However, the contractor, in consultation with the Engineer, may deviate from this as long as the claim does not exceed the actual progress made.

C) PROJECT TECHNICAL SPECIFICATIONS

1) SPECIFIC SCOPE OF WORKS

To Facilitate the Testing and Equipping of boreholes as indicated in Section A: Project Particulars, clause 1.

a. Pump Test and laboratory water sampling.

- The test pumping contractor will function under the direct supervision of the hydro-geological consultant (unless otherwise specified). The hydro-geological consultant will be responsible for the adequate instruction and on site supervision of the testing of the borehole and for all aspects of the testing of that borehole, inclusive of technical and management aspects. The hydro-geological consultant will be required to verify, document and interpret test results and make pump and pumping recommendations. Payment shall be made according to the type of test performed and per borehole tested. Test pumping will typically be one of the following:
- Step tests and associated recovery
- Step test, 24 hour constant discharge and associated recovery
- Calibration test, Step tests and associated recovery
- Calibration test, Step test, 24 hour constant discharge and associated recovery
- Comprehensive water sampling test ie. Bacteria, salinity etc.

b. Equipping of boreholes.

- The hydro-geological consultant will be required to verify, document and interpret test results and make pump and pumping recommendations. The borehole will be equipped with the recommended submersible pump powered by the recommended power supply ie. Generator
- SVM Franklin Pump and Motor 1.1Kw (or equivalent to be discussed with Engineer before installation)
- Generator - 6.5 Kva with combination battery powered and pull start
- 3m Galvanised Tank Stand secured with 20MPa concrete footings (500mm X 500mm X 500mm).
- 5000L Jojo tank braced with 4mm wire ties to tank stand
- 2 X 500L Jojo drinking troughs secured to the ground with 50mm X 50mm X 2mm galvanised frame. Frame to be secured in the ground with concrete footings.
- Tap and tap stand secured in concrete and pvc piping 800mm above the concrete slab.
- Concrete slab is to be 15Mpa (1.2m X 1m X 200mm). The slab is to be recessed 50mm below natural ground level.
- Supply(rising main) and delivery lines is to be 32mm HDPE class 10 (SABS approved), 100m supply from borehole and 200m delivery to water points.
- Fittings - control valves must be visited on both independent supply lines from the Jojo tank to the drinking troughs and the tap. The drinking troughs are to be further fitted with control valves before the float valve.
- The pump will be secured in a concrete ring. Galvanised lockable lid to be used to secure control box and pump(Alternative to be discussed with Engineer prior to any installations). The ring or lid to be fitted with ease of use lockable box which houses plug lead to prevent the continuous opening and closing of the lid.
- All operation and service manuals to be supplied on commissioning.

c. Testing and commissioning of boreholes.

- A complete operational test will be performed of the borehole pump and all associated pipes and fittings. The Engineer of the Department of Agriculture will be required to be present on site to verify proper functioning of the borehole and to commission each project.

2) MATERIALS AND CONSTRUCTION

All materials must conform to SABS specifications for the products. This includes all items such as piping, HDPE fittings, tank stands, reservoir tank, all other fittings, borehole pump and control box, etc...

All construction works must conform to the applicable standard specifications and installation requirements as per NBR requirements and manufacturers recommendations. All concrete works to conform to Cement & Concrete Institute standards and recommendations.

STANDARD CONCRETE MIXES: (Class B concrete Slabs and footings)

Mixing, pouring and curing of concrete: SABS 1200 GA (5.4)

Materials: SABS 1200 AA (3); SABS 1200 GA (3)

Cement : Common cement 32,5N or R to SANS 50197-1

Testing: SABS 1200 AA (7); SABS 1200 GA (7)

Quality control through the slump test SABS 1200 GA (5.4.1.2) SABS method 862. The contractor is to supply the slump testing equipment.

Tolerances to SABS 1200 GA (6.4)

Formwork: Refer to SABS 1200 GA (4.4; 5.2)

Reinforcing: SABS 1200 GA (5.1)

Refer to standard concrete mixes specification.

MORTAR CLASS	MIX RATIO: (By Volume)	MASONRY CEMENT: kg	LIME: L	SAND: (loose and damp) L (max)
I	1 : 4	50	0-10	130
II	1 : 6	50	0-40	200
PLASTER CLASS	MIX RATIO: (By Volume)	MASONRY CEMENT: kg	LIME: L	SAND: (loose and damp) L (max)
Rich mix (foundations, wet areas)	1 : 4	50	0-10	130
General purpose	1 : 5	50	0-40	165

STANDARD CONCRETE MIXES:

Concrete for non-structural purposes shall be "Prescribed mix concrete" produced in accordance with the requirements indicated in table 5.1, and the Contractor is also referred to the foregoing preambles insofar as they apply: -

Class of Concrete	Estimated Minimum Compressive Strength in MPA at 28 Days	Maximum Nominal Size of Coarse Aggregate in mm	Proportion of Constituents		
			Cement (Parts)	Fine Aggregate (Parts)	Coarse Aggregate (Parts)
A	10	37,5	1 (=2 bags)	4	5
B	15	19,0	1 (=2 bags)	3	4
C	20	19,0	1 (=2 bags)	2½	3½
D	25	19,0	1 (=2 bags)	2	3
E	30	19,0	1 (=2 bags)	2	2½

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 1 for a 10Mpa; 0.8 for a 15Mpa; 0.65 for a 20Mpa; 0.59 for a 25Mpa; 0.53 for a 30Mpa mix, 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.

**BILL OF QUANTITIES
TEST PUMPING**

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	Establishment and Set-up Pump Testing	No.	1		
2	Pump Test To include slug test, variable discharge (4hr), constant discharge, recovery monitoring (1hr)	No.	1		
3	Borehole Disinfection - Granular chlorine (HTH or equivalent)	No.	1		
4	Borehole capping	No.	1		
5	Data Recording - (hard copy field sheet and digital excel spreadsheet)	No.	1		
6	Water level monitoring at observation borehole	No.	1		
7	Collection of water sample (cold storage and delivery to the laboratory)	No.	1		
8	SABS 241 Short borehole water quality analysis at accredited laboratory <i>To include travel, accommodation, travel time and all related disbursements.</i>	No.	Rate		
SUB TOTAL					
ADD: 15% VAT					
TOTAL CARRIED FORWARD					

**BILL OF QUANTITIES
EQUIPPING**

ITEM NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	Establishment, Set-up and Equipping(labour)	No.	1		
2	Disinfection of borehole	No.	1		
3	Trenching	m	250		
4	SVM 3019 Pump & 1.1kw Franklin Motor	No.	1		
5	Franklin Control Box Std 1.1kw	No.	1		
6	Piping 32mm Class 10 HDPE (SABS approved)	m	300		
7	Fittings (Termination kit, safety rope, compression fittings, external fittings, tank fittings)	No.	1		
8	Cable 4mm (4 core)	m	100		
9	Petrol Generator (6.5kVa) Mounted on Wheelbarrow frame	No.	1		
10	Galvanized tank Stand (3m High)	No.	2		
11	Jojo Tank 5000L	No.	2		
12	Protective Pump House (Concrete ring with lockable lid)	No.	1		
13	Tap stand with Concrete block (1.5m X 1m X 200mm (20 MPa)	No.	1		
14	Drinking trough (500L side by side) Secured to the ground with 50mm X 50mm X 2mm galvanised frame. Frame to be secured in the ground with concrete footings.	No.	2		
15	Commissioning of borehole On site for snags	No.	1		
	<i>To include travel, accommodation, travel time and all related disbursements.</i>				
SUB TOTAL					
ADD: 15% VAT					
TOTAL CARRIED FORWARD					

ANNEXURE A : Work Phases Schedule for Drilling and Equipping of Boreholes

Please note these values are primarily estimates of what part the work phase constitutes of the entire project, and do NOT reflect the exact amounts per part payment. Usually payment certificates reflect work done in several work phases, which do not necessarily mean that they have been completed.

Work phase No.	PHASE DESCRIPTION	App. % of work/ contract
1	Pump Test and laboratory water sampling.	20%
2	Equipping of boreholes.	80%
	TOTAL	100%

ANNEXURE B :**Additional Information****1. PROFESSIONAL REGISTRATION**

Please note that the awarded bidder will be required to supply proof of registration with the appropriate body.

Please note that Completion of the table below is mandatory and proof of registration must be attached !!!!

#	PROFESSIONAL BODY REGISTRATION	REGISTRATION NUMBER
1		
2		
3		
4		

2. EXPERIENCE

Please indicate your experience and expertise by completing the table.

#	NAME OF PROJECT + PERIOD	PROJECT DESCRIPTION	ROLE	PROJECT VALUE	NAME AND CONTACT NUMBER OF REFEREE
1					
2					
3					
4					
5					

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

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions 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 disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons 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 Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied). The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	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)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	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 outside of 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:		

4.4	Was any contract between the bidder and any 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"/> +
4.4.1	If so, furnish particulars:		

CERTIFICATION

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

SECTION H

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: _____