



**agriculture
& rural development**

Department:
agriculture
& rural development
PROVINCE OF KWAZULU-NATAL

**KWAZULU-NATAL DEPARTMENT OF AGRICULTURE AND RURAL
DEVELOPMENT**

Quotation No: R/S/1920/2115

**CONSTRUCTION OF ANIMAL HANDLING FACILITY AT UMZIMKHULU LOCAL
OFFICE**

NAME OF BIDDER: _____

COMPULSORY SITE BRIEFING DETAILS	
DATE	29 JANUARY 2020
MEETING VENUE	Department Of Agriculture & Rural Development
MEETING ADDRESS	24 Margaret Street, Ixopo 3276
START TIME	10:00 AM

1. PRE-QUALIFICATION CRITERIA

REQUIREMENT-CIDB Grading: 1 CE

Evaluation will be in terms of the 80/20 preference point system

For more information, please contact the following official:

**For: Technical Enquiries:
Mr MD Dlamini
079 693 0654**

**For: Quotation/SCM enquiries:
Maureen Shabangu
033 3438375**

CLOSING DATE: 10 FEBRUARY 2020 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/AFFIDAVIT**

QUOTATION NUMBER: R/s/1920/2115	VALIDITY PERIOD OF QUOTATION..... Days (To be completed by the Supplier)
CLOSING DATE: 10 /02/2020	CLOSING TIME: 11H00
DESCRIPTION(SPECIFICATION/S) OF ITEMS/ SERVICE REQUIRED: CONSTRUCTION OF ANIMAL HANDLING FACILITY AT UMZIMKHULU LOCAL OFFICE	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)

N.B DOCUMENT MUST BE DEPOSITED IN THE BID BOX AT SCM – DEPARTMENT OF AGRICULTURE 4 PIN OAK AVENUE HILTON QUARRY BOX. NO FAXED QUOTATION WILL BE ACCEPTED

TEL. NUMBER 033 3438375
CONTACT PERSON TM SHABANGU

NB: THE ATTACHED SBD4 & SBD9 FORMS MUST BE COMPLETED IN FULL.
THIS REQUEST FOR QUOTATION (RFQ) MUST BE COMPLETED AND RETURNED 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.	Excavation for bases	6 m ³				
2.	Excavation for crush area m ³	15.8m ²				
3.	Backfilling and compaction of soil in post holes	1.8m ³				
4.	Compact in-situ material-for crush area floor	15.8m ²				
	Poles –CCA treated					
5.	2.4m x125-150mm diameter	23				
7.	2.4m x 100-125mm diameter	28				
8.	2.4m x75-100mm diameter	16				
10.	4.8m x75-100mm diameter	64				
11.	Horizontal poles used as gates in crush/1.5m x 75-100mm diameter	11				

	CONCRETE				
	Post holes (400 x 400mm x 700mm deep)	36			
	Post holes (400 x 400mm x 200mm deep)	18			
	Posts (pole 700mm deep x area of pole)	36			
	Posts (collar 200mm deep x area of pole)	16			
	Volume of concrete required (all posts)	4.8m ³			
12.	Sand	2.7m ³			
13.	Stone	3.6m ³			
14.	Cement	28.0			
	FLOOR (150MM)				
	Area of floor slab	18m ²			
	Thickness of floor slab	0.15m			
	Volume of concrete required	3.8m ³			
15.	Sand	2.0m ³			
16.	Stone	2.8m ³			
17.	Cement	25.0			
	STEEL				
18.	Gates	3			
19.	Gates	1			
20.	Neck clamp	1			
21.	Galvanized wire (high tensile straining)	100m			
22.	Galvanized wire staples	40			
23.	Galvanized wire nails	220			
24.	Reinforcing rods	23.4m			
25.	Reinforcing rods	85.5m			
26.	Reinforcing mesh: area A	7.0m ²			

27	Reinforcing mesh: area B	8.8m ²				
	Miscellaneous					
28.	Transport	1 sum				
29.	Preliminaries and general	1 sum				
30.	Labour and supervision	1 sum				
31.	Ancillary materials, services and equipment	1 sum				
Subtotal (B)						
*DELIVERY (IF APPLICABLE)						
15% VAT						
Total: (inclusive of VAT)						

***VAT Registration No. (Supplier)**

When Required (Requester): 30 June 2019

Where Required (Requester): Umzimkhulu Local Office

Contact details of requester: Mr B.H. Zondo

TEL 039 259 0202/076 952 7881

(COMPULSORY)

COMPANY STAMP

PRICES ARE VALID FOR 30 60 90 **DAYS**

Mark one Box (X)

SIGNATURE

DATE



TECHNICAL SPECIFICATIONS FOR THE CONSTRUCTION OF A CATTLE HANDLING YARD & CRUSH FOR 100 ANIMALS

A | PROJECT PARTICULARS

1 PROJECT DESCRIPTION/BACKGROUND

The project covers the construction of a cattle handling facility which is ideal for the handling of small herds of up to 100 animals. The facility is to be constructed from treated timber posts and poles. Concrete works are required throughout the crush race area. A standard cattle neck clamp is to be purchased and installed in the facility. Please refer to Drawing RDN/2014/05/CAT - *Holding Yard With Crush for 100 Animals*.

2 SCOPE OF WORKS

The contract covers the supply of all material and fitting and construction of all works relating to the cattle handling facility. The following are the detailed scope of works for the cattle handling facility: Details of these works are specified in ***Project Particular Specifications***.

- 2.1 Site selection
- 2.2 Supply all materials for the construction of the animal handling facility.
- 2.3 Accurately set out the location of all posts for the facility as per plan.
- 2.4 Excavate all post holes to the specified dimensions.
- 2.5 Install all posts as per the plan.
- 2.6 Backfill and compact soil into specified bases that do not have full concrete fill.
- 2.7 Mix and pour concrete into full and collared bases, ensuring posts are accurately positioned, aligned and plumb. Apply surface finishes as specified.
- 2.8 Allow concrete to set. Cure the concrete.
- 2.9 Excavate topsoil from crush area and compact the in-situ material.
- 2.10 Prepare shuttering and reinforcing for the floor slab in the crush area.
- 2.11 Mix and pour concrete floor slab. Apply surface finishes and cure as specified.
- 2.12 Drill and fix lateral poles to posts.
- 2.13 Drill and fix gates, latches and install neck clamp.

**B | TECHNICAL SPECIFICATIONS**

- 3.1** Site selection:
The facility should be centrally located on the farm if possible and close to the farm dwelling. The site is to be on a desirable fall of 2-3% grade. The cattle movement should always be uphill except when returning to the holding pens. There should be a rise of 150mm through the crush race. The longitudinal direction of the crush race should be angled across the slope and slightly inclined. The holding pens are to be located on the lower grade. Thus the crush and working areas should be on the upper slope.
- 3.2** Site preparations & establishment: SABS 1200 AA (4)
- 3.3** Setting out of works: SABS 1200 AA (5.1.1)
Permissible deviations: SABS 1200 GA (6.4) Degree of accuracy II for all posts.
- 3.4** Restricted Excavations: SABS 1200 AA (5); SABS 1200 DA (5.1; 5.2.2)
Site material excavations are only required throughout the crush area and all individual bases. The area must be cleared and stripped of all plant materials, roots and topsoil prior to site levelling. The cleared and stripped material is to be stockpiled away from the construction site and is to be levelled or replaced once all construction is complete as per engineer's instruction. The site is to be levelled prior to any construction. This includes excavation of in situ material to provide a level platform and well compacted sub base for the structure.
- 3.5** Backfilling and compaction of soil: SABS 1200 DA (3.2; 5.2.3.2)
Material excavated and suitable for backfilling will be placed in even, thin layers and compacted with thicknesses not exceeding 150mm.

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: -

Concrete Class	Estimated Minimum Compressive Strength in MPA at 28 Days	Maximum Nominal Size of Coarse Aggregate in mm	Proportion of Constituents		
			Cement (Parts) ¹	Fine Aggregate (Parts)	Coarse Aggregate (Parts)
A	10	37,5	1 (= 2bags)	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

¹ Cement and aggregates shall be mixed by volume and the contents of a 50kg sack of cement shall be taken to be 33L or 0,033m³. **If the mix is made using wheelbarrows as measurement (65L or 0.65m³), the volume of 1 wheelbarrow would equate to 2 bags of cement.**

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.

FINISHES TO IN-SITU CONCRETE**Class U1 Ordinary Finish**

Immediately after placing, the concrete shall be finished rough by screeding with the edge of a wooden board of straight and true line and working between guides set accurately to level.

No mortar shall be added and noticeable surface irregularities caused by the displacement of coarse aggregate shall be made good by rescreeding after removing or tamping down the offending aggregate.

***Class U2 Wood Float Finish***

The concrete surface shall first be brought to the standard Class U1 ordinary finish and then floated with a wood float. Floating shall be started as soon as the screeded finish is stiffened sufficiently and bleed water has evaporated or been removed and it shall be the minimum necessary to produce a surface free from screed marks and uniform in texture.

Class U3 Coarse Brush Surface Finish

The concrete surface shall first be brought to a Class U1 ordinary finish. A coarse brush finish is then applied with a coarse bristle brush. "Brushing" shall be started soon after screeding to produce a uniform patterned coarse surface finish with a rough surface texture in the direction of the desired drainage direction.

- 3.6** 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)
Refer to standard concrete mixes specification in *TABLE 4.5.1. below.*
Refer to surface finishes specification in *TABLE 4.5.2. below.*
Formwork: Refer to SABS 1200 GA (4.4; 5.2)
Reinforcing: SABS 1200 GA (5.1)

3.7 CONCRETE BASES FOR POLES

- 3.7.1** **Class B concrete with Class U1 surface finish to be used for all concrete bases: $\pm 15\text{MPa}/19\text{mm}$, 1:3:4 mix, slump to SABS 1200GA 5.4.1.2**
- 3.7.2** All corner posts, gate posts and posts where overlapping of laterals occur and also all posts throughout the crush area require full depth concrete bases 600mm deep with a compacted soil layer at the base of the post holes- see drawing.
- 3.7.3** All other posts require backfilling of soil (well compacted in thin layers <150mm) and a 200mm deep concrete collar.
- 3.7.4** Four 125mm galvanized round wire nails are to be partially nailed into each vertical post to provide anchorage for the concrete bases/collars approximately 100mm below the ground surface.
- 3.7.5** Surface to be finished 25mm below ground level and covered with topsoil.
- 3.7.6** Permissible deviations: SABS 1200 GA (6.4) Degree of accuracy III for concrete.

3.8 CONCRETE FLOOR IN CRUSH AREA

- 3.8.1** **Class C concrete with Class U3 surface finish to be used for all concrete floor slabs. $\pm 20\text{MPa}/19\text{mm}$, 1:2½ :3½ mix, slump SABS 1200GA 5.4.1.2**
- 3.8.2** The crush area is to have a 90mm thick concrete slab, reinforced with ref 100 mesh with panels not exceeding 3m in length with coarse surface finish and drainage perpendicular to the crush direction. The mesh is to be placed consistently 30mm below the top surface of the concrete throughout the crush area as indicated on the plan and maintained in position throughout pouring (approximately 16m²).
- 3.8.3** Permissible deviations: SABS 1200 GA (6.4) Degree of accuracy III for concrete.

3.9 POLES

- 3.9.1** **Sizes:** The majority of poles shown are standard sizes and thus do not require cutting. Note that all joints are lapped up and down to prevent cutting and early deterioration. If any non standard lengths are required then the cuts must be treated to prevent deterioration.
Posts: 100-125mm Ø –2,4m lengths. Select thicker posts for corners/ends.
Laterals: 75-100 Ø –1,8m; 2,4m; 3m; 3,6m; 4,2m; 6m lengths. Note: thin ends of poles to be placed on the entry side of the crush race. Refer to the drawing.
- 3.9.2** **Treatment:** All poles are to be SABS pre-treated either of creosote or CCA treatment. CCA is not recommended for drier climates where cracking may occur.

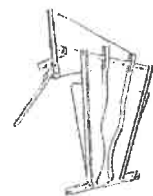


- 3.9.3 **Quantities:** Please refer to the Drawing for an estimate of approximate quantities. Please note that although much effort is used in estimating these quantities, the onus is on the tenderer to thoroughly check the estimates and to make certain that sufficient materials are available. Note that the tenderer is tendering for the entire works and must price for any additional materials so needed if required.
- 3.9.4 **Fixing:** Please refer to the details on the plan. Laterals are to be fixed to the posts using R8 mild steel reinforcing driven through a 6mm hole drilled through both poles. The reinforcing rod is then to be bent or hammered around the laterals/posts as indicated in the plan. The lateral and post are to be joined tightly together. All posts to be plumb, true and accurately aligned before concrete is poured.
- 3.9.5 Permissible deviations: SABS 1200 GA (6.4) Degree of accuracy II for all posts and laterals.

3.10 GATES, NECK CLAMPS AND EQUIPMENT

3.10.1 **Gates:** Three heavy duty steel gates and one small man gate fitted with a 'dead bolt / panic bolt' type latch (in the crush) are required as located in the drawing. The gates must be a minimum of 40mm diameter round tubing with horizontal spacing of 200-250mm. The gates are to be primed and painted as per TABLE 4.12.

3.10.2 **Neck Clamp:** One standard V Type steel manufactured neck is required at the exit of the crush. Installation is to be to the manufacturer's recommendation. A crush with gate in front or pole barrier may be used as long as animals are immobilised by tying their heads to the side of the with a leather thong which will not cut their skins. Loose poles at rear of the animals placed in front of the vertical posts will prevent animals from moving backwards in the crush. The clamp is to be primed and painted as per TABLE 4.12.



clamp
the
crush
the

3.10.3 **Latches:** An example of a simple chain linkage latch is shown. The chain is to be a minimum of 4mm thick linkages ± 60 mm length. One end is to be fixed to the pole fence and the other to the gate. A heavy duty bolt latch is required for the pedestrian gate in the crush area.

Priming: Priming of steelwork (non galvanized): Surfaces are to be cleaned in accordance with SABS 064 and painted with red oxide zinc chromate primer or equivalent in accordance with SABS Specification 909 prior to delivery. Upon delivery to the site and again after erection any bared or damaged surfaces and connections are to be made good with similar primer.

Finishing: Painting of steelwork (non galvanized): Any surfaces that may be damaged/welded are to be rubbed down over the damaged and surrounding area to a sound surface and then restored by re-applying the removed coat properly merged in with the existing. Two finishing coats of Super Universal Enamel (NY-1G) or equivalent are to be applied after construction is complete to any exposed structural steelwork. Galvanized surfaces requiring surface treatment are to be coated with cold galvanizing.

3.11 SAFETY

Refer to general conditions for site safety. Site operations and conditions requiring special attention include but are not limited to:

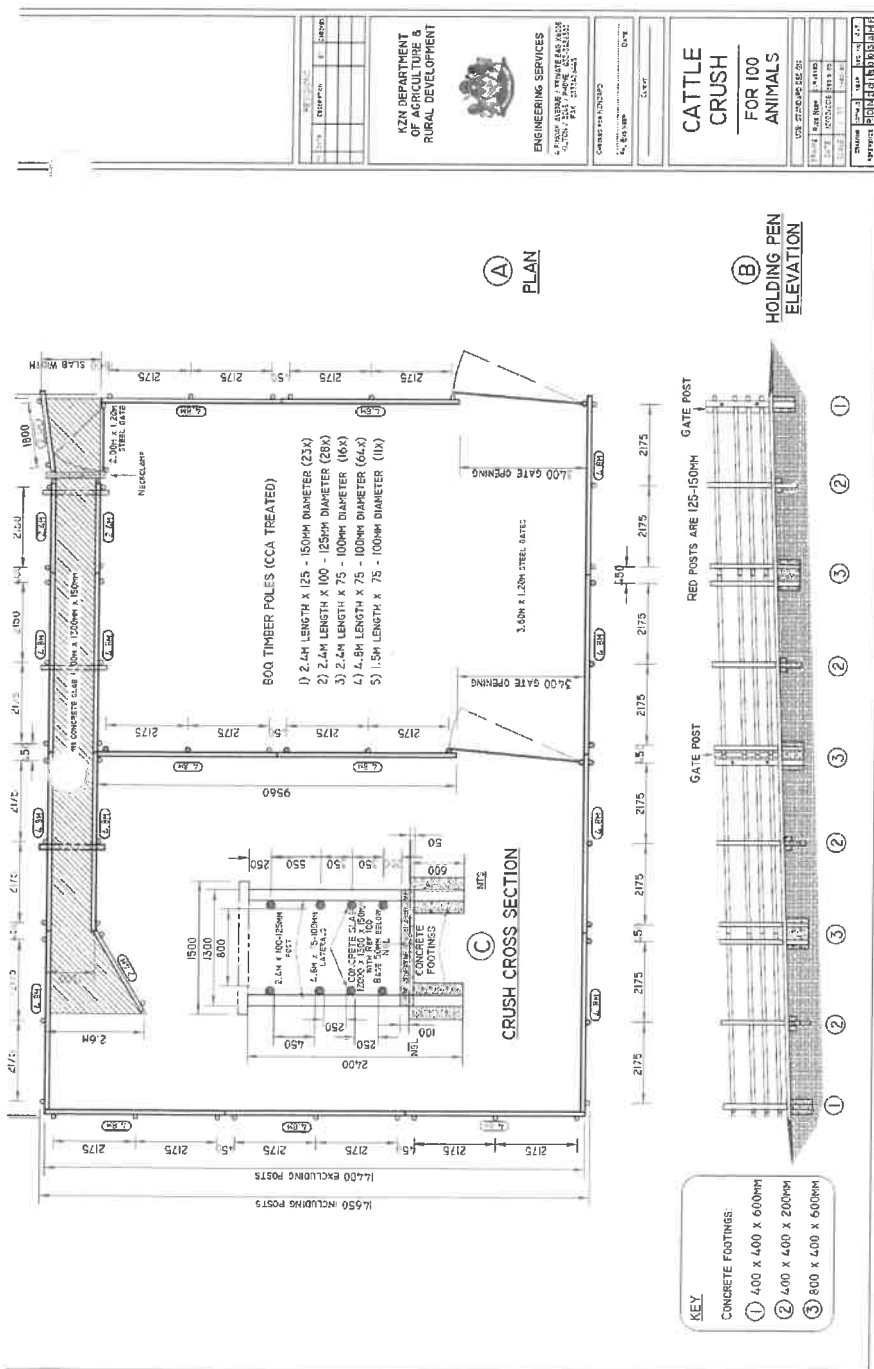
- 3.11.1 Equipment, machinery, tools: (stationary or mobile) such as vehicles, generators, pumps, drills, augers, picks, spades, hand tools to be in a safe operating condition and are to be used in a safe and responsible manner. The contractor is responsible for all such monitoring and control of site operations and equipment throughout the works for the entire contract duration.
- 3.11.2 Lifting and lowering of materials in any way whatsoever.
- 3.11.3 Excavations including post holes to be clearly indicated to prevent injury to personnel.
- 3.11.4 Potential ingress of water on/through site
- 3.11.5 Potentially hazardous services may be present on site such as water and sewerage mains, electricity cables etc...



- 3.11.6 Chemical transport, storage and usage whatsoever – this includes chemical contact through equipment use such as fuels and oils; materials such as creosote, paints, solvents, cement, concrete...
- 3.11.7 Barriers and safety cordons, safety and warning signage, sirens, lighting etc. as required
- 3.11.8 Safety equipment: Safety and protective clothing, gloves, goggles, masks, hard hats, boots etc.
- 3.11.9 A first aid box is to be provided and available at all times on site during working hours and is to comply with the requirements of the Occupational Health and Safety Act.
- 3.11.10 Additional risks associated with specific methods of construction selected by the contractor which are not necessarily covered in the above.



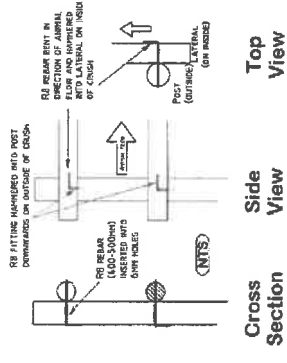
ANNEXURE B: PRICING SCHEDULE FOR 215 M² CATTLE HANDLING YARD FOR 100 ANIMALS						
ITEM	DESCRIPTION	UNIT	QTY	RATE	TOTAL	
EXCAVATIONS						
1	Excavation for bases	Volume of post holes	m ³	6		
2	Excavation for crush area	Area to be cleared of topsoil to required depth	m ²	15,8		
3	Backfilling & compaction of soil in post holes	Volume of soil to be replaced	m ³	1,8		
4	Compact in-situ material- for crush area floor	Area to be compacted	m ²	15,8		
POLES - CCA TREATED						
5	2.4m x 125-150mm diameter		no.	23		
7	2.4m x 100-125mm diameter		no.	28		
8	2.4m x 75-100mm diameter		no.	16		
10	4.8m x 75-100mm diameter		no.	64		
11	Horizontal poles used as gates in crush	1.5m x 75-100 diameter	no.	11		
CONCRETE						
		<i>mixing ratio: 1 : 3 : 4</i>				
	POST HOLES (400x400mmx700mm deep)		no.	36		
	POST HOLES (400x400mmx200mm deep)		no.	18		
	POSTS (pole 700mm deep x area of pole):		no.	36		
	POSTS (collar 200mm deep x area of pole):		no.	16		
	Volume of concrete required (All posts):	Including 10% wastage allowance	m ³	4,8		
12	Sand	river sand in cubic meters	m ³	2,7		
13	Stone	concrete stone 19 or 26 mm diameter	m ³	3,6		
14	Cement	50kg pockets	no.	28,0		
FLOOR (150mm)						
		<i>mixing ratio: 1 : 2.5 : 3.5</i>				
	Area of floor slab		m ²	18		
	Thickness of floor slab		m	0,15		
	Volume of concrete required:	Incl 10% wastage	m ³	3,8		
15	Sand	river sand in cubic meters	m ³	2,0		
16	Stone	concrete stone 19 or 26 mm diameter	m ³	2,8		
17	Cement	50kg pockets	no.	25,0		
STEEL						
18	Gates	3m long farm access type gates	no.	3		
19	Gates	Man gate located in crush with latch	no.	1		
20	Neck Clamp	V type, painted	no.	1		
21	Galvanised Wire (High Tensile Straining)	Straining wire: 4mm diameter- single strand	m	100		
22	Galvanised Wire Staples	25mm staples for Fencing	no.	40		
23	Galvanised round wire nails	Standard builders nails- 125mm length	no.	220		
24	Reinforcing rods	R8 reinforcing bar 26 x 900mm length	m	23,4		
25	Reinforcing rods	R8 reinforcing bar 171 x 500mm length	m	85,5		
26	Reinforcing mesh: Area A	Ref 100: Length 7m; Width 1m	m ²	7,0		
27	Reinforcing mesh: Area B	Ref 100: Length 3.5m; Width 2.5m	m ²	8,8		
MISCELLANEOUS						
28	Transport	All materials & Equipment, incl. off-loading	Sum	1		
29	Preliminaries & general	Fixed + time related, including OHS costs	Sum	1		
30	Labour & Supervision	All labour & supervision costs, incl. disburseme	Sum	1		
				SUB TOTAL (A) R		
31	Ancillary Materials, Services & Equipment	10% OF SUB TOTAL (A)	Sum	1		
				SUB TOTAL (B)		
				VAT (15%)		
				TOTAL: (inclusive of VAT)		



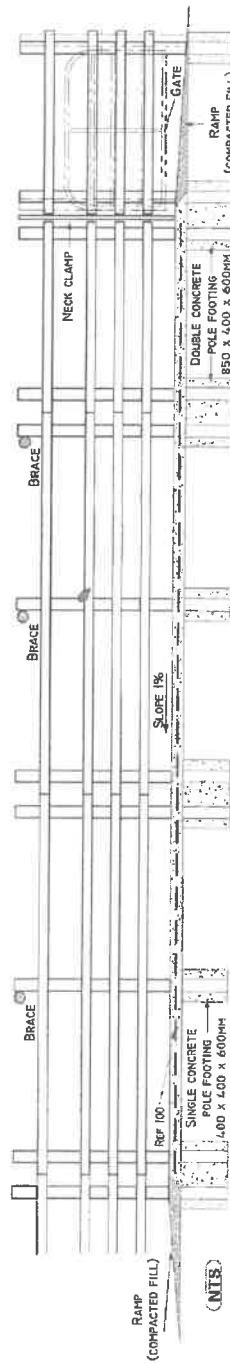


DRAWING 2:

CRUSH ELEVATIONS AND RAIL FITTING DETAIL



(E) DETAIL OF RAIL FITTING

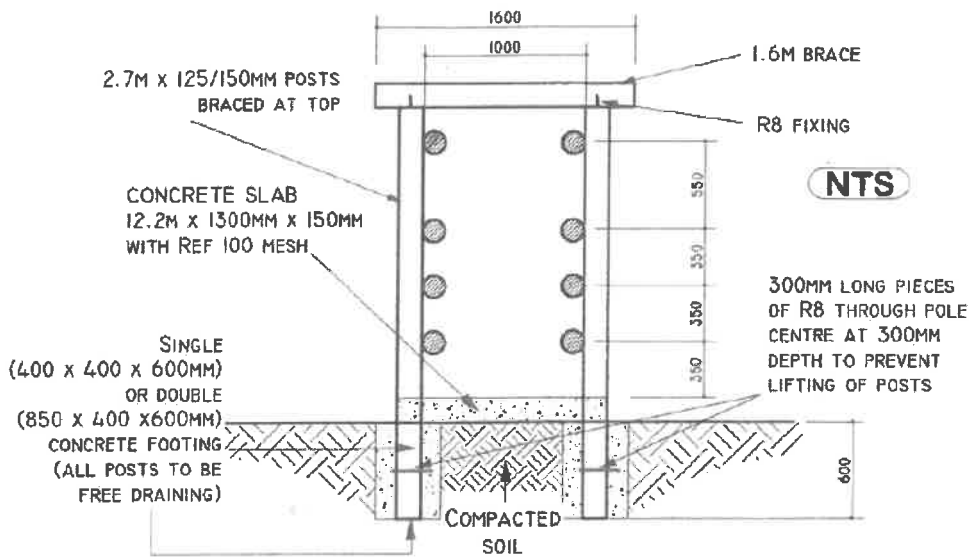


(D) CRUSH ELEVATION C - C
SHOWING CROSS SECTIONS OF CONCRETE SLAB AND POSTS FOOTINGS

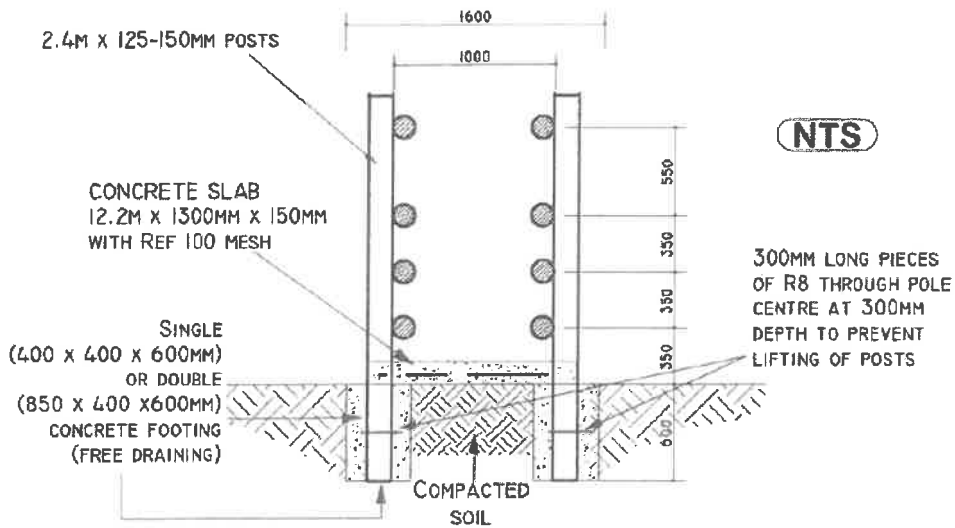


DRAWING 3:

CROSS SECTIONS CRUSH



**Ⓑ CRUSH CROSS SECTION A-A
BRACED POSTS Ⓝ**



**Ⓒ CRUSH CROSS SECTION B-B
ALL OTHER POSTS IN CRUSH**

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 a price quotation, advertised competitive bid, limited bid or proposal). 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):

2.4 Company Registration Number:

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.

KINDLY COMPLETE PLEASE!!!

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 the appropriate authority to undertake remunerative work outside employment in the public sector? **YES / NO**

2.7.2.1 If yes, did you attached 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.

2.7.2.2 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**

KINDLY COMPLETE PLEASE!!!

2.9.1 If so, furnish particulars.

.....

2.10 Are you, or any person connected with the bidder, YES/NO
 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?

2.10.1 If so, furnish particulars.

.....

2.11 Do you or any of the directors / trustees / shareholders / members YES/NO
 of the company have any interest in any other related companies
 whether or not they are bidding for this contract?

2.11.1 If so, furnish particulars:

.....

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

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

KINDLY COMPLETE PLEASE!!!

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 IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

May 2011

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

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

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

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Institution)

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

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

- 1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
(a) has been requested to submit a bid in response to this bid invitation;
(b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
(c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

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

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

Js914w 2

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Standard Bidding Document (SBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2011, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2011 (Regulation 9) makes provision for the promotion of local production and content.
- 1.2. Regulation 9.(1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for bids referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

- x is the imported content in Rand
y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as indicated in paragraph 4.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.

1.6 A bid may be disqualified if –

- (a) this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation; and
- (b) the bidder fails to declare that the Local Content Declaration Templates (Annex C, D and E) have been audited and certified as correct.

2. Definitions

- 2.1. **“bid”** includes written price quotations, advertised competitive bids or proposals;
 - 2.2. **“bid price”** price offered by the bidder, excluding value added tax (VAT);
 - 2.3. **“contract”** means the agreement that results from the acceptance of a bid by an organ of state;
 - 2.4. **“designated sector”** means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;
 - 2.5. **“duly sign”** means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility (close corporation, partnership or individual).
 - 2.6. **“imported content”** means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad (this includes labour or intellectual property costs), plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;
 - 2.7. **“local content”** means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;
 - 2.8. **“stipulated minimum threshold”** means that portion of local production and content as determined by the Department of Trade and Industry; and
 - 2.9. **“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.
3. **The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:**

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>
_____	_____ %
_____	_____ %
_____	_____ %

4. Does any portion of the services, works or goods offered have any imported content?
(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

- 4.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.reservebank.co.za.

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

5. Were the Local Content Declaration Templates (Annex C, D and E) audited and certified as correct?
(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

- 5.1. If yes, provide the following particulars:

- (a) Full name of auditor:
- (b) Practice number:
- (c) Telephone and cell number:
- (d) Email address:

(Documentary proof regarding the declaration will, when required, be submitted to the satisfaction of the Accounting Officer / Accounting Authority)

6. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

**LOCAL CONTENT DECLARATION
(REFER TO ANNEX B OF SATS 1286:2011)**

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID NO.

ISSUED BY: (Procurement Authority / Name of Institution):
.....

NB

1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on <http://www.thdti.gov.za/industrial-development/ip.jsp>. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),
do hereby declare, in my capacity as
of(name of bidder
entity), the following:

(a) The facts contained herein are within my own personal knowledge.

(b) I have satisfied myself that:

- (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (ii) the declaration templates have been audited and certified to be correct.

(c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.

The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

(d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.

(e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

DATE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____

