



## **KWAZULU-NATAL PROVINCE**

**AGRICULTURE AND RURAL DEVELOPMENT  
REPUBLIC OF SOUTH AFRICA**

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

**Quotation No: R/S/2526/2719**

**TO SUPPLY AND REPLACE THE DILAPIDATED VERTICAL BLINDS AND  
REPLACE WITH THE ROLL UP NASH BLOCK OUT BLINDS AND THE CERAMIC  
FLOOR TILES AT THE EXECUTIVE BUILDING**

#### **NAME OF BIDDER**

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#### **Mandatory Requirements:**

1. Minimum of CIDB Grading 2 GB or higher
2. Certified copy of sworn affidavit / BBBEE Certificate/ CSD report ( for purpose of claiming specific goals)

<b>COMPULSORY SITE BRIEFING</b>	
<b>DATE</b>	<b>02/02/2026</b>
<b>MEETING ADDRESS/ VENUE</b>	Department of Agriculture and Rural Development, 01 Cedara Road, Soil Science Boardroom.
<b>BRIEFING/MEETING TIME</b>	<b>11H00</b>

**Return of Quotations:** Quotations must be deposited in the bid box situated at Department of Agriculture and Rural Development, Supply Chain Management, Hilton Offices, 04 Oak Pin Avenue, Hilton 3201

**For more information, please contact the following official:**

**For: Technical Enquiries**  
**Mr W.T Zondi**  
**082 443 5707**

**For: Quotation/SCM enquiries:**  
**Msawenkosi Tembe**  
**033 343 8358 /066 306 7201**

**CLOSING DATE: 09 FEBRUARY 2026**

**TIME: 11:00 AM**



## KWAZULU-NATAL PROVINCE

AGRICULTURE AND RURAL DEVELOPMENT  
REPUBLIC OF SOUTH AFRICA

### INVITATION OF QUOTATION FROM R1 - R1 MILLION

THIS FORM MUST BE COMPLETED IN DETAIL AND MUST BE ACCOMPANIED BY A VALID BBBEE CERTIFICATE/SWORN AFFIDAVIT /CSD REPORT

QUOTATION NUMBER: <b>R/S/2526/2719</b>	VALIDITY PERIOD OF QUOTATION..... Days (To be completed by the Supplier)
CLOSING DATE: <b>09/02/2026</b>	CLOSING TIME: <b>11H00</b>
DESCRIPTION(SPECIFICATION/S) OF ITEMS/ SERVICE REQUIRED:  <b>TO SUPPLY AND REPLACE THE DILAPIDATED VERTICAL BLINDS AND REPLACE WITH THE ROLL UP NASH BLOCK OUT BLINDS AND THE CERAMIC FLOOR TILES AT THE EXECUTIVE BUILDING.</b>  <b>(See attached spec)</b>	COMPANY NAME: _____  TEL NO: _____  FAX NO: _____  CONTACT PERSON: _____  <b>CSD REG NUMBER MAAA.....</b>
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/NAME	..... SIGNATURE OF BIDDER  ..... DATE
<b>Quotation to be returned to: NTUTHUKO HLENGWA</b> <b>Department of Agriculture &amp; Rural Development @ Tender Box</b> <b>04 Pin Oak Avenue</b> <b>Hilton Quarry, Hilton</b> <b>3245</b> <b>Tel. No: 033 343 8367</b>	
<b>NB: DOCUMENT MUST BE COMPLETED IN FULL</b> <b>THIS QUOTATION COVER PAGE MUST BE COMPLETED AND RETURNED WITH ALL YOUR SUPPORTING DOCUMENTS.</b>	

**FOR ENQUIRY ONLY**

**END-USER NAME** : W Zondi  
**CELLPHONE NUMBER** : 0824435707  
**E-MAIL ADDRESS** : [wezazodi@kzndard.gov.za](mailto:wezazodi@kzndard.gov.za)  
**PROPOSED DELIVERY DATE** : 05 December 2025  
**DELIVERY ADDRESS** : 1 Cedara road  
**LOCAL MUNICIPALITY** : Umngeni Municipality  
**DISTRICT** : Umgungundlovu

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 and install the under-tile floor heating, conduct earth resistance test before and after the tile installation. Size: 6.6 m X 9.2m Wide prior to cover it.	62 m <sup>2</sup>				
2.	Supply and install the ceramic floor tiles grade A and 100mm X 150m skating finishes with a Silver edging on top of the skating's to six offices including the board room. Offices sizes: 4 X 4.0m X 6.0m, 2 X 3.0 X4.0m and the executive top board room 10 X 14m	113 m <sup>2</sup>				
3.	Supply the universal paint and paint the interior walls over the oil paint, in the offices and passage at the executive building	220 m <sup>3</sup>				
4.	Supply the 7-10 years manufactures guarantee sheen paint and paint the interior walls, of the offices and passage Office Size: 10m X 20 X 3m High.	220 m <sup>3</sup>				
5.	Supply and install the wall paper to one of the interior walls, Size 6.5 m wide X 3.5m high	40 m <sup>2</sup>				
6.	Supply white oil paint and paint the window lamb jamb wooden frames, Window sills. Interior wooden lamb jammed windows frames, doors and door frames.	30				
7.	Supply and install the roll up Nash block out blinds (PO807 Pepper) size: 50 X 116 mm X 2380 mm drops: 01 X 115 mm X 1180 mm drops at the executive building offices	12				
		51				

8.	Remove all the damage ceiling board tiles with stains in it. Supply and replace them with the exactly same type, colour and install the suspended ceiling board size: 1.2m X 600mm tiles at different offices and executive passages	3 Boxes				
9.	To strip, disassemble the furniture's, chairs and cup boards, board room chairs and move it outside the office. There after work done, bring them inside the board room	1				
10.	To supply and 3 ply wooden timber board size: 400mm X 600 mm wide, close the open hole and screw it to close the open hole for bees at the corner of the building close eave timber	1				
11.	To hire the bee's remover to remove the bees, bee hive and wax, there after paint the bee sport with the appropriate chemical to chase away the bees in the ceiling board	1				
12.	<b>Basement Kitchen</b> To supply and install the kitchen built in cupboards, under counter and the top display cupboards finishes with a white wrapped 3 ply timber wood. <ul style="list-style-type: none"> <li>• L shape under counter cupboards including the 4 tier shelves supported with 100mm chromed footing steel stands. Materials to be wrapped 3ply wood for the build under counter cupboards L shape.</li> <li>• L shape kitchen cupboards finishes with a half round quartz stone</li> <li>• 4 display glass doors cupboards and the micro wave shelve.</li> <li>• All doors for cupboards and drawers to have the chromed handles.</li> </ul>	10				
13.	To supply and install the solid wrap doors with a saddle back shape and the display doors to all the fitted cup boards with a chromed handle and for the top display doors, 6 Solid wrapped doors, 4 display wrapped doors with glass and 4 solid wood drawers.	14				
14.	To supply and install a 19mm thick top quartz stone to all bottom counter cupboards size: 2500mm X 532mm X	2				

	19mm thick. The quartz stone must have a half round finishes at the edges, overlap over the front of the cup boards with 40mm and the size of the Quartz stone is 3580mm X 4,0m X 19mm thick and to have a cut out for the water sink and the 80mm splash back on top.					
15.	Supply and install the ceramic floor tiles grade A size: 600 X 600- and 100-mm skating finishes with a silver edging on top of the skating's to the security control Offices sizes: 10m X 14m	72 m <sup>2</sup>				
16.	To supply and install a double drop in metal sink, into the prepared quarts stone.	1				
17.	To supply and install the heavy-duty swivel water mixer with a long guess neck arm, drill a hole and install it into the newly fitted quarts.	1				
18.	Supply and replace the faulty 3 X 1.5ft T5 220 V LED light fittings with their T8 LED tubes	6				
19.	<b>Executive staff room</b> To provide major service to the Daikin 12000BTU Inverter mid wall split Unit i.e. indoor unit out door condenser's, clean the waste water outlet pipe, to trace and close the gas leaks on the copper pipes.	2				
20	To supply and replace the faulty globes 4 Pin PL6 globes to all male and female toilets	4 boxes				
21.	To disconnect and remove the faulty 3 X 18 W fluorescent light fittings and replace them with T 22 3 X 220 V LED 600 X 600 light fittings to fit in the suspended ceiling board space at the upper floor passage and stair cases	18				
22.	To supply and replace the broken light fitting PI 9 4pin light fittings and the cool white lamps at the executive building lower ground passage and at the toilets.	20				
	<b>NB: The service provider to confirm the paint colours, wall paper and window blinds colour with end user prior to deliver</b>					

**\* LABOUR (IF APPLICABLE)**

**\*DELIVERY (IF APPLICABLE)**

**TOTAL**

**\*ONLY APPLICABLE TO VAT REGISTERED SUPPLIERS 15% VAT**

**TOTAL PRICE**

**CIDB Grading (IF APPLICABLE): GB**

**2GB**

**COMPANY NAME** : \_\_\_\_\_

**CSD NUMBER** : \_\_\_\_\_

**ADDRESS** : \_\_\_\_\_

**CONTACT PERSON** : \_\_\_\_\_

**CONTACT NUMBER** : \_\_\_\_\_

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

**PRICES ARE VALID FOR**

**DAYS**

**Mark one Box (X)**

**30**

**60**

**90**

**120**

**SIGNATURE**.....

**DATE**.....



## KWAZULU-NATAL PROVINCE

AGRICULTURE AND RURAL DEVELOPMENT  
REPUBLIC OF SOUTH AFRICA

SBD1

### PART A

#### INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)			
BID NUMBER:	R/S/2526/2719	CLOSING DATE:	09/02/2026
CLOSING TIME: 11H00			
DESCRIPTION			
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)			
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO		TECHNICAL ENQUIRIES MAY BE DIRECTED TO:	
CONTACT PERSON	NTUTHUKO HLENGWA	CONTACT PERSON	W.T. ZONDI
TELEPHONE NUMBER	033 343 8367	TELEPHONE NUMBER	082 443 5707
FACSIMILE NUMBER	N/A	FACSIMILE NUMBER	N/A
E-MAIL ADDRESS	Ntuthuko.H lengwa@kzndard.gov.za	E-MAIL ADDRESS	
SUPPLIER INFORMATION			
NAME OF BIDDER			
POSTAL ADDRESS			
STREET ADDRESS			
TELEPHONE NUMBER	CODE	NUMBER	
CELLPHONE NUMBER			
FACSIMILE NUMBER	CODE	NUMBER	
E-MAIL ADDRESS			
VAT REGISTRATION NUMBER			
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:	OR	CENTRAL SUPPLIER DATABASE No: MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS			
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?		<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?		<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?		<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?		<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?		<input type="checkbox"/> YES <input type="checkbox"/> NO	
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.			

## **PART B**

### **TERMS AND CONDITIONS FOR BIDDING**

#### **1. BID SUBMISSION:**

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED—(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).

#### **2. TAX COMPLIANCE REQUIREMENTS**

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

**NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.**

**SIGNATURE OF BIDDER:** .....

**CAPACITY UNDER WHICH THIS BID IS SIGNED:** .....  
(Proof of authority must be submitted e.g. company resolution)

**DATE:** .....

## **BIDDER'S DISCLOSURE**

## 1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

## 2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? YES/NO  
2.2.1 If so, furnish particulars:

### 2.2.1 If so, furnish particulars:

<sup>10</sup> See, for example, the discussion of the 1993 Constitutional Conference in the section on the Constitutional Conference in this volume.

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

### 2.3.1 If so, furnish particulars:

<sup>10</sup> See, for example, the discussion of the 1992 Constitutional Convention in the *Constitutional Convention of 1992: The Final Report* (1993).

1 the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

### 3 DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 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.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF

PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND  
COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS  
DECLARATION PROVE TO BE FALSE.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bid

<sup>2</sup> 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.

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL  
PROCUREMENT REGULATIONS 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

**NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022**

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**1. GENERAL CONDITIONS**

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state**  
*(delete whichever is not applicable for this tender).*

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

## 2. DEFINITIONS

- (a) "tender" means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) "price" means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) "tender for income-generating contracts" means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) "the Act" means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

## 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

### 3.1. POINTS AWARDED FOR PRICE

#### 3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

<b>80/20</b>	<b>or</b>	<b>90/10</b>
--------------	-----------	--------------

$$Ps = 80 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right) \text{ or} \quad Ps = 90 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

### 3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

#### 3.2.1. POINTS AWARDED FOR PRICE

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

80/20

or

90/10

$$Ps = 80 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right) \text{ or} \quad Ps = 90 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

### 4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
  - (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
  - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Tenderer to indicate number of points to be claimed (Number of points claimed to a maximum of 10 points )
<b>100% Black owned entities</b>	<b>10</b>	
The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Tenderer to indicate number of points to be claimed (Number of points claimed to a maximum of 10 points )
Enterprises located in a specific District (Proof of residence to be attached i.e. Utility Bill, Municipal Councillor's letter applicable for procurement from R1 – R30 000)	<b>10</b>	
51% Black people who are women	<b>10</b>	
51% Black people who are youth	<b>8</b>	
51% Black people with disabilities (Proof to be attached)	<b>7</b>	
51% Black people living in rural or underdeveloped areas or townships	<b>6</b>	
51% Black people who are military veterans (Proof to be attached)	<b>6</b>	
A cooperative owned by 51% black people	<b>5</b>	

#### DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number: .....

**4.5. TYPE OF COMPANY/ FIRM**

- Partnership/Joint Venture / Consortium
- One-person business/sole property
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

**4.6.** I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
  - (a) disqualify the person from the tendering process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution, if deemed necessary.

.....  
**SIGNATURE(S) OF TENDERER(S)**

**SURNAME AND NAME:** .....

**DATE:** .....

**ADDRESS:** .....

## CONTRACT FORM - RENDERING OF SERVICES

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

## PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution) ..... in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number ..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid .
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (iv) Bidding documents, *viz*
    - Invitation to bid;
    - Tax clearance certificate;
    - Pricing schedule(s);
    - Filled in task directive/proposal;
    - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
    - Declaration of interest;
    - Declaration of bidder's past SCM practices;
    - Certificate of Independent Bid Determination;
    - Special Conditions of Contract;
  - (v) General Conditions of Contract; and
  - (vi) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT) .....  
 CAPACITY .....  
 SIGNATURE .....  
 NAME OF FIRM .....  
 DATE .....

## WITNESSES

1 .....  
 .....  
 2 .....



## KWAZULU-NATAL PROVINCE

AGRICULTURE AND RURAL DEVELOPMENT  
REPUBLIC OF SOUTH AFRICA

## DIRECTORATE: SUPPLY CHAIN MANAGEMENT

Cedara Road, Pietermaritzburg, 3200

ZN Department of Agriculture & Rural Development, Private Bag X9059, Pietermaritzburg, 3200

033 355 9588 / 9369

**Procurements from R1 up to R 30 000.00, the Department will allocate (80/20) points as follows:**

80 points for price

10 points for black owned entities

10 points for entities located in a District where goods/services are required.

If the entity is 100% owned by black people, this must be supported by a BBBEE certificate or affidavit or share register or CSD report.

Historically Disadvantaged Individuals	Black Owned	Districts	Total Points
<b>An EME or QSE which is at least 100% owned by black people</b>			
Enterprises located in a specific District for work to be done or services to be rendered in that District (Proof of residence to be attached)	10	10	20



Procurements from R30 000 – R1M the Department will allocate the points as follows

Historically Disadvantaged Individuals	Black Owned	Points
0 An EME or QSE which is at least 100% owned by black people		
51% Black people who are women	10	10
51% Black people who are youth	10	8
51% Black people with disabilities (Proof to be attached)	10	7
51% Black people living in rural or underdeveloped areas or townships	10	6
51% Black people who are military veterans (Proof to be attached)	10	6
A cooperative owned by 51% black people	10	5

If the entity is 100% owned by black people, this must be supported by a BBBEE Certificate or Affidavit or Share Register or CSD report.

Should the service provider qualify for more than one (1) specific goal points as per the above table, the Department will allocate the points to the goal with highest score.

**SECTION D**  
**OFFICIAL BRIEFING SESSION/SITE INSPECTION CERTIFICATE**

**N. B.:** THIS FORM IS ONLY TO BE COMPLETED WHEN APPLICABLE TO THE BID.

Site/Building/Institution Involved: **KZN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT**

Quotation Reference No: **R/S/2526/2719**

**Goods/Service/Work:** **TO SUPPLY AND REPLACE THE DILAPIDATED VERTICAL BLINDS AND REPLACE WITH THE ROLL UP NASH BLOCK OUT BLINDS AND THE CERAMIC FLOOR TILES AT THE EXECUTIVE BUILDING.**

\*\*\*\*\*

This is to certify that (bidder's representative name) \_\_\_\_\_

On behalf of (company name) \_\_\_\_\_

Visited and inspected the site on \_\_\_\_/\_\_\_\_/\_\_\_\_ (date) and is therefore familiar with the circumstances and the scope of the service to be rendered.

**Signature of Bidder or Authorized Representative**  
(PRINT NAME)

**DATE:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Name of Departmental or Public Entity Representative**  
(PRINT NAME)

**Departmental Stamp With Signature**