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: **R/S/2627/905**	VALIDITY PERIOD OF QUOTATION..... Days (To be completed by the Supplier)
CLOSING DATE: **11/09/2026**	**CLOSING TIME: 11H00**
DESCRIPTION(SPECIFICATION/S) OF ITEMS/ SERVICE REQUIRED: **SUPPLY, DELIVER AND OFFLOAD PROTECTIVE CLOTHING.** **(See attached spec)**	COMPANY NAME:_____ TEL NO: _____ FAX NO: _____ CONTACT PERSON: _____ **CSD REG NUMBER MAAA**.....
DOES OFFER COMPLY WITH SPECIFICATION?	YES/NO (DELETE WHICH IS NOT APPLICABLE)
DOES ARTICLE COMPLY WITH SABS SPECIFICATION? HAS IT BEEN INSPECTED BY SABS?	YES/NO YES/NO (DELETE WHICH 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

Quotation to be returned to: Ntuthuko Hlengwa

Department of Agriculture & Rural Development:

Ntuthuko.Hlengwa@kzndard.gov.za

Tel. No: 033 343 8367

NB: DOCUMENT MUST BE COMPLETED IN FULL
THIS QUOTATION COVER PAGE MUST BE COMPLETED AND RETURNED WITH ALL YOUR SUPPORTING DOCUMENTS.

ANNEXURE A

FOR ENQUIRY ONLY

END-USER NAME : **Ms. Nonduduzo Simelane**
TELEPHONE NUMBER : **033 355 9525**
E-MAIL ADDRESS : **ndu.manyoni@kzndard.gov.za**
PROPOSED DELIVERY DATE: **1 October 2026**
DELIVERY ADDRESS : **1 Cedara Road, Pietermaritzburg, 3200**
KZN Department of Agriculture and Rural Development
Crop Protection building
LOCAL MUNICIPALITY : **uMngeni**
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
****COMPULSORY: Supplier to produce a sample of all items to the end-user before quoting. Arrangements may be made to take the end-user to the supplier's shop to view the samples.****						
TO SUPPLY, DELIVER AND OFFLOAD						
1.	**T-SHIRTS: Charcoal mélange** Fabric: 52/48 polycotton Fabric weight: 160 gm² Size: Small	2				
2.	**T-SHIRTS: Charcoal mélange** Fabric: 52/48 polycotton Fabric weight: 160 gm² Size: Medium	2				
	IMPORTANT: ALL T-SHIRTS MUST BE BRANDED with the departmental logo before delivery. The departmental logo for branding purposes has been attached to the document. Samples to be submitted for fittings prior to branding.					

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
****COMPULSORY: Supplier to produce a sample of all items to the end-user before quoting. Arrangements may be made to take the end-user to the supplier's shop to view the samples.****						
3.	**Non steel toe cap hiker boots: <u>Brown</u>** Style code: JN00605. Full grain genuine leather upper. Padded collar. Bellows tongue keeps dirt and grit out of the shoe. Durable PU outsole with excellent anti-slip properties. Brass D-rings and ski-hook lacing system for quick fastening. Round polyester laces. Fabric: leather Size: 8	1				
4.	**Chelsea boots: <u>Brown</u>** Style code: JN50602 Premium soft, full grain bovine leather upper. Leather has been tanned for a softer, more comfortable feel while maintaining its hard-wearing characteristics. Elastic side gussets provide additional comfort and support. Pull tab is incorporated into the body of the boots to ensure strength and durability. Durable TPU sole provides oil and acid resistance with anti-slip and anti-static properties. Shank reinforcement and for support and stability. Moulded insole for support and comfort. Fabric: leather Size: 4	1				
LINE NO.	**DESCRIPTION OR SPECIFICATION OF ITEM**	**REQUIRED QUANTITY**	**UNIT PRICE EXCL. VAT**		**TOTAL PRICE**	

	(Please be very specific and clear)		R	C	R	C
****COMPULSORY: Supplier to produce a sample of all items to the end-user before quoting. Arrangements may be made to take the end-user to the supplier's shop to view the samples.****						
5.	**Safari wide brim hat with draw string: <u>Khaki</u>** Fabric 65%/35% poly twill. Closure: cord with slide toggle. The safari wide brim hat is designed for ultimate sun protection snd outdoor comfort. Made from a dual poly-twill fabric blend, it features a wide brim that shields your face and neck from harmful UV rays, making it perfect for safaris, hiking, and other outdoor activities. Size: L	2				
6.	**Dustcoat: <u>White</u>** Style code: DC99 Fabric: versatex 65/35 polycotton twill Extra length garment with back vent. Two large front pockets. Chest pocket with pen division. Concealed press stud front. Bar tracks on stress points for extra strength. Constructed with Versatex® for long lasting durability and breathable comfort. Fabric weight: 230 gsm^2 Size: Medium	1				
7.	**Dustcoat: <u>White</u>** Style code: DC99 Fabric: versatex 65/35 polycotton twill Extra length garment with back vent. Two large front pockets. Chest pocket with pen division. Concealed press stud front. Bar tracks on stress points for extra strength. Constructed with Versatex® for long lasting durability	1				

	and breathable comfort. Fabric weight: 230 gsm^2 Size: Large					
8.	**Storm puffer jacket: Navy blue** DB-PJ & DB-2TPJ Retains insulation and warmth when wet whilst offering great water resistance and breathability. A fast-drying construction. Easy after care. Hypoallergenic and vegan. Engineered with the rubberized zip fastener. It has a high stand collar which provides further thermal coverage and protection around the neck region. Has an elasticated cuff and waist for a snug fit especially against the elements of cold and wet weather. Reflective branding elements. It has 2 waist pockets with reversed coil zippers, providing ideal water-resistance protection whilst the 2 deep inner jacket pockets provide additional storage and protection for personal items. Composition: Inner lining – 260g/sqm Synthetic Down cotton Outer lining – 400T Nylon fabric Size: Medium	1				
9.	**Storm puffer jacket: Navy blue** DB-PJ & DB-2TPJ Retains insulation and warmth when wet whilst offering great water resistance and breathability. A fast-drying construction. Easy after care. Hypoallergenic and vegan. Engineered with the rubberized zip fastener. It has a high stand collar which provides further thermal coverage and protection around the neck region. Has an elasticated cuff and waist for a snug fit especially against the elements of cold and wet weather. Reflective branding	1				

	elements. It has 2 waist pockets with reversed coil zippers, providing ideal water-resistance protection whilst the 2 deep inner jacket pockets provide additional storage and protection for personal items. Composition: Inner lining – 260g/sqm Synthetic Down cotton Outer lining – 400T Nylon fabric Size: Large					
	IMPORTANT: ALL HATS, DUST COATS, HOUSE COATS AND PUFFER JACKETS MUST BE BRANDED with the Departmental logo before delivery. The departmental logo for branding purposes has been attached to the document. Samples to be submitted for fittings prior to branding.					

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
****COMPULSORY: Supplier to produce a sample of all items to the end-user before quoting. Arrangements may be made to take the end-user to the supplier's shop to view the samples.****						
10.	**Work jacket: <u>Olive</u>** Style code: Cj77j Fabric: Versatex 65/35 Polycotton Twill. Constructed with Versatex® for long lasting durability, colourfastness, and breathable comfort. Concealed inner chest pocket. Chest pocket with hook-and-loop closure. Chest pocket with pen division. Large front pockets for convenient storage. Concealed YKK zip. Side slits for ease of movement. Reinforced bar tacks on stress points. Fabric weight 230 gm^2	2				

	Size: Small					
11.	**Work jacket: <u>Olive</u>** Style code: Cj77j Fabric: Versatex 65/35 Polycotton Twill. Constructed with Versatex® for long lasting durability, colourfastness, and breathable comfort. Concealed inner chest pocket. Chest pocket with hook-and-loop closure. Chest pocket with pen division. Large front pockets for convenient storage. Concealed YKK zip. Side slits for ease of movement. Reinforced bar tacks on stress points. Fabric weight 230 gm^2 Size: Medium	2				
12.	**Work trousers: Olive** **Style code: CP77P** Fabric: Versatex 65/35 Polycotton Twill. Constructed with Versatex® for long lasting durability, colourfastness, and breathable comfort. Metal shank button closure. Concealed YKK zip. Half elasticized waistband for ease of movement and improved comfort. Longer length front rise for more room to move. Two deep front pockets. Two large back pockets. Concealed inner pockets. Triple-needle lapped seams on inleg and back rise for reinforced strength and comfort. Reinforced bar tacks on stress points. Fabric weight: 230gm^2 Size: 30	2				

13.	**Work trousers: Olive** **Style code: CP77P** Fabric: Versatex 65/35 Polycotton Twill. Constructed with Versatex® for long lasting durability, colourfastness, and breathable comfort. Metal shank button closure. Concealed YKK zip. Half elasticized waistband for ease of movement and improved comfort. Longer length front rise for more room to move. Two deep front pockets. Two large back pockets. Concealed inner pockets. Triple-needle lapped seams on inleg and back rise for reinforced strength and comfort. Reinforced bar tacks on stress points. Fabric weight: 230gm^2 Size: 32	2				
14.	**Industrial housecoats: <u>Royal</u>** Style code: HCHBR Fabric: versatex 65/35 polycotton twill made with Versatex® for long lasting durability, colourfastness, and breathable comfort. Generous hip pockets to keep all your small essentials close at hand. Button-up front closure. Glad neck collar. Short sleeves. Fabric weight: 230 gsm^2 Size: Small	1				
15.	**Armour gumboots: <u>Black</u>** **DF-Armour** EN approved as per ISO 20347:2022. Slip resistant outsole, SRC (Slip resistance on ceramic tile floor with NaLS and on steel floor with glycerine^c). Reinforced shin & ankle protection. Energy absorbing heel. Anti-static, reducing the chance of electrostatic discharges. Oil resistant	1				

	& cleated outsole Average weight: 1.9 kg's Size: 8					
16.	**Dry fit gumboots: <u>Black with brown sole</u>** DF-CH-GB-BLK Constructed from recycled PVC (upper) and virgin PVC (outsole), are lightweight, durable and environmentally friendly. They are simple to clean and dry fast. Lined with nylon, they are simple put on and take off along with an easy pull tab support and elastic ankle gusset construction. A removable felt insock (made of wool) that is comfortable, breathable and quick drying due to it's wicking nature. A slip and grip resistant cleated outsole. An energy absorbing heel. A broad fitting toe region allows for a comfortable fit, ideal when used over long periods of time. Unisex in fit. Size: 4	1				
17.	**Anti-static socks: Black** DF-9161 Anti-bacterial fibres. Ribbed cuff for secure fit. Elasticated arch & padded sole for extra comfort. Composition: 64% Cotton, 9% Polyester, 4% Silver Yarn, 21% Elastane, 2% Polyamide Size: M	2				
18.	**Anti-static socks: Black** DF-9161 Anti-bacterial fibres. Ribbed cuff for secure fit. Elasticated arch & padded sole for extra comfort. Composition: 64% Cotton, 9% Polyester, 4% Silver Yarn, 21%	2				

	Elastane, 2% Polyamide Size: L					
LINE NO.	**DESCRIPTION OR SPECIFICATION OF ITEM** (Please be very specific and clear)	**REQUIRED QUANTITY**	**UNIT PRICE EXCL. VAT**		**TOTAL PRICE**	
			R	**C**	**R**	
****COMPULSORY: Supplier to produce a sample of all items to the end-user before quoting. Arrangements may be made to take the end-user to the supplier's shop to view the samples.****						
19.	**Nylon lycra nitrafine gloves: <u>Grey</u>** Style code: 30370 15-gauge nylon spandex shell with black nitrile coating. Micro-fine foam finish. Highly flexible and super comfortable. Excellent breathability. Good grip. Suitable for mechanical and petrochemical industries. Wrist length. Fabric: Nylon spandex Size: 8	1				
20.	**Nylon lycra nitrafine gloves: <u>Grey</u>** Style code: 30370 15-gauge nylon spandex shell with black nitrile coating. Micro-fine foam finish. Highly flexible and super comfortable. Excellent breathability. Good grip. Suitable for mechanical and petrochemical industries. Wrist length. Fabric: Nylon spandex Size: 9	1				
21.	**Apron: <u>Yellow</u>** Code: APN1004 70x110	2				

22.	**Face shield CW: Clear** Code: HELM6001	2				
23.	**Respirator double half mask** DRA-DH102	2				
24.	**Filter abek1 twin fit** DRA-DHCTABEK1	2				
IMPORTANT: ALL WORK JACKETS MUST BE BRANDED with the departmental logo before delivery. The departmental logo for branding purposes has been attached to the document. Samples to be submitted for fittings prior to branding.						
				* LABOUR (IF APPLICABLE)		
				*DELIVERY (IF APPLICABLE)		
				TOTAL		
				*ONLY APPLICABLE TO VAT REGISTERED SUPPLIERS 15% VAT		
				TOTAL PRICE		
CIDB Grading (IF APPLICABLE)						

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**.....

Departmental logo to be used for branding purposes

KWAZULU-NATAL PROVINCE

AGRICULTURE AND RURAL DEVELOPMENT
REPUBLIC OF SOUTH AFRICA

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/2627/619**	CLOSING DATE: **11/09/2026**		CLOSING TIME:	**11H00**
DESCRIPTION	See Attached Spec				
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	**N. SIMELANE**
TELEPHONE NUMBER	**033 343 8367**	TELEPHONE NUMBER	**033 355 9525**
FACSIMILE NUMBER	**N/A**	FACSIMILE NUMBER	**N/A**
E-MAIL ADDRESS	**Ntuthuko.Hlengwa@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?	☐Yes ☐No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR **THE GOODS /SERVICES /WORKS OFFERED?**	☐Yes ☐No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ 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

1.1 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, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

1.2 If a person is 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. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution? **YES/NO**

2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	**Identity Number**	**Name of organ of state**

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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.

2.3 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.3.1 If so, furnish particulars:

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

2.4 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**

2.4.1 If so, indicate all companies registered in the CSD in the table below:

Supplier registration number (MAAA)	**Status (active/inactive/deleted)**

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification.

3 GENERAL DECLARATION

I, ..., the undersigned, 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 to be false.

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.

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.

3.5 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.

3.6 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.

3.7 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, 1998 (Act No. 89 of 1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

I CERTIFY THAT THE ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

.....	.....
Signature	Date
.....	.....
Designation	Name of bidder

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**
Total points for Price and SPECIFIC GOALS	**100**

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:

80/20 **or** **90/10**

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

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**

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

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)
100% Black owned entities	10	
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)	10	
51% Black people who are women	10	
51% Black people who are youth	8	
51% Black people with disabilities (Proof to be attached)	7	
51% Black people living in rural or underdeveloped areas or townships	6	
51% Black people who are military veterans (Proof to be attached)	6	
A cooperative owned by 51% black people	5	

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 propriety
- ☐ 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 - PURCHASE OF GOODS/WORKS

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

PART 1 (TO BE FILLED IN BY THE BIDDER)

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to (name of institution)..... in accordance with the requirements and 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 time of bid.

2. The following documents shall be deemed to form and be read and construed as part of this agreement:

   (i) Bidding documents, *viz*
   - Invitation to bid;
   - Tax clearance certificate;
   - Pricing schedule(s);
   - Technical Specification(s);
   - 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;

   (ii) General Conditions of Contract; and
   (iii) 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 goods and/or works 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. .....

Cedara Road Pietermaritzburg, 3200
Department of Agriculture & Rural Development, Private Bag X9059, Pietermaritzburg, 3200
033 355 9588 / 9359

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**
An EME or QSE which is at least 100% owned by black people			
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
0An 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.