

### PART A REQUEST FOR QUOTATION

YOU ARE HEREBY IN	VITED TO BID FOR	R REQUIREMENTS C	F THE MA	KHADO	LOCAL	MUNICIPALI	ΓY			
QOUTE NUMBER:	79 / 2019	CLOSING DATE:	3	<b>30 SEPTE</b>	MBER	2019 CLO	SING <sup>-</sup>	TIME:	12H00	
DESCRIPTION REMOVE EXISTING TILE AND RETILE DZANANI TRAFFIC STATION FLOOR										
THE SUCCESSFUL BI	DDER WILL BE RE	QUIRED TO FILL IN	AND SIGN		TEN CC	NTRACT FO	RM (M	BD7).		
BID RESPONSE DOCU SITUATED AT (STREE	UMENTS MAY BE						•			
POSTAL ADDRESS:										
PRIVATE BAG X 2596	, MAKHADO, 0920									
STREET ADDRESS										
CIVIC CENTRE, 83 KR	OGH STREET, MA	KHADO.0920								
SUPPLIER INFORMAT	ION									
NAME OF BIDDER										
POSTAL ADDRESS										
STREET ADDRESS										
TELEPHONE NUMBER	R	CODE				NUMBER				
CELLPHONE NUMBER	۲									
FACSIMILE NUMBER		CODE				NUMBER				
E-MAIL ADDRESS										
VAT REGISTRATION N	NUMBER									
TAX COMPLIANCE ST	ATUS	TCS PIN:			OR	CSD No:				
B-BBEE STATUS LEVE	EL	☐ Yes			B-BBE	E STATUS		Yes		
VERIFICATION CERTI	-					EVEL SWORN		162		
[TICK APPLICABLE BC	-	No No						No		
[A B-BBEE STATUS L TO QUALIFY FOR PR			SWORN AF	FIDAVIT	(FOR I	EMES & QSE	s) MUS	ST BE SU	BMITTED IN C	RDER
						YOU A FOREI				
ARE YOU THE ACCRE REPRESENTATIVE IN		Yes	No			D SUPPLIER	FOR	Yes		No
FOR THE GOODS /SE						VICES /WORK	S	[IF YES,	, ANSWER PAF	RT B:3
/WORKS OFFERED?		[IF YES ENCLOSE	PROOF]		OFFE	RED?		]		
TOTAL NUMBER OF I	TEMS OFFERED				TOTA	L BID PRICE		R		
SIGNATURE OF BIDD	ER				DATE					
CAPACITY UNDER WI	CAPACITY UNDER WHICH THIS BID									
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO: TECHNICAL INFORMATION MAY BE DIRECTED TO:										
DEPARTMENT		BUDGET AND TRE	ASURY	CONTA				Ms MG M		
CONTACT PERSON		MS P MUDAU				IUMBER		015 519 3	0 0	
TELEPHONE NUMBER	२	015 519 3044		FACSIN	/ILE NU	JMBER		015 516 6	145	
FACSIMILE NUMBER		015 516 6145		E-MAIL	ADDRE	SS				
E-MAIL ADDRESS		phophimu@makhad	lo.gov.za							

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### 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 ONLINE
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

### 2. TAX COMPLIANCE REQUIREMENTS

3 QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

- 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 VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
- 2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
- 2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

•••		
3.1.	IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	🗌 YES 🗌 NO
3.2.	DOES THE ENTITY HAVE A BRANCH IN THE RSA?	YES NO
3.3.	DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	🗌 YES 🗌 NO
3.4.	DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	🗌 YES 🗌 NO
3.5.	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 ABOVE.

. . . . .

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID. NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER:	
CAPACITY UNDER WHICH THIS BID IS SIGNED:	
DATE:	

## MAKHADO MUNICIPALITY QUOTE NO. MAK /2019

## **REMOVE EXISTING TILE AND RETILE DZANANI TRAFFIC STATION FLOOR**

Suitable and qualified service providers are invited to remove existing tile and retile dzanani traffic floor

# NB: COMPULSORY BRIEFING SESSION WILL BE HELD AT 27 SEPTEMBER 2019 AT 11:30 AT DZANANI TRAFFIC STATION

### **SCOPE OF WORK**

Item	Description	QTY	Unit Price	Amount
1.	Remove the existing tile and Fumigating floor area	650m2	R	R
2.	<ul> <li>Supply and tile office Floor tiling by A-grade</li> <li>Aretha Ivory Ceramic floor tile 430 x 430mm</li> <li>Including tile skirt</li> <li>Use ceramic tylon cement that should cover</li> <li>mentioned m<sup>2</sup></li> <li>Use relevant colour cement that should cover</li> <li>mentioned m<sup>2</sup></li> </ul>	650m2	R	R
			TOTAL	R
VAT@15% (only if applicable)				R
Total Bid Price			R	

## SIGNATURE

## DATE

## **REQUIREMENTS**

- Valid Tax compliance status pin issued
- A copy of Company Registration Certificate/ CK
- Certified copy/copies of company owner(s) ID Book(s). Not later than three (03) months.
- Certified copy of BBBEE Certificate or Affidavit (For Preferential Points). Not later than three (03) months
- Attach Proof of payment of Municipal Bill/ Rates accounts/ Formal Lease Agreement, Letter from the Traditional Authority for both entity and directors of the company.
- CIDB grading 01GB
- A copy of CSD Summary Report

Quotations must be as follows:

- 1. Be signed by an authorized person of the supplier
- 2. Be valid for a period of sixty (60) days from the closing date
- 3. clearly indicate the price charged vat inclusive (if applicable)
- 4. Be accompanied by fully completed MBD 6.1 and MBD 4 obtainable from the municipality or can be downloaded from municipal website <u>www.makhado.gov.za</u>.

Quotations received will be assessed in accordance with the Municipal Supply Chain Management Regulations, 2005 read with Council's Supply Chain Management Policy and **80/20** points scoring and with functionality will be used. Preference points will be allocated according to BBBEE rating.

## **Please Note:**

- 1. No quotation by facsimile or by e-mail will be accepted.
- 2. Enquiries in this regard must be directed to Ms MJ Mokgaga at contact number: **015 519 3000** during office hours.
- 3. Council reserves the right not to accept lowest or any quotation or to accept part of a quotation only.
- 4. All Service Provider doing business with Makhado municipality are required to register on the CSD (Central Supplier Database)
- 5. Admin enquiries can be directed to Ms TP Ntsieni or Mr M Ramabulana at 015 519 3179/3024

Civic Centre 83 Krogh Street LOUIS TRICHARDT 0920

File no: 8/3/2/1 MR N F TSHIVHENGWA MUNICIPAL MANAGER

MBD 4

## DECLARATION OF INTEREST

- 1. No bid will be accepted from persons in the service of the state<sup>1</sup>.
- 2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

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

	3.1 I	Full Name of bidder or his or her representative:	
	3.2 I	dentity Number:	
	3.3	Position occupied in the Company (director, trustee, hareholder <sup>2</sup> ):	
	3.4 (	Company Registration Number:	
	3.5	Tax Reference Number:	
	3.6	VAT Registration Number:	
		The names of all directors / trustees / shareholders members, their individual in numbers and state employee numbers must be indicated in paragraph 4 below	•
		Are you presently in the service of the state? 3.8.1 If yes, furnish particulars	
	a me	egulations: "in the service of the state" means to be – mber of –	
	(i) (ii) (iii)	any municipal council; any provincial legislature; or the national Assembly or the national Council of provinces;	
(c) (d)	an of an ei cons 1999	ember of the board of directors of any municipal entity; ificial of any municipality or municipal entity; mployee of any national or provincial department, national or provincial public titutional institution within the meaning of the Public Finance Management Act n); ember of the accounting authority of any national or provincial public entity; or	
		mployee of Parliament or a provincial legislature.	
		older" means a person who owns shares in the company and is actively involvement of the company or business and exercises control over the company.	ed in the
	3.9	Have you been in the service of the state for the past twelve months?	YES/NO
		3.9.1 If yes, furnish particulars	
3.10	Do y	you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?	
		3.10.1 If yes, furnish particulars.	
	3.11	Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?	YES / NO
		3.11.1 If yes, furnish particulars	

3.12 Are any of the company's directors, trustees, managers,

	principle shareholders or stakeholders in service of the state?	YES/NO
	3.12.1 If yes, furnish particulars.	
3.13	Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders in service of the state?	YES / NO
	3.13.1 If yes, furnish particulars.	
3.14	Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract.	YES / NO
	3.14.1 If yes, furnish particulars:	

.....

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

Full Name	Identity Number	State Employee Number

Signature

Date

Capacity

Name of Bidder

MBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2011

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

## NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011.

### 1. GENERAL CONDITIONS

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1.1 The following preference point systems are applicable to all bids:

the 80/20 system for requirements with a Rand value of up to R1 000 000 (all applicable taxes included); and

- the 90/10 system for requirements with a Rand value above R1 000 000 (all applicable taxes included).
- 1.2 The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable.
- 1.3 Preference points for this bid shall be awarded for:
  - (a) Price; and
  - (b) B-BBEE Status Level of Contribution.
- 1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTION	20
Total points for Price and B-BBEE must not exceed	100

- 1.5 Failure on the part of a bidder to submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS), or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or a sworn affidavit confirming annual turnover and level of black ownership in case of an EME and QSE together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

### 2. DEFINITIONS

- (a) "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- (b) "B-BBEE" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (c) "B-BBEE status level of contributor" means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (d) "bid" means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- (e) "Broad-Based Black Economic Empowerment Act" means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003) as amended by Act No 46 of 2013;
- (f) **"comparative price"** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;
- (g) "consortium or joint venture" 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;
- (h) "contract" means the agreement that results from the acceptance of a bid by an organ of state;
- "EME" means an Exempted Micro Enterprise as defines by Codes of Good Practice issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (j) "Firm price" means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- (k) "functionality" means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- (I) "non-firm prices" means all prices other than "firm" prices;

- (m) "person" includes a juristic person;
- (n) "QSE" means a Qualifying Small Enterprise as defines by Codes of Good Practice issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (o) "rand value" means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- (p) "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;
- (q) "total revenue" bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the Government Gazette on 9 February 2007;
- (r) "trust" means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- (s) "trustee" means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

### 3. ADJUDICATION USING A POINT SYSTEM

- 3.1 The bidder obtaining the highest number of total points will be awarded the contract.
- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts;.
- 3.3 Points scored must be rounded off to the nearest 2 decimal places.
- 3.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 3.5 However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality.
- 3.6 Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

### 4. POINTS AWARDED FOR PRICE

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

80/20

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

or

90/10

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

Where

Ps = Points scored for comparative price of bid under consideration

Pt = Comparative price of bid under consideration

Pmin = Comparative price of lowest acceptable bid

### 5. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION

5.1 In terms of Regulation 5 (2) and 6 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12

5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

- 5.2 A bidder who qualifies as an EME in terms of the B-BBEE Act must submit a sworn affidavit confirming Annual Total Revenue and Level of Black Ownership.
- 5.3 A Bidder other than EME or QSE must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.
- 5.4 A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 5.5 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- 5.6 Tertiary Institutions and Public Entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 5.7 A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends subcontracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 5.8 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

### 6. BID DECLARATION

6.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

### 7. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 5.1

7.1 B-BBEE Status Level of Contribution: = (maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or a sworn affidavit.

### 8. SUB-CONTRACTING

8.1 Will any portion of the contract be sub-contracted?

### (Tick applicable box)

YES NO

- 8.1.1 If yes, indicate:
  - i) What percentage of the contract will be subcontracted.....%
  - ii) The name of the sub-contractor.....
  - iii) The B-BBEE status level of the sub-contractor.....
  - iv) Whether the sub-contractor is an EME.

(Tick applicable box)



9.	DECL	ARATION WITH REGARD TO COMPANY/FIRM		
9.1	Nan	Name of company/firm:		
9.2	VAT	T registration number:		
9.3	Con	mpany registration number:		
9.4	TYF	PE OF COMPANY/ FIRM		
	       [Tic	Partnership/Joint Venture / Consortium One person business/sole propriety Close corporation Company (Pty) Limited CK APPLICABLE BOX]		
9.5	DES	SCRIBE PRINCIPAL BUSINESS ACTIVITIES		
	····· ·····			
9.6	COI	MPANY CLASSIFICATION		
	       [ <i>Tı</i> C	Manufacturer Supplier Professional service provider Other service providers, e.g. transporter, etc. <i>CK APPLICABLE BOX</i> ]		
9.7	MU	INICIPAL INFORMATION		
	Mu	nicipality where business is situated:		
	Reg	gistered Account Number:		
		and Number:		
9.8	Tota	al number of years the company/firm has been in business:		
9.9	the	e, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the paragenetic status level of contribution indicated in paragraph 7 of the foregoing certificate, qualifies the afference(s) shown and I / we 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 paragraph 7, the con to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;	tractor may be required	
	iv)	If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or a contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –	ny of the conditions of	
		(a) disqualify the person from the bidding process;		
		(b) recover costs, losses or damages it has incurred or suffered as a result of that person's condu	ıct;	
		(c) cancel the contract and claim any damages which it has suffered as a result of having favourable arrangements due to such cancellation;	to make less	
		(d) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and acted on a fraudulent basis, from obtaining business from any organ of state for a period not years, after the <i>audi alteram partem</i> (hear the other side) rule has been applied; and		

(e) forward the matter for criminal prosecution.

SIGNATURE(S) OF BIDDERS(S)	
DATE: ADDRESS	
	SIGNATURE(S) OF BIDDERS(S) DATE: ADDRESS