



**PART A
REQUEST FOR QUOTATION**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE MAKHADO LOCAL MUNICIPALITY

QUOTE NUMBER:	MAK15/ 2024	CLOSING DATE:	26 FEBRUARY 2024	CLOSING TIME:	12H00
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DESCRIPTION	SUPPLY AND DELIVERY OF LIBRARY BOOKS
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THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX
SITUATED AT (STREET ADDRESS

POSTAL ADDRESS:

PRIVATE BAG X 2596, MAKHADO, 0920

STREET ADDRESS

CIVIC CENTRE, 83 KROGH STREET, MAKHADO.0920

SUPPLIER INFORMATION

NAME OF BIDDER

POSTAL ADDRESS

STREET ADDRESS

TELEPHONE NUMBER	CODE	NUMBER
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CELLPHONE NUMBER

FACSIMILE NUMBER	CODE	NUMBER
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E-MAIL ADDRESS

VAT REGISTRATION NUMBER

TAX COMPLIANCE STATUS	TCS PIN:	OR	CSD No:
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B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes <input type="checkbox"/> No
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[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]
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TOTAL NUMBER OF ITEMS OFFERED	TOTAL BID PRICE	R
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SIGNATURE OF BIDDER	DATE
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CAPACITY UNDER WHICH THIS BID IS SIGNED

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO: TECHNICAL INFORMATION MAY BE DIRECTED TO:

DEPARTMENT	BUDGET AND TREASURY	CONTACT PERSON	MS MUDAU T.V
CONTACT PERSON	MS P MUDAU	TELEPHONE NUMBER	015 519 3095
TELEPHONE NUMBER	015 519 3044	FACSIMILE NUMBER	015 516 6145
FACSIMILE NUMBER	015 516 6145	E-MAIL ADDRESS	
E-MAIL ADDRESS	phophimu@makhado.gov.za		

**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	
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. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
3.1.	IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.2.	DOES THE ENTITY HAVE A BRANCH IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.3.	DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.4.	DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.5.	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 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. MAK15/2024****SUPPLY AND DELIVERY OF LIBRARY BOOKS**

Suitable and qualified service providers are invited to quote for Supply and delivery of Library Books.

SPECIFICATION

Item	ISBN	Description / Title	Author	Quantity	Unit price	Amount
1.	9780620953924	Days of Zondo	Feriar Haffa Jee	2		
2.	9780624087144	Nuclear Inside SA's Secret deal	Karyn Maughan	1		
3.	9781776390595	Sabotage Eskom Under Siege	Kyle Cowan	2		
4.	9780624091226	The Enemy Within	Mpumelelo Mkhabela	1		
5.	9781776095865	History of South Africa	Thula Simpson	1		
6.	9780620973281	Stop me if you can	Paul O' Sullivan	2		
7.	9781776096688	Dear Comrade President,	Andre Odendaal	1		
8.	9781998958599 7	Heal Our World	Tshilidz Marwala	1		
9.	9781770108134	Closing the Gaps, The Fourth Industrial Revolution	Tshilidzi Marwala	1		
10.	9781920601522	Rape	Pumla Dine Gqola	1		
11.	9781431430567	The Great Pretenders, Race and Class under ANC Rule	Ebrahim Harvey	1		
12.	9781776190683	So for the Record	Anton Harber	1		
13.	9780624090656	Hijackers on Board	Cynthia Stimpel	1		
14.	9780624091608	Our Long Walk to Economic Freedom	Johan Fourie	1		
15.	9781776260980	Rise of the Sharing Economy	Kevin Govender	1		
16.	9781776095827	The Profiler Diaries from the Case Files of a Police Psychologist	Gerard Labuschagne	1		
17.	9781776390359	The Profile Diaries 2, from Crime Scene to Court Room	Gerard Labuschagne	1		
18.	9780624093060	Eight Days in July	Qaanitah Hunter	1		
19.	9781776095988	My Journey to the Top of the Word	Sarah Khumalo	1		
20.	9780624088547	The New Apartheid	Size Mpofu-Walsh	1		
21.	9781776095940	The President	Richard Calland	1		
22.	9780796926128	Langu, Culture and Decolonisation	David Boucher	1		
23.	9781776091713	Heist!	Anneliese Burgess	1		
24.	9781928248125	The Guerrilla and the Journalist	Fred Bridgeland	1		
25.	9781401925925	Brainwashed	Tom Burrel	1		
26.	9780795709081	Farm Killings in SA	Nechama Brodie	1		

27.	9781920707354	Dangerous be the Threat to your Threat	Eric Kruger	1		
28.	9781776191222	A Pretoria Boy	Peter Hain	1		
29.	9781776192090	In Our Own Words	Siedine Coetzee	1		
30.	9781431431519	Marikana, a People's History	Julien Brown	1		
31.	9781776190539	For my Country	Themba Maseko	1		
32.	9781776095445	VBS: A Dream Defrauded	Dewald van Rensburg	2		
33.	9781770105645	The Fall of the ANC What Next?	Prince Mashele & Mzukisi Qobo	2		
34.	9781529021943	Beautiful (English Fiction)	Daniele Steel	1		
35.	97801904487	Leadership: principles and applications for Africa	Tersia Botha	2		
36.	978070217762	A guide to public Ethics	William Fox			
37	9780627037580	The educator as assessor in the foundation phase (Unisa edition)	J.M Dreyer & A.S.Mawela	2		
38	9780627037603	The educator as assessor in the intermediate phase (Unisa edition)	J.M Dreyer & A.S.Mawela	2		
39	9780627037627	The educator as assessor in the senior phase and FET(Unisa edition)	J.M Dreyer & A.S.Mawela	2		
40.	9780419262107	Occupational Health and Safety in Construction Project Management	Helen Lingard	1		
41.	9781138748835	Occupational Safety and Health: Fundamental Principles and Philosophies	Charles D. Reese	1		
42.	9780627039140	Operational Risk Management 3 rd edition	Jackie Young	1		
43.	9780627035135	Improving Public for Good Governance	Cloete. De Conning. Wissink	1		
44.	9781485130536	Human Resource Management 5 th edition	Trevor Amos	1		
45.	9780627028120	Social Media Marketing	Tracy L. Tuten	1		
46.	9780627028120	Performing Auditing; A Step by Step Approaching	Jeanne Prinsloo	1		
47.	9780627025297	The ABC of Financial Management: An Introduction to Financial...	F.C.H. Lovemore	1		
48.	9781485139485	Statutory Interpretation 6 th edition	Christo Botha	1		
49.	9781928309321	Labour Law Rules 4 th Edition	M. McGregor	1		
50.	9781485139485	Economic for South African Students 6 th edition	Phillip Mohr	1		
51.	9781473768451	Statistics for Business Economics 5 th edition	Anedrson Sweeney	1		
52.	9780190741181	International Law	Hennie Strydom	1		
53.	9780190746162	South African Constitutional Law Context	Pierre de Vos	1		

54.	9781485128182	Applied Law for Police Officials	Joubert C. D	1		
55.	9780702185519	Law of Neighbours	Juta Statutes editor	1		
56.	9781485109730	Law of Servitudes	Juta Statutes editor	1		
57.	9781485120131	Supervision of Local Government	Mathenjwa Mbudzeni Johnson	1		
58.	9781485133384	Local Government: Municipal Property Rates Act	Juta Statutes editor	1		
59.	978148538884	Protection of Personal Information	Juta Statutes editor	1		
60.	9781485109662	Summary of the Skills Development Act 97 of 1998	Juta Statutes editor	1		
61.	9781485127284	Prevention of Organised Crime Act	Juta Statutes editor	1		
62.	9781485137115	Summary of the Employment Equity Act 55 of 1998	Juta Statutes editor	1		
63.	9781485140641	Local Government: Municipal Structure Act 1998; Pref.....	Juta Statutes editor	1		
64.	9781485136248	Mineral and Petroleum Resources Development Act & Related.....	Juta Statutes editor	1		
65.	9781485126416	Disaster Management Act 57 of 2002 & Regulations and Frame Work	Juta Statutes editor	1		
66.	9781485140870	Employment Tax Incentive Act 26 of 2013 Skills Development	Juta Statutes editor	1		
67.	9781485137283	Pension Funds Act 24 of 1956 & Regulations; General Pensions	Juta Statutes editor	1		
68.	9781485134985	Labour Relations Act 66 of 1995 and Rules in Terms of	Juta Statutes editor	1		
69.	9781485118268	Marriage Act 25 of 1961; Recognition of Customary Marriage	Juta Statutes editor	1		
70.	9781485135586	Prevention and Combating of Trafficking in Persons Act 7	Juta Statutes editor	1		
71.	978148118534	Divorce Act 70 of 1979; Jurisdiction of Regional Courts	Juta Statutes editor	1		
72.	9781485127512	Maintenance Act 99 of 1998; Maintenance of Surviving Spouses	Juta Statutes editor	1		
73.	9781485121091	Managing Safety in the Workplace	Lizbie Fourie	1		
74.	9781483117142	The Basics of Safety Hazards and the Origin of Safety Risk	Sarel J. Smith	1		
75.	9780620325837	English Handbook and Study Guide	Berlyl Litrin	2		
76.	9780196784145	Writing for the Media in South Africa	Francois Nel	1		

77.	9781337406499	Principles of Supply Chain Management	Wisner/ Tan/ Leong	1		
78.	9781473780415	Successful Project Management in South Africa	Jack Gibo	1		
79.	9781260565959	Biology 12 th Edition	Raven/ Johnson/ Mason	1		
80.	9781976106423	Lippincott Manual of Nursing Practice 11 th Edition	Sandra M. Nettling	1		
81.	9781485113843	Essential First Aid Manual for Southern Africa 3 rd Edition	The S.A Red Cross Society	1		
82.	9780639014258	The South African Law of Persons	Jacquelin Heaton	1		
83.	9780702130120	The Drafting of Wills	H. J. Barker	1		
84.	9781485119562	The Law of Evidence	Phipson Sidney L	1		
85.	9781485130499	Applied Business Statistics Methods and Excel-Based Applications 5 th Edition	Trevor Wegner	1		
86.	9780190722562	Understanding Psychopathology; South African Perspective	Burke/ Austin/ Bezuidenhout	1		
87.	9781776174843	SAICA Student Handbook 2022/2023	South African Institute for Chartered Accountant	1		
88.	9781292982668	Fundamental of Applied Electromagnetics 7 th Edition	Fawwaz T. Ulaby	1		
89.	9781998958597	Heal Our World	Tshilidzi Marhwala	1		
90.	978143143295	The Uncountable	Tshilidzi Marhwala	1		
91.	9781526729217	Vlakplaas Apartheid Death Squads 1979-1994	Robin Binkes	1		
92.	9781868422715	At Risk	Liz Mcgregor	1		
93.	9781868428090	Death and Taxes How Sars Made Hitmen Drug Dealers & Tax Dodgers Pay their Dues	Johann van Loggerenberg	1		
94.	978177634486	It's Our Land You Want	Robin Binkes	1		
95.	9781920707279	South Africa and the World A Political Economy Journey Through the Time	Mills Soko	1		
96.	9780745949413	The Lord's Prayer and Ten Commandments	Hicks B.R	1		
97.	9781401912468	The Astonishing Power of Emotions Let Your Feelings Be Your Guide	Esther and Terry	1		
98.	9780639710464	The End	Dudu Busani-Dube	1		
99.	9781398805422	In Their Own Voices First -Hand Histories of Formerly Enslaved People	Frederic Douglas	1		
100.	9781776190669	Our Ghosts were People Stories on Death and Dying	Bongani Kona	1		
101.	9781770108158	Red Ink	Angela Makholwa	1		

102.	9781406964426	Mr Wrong Number	Lynn Painter	1		
103.	9780749955052	Lover Unbound	J.R. Ward	1		
104.	9780316344388	Poisoned Blade	Kate Elliott	1		
105.	9781509863648	Defend or Die	Tom Marcus	1		
106.	9780008293765	The Replacement	Melanie Golding	1		
107.	9781017537604	Business Statistics A First Course Plus Pearson My Lab Statistics with Pearson Text, Global Edition	Caradog J	1		
108.	9780627035135	Improving Public Policy: For Good Governance 4 th Edition	Cloete F.	1		
109.	9780620348423	Chemistry Handbook and Study Guide Grade 11 and 12	Kevin Smith	1		
110.	9781928495024	Exploring IT: JAVA Programming	Delia Kench Richard Bradbury	1		
111.	9780639903620	Exploring IT Theory	Delia Kench Lee-Anne Coker	1		
112.	9780627037177	Finance for Non-Financial Managers	Johan Marx Sam Ngwenya	1		
113.	9781138749573	Occupational Health and Safety Management A Practical Approach	Charles D. Reese	1		
114.	9780636127982	Platinum Mathematics Grade 3	A.Baines J. Marchant	1		
115.	9780636127913	Platinum Mathematics Grade2	M. Coetzee K. Whittemore	1		
116.	9780636127845	Platinum Mathematics Grade1	J. Mostert	1		
117.	9780636135321	Day- By-Day Social Sciences Grade4	G. Clacherty S. Cohen	1		
118.	9780636114548	Day- By-Day Social Sciences Grade6	G. Clacherty S. Cohen	1		
119.	9781920423636	Natural Sciences and Technology Grade 5-A	Megan Beckett	1		
120.	9781431802500	Clever Social Sciences	Peter Randby	1		
121.	9781431802524	Clever Social Sciences Grade 5	Peter Randby	1		
122.	9780636135291	Focus Life Orientation Grade 11	E. Rooth S. Steenkamp	1		
123.	9780636141957	Focus Life Orientation Grade 12	E. Rooth	1		
124.	9780636127388	Focus Life Orientation Grade 10	L. Dilley J. Earle	1		
125.	9781107686120	Study & Master Geography Grade 10	Hellen Collett	1		
126.	9780199050550	Successful Natural Sciences and Technology	T. Bernard	1		
127.	9780195996449	Successful Mathematics Learner's Book Grade 7	K. du Preez D. Yule	1		

128.	9780199057160	Successful Mathematics Learner's Book Grade 9	D. Kriel	1		
129.	978110769365	Study & Master Economic and Management Sciences Grade 8	M. Bernard	1		
130.	9780981437002	Maths Handbook and Study Guide Grade 12	Kevin Smith	1		
131.	9780981437040	Maths Handbook and Study Guide Grade 8	Kevin Smith			
132.	9780981437026	Maths Handbook and Study Guide Grade 10	Kevin Smith	1		
133.	9781920356170	Ace it! Study Guide History Grade 10	A.Rogers P.Ellis	1		
134.	9781920356453	Ace it! Study Guide English First Additional Language Grade 8	B. Krone	1		
135.	9781107625310	Study & Masters Life Skills Grade 3	Geynor Cozens	1		
136.	9780199059904	Successful Life Skills Grade 5	F. Clitheroe L.Dilley	1		
137.	9780195999532	Successfu Natural Sciences Learner's book Grade 7	F. Baxter H. Collet	1		
TOTAL AMOUNT						R
VAT@15% (IF APPLICABLE)						R
GRAND TOTAL						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.
- 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

Quotations must be as follows:

1. Be signed by an authorized person of the supplier
2. Be valid for a period of Ninety (90) 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 www.makhado.gov.za.

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** Evaluation Criteria. Preference points will be allocated as follows.

- **80 Points for Price**
- **20 Points for Specific goals**

NB: Specific goals will be allocated as follows:

- **10 Points is for Company that is 100% owned by black people (Attach recent CSD full report)**
- **05 Points is for a Company that is 100% owned by women (Attach recent CSD full report)**
- **05 Points is for a Company that is owned by people with disability (Attach Disability letter from a Doctor)**

Please Note:

1. No quotation by facsimile or by e-mail will be accepted.
2. Enquiries in this regard must be directed to **Ms Mudau T.V** at contact number: **072 232 5571** 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 KM NEMANAME
MUNICIPAL MANAGER

DECLARATION OF INTEREST

- 1. No bid will be accepted from persons in the service of the state¹.
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 Full Name of bidder or his or her representative:.....
3.2 Identity Number:
3.3 Position occupied in the Company (director, trustee, hareholder²):.....
3.4 Company Registration Number:
3.5 Tax Reference Number:.....
3.6 VAT Registration Number:
3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.
3.8 Are you presently in the service of the state? YES / NO
3.8.1 If yes, furnish particulars.

¹MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
(i) any municipal council;
(ii) any provincial legislature; or
(iii) the national Assembly or the national Council of provinces;
(b) a member of the board of directors of any municipal entity;
(c) an official of any municipality or municipal entity;
(d) an employee of 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);
(e) a member of the accounting authority of any national or provincial public entity; or
(f) an employee of Parliament or a provincial legislature.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

- 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 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? **YES / NO**

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

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

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:

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

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:

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

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 (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
100% Black ownership (attach CSD detail report)	N/A	10	N/A	
100% Woman Ownership (attach CSD detail report or Certified ID copy)	N/A	05	N/A	
Disability (Attach Disability letter from a Doctor)	N/A	05	N/A	

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:

DECLARATION OF BIDDER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality’s / municipal entity’s supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury’s Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury’s website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>
4.1.1	<p>If so, furnish particulars:</p>		

4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

**CERTIFY THAT THE INFORMATION FURNISHED ON THIS
DECLARATION FORM TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE
TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.**

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

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.

MBD 9

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