

# CALL FOR BIDS

BID NUMBER	DESCRIPTION	EVALUATION CRITERIA	WHERE TO FIND BID DOCUMENTS	MINIMUM REQUIREMENTS			COMPULSORY SITE MEETING	CONTACT PERSON (TECHNICAL)	CLOSING DATE & TIME
				LETTER OF GOOD STANDING	CIDB GRADING	REGISTRATION WITH PROFESSIONAL BODIES			
RFP60/2022	CENTLEC (SOC) Ltd a Municipal Entity distributing electricity in Mangaung and other Municipalities invites a Panel of ICT Service Providers with their professional teams to submit their proposals for information and communication, for a period of thirty-six (36) months.	80/20 90/10	<a href="http://www.centlec.co.za">www.centlec.co.za</a> <a href="http://www.etenders.gov.za">www.etenders.gov.za</a>	N/A	N/A	N/A	No	<a href="mailto:daniel.malokase@centlec.co.za">daniel.malokase@centlec.co.za</a>	04 July 2022 @ 11:00am

## MINIMUM REQUIREMENTS

- Bidders must submit the TAX compliance verification pin on a SARS letterhead. **2.** In the case of the Joint venture, Tax compliance verification pins of all parties must be attached. **3.** Copy of JV agreement (in case of JV) must be attached. **4.** Municipal bills (Water, Sanitation, Rates and Electricity) / Taxes Clearance Certificate not owing more than 30 days or a valid lease agreement with municipal bill of account not owing more than 30 days for municipal services that the lessee (bidder) is responsible for. **5.** All supplementary / compulsory MBD forms contained in the bid document must be completed and signed in full. **6.** Failure to comply with point 5 will invalidate your bid. **7.** Bidders must attach Certified or Original BBEE Verification Certificate, in case of Joint Venture bidders must submit consolidated BBEE certificate. **8.** Bidders must be registered on the National Treasury Centralized Suppliers Database and must submit their registration summary report. **9.** Bidders must quote on all the items required on the pricing schedule and adhere to all the requirements as stipulated in the specification (**failure to quote on all items will invalidate your proposal/bid**). **10.** Bidders must neatly bind their bid/proposal documents (**Loose documents will be disqualified**).

PLEASE NOTE:

- 1 Section 217 of the constitution of the Republic of South Africa requires an organ of state to contract for goods and services in accordance with a system which is fair, equitable, transparent, competitive, and cost effective.
- 1.1 No bid(s) will be accepted from a person in the service of the state.
  - 1.2 No telegraphic, telefax and late bids will be accepted. (***Please sign bid submission register upon submission***)
  - 1.3 The lowest bid / proposal will not necessarily be accepted, and the Municipality reserves the right to accept where applicable a part or portion of any bid or where possible accepts bids or proposals from multiple bidders.
  - 1.4 Municipal Supply Chain Management policy and Preferential Procurement Policy Framework Act No 5 of 2000 (Revised 2017) and its regulations will be applied.

Bids are to be submitted to the following address:

**CENTLEC Supply Chain Offices**

**30 Rhodes Avenue**

**Oranjesig**

**Bloemfontein**

**9301**

For Supply Chain related enquiries, please use the following contact details: [Palesa.Makhele@centlec.co.za](mailto:Palesa.Makhele@centlec.co.za) 051 412 2753



**RFP60/2022**

**REQUEST FOR PROPOSAL FOR  
INFORMATION AND COMMUNICATION  
TECHNOLOGY (ICT) PANEL OF SERVICE  
PROVIDERS “AS AND WHEN” REQUIRED  
BASIS FOR PERIOD OF 36 MONTHS**

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## **1. Invitation**

**CENTLEC (SOC) Ltd a Municipal Entity distributing electricity in Mangaung and other Municipalities invites a Panel of ICT Service Providers with their professional teams to submit their proposals for information and communication, for a period of thirty-six (36) months.**

## **2. Minimum Requirements**

- 2.1. Supply unique security personal identification number (PIN) and/or original TAX Clearance Certificate for TAX compliant status.**
- 2.2. Supply municipal services (water, sanitation, rates and electricity) clearance certificate or Lease Agreement with a current Bill and rates clearances, or Current Bill of Account not owing more than 30 days. In a case where the services are paid for the Landlord must sign the lease agreement signed by the applicable stakeholders.**
  - 2.2.1. In an event, that the Bidder utilizes prepaid services (e.g. Water or electricity) a valid municipal clearance certificate(s) must still be provided.**
  - 2.2.2. Bidders that are CENTLEC (SOC) Ltd customers are also expected to attach a valid electricity clearance certificate.**
- 2.3. The bidder must be registered on the National Treasury Centralized Suppliers Database**

### 3. Scope of work

CENTLEC will consider bidders for appointment on different RFP categories: Bidder will provide services. These services will be “as and when required” for 3.1, 3.2, 3.3, 3.4. Category in 3.4 will have once off project cost implementation with continuous support and maintenance for duration of the contract.

#### 3.1. Category A: ICT Advisory consulting service

3.1.1. ICT Governance

3.1.2. Cyber Security Advisory

3.1.3. Digital and Analytics

#### 3.2. Category B : ICT Hardware Supply

3.2.1 Supply and delivery of ICT hardware with 3 years warranty and 5 years for servers. (spec based on CENTLEC requirements)

#### 3.3. Category C: ICT Software solutions development

3.3.1 Development of e-Government solutions and development

#### 3.4. Category D : Radio Telecommunication System

3.4.1 Supply and delivery of radio systems and portable devices

### 4. Technical Specification

#### Category A: ICT Advisory consulting services (as and when required)

Item descriptions	Specifications
ICT Governance	<ol style="list-style-type: none"><li>1. Policies drafting and review</li><li>2. Procedures drafting and review</li><li>3. ICT Strategy formulation and review</li><li>4. ICT Framework drafting and reviews</li></ol>
Cyber Security Advisory	<ol style="list-style-type: none"><li>1. Cyber Security strategy access and implementation</li></ol>

	<ol style="list-style-type: none"> <li>2. Perform penetration test and reports on intrusions for cyber</li> <li>3. Cybersecurity risks and vulnerabilities scans for intrusion ports and vulnerabilities</li> <li>4. POPI Act compliance formulation</li> </ol>
<b>Digital and Analytics</b>	<ol style="list-style-type: none"> <li>1. Data management assessment</li> <li>2. Data Analytics for assessment and implementation</li> <li>3. Implement and assessment of Data Mining analysis on meter systems</li> </ol>

**Category B: ICT Hardware Supply (as and when required)**

Supply of hardware is according to CENTLEC specification

<b>Item descriptions</b>	<b>Specifications</b>
<b>Desktops computers</b>	<ol style="list-style-type: none"> <li>1. Intel core i5- latest gen dell or equivalent (12MB Cache, Up to 4.6GHz) vPro, 8GB (1X8GB) DDR4 2666MHz, 256GB SSD PCIe M.2, Integrated Graphics, 8x DVD+/-RW, No BT &amp; WL, MS116 USb Optical Mouse, KB216 USB Keyboard, 260W PSU, dell, Windows 10 Professional, 3Yr Pro Support Warranty</li> </ol> <p><b>Intel Core i7- latest gen dell or equivalent</b> Processor (16MB Cache; 2.9GHz); 8GB (1x8GB) DDR4 2666MHz; 512GB</p>

	<p>M.2 PCIe NVMe SSD; No Optical Drive; NVIDIA GeForce GT730 2GB GDDR5 Graphics; 802.11ac 1×1 Wi-Fi &amp; Bluetooth; Mouse slot MS116 Black; USB Wired Keyboard KB216 Black (US/International); Windows 10 Professional (64bit); dell, 3Yr Basic Warranty Onsite support</p> <p>2. Intel Core i7-latest gen dell or equivalent Processor (16MB Cache, 2.9GHz), 16GB (1x16GB) DDR4 2933MHz, 512GB M.2 PCIe NVMe SSD, Tray load DVD Drive (Reads and Writes to DVD), NVIDIA GeForce GT1030 2GB GDDR5 Graphics, 802.11ac 1×1 Wi-Fi &amp; Bluetooth, Wired Mouse MS116 Black, USB Wired Keyboard KB216 Black (US/International), Windows 10 Professional (64bit), dell, 3Yr Pro Support</p>
<b>Laptops</b>	<p>1. 14-inch core i5 - latest gen dell or equivalent -1145(Up To G8)16GB RAM DDR4MEMORY, 512GB SSD PCIE M.2 CLASS 35, intel dual band wireless ax201 n0151542014emea-4g 10210(up to 4.20 ghz, 6m cache), 14.0 fhd (1920 x 1080)anti-glare, +Bluetooth, 4-cell 68whr battery, card intel 7360 lte, windows 10pro (64 bit) , 3yr basic onsite + Built-In 3g</p>



	<ol style="list-style-type: none"> <li>2. 15-inch FHD (1920 x 1080) Anti-Glare, Core i7- latest gen dell or equivalent 16GB RAM 512GB SSD 16GB (1x16GB) 3200MHz DDR4 Memory, 512GB SSD PCIe M.2, Intel Dual Band N028L542014EMEA-4G</li> <li>3. 16 –inch Intel core i7 - latest gen dell or equivalent (Up to 8.20 GHz, 12M cache), Intel Iris XE Graphics, 14.0" Wireless AX201 + Bluetooth, 4-cell battery, 90W AC Adaptor, Fingerprint Reader, Built in Camera &amp; Microphone, Windows 10 Pro (64 Bit), 3yr Pro Support Warranty + built-in 3g</li> </ol>
<b>Desktop Screens Dell or equivalent</b>	<ol style="list-style-type: none"> <li>1. 19" QHD</li> <li>2. 24" QHD</li> <li>3. 32"QHD</li> <li>4. 34WHQ</li> <li>5. 27" LED</li> <li>6. 31" LED</li> <li>7. 64" UHD</li> </ol>
<b>Hp Servers or equivalent</b>	<ol style="list-style-type: none"> <li>1. Dual Socket P (LGA 3647) support or latest Hp or equivalent latest Gen Intel® Xeon® Scalable processors (Cascade Lake/Skylake)‡ 24 DIMMs; up to 6TB 3DS ECC DDR4- 933MHz† RDIMM/LRDIMM, Supports Intel® Optane™ DCPMM††</li> </ol>

	2	PCI-E 3.0 x16 slots (FH, 10.5" L), 2 PCI-E 3.0 x8 slots (1 LP, 1 internal LP) 4 10GBase-T Ethernet ports 4 Hot-swap 3.5" Drive Bays; Optional M.2 NVMe and SATA3 ports 8 Heavy duty fans w/ optimal fan speed control 750W Redundant Power Supplies
<b>Laptop Charger</b>	1.	Standard laptop charger for different Brands
<b>Hp Server Drives or equivalent</b>	1.	SAS drives 12gb/s 1.2 T
<b>Servers power supply</b>	1.	U 800/1000W Redundant Single Output Power Supply Titanium Level, CRPS 203mm length
<b>Hp Storage Servers or equivalent</b> with iLO Adv Elec Lic 3yr Support, MSA Family Startup SVC 3Y TC Ess DL380 Gen10 SVC Foundation Care 24x7 Service, HW, SW, and Collab Support, 3 year Install DL38x(p) SVC	1	DL380 Latest Generation 4210 1P 32G NC 8SFF Svr , Intel Xeon-S 4210 Kit for DL380 Gen10. 32GB 2Rx4 PC4-2933Y-R Smart Kit 300GB SAS 10K SFF SC DS HDD, 10/25GbE 2p SFP28 BCM57414 Adptr, SN1100Q 16Gb 2p FC HBA, 500W FS Plat Ht Plg LH Pwr Sply Kit,
	2.	Latest Gen 2U Bezel Kit MSA 2062 16Gb FC LFF Strg Bezel Lock Kit MSA 16Gb SW FC SFP 4pk XCVR MSA 18TB SAS 7.2K LFF M2 HDD MSA 108TB 7.2K LFF M2 6pk HDD Bdl

	<p>Premier Flex LC/LC OM4 2f 5m Cbl Arxscan Arxview MSA /Array 1y Sub E-LTU</p> <p>3. Dual Socket P (LGA 3647) support latest Generation Intel® Xeon® Scalable processors (Cascade Lake/Skylake)‡ 16 DIMMs; up to 4TB 3DS ECC DDR4- 2933MHz† RDIMM/LRDIM M, Supports Intel® Optane™ DCPMM†† 4 PCI-E 3.0 x16, 2 PCI-E 3.0 x8 slots 8 Hot-swap 3.5" SATA3 drive bays; RAID 0, 1, 5, 10 Optional DVD-ROM drive, optional support: 2 fixed 2.5" NVMe/SSD/HDD, 1 M.2 support M.2 Interface: PCI- E 3.0 x4 M.2 Form Factor: 2260, 2280, 22110 M.2 Key: M-Key 2x 1GbE LAN ports with Intel® X722 1000W Redundant Power Supplies Titanium Level (96% efficiency)</p>
<b>Epson or equivalent receipt thermal printer</b>	<p>1. TM-T20IIS Epson Serial, USB Receipt Thermal Printer – C31CH51011</p>
<b>Fibre connection network</b>	<p>1. 10gbase-t sfp+ rj45 30M cAT6a xcvr 2. 10g sfp+ TO sfp+ 3M dac cABLE 3. 25g sfp28 lc sr 100M mmf xcvr</p>
<b>Flash, dvd Drives</b>	<p>1. 1 TB Flash drives 2. External DVD 3. 1 TB external drive 4. 4 TB external Drive 5. 10 TB external drive</p>

<p><b>Audio Devices Phillips or equivalent</b></p>	<ol style="list-style-type: none"> <li>1. Phillips or equivalent DVT4110 8GB or better Voice Recorder for interviews</li> <li>2. Philips or equivalent Dpm8200 Professional Dictation Recorder with docking station</li> <li>3. PXW-Z190 4K 3-CMOS – canon or equivalent 1/3" Sensor XDCAM Camcorder - Professional digital camera</li> <li>4. D7500 + 18-140mm Lens – DSLR Camera Kit - canon or equivalent Professional digital camera</li> <li>5. Conference Camera Logitech or equivalent Meetup 4K HD Super-wide 120° field of view Motorized pan/tilt and 5x HD zoom Ultra HD 4K image sensor 3-microphones and custom-tuned speaker Razor-sharp optics and 3 camera presets Bluetooth® wireless technology Expansion microphone-ready All-in-one design minimizes clutter</li> </ol>
<p><b>Hardware peripherals- Asus , Titan or equivalent</b></p>	<ol style="list-style-type: none"> <li>1. Motherboard: MB Asus Prime A320M-K. Processor manufacturer: AMD, Processor socket: Socket AM4, Supported memory types: DDR4-SDRAM, Memory slots type: DIMM, Supported storage drive interfaces: M.2, PCI</li> </ol>

	<p>Express 3.0, and Serial ATA. Maximum graphics adapter memory: 2048 MB, Graphics adapter family: AMD. HDMI version: 1.4b.</p> <p>2. CPU: Intel Core i7 latest Generation Desktop Processor</p> <p>3. Power supply: Titan S550, Supreme Gaming Power Supply, Quiet 120mm sleeve fan, Single+12V rail design, Supports ATX 12V 2.3 and EPS 12V 2.91c, pliant auto switching circuitry for universal AC input</p> <p>4. Rams: DDR4 8GB</p> <p>5. Rams DDR 4 16GB</p> <p>6. Rams DDR 3 8GB</p> <p>7. HDD: Western Digital, SATA 6.0Gb/s, 1 TB, 7200RPM, Cache 64MB</p> <p>8. Solid states drives for PC: SATA 240Gb SSD or better</p> <p>9. Network tester</p> <p>10. Network crimper</p> <p>11. Cable trunking</p> <p>12. Network tool box</p>
<b>UPS</b>	<p>1. Maintenance and Support for 36 Months</p> <p>2. 91PS and 93PS UPS</p>
<b>Batteries</b>	<p>1. Supply and commissioning</p> <p>2. 12 V batteries</p>

	3. 22 A batteries
<b>PDU</b>	<ol style="list-style-type: none"> <li>1. Supply and commissioning of PDU and power connection</li> <li>2. Eaton Epdu Ba Ou (C20 16A 1P)</li> </ol>
<b>Server Racks with fans</b>	<ol style="list-style-type: none"> <li>1. 42"U 1000MM Deep Perforated Metal Door Server/Networking Cabinet</li> <li>2. 19"U Wall Box cabinet</li> <li>3. 6"U Wall mount rack</li> </ol>
<b>Gigabit VLAN · Switches · Managed · Layer 3, Uplink , Fibre channel cord, RJ45 cord and stackable switch</b>	<ol style="list-style-type: none"> <li>1. 24-Port POE Aruba or equivalent Switch Ethernet L3 Fully Managed Pro Switch, 20 x 10GB SFP+, with 4 x 25 GB SFP28 and 2 x 40Gb QSFP+, Support Stacking, Broadcom Chip</li> <li>2. 48-Port POE Aruba or equivalent Switch Ethernet L3 Fully Managed Pro Switch, 20 x 10Gb SFP+, with 4 x 25Gb SFP28 and 2 x 40Gb QSFP+, Support Stacking, Broadcom Chip</li> <li>3. 48-Port POE Aruba or equivalent switch Ethernet L3 Fully Managed Plus Switch, 48 x 10Gb SFP+ with 2 x 40Gb QSFP+ and 4 x 100Gb QSFP28, Support MLAG</li> <li>4. 48-Port POE Aruba or equivalent Switch Ethernet L3 full managed 6300M 24SFP+ 4SFP56</li> </ol>
<b>Server rack standard Brush panels and patch panel</b>	<ol style="list-style-type: none"> <li>1. 1U brush panel</li> <li>2. 48 patch panel</li> <li>3. 24 patch panel</li> </ol>
<b>CAT 6e LAN Cables</b>	1. Cat 6e core 8 rolls

	<ol style="list-style-type: none"> <li>2. Ethernet Flylead – 3 Meter</li> <li>3. Ethernet Flylead – 5 Meter</li> <li>4. Ethernet Flylead – 10 Meter</li> <li>5. 10M HDMI cable</li> <li>6. 30 M HDMI cable</li> </ol>
<b>Projector Epson or equivalent with Wi-Fi dongle</b>	<ol style="list-style-type: none"> <li>1. EH –Tw750 Full HD 1080p with wireless dongle connection projector</li> <li>2. Projector ceiling screen 2440 screen with box</li> <li>3. 150 cm x 150 cm Tripod Screen</li> <li>4. Projector tripod screen 2440*185mm</li> <li>5. Ultra-Link 85" Mobile TV Stand with wheels Suitable for 32- 85 inch LED, LCD &amp; Plasma Screen TV height can be adjusted in 3 levels and shelf in 5 levels within 20 cm for the optimal viewing</li> <li>6. Noise cancellation Usb headset</li> </ol>
<b>Mouse and Keyboards</b>	<ol style="list-style-type: none"> <li>1. Wireless Keyboard</li> <li>2. Wireless Mouse</li> <li>3. USB Keyboards</li> <li>4. USB Mouse</li> </ol>
<b>Infrastructure security devices</b>	<ol style="list-style-type: none"> <li>1. 2MP IR Fixed Dome Network IP Camera</li> <li>2. DS-K1T804 Series Finger print Access Control Terminal</li> </ol>

	<p>3. Server room heat sense monitor 3E Monitor-RA3E-ESO-BAS</p> <p>4. DS-7600NI-K2 SERIES NVR 14 Channel 4K NVR</p>
<b>Wireless devices ubiquity</b>	<p>1. Microwave router ROUERBOARD RB3011 UI AS-RM</p> <p>2. Access Point AP AC PRO 802.11ac Scalable Enterprise Wi-Fi Access Point (UAP-AC-PRO-E-US) PoE Adapter</p>

**4.1. Category C: ICT Software solutions development ( as and when required)**

CENTLEC will provide the systems requirements.

<b>Item descriptions</b>	<b>Specifications</b>
<b>Development software</b>	<p>1. Mobile apps development and support</p> <p>2. Development of USSD Code for various applications queries such as finance system and call center for customer queries</p> <p>3. WhatsApp Integrator Services ( Robot chat) for CENTLEC Call Centre Robot Talk Systems for Service delivery</p> <p>4. Online application development - web chat</p> <p>5. Revenue enhancement solutions system on meters</p> <p>6. Data Mining Systems for data analysis</p> <p>7. Centralization of the database systems and business intelligence reporting ( Data Analytics)</p>



<b>E-governance software</b>	<ol style="list-style-type: none"> <li>1. Provide Website certificates</li> <li>2. Provide template for website coding</li> <li>3. Implementation of Enterprise Resource Planning (ERP) solution</li> <li>4. Provisioning of E-pad signature and integration with various systems for work flows for SCM process</li> <li>5. Adobe sign implementation and integration with various systems for workflows, Adobe Sign enterprise Enterprise Transaction New Microsoft Azure Per Transaction Transaction. Tier 3 2500 to 4999 Transactions</li> </ol>
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#### 4.2. Category D: Radio Communication system

(Once off Implementation, commissioning with support and maintenance)

Item descriptions	Specifications
<b>Portables Radio communication compatible with Vehicle PTT radio for communication. supplied with charging unit</b>	<ol style="list-style-type: none"> <li>1. <b>Smart PTT SE800 Sim Card Dual radio</b>, which does either VHF or UHF Portable radio complete with battery, belt clip, antenna, Real Time GP's tracking, voice recording or charger. GSM &amp; VHF / GSM &amp; UHF Only Uses 250mb Data every month to communicate Uses any Pre-Paid Sim Card Network: Vodacom, MTN, Cell C, Telkom eg. These radios have Real-Time GP's tracking and stores info on cloud Voice recording of all communication between users. VOIP communication Can talk across borders SOS emergency button 1600 channels ( Groups) and 1600 people in each group</li> </ol>

	<p>Radio alias naming and groups Remote offsite programming of radios</p> <p><b>2. Smart PTT S100 Sim Card Two-Way Radio</b>  Wi-Fi  Bluetooth  NFC Tag Reader  Front and Back Camera / Video Streaming  Android App Ready  Only Uses 250mb Data every month to communicate  Uses any Pre-Paid Sim Card Network: Vodacom, Mtn, Cell C, Telkom eg.  These radios have Real-Time GP's tracking and stores info on cloud  Voice recording of all communication between users.  VOIP communication  Can talk across borders  SOS emergency button  1600 channels ( Groups) and 1600 people in each group  Radio alias naming and groups  Remote offsite programming of radios</p>
<p><b>Vehicle / Base PTT</b> compatible with handheld PTT radio for communication. Supplied with UPS Batteries</p>	<p><b>1. Smart PTT Hytera MNC580 Base/Vehicle Sim Card Two-Way Radio</b> complete with power cable, GP's antenna, radio bracket, WCDMA antenna and microphone.LCD screen for tracking live Bluetooth, Wi-Fi  Only Uses 250mb Data every month to communicate. Uses any Pre-Paid Sim Card Network: Vodacom, MTN, Cell C, Telkom eg. These radios have Real-Time GP's tracking and stores info on cloud, Voice recording of all communication between users.  VOIP communication, Can talk across borders. SOS emergency button  1600 channels ( Groups) and 1600 people in each group, Radio</p>

	<p>alias naming and groups, Remote offsite programming of radios</p> <p><b>2. SMART PTT SE1000 Base/Vehicle Sim Card Two-Way Radio</b> Uses 250mb Data every month to communicate, Uses any Pre-Paid Sim Card Network: Vodacom, MTN, Cell C, Telkom eg. These radios have Real-Time GP's tracking and stores info on cloud Voice recording of all communication between users. VOIP communication .Can talk across borders SOS emergency button 1600 channels ( Groups) and 1600 people in each group Radio alias naming and groups Remote offsite programming of radios</p>
<b>Two way base and Vehicle Antenna</b>	<p><b>1 UHF Co-linear Base Radio Antenna 3db Gain</b> Frequency: 430 - 470 Mhz !</p> <p><b>2. VHF Two Stack Folded Base Radio Antenna Gain 3db Frequency: 136 - 74 Mhz!</b></p>
<b>Two-Way Radio Antenna's and connectors for frequencies:</b>	<p>1. Mid-Band 66 - 80 Mhz 2. VHF-Band 136 - 174 Mhz 3. UHF-Band 430 - 470 Mhz WCDMA ( Cellular Band ) GPS Band</p>
<b>Radio Communication server</b>	<p>1. Server with High Specification 2. Software installation 3. Setup and configurations for radios</p>
<b>Radio System Management</b>	<p>1. Support , installations and Maintenance for 36 Months 2. Supply and commissioning</p>
<b>Network Coverage</b>	<p>1. Network communication setup for all different network and redundancy 2. Range All over South Africa</p>

## 5. Special Conditions

- 5.1. ICT Service Providers are invited to submit their proposals to perform one or more of the category works in mentioned above.
- 5.2. CENTLEC should engage in annual licensing agreement with the bidder for duration of the contract for services requires licensing
- 5.3. Price change based on the market rate should be done in writing for annual increase
- 5.4. Make equipment, which is out of the market during the contract period, must be done in writing or purchase with extra warranty
- 5.5. It is the responsibility of the bidder to supply new brand with correct specification as per request. CENTLEC will provide the specification based on its preferences
- 5.6. Any other brands similar and specification may be introduced during the contract should what CENTLEC desire is not in the market.
- 5.7. CENTLEC reserves the right, within its sole discretion, to vary or terminate any appointment at any stage whenever it deems necessary.
- 5.8. Any Service provider so appointed shall at times be required to comply with all CENTLEC'S terms and conditions as applicable from time to time.
- 5.9. No fees shall be paid to any service provider in advance. Fees and disbursements shall be paid only for work actually done and billed on the agreed applicable tariff, and no firm shall be paid a deposit on fees/disbursement.
- 5.10. All service providers should provide CENTLEC with a monthly report on all work done for Centlec.
- 5.11. All and any files, document, documentary evidenced, and any aspect of the matter associated with the file shall at all times remain the property of Centlec.
- 5.12. The successful bidder will be expected to enter into a Service Level Agreement with CENTLEC for a period thirty-six (36) months.
- 5.13. Exchange the current digital radios with the current PTT technology for cost reductions.

- 5.14. Implementation of the PTT redundancy with the current infrastructure for smooth switch over
- 5.15. All channel configurations
- 5.16. Service provider for PTT radios should provide the high specification server and software. provide the UPS.

## 6. Technical Evaluation

### Category A: ICT Advisory consulting services

No.	Criteria	Description	Max points
6.1.1	<b>Proven track record (Reference letters to be attached)</b>	Number of year's active and experience gained in this field, to whom services were provided, and a record of services rendered complete with references. Provide documentation to confirm track record. Years in the field: Ten(10) and more years' experience = <b>30 points</b> Between four (4) and nine (9) years of experience = <b>20 points</b>	30
6.1.2	<b>Skills and capacity</b>	Company Structure with the following certificates for employees CISA Certificates = <b>15 points</b> CGETI Certificate = <b>15 points</b> CISM Certificate = <b>15 points</b> Btech Financial Management or BCompt = <b>10 Point</b>	55
6.1.3	<b>Lead delivery time</b>	The bidder must have the ability to deliver documents to CENTLEC as and when requested. Less than 1 week delivery after placement of Purchase Order = <b>(5) points</b> 1-2 weeks' delivery after placement of Purchase Order = <b>(4) points</b> 2-4 weeks' delivery after placement of Purchase Order= <b>(3) points</b> 4-6 weeks' delivery after placement of Purchase Order= <b>(2) points</b>	5

No.	Criteria	Description	Max points
		Above 6 weeks after placement of Purchase Order = <b>(0) points</b>	
<b>6.1.4</b>	<b>Project Management</b>	Project Methodology and Compliance with the Specification : <b>10 points</b>	<b>10</b>
	<b>TOTAL</b>		<b>100</b>

A bidder who gets a minimum of 80 points and above will qualify to the next stage. Individual tenders would have to be evaluated according to the preferential point system. The bidder must score minimum points as follows:

Item 6.1.1. – 20 points

Item 6.1.2 – 55 points

Item 6.1.3 – 5 points

#### Category B: Hardware Supply

No.	Criteria	Description	Max Points
<b>6.2.1</b>	<b>Proven track record (Reference letters to be attached)</b>	Number of year's active and experience gained in this field, to whom services were provided, and a record of services rendered complete with references. Provide documentation to confirm track record. Years in the field: Ten(10) and more years' experience = <b>30 points</b> Between four (4) and nine (9) years of experience = <b>20 points</b>	<b>30</b>
<b>6.2.2</b>	<b>Skills and capacity</b>	Company Structure with the following certificates for employees certificates  IT certifications = <b>20 points</b> Certificate of partnership with supplier = <b>30 points</b>	<b>30</b>

No.	Criteria	Description	Max Points
6.2.3	Lead delivery time	The bidder must have the ability to deliver ICT equipment to CENTLEC As and when requested. Less than 1 week delivery after placement of Purchase Order = <b>(20) points</b> 1-2 weeks' delivery after placement of Purchase Order = <b>(10) points</b> 2-4 weeks' delivery after placement of Purchase Order= <b>(5) points</b>	20
6.2.4	Warrantee and Guarantee	Provide warrantee and Guarantee of the unit including the wiring of antennas or devices. 1-3 years' warrantee = <b>10 Points</b> 4-5 years' warrantee= <b>20 Points</b>	20
	<b>TOTAL</b>		<b>100</b>

A bidder who gets a minimum of 80 points and above will qualify to the next stage. Individual tenders would have to be evaluated according to the preferential point system. The bidder must score minimum points as follows:

Item 6.2.1 – 20 points

Item 6.2.2 – 55 points

Item 6.2.3 – 5 points in the Evaluation Criteria.

#### Category C: ICT Software solutions development

No.	Criteria	Description	Max Points
6.3.1	Proven track record (Reference letters to be attached)	Number of year's active and experience gained in this field, to whom services were provided, and a record of services rendered complete with references. Provide documentation to confirm track record. Years in the field: Ten(10) and more years' experience = <b>30 points</b> Between four (4) and nine (9) years of experience = <b>20 points</b>	30

No.	Criteria	Description	Max Points
6.3.2	Skills and capacity	Company Structure with the following certificates for employees certificates:  ERP Certification partners = <b>20 Points</b> Programming Certificate (C#, Java) = <b>20 Points</b> Microsoft SQL database Certificates = <b>20 Points</b>	60
6.3.3	Project Management / lead deliver	Project Methodology and Compliance with the Specification with reasonable hours per project and Project team and leads : <b>10 points</b>  <b>Not submitted = 5 Points</b>	10
	<b>TOTAL</b>		<b>100</b>

A bidder who gets a minimum of 90 points and above will qualify to the next stage. Individual tenders would have to be evaluated according to the preferential point system. The bidder must score minimum points as follows:

Item 6.3.1 – 20 points

Item 6.3.2 – 65 points

Item 6.3.3 – 5 points in the Evaluation Criteria.

#### Category D: Radio Communication system

No.	Criteria	Description	Max Points
6.3.1	Company experience, support and services Smart technology Radio (PTT)	10 years or more experience with a fully functional Smart Radio Communication system. (on a similar scale) = 20  At least 5 years but less than 10 years' experience with any Smart Radio Communication (PTT) or similar technology = 10  Less than 5 years' experience = 0	20



No.	Criteria	Description	Max Points
6.3.3	Communication assurance	Attach proof of certified copy of ICASA Certificates = <b>20 points</b> Attach proof of certified copy of other industry acceptable certificate or accreditation working on PTT radio = <b>20 points</b>	40
6.3.4	Warrantee Guarantee and	Provide warrantee and Guarantee of the unit including the wiring of antennas or devices. 4-5 years' warrantee= <b>20 Points</b> 1-3 years' warrantee = <b>10Points</b>	20
6.3.5	Lead delivery time	The bidder must have the ability to deliver ICT equipment to CENTLEC As and when requested. Less than 1 week delivery after placement of Purchase Order = <b>(20) points</b> 1-2 weeks' delivery after placement of Purchase Order = <b>(10) points</b> 2-4 weeks' delivery after placement of Purchase Order= <b>(5) points</b>	20
	<b>TOTAL</b>		<b>100</b>

A bidder who gets a minimum of 90 points and above will qualify to the next stage. Individual tenders would have to be evaluated according to the preferential point system. The bidder must score minimum points as follows:

Item 6.3.1 – 20 points

Item 6.3.2 – 65 points

Item 6.3.3 – 5 points in the Evaluation Criteria.

## 6.6 Points awarded for B-BBEE Status Level of Contribution

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;

**Table 1: B-BBEE Status level**

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

## 7. Pricing Schedules

Prices are “as and when” required by CENTLEC. Quotation is per Unit

The contract price(s) shall be subject to negotiated increase, if absolutely unavoidable, should the contract be extended for one or more further periods, each period not exceeding 12 months.

**Category A:** Pricing schedule – Quote each item specification on the right as in technical specification

ITEMS	DESCRIPTION	QTY	PRICES PER ITEM DESC (excl) vat
1	<b>ICT Governance</b>		
	Policies drafting and review	1	
	Procedures drafting and review	1	
	ICT Strategy formulation and review	1	
	ICT Framework drafting and reviews	1	
	Systems Management documents reviews	1	

2	<b>Cyber Security Advisory</b>		
	Cyber Security strategy access and implementation	1	
	Perform penetration test and reports on intrusions for cyber	1	
	Cybersecurity risks and vulnerabilities scans for intrusion ports and vulnerabilities	1	
	POPI Act compliance formulation	1	
	Security awareness documents and videos	1	
	Security (IPS) systems implementations tool	1	
	System Logs analyser tools	1	
3	<b>Digital and Analytics</b>		
	Data management assessment	1	
	Data Analytics for assessment and implementation	1	
	Implement and assessment of Data Mining analysis on meter systems	1	

**Category B:** Pricing schedule – Quote each item specification on the right as in technical specification

ITEMS	DESCRIPTION	QTY	PRICES PER ITEM DESC (excl) vat
1	Desktop computers	1	
2	Laptops i5 15"	1	
3	Laptop i5 14"	1	
4	Laptop i7 15"	1	
5	Laptop i7 16"	1	
6	<b>Desktop Screens “</b>		
	19" QHD	1	
	24" QHD	1	
	32"QHD	1	
	34" WHQ	1	

	27" LED	1	
	31" LED	1	
	64" UHD	1	
7	<b>Hp Servers or equivalent</b>		
	Dual Socket P (LGA 3647)	1	
	PCI-E 3.0 x16 slots (FH, 10.5" L), 2 PCI-E 3.0 x8 slots	1	
8	Laptop Charger any brand	1	
9	Hp Server Drives or equivalent		
10	SAS drives 12gb/s 1.2 T	1	
11	<b>Servers power supply</b>		
	U 800/1000W Redundant Single Output Power Supply Titanium Level, CRPS 203mm length	1	
12	<b>Hp Storage Servers or equivalent</b>		
	DL380 Latest Generation 4210 1P 32G NC 8SFF Svr	1	
	Latest Gen 2U Bezel Kit MSA 2062 16Gb FC LFF Strg Bezel Lock Kit MSA 16Gb SW FC SFP 4pk XCVR	1	
	Dual Socket P (LGA 3647) support latest Generation Intel® Xeon® Scalable processors Cascade Lake/Skylake)	1	
13	TM-T20IIS Epson Serial, USB Receipt Thermal Printer – C31CH51011	1	
14	<b>Fibre cords</b>		
	10gbase-t sfp+ rj45 30M cAT6a xcvr	1	
	10g sfp+ TO sfp+ 3M dac cable	1	
	25g sfp28 lc sr 100M mmf xcvr	1	
	10gbase-t sfp+ rj45 30M cAT6a xcvr	1	
	10g sfp+ TO sfp+ 3M dac cable	1	
15	<b>Drives / Flash drives</b>		
	1 TB Flesh drives	1	
	External DVD	1	

	1 TB external drive	1	
	4 TB external Drive	1	
	10 TB external drive	1	
	1 TB Flesh drives	1	
15	<b>Audio &amp; Videos Devices</b>		
	Phillips or equivalent DVT4110 8GB	1	
	Philips or equivalent Dpm8200 Professional Dictation Recorder	1	
	PXW-Z190 4K 3-CMOS – canon or equivalent 1/3" Sensor XDCAM Camcorder	1	
	D7500 + 18-140mm Lens – DSLR Camera Kit - canon or equivalent	1	
	Conference Camera Logitech or equivalent Meetup 4K HD Super-wide 120° field of view	1	
15	<b>IT peripherals spares</b>		
	Motherboard: MB Asus Prime A320M-K.	1	
	CPU: Intel Core i7 latest Generation Desktop Processor	1	
	Power supply: Titan S550,	1	
	Rams: DDR4 8GB	1	
	Rams DDR 4 16GB	1	
	Rams DDR 3 8GB	1	
	HDD: Western Digital, SATA 6.0Gb/s, 1 TB,	1	
	Solid states drives for PC: SATA 240Gb SSD or better	1	
	Network tester	1	
	Network crimper	1	
	Cable trunking	1	
	Network tool box	1	
18	<b>Server UPS</b>		
	Maintenance and Support for 36 Months	1	
	91PS and 93PS UPS	1	
19	<b>Batteries</b>		
	Supply and commissioning	1	

	12 V batteries	1	
	22 A batteries	1	
	Small AAA batteries	1	
	Small AA batteries	1	
20	<b>PDU</b>		
	Supply and commissioning of PDU and power connection	1	
	Eaton Epdu Ba Ou (C20 16A 1P)	1	
21	<b>Server Racks</b>		
	42"U 1000MM Deep Perforated Metal Door Server/Networking Cabinet	1	
	19"U Wall Box cabinet	1	
	6"U Wall mount rack	1	
	42"U 1000MM Deep Perforated Metal Door Server/Networking Cabinet	1	
	19"U Wall Box cabinet	1	
	6"U Wall mount rack	1	
22	<b>Switches</b>		
	24-Port POE Aruba or equivalent Switch Ethernet	1	
	48-Port POE Aruba or equivalent Switch Ethernet	1	
23	<b>Server racks</b>		
	1U brush panel	1	
	48 patch panel	1	
	24 patch panel	1	
	1U brush panel	1	
	48 patch panel	1	
24	<b>Cat6e Cables</b>		
	Cat 6e core 8 rolls		
	Ethernet Flylead – 3 Meter	1	
	Ethernet Flylead – 5 Meter	1	
	Ethernet Flylead – 10 Meter	1	
	10M HDMI cable	1	
	30 M HDMI cable	1	
25	<b>Mouses and Keyboards</b>		
	Wireless Keyboard	1	
	Wireless Mouse	1	
	USB Mouse	1	
	USB Keyboard	1	
26	<b>Infrastructure security devices</b>		
	2MP IR Fixed Dome Network IP Camera	1	

	DS-K1T804 Series Finger print Access Control Terminal	1	
	DS-7600NI-K2 SERIES NVR 14 Channel 4K NVR	1	
	Server room heat sense monitor 3E Monitor-RA3E-ESO-BAS	1	
	Server Room digital Locks	1	
	Server room digital recorder signature access	1	
27	<b>Wireless Router and Access Point</b>		
	Microwave router	1	
	ROUERBOARD RB3011 UI AS-RM	1	
	Access Point AP AC PRO 802.11ac	1	
	Scalable Enterprise Wi-Fi Access Point (UAP-AC-PRO-E-US) PoE Adapter	1	
28	<b>Projectors</b>		
	EH –Tw750 Full HD 1080p with wireless dongle connection projector	1	
	Projector ceiling screen 2440 screen with box	1	
	150 cm x 150 cm Tripod Screen	1	
	Projector tripod screen 2440*185mm	1	
	Ultra-Link 85" Mobile TV Stand with wheels Suitable for 32- 85 inch LED, LCD & Plasma Screen TV height can be adjusted in 3 levels and shelf in 5 levels within 20 cm for the optimal viewing	1	
	Noise cancellation USB headset	1	

**Category C:** Pricing schedule – Quote each item specification on the right as in technical specification

ITEMS	DESCRIPTION	QTY	PRICES PER ITEM DESC (excl) vat
1	<b>Development Software</b>		
	Mobile apps development and support	1	
	Development of USSD Code for various applications queries such as finance system and call centre for customer queries	1	
	WhatsApp Integrator Services	1	
	( Robot chart) for CENTLEC Call Centre Robot Talk Systems for Service delivery	1	
	Online application development - web chart	1	
	Revenue enhancement solutions system on meters	1	
	Data Mining Systems for data analysis	1	
	Centralization of the database systems and business intelligence reporting ( Data Analytics)	1	
	Mobile apps development and support	1	
2	<b>E-governance software</b>		
	Provide Website certificates	1	
	Provide template for website coding	1	
	Implementation of Enterprise Resource Planning (ERP) solution	1	
	Provisioning of E-pad signature and integration with various systems for work flows for SCM process	1	
	Adobe sign implementation and integration with various systems for workflows, Adobe Sign enterprise Enterprise Transaction New Microsoft Azure Per	1	



	Transaction. Tier 3 2500 to 4999 Transactions		

**Category D: Pricing schedule** – Quote each item specification on the right in technical specification (cost exchange in return with the current digital radio)

ITEMS	DESCRIPTION	QTY	PRICES PER ITEM DESC (excl) vat
-	<b>Once off Project Implementation , portable Radios, Infrastructure , base stations etc.</b>		
-	<b>Support and Maintenance “as and when” required</b>	Purchase order will be prepared as per quotation	
1	Portable Radio PTT	1	
2	Vehicle /Base PTT	1	
3	Two ways base and Vehicle Antenna	1	
4	Two way Antennas	1	
5	Radio Communication Server	1	
6	Radio System Management	1	
7	Network Coverage Connections (ISP) Communication Configuration	1	

## 8. Contact Details

8.1 For any further technical information regarding the document contents please contact Daniel Malokase, e-mail [daniel.malokase@centlec.co.za](mailto:daniel.malokase@centlec.co.za) . Such queries must be done in writing, the email address provided serves for this purpose. The answer to any one question will be shared to all the other prospective bidders that have bought the bid documents.

8.2 For Supply Chain related questions, please contact Me Palesa Makhele at 051 412 2753 or at [palesa.makhele@centlec.co.za](mailto:palesa.makhele@centlec.co.za)

## INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ENTITY)

BID NUMBER: .....

CLOSING DATE: .....

CLOSING TIME: .....

DESCRIPTION.....

**The successful bidder will be required to fill in and sign a written Contract Form (MBD 7).**

BID DOCUMENTS MAY BE POSTED TO:

.....

.....

OR

DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)

.....

.....

**Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.**

The bid box is generally open 24 hours a day, 7 days a week.

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS – (NOT TO BE RE-TYPED)

THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

**NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (as defined in Regulation 1 of the Local Government: Municipal Supply Chain Management Regulations)**

**THE FOLLOWING PARTICULARS MUST BE FURNISHED  
(FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)**

NAME OF BIDDER .....

POSTAL ADDRESS .....

STREET ADDRESS .....

TELEPHONE NUMBER CODE.....NUMBER.....

CELLPHONE NUMBER .....

FACSIMILE NUMBER CODE ..... NUMBER.....

E-MAIL ADDRESS .....

VAT REGISTRATION NUMBER .....

HAS AN ORIGINAL AND VALID TAX CLEARANCE CERTIFICATE BEEN ATTACHED? (MBD 2) YES/NO

HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (MBD 6.1) YES/NO

IF YES, WHO WAS THE CERTIFICATE ISSUED BY?

AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) ☐

A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN NATIONAL ACCREDITATION SYSTEM (SANAS) ☐

A REGISTERED AUDITOR ☐

(Tick applicable box)

**(A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE 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 ?

YES/NO  
(IF YES ENCLOSE PROOF)

SIGNATURE OF BIDDER .....

DATE .....

CAPACITY UNDER WHICH THIS BID IS SIGNED .....

TOTAL BID PRICE..... TOTAL NUMBER OF ITEMS OFFERED .....

**ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:**

Municipality / Municipal Entity: .....

Department: .....

Contact Person: .....

Tel: .....

Fax: .....

**ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:**

Contact Person: .....

Tel: .....

Fax: .....

## **TAX CLEARANCE CERTIFICATE REQUIREMENTS**

**It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations.**

- 1 In order to meet this requirement bidders are required to complete in full the attached form TCC 001 "Application for a Tax Clearance Certificate" and submit it to any SARS branch office nationally. The Tax Clearance Certificate Requirements are also applicable to foreign bidders / individuals who wish to submit bids.
- 2 SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.
- 3 The original Tax Clearance Certificate must be submitted together with the bid. Failure to submit the original and valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.
- 4 In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate.
- 5 Copies of the TCC 001 "Application for a Tax Clearance Certificate" form are available from any SARS branch office nationally or on the website [www.sars.gov.za](http://www.sars.gov.za).
- 6 Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website [www.sars.gov.za](http://www.sars.gov.za).

### PRICING SCHEDULE – FIRM PRICES (PURCHASES)

**NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED**

**IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT**

Name of Bidder.....	Bid Number.....
Closing Time .....	Closing Date .....

**OFFER TO BE VALID FOR.....DAYS FROM THE CLOSING DATE OF BID.**

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
----------	----------	-------------	----------------------------------------------------------------

- |   |                                                  |  |                          |
|---|--------------------------------------------------|--|--------------------------|
| - | Required by:                                     |  | .....                    |
| - | At:                                              |  | .....                    |
|   |                                                  |  | .....                    |
| - | Brand and Model                                  |  | .....                    |
| - | Country of Origin                                |  | .....                    |
|   |                                                  |  | .....                    |
| - | Does the offer comply with the specification(s)? |  | *YES/NO                  |
| - | If not to specification, indicate deviation(s)   |  | .....                    |
| - | Period required for delivery                     |  | .....                    |
|   |                                                  |  | *Delivery: Firm/Not firm |
| - | Delivery basis                                   |  | .....                    |

**Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.**

**\*\* "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.**

**\*Delete if not applicable**

## PRICING SCHEDULE – NON-FIRM PRICES (PURCHASES)

**NOTE:** PRICE ADJUSTMENTS WILL BE ALLOWED AT THE PERIODS AND TIMES SPECIFIED IN THE BIDDING DOCUMENTS.

**IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT**

Name of Bidder.....	Bid number.....
Closing Time .....	Closing Date .....

OFFER TO BE VALID FOR.....DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
----------	----------	-------------	----------------------------------------------------------------

- Required by: .....
- At: .....
- Brand and model .....
- Country of origin .....
- Does the offer comply with the specification(s)? \*YES/NO
- If not to specification, indicate deviation(s) .....
- Period required for delivery .....
- Delivery: \*Firm/Not firm

\*\* "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

\*Delete if not applicable

### A NON-FIRM PRICES SUBJECT TO ESCALATION

- $$Pa = (1 - V)Pt \left( D1 \frac{R1t}{R1o} + D2 \frac{R2t}{R2o} + D3 \frac{R3t}{R3o} + D4 \frac{R4t}{R4o} \right) + VPt$$

<b>P<sub>a</sub></b>	=	The new escalated price to be calculated.
<b>(1-V) P<sub>t</sub></b>	=	85% of the original bid price. <b>Note that P<sub>t</sub> must always be the original bid price and not an escalated price.</b>
<b>D<sub>1</sub>, D<sub>2</sub>..</b>	=	Each factor of the bid price eg. labour, transport, clothing, footwear, etc. The total of the various factors D <sub>1</sub> ,D <sub>2</sub> ...etc. must add up to 100%.
<b>R<sub>1t</sub>, R<sub>2t</sub>.....</b>	=	Index figure obtained from new Index (depends on the number of factors used).
<b>R<sub>1o</sub>, R<sub>2o</sub></b>	=	Index figure at time of bidding.
<b>V P<sub>t</sub></b>	=	15% of the original bid price. This portion of the bid price remains firm i.e. it is not subject to any price escalations.

- Index..... Dated.....      Index..... Dated.....      Index..... Dated.....  
Index..... Dated.....      Index..... Dated.....      Index..... Dated.....

- [illegible]



**B****PRICES SUBJECT TO RATE OF EXCHANGE VARIATIONS**

1. Please furnish full particulars of your financial institution, state the currencies used in the conversion of the prices of the items to South African currency, which portion of the price is subject to rate of exchange variations and the amounts remitted abroad.

PARTICULARS OF FINANCIAL INSTITUTION	ITEM NO	PRICE	CURRENCY	RATE	PORTION OF PRICE SUBJECT TO ROE	AMOUNT FOR FOREIGN CURRENCY REMITTANCE ABROAD
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		

2. Adjustments for rate of exchange variations during the contract period will be calculated by using the average monthly exchange rates as issued by your commercial bank for the periods indicated hereunder: (Proof from bank required)

AVERAGE MONTHLY EXCHANGE RATES FOR THE PERIOD:	DATE DOCUMENTATION MUST BE SUBMITTED TO THIS OFFICE	DATE FROM WHICH NEW CALCULATED PRICES WILL BECOME EFFECTIVE	DATE UNTIL WHICH CALCULATED PRICES WILL BE EFFECTIVE

**PRICING SCHEDULE**  
(Professional Services)

Name of Bidder: .....

Bid Number: .....

Closing Time: .....

Closing Date .....

OFFER TO BE VALID FOR .....DAYS FROM THE CLOSING DATE OF BID.

ITEM NO	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
------------	-------------	----------------------------------------------------------------

1. The accompanying information must be used for the formulation of proposals.

2. Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and including all expenses inclusive of all applicable taxes for the project.

R.....

3. PERSONS WHO WILL BE INVOLVED IN THE PROJECT AND RATES APPLICABLE (CERTIFIED INVOICES MUST BE RENDERED IN TERMS HEREOF)

4. PERSON AND POSITION

HOURLY RATE

DAILY RATE

R.....

R.....

R.....

R.....

R.....

5. PHASES ACCORDING TO WHICH THE PROJECT WILL BE COMPLETED, COST PER PHASE AND MAN-DAYS TO BE SPENT

R.....

..... days

R.....

..... days

R.....

..... days

R.....

..... days

5.1 Travel expenses (specify, for example rate/km and total km, class of airtravel, etc) Only actual costs are recoverable. Proof of the expenses incurred must accompany certified invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED

RATE

QUANTITY

AMOUNT

.....

.....

R.....

.....

.....

R.....

.....

.....

R.....

.....

.....

R.....

\*\*\*all applicable taxes\* includes value-added taxes, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

- 5.2 Other expenses, for example accommodation (specify, eg. Three star hotel, bed and breakfast, telephone cost, reproduction cost, etc.). On basis of these particulars, certified invoices will be checked for correctness. Proof of the expenses must accompany invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
.....	.....	.....	R.....
.....	.....	.....	R.....
.....	.....	.....	R.....
.....	.....	.....	R.....
TOTAL R .....			

6. Period required for commencement with project after acceptance of bid .....
7. Estimated man-days for completion of project .....
8. Are the rates quoted firm for the full period of contract? ..... \*YES/ NO.
9. If not firm for the full period, provide details of the basis on which adjustments will be applied for, for example consumer price index.....

.....

.....

.....

\*Delete if not applicable

## 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 Full Name of bidder or his or her representative:.....
  - 3.2 Identity Number: .....
  - 3.3 Position occupied in the Company (director, trustee, shareholder<sup>2</sup>):.....
  - 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. ....

<sup>1</sup>MSCM 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.

<sup>2</sup> 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**

# **DECLARATION FOR PROCUREMENT ABOVE R10 MILLION (ALL APPLICABLE TAXES INCLUDED)**

For all procurement expected to exceed R10 million (all applicable taxes included), bidders must complete the following questionnaire:

1 Are you by law required to prepare annual financial statements for auditing?

1.1 If yes, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years.

**\*YES / NO**

.....

.....

2 Do you have any outstanding undisputed commitments for municipal services towards any municipality for more than three months or any other service provider in respect of which payment is overdue for more than 30 days?

2.1 If no, this serves to certify that the bidder has no undisputed commitments for municipal services towards any municipality for more than three months or other service provider in respect of which payment is overdue for more than 30 days.

2.2 If yes, provide particulars.

.....

.....

.....

.....

\* Delete if not applicable

**\*YES / NO**

3 Has any contract been awarded to you by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of

such contract?

3.1 If yes, furnish particulars

.....

.....

**\*YES / NO**

4. Will any portion of goods or services be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality / municipal entity is expected to be transferred out of the Republic?

**\*YES / NO**

4.1 If yes, furnish particulars

.....

.....

### **CERTIFICATION**

I, THE UNDERSIGNED (NAME) .....

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

**I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.**

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of Bidder



## **DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS**

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

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

### **1. General Conditions**

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

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

Where

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

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

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

1.6. A bid may be disqualified if –

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

## **2. Definitions**

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

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

	%
	%
	%

4. Does any portion of the services, works or goods offered have any imported content?

(Tick applicable box)

YES		NO	
-----	--	----	--

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

The relevant rates of exchange information is accessible on [www.reservebank.co.za](http://www.reservebank.co.za).

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

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

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

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

(Tick applicable box)

YES		NO	
-----	--	----	--

- 5.1. If yes, provide the following particulars:

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

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

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

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

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

**IN RESPECT OF BID NO. ....**

**ISSUED BY: (Procurement Authority / Name of Municipality / Municipal Entity):**  
.....

**NB**

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

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

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

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

**(b)** I have satisfied myself that

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

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

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

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above. The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

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

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

**SIGNATURE:** \_\_\_\_\_

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

**WITNESS No. 1** \_\_\_\_\_

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

**WITNESS No. 2** \_\_\_\_\_

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

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL  
PROCUREMENT REGULATIONS 2017**

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, 2017.**

**1. GENERAL CONDITIONS**

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 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

- a) The value of this bid is estimated to exceed/not exceed R50 000 000 (all applicable taxes included) and therefore the ..... Preference point system shall be applicable; or
- b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
<b>PRICE</b>	
<b>B-BBEE STATUS LEVEL OF CONTRIBUTOR</b>	
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor 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) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“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 goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“prices”** includes all applicable taxes less all unconditional discounts;
- (h) **“proof of B-BBEE status level of contributor”** means:
  - 1) B-BBEE Status level certificate issued by an authorized body or person;
  - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
  - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

## 3. POINTS AWARDED FOR PRICE

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

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

$$\begin{array}{ccc}
 \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\
 P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) & \text{or} & P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)
 \end{array}$$

Where

- $P_s$  = Points scored for price of bid under consideration
- $P_t$  = Price of bid under consideration
- $P_{\min}$  = Price of lowest acceptable bid

## 4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

- 4.1 In terms of Regulation 6 (2) and 7 (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. BID DECLARATION

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

## 6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

- 6.1 B-BBEE Status Level of Contributor: . = .....(maximum of 10 or 20 points)  
(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.)

## 7. SUB-CONTRACTING

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

(Tick applicable box)

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

- 7.1.1 If yes, indicate:

- What percentage of the contract will be subcontracted.....%
- The name of the sub-contractor.....
- The B-BBEE status level of the sub-contractor.....
- Whether the sub-contractor is an EME or QSE

(Tick applicable box)

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

- v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at least 51% owned by:	EME √	QSE √
Black people	<input type="checkbox"/>	<input type="checkbox"/>
Black people who are youth	<input type="checkbox"/>	<input type="checkbox"/>
Black people who are women	<input type="checkbox"/>	<input type="checkbox"/>
Black people with disabilities	<input type="checkbox"/>	<input type="checkbox"/>
Black people living in rural or underdeveloped areas or townships	<input type="checkbox"/>	<input type="checkbox"/>
Cooperative owned by black people	<input type="checkbox"/>	<input type="checkbox"/>



Black people who are military veterans		
<b>OR</b>		
Any EME		
Any QSE		

**8. DECLARATION WITH REGARD TO COMPANY/FIRM**

8.1 Name ..... of  
company/firm:.....

8.2 VAT ..... registration  
number:.....

8.3 Company ..... registration  
number:.....

**8.4 TYPE OF COMPANY/ FIRM**

Partnership/Joint Venture / Consortium  
One person business/sole propriety  
Close corporation  
Company  
(Pty) Limited

[TICK APPLICABLE BOX]

**8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

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

**8.6 COMPANY CLASSIFICATION**

Manufacturer  
Supplier  
Professional service provider  
Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

8.7 Total number of years the company/firm has been in business:.....

8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(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 paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a

fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –

- (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 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 bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

**WITNESSES**

1. ....

2. ....

.....  
SIGNATURE(S) OF BIDDERS(S)

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 fulfilment 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. ....

DATE: .....

**CONTRACT FORM - PURCHASE OF GOODS/WORKS**  
**PART 2 (TO BE FILLED IN BY THE PURCHASER)**

1. I..... in my capacity as..... accept your bid under reference number .....dated.....for the supply of goods/works indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating delivery instructions is forthcoming.
3. I undertake to make payment for the goods/works delivered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.

ITEM NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)	BRAND	DELIVERY PERIOD	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

4. I confirm that I am duly authorized to sign this contract.

SIGNED AT ..... ON.....

NAME (PRINT) .....

SIGNATURE .....

OFFICIAL STAMP

**WITNESSES**

1. ....

2. ....

DATE .....

# CONTRACT FORM - RENDERING OF SERVICES

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

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

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)..... in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (i) Bidding documents, viz
    - Invitation to bid;
    - Tax clearance certificate;
    - Pricing schedule(s);
    - Filled in task directive/proposal;
    - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
    - Declaration of interest;
    - Declaration of Bidder's past SCM practices;
    - Certificate of Independent Bid Determination;
    - Special Conditions of Contract;
  - (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 services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment 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 .....

DATE: .....

**CONTRACT FORM - RENDERING OF SERVICES****PART 2 (TO BE FILLED IN BY THE PURCHASER)**

1. I..... in my capacity as..... accept your bid under reference number .....dated.....for the rendering of services indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating service delivery instructions is forthcoming.
3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT ..... ON .....

NAME (PRINT) .....

SIGNATURE .....

OFFICIAL STAMP



WITNESSES

1 .....

2 .....

DATE: .....

## CONTRACT FORM - SALE OF GOODS/WORKS

**THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SUCCESSFUL BIDDER (PART 1) AND THE SELLER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SUCCESSFUL BIDDER AND THE SELLER 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 purchase all or any of the goods and/or works described in the attached bidding documents from (name of institution)..... in accordance with the requirements stipulated in (bid number)..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the seller 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);
    - Declaration of interest;
    - Declaration of Bidder's past SCM practices;
    - 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) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) cover all my obligations and I accept that any mistakes regarding price(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 fulfilment of this contract.
5. I undertake to make payment for the goods/works as specified in the bidding documents.
6. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
7. I confirm that I am duly authorised to sign this contract.

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

DATE .....

#### WITNESSES

1. ....

2. ....

DATE: .....

**CONTRACT FORM - SALE OF GOODS/WORKS****PART 2 (TO BE FILLED IN BY THE SELLER)**

1. I..... in my capacity as.....  
accept your bid under reference number .....dated.....for the purchase of  
goods/works indicated hereunder and/or further specified in the annexure(s).
2. I undertake to make the goods/works available in accordance with the terms and conditions of the  
contract.

ITEM NO.	DESCRIPTION	PRICE (ALL APPLICABLE TAXES INCLUDED)		


4. I confirm that I am duly authorized to sign this contract.

SIGNED AT .....ON.....

NAME (PRINT) .....

SIGNATURE .....

OFFICIAL STAMP


**WITNESSES**

1. ....

2. ....

DATE .....



## 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><b>The Database of Restricted Suppliers now resides on the National Treasury's website(<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) and can be accessed by clicking on its link at the bottom of the home page.</b></p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>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)?</p> <p><b>The Register for Tender Defaulters can be accessed on the National Treasury's website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) by clicking on its link at the bottom of the home page.</b></p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	<p>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?</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>

4.3.1	If so, furnish particulars:		
<b>Item</b>	<b>Question</b>	<b>Yes</b>	<b>No</b>
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**

Js367bW

## **CERTIFICATE OF INDEPENDENT BID DETERMINATION**

- 1 This Municipal Bidding Document (MBD) must form part of all bids<sup>1</sup> 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).<sup>2</sup> Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
  - a. take all reasonable steps to prevent such abuse;
  - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
  - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD 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 (MBD 9) must be completed and submitted with the bid:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> 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 Municipality / Municipal Entity)

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 consortium<sup>3</sup> 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.

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

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

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### **Arbitration Clause**

This clause is part of this document to be compliant to regulation 50 of Supply Chain Management Regulations as published in Gen N 868 in Government Gazette 27636 of 30 May 2005.

Any dispute of whatsoever nature arising out of this contract concerning any of the rights and/ or obligations of any party thereto, either during the currency of the contract or after the completion thereof, including a dispute as to the validity of the contract, is hereby referred to the arbitration. The decision of a single arbitrator would be final and the parties agree to accept the award as final and binding upon them.

The arbitrator shall be:

- 
- Selected by agreement between the parties, or failing such agreement,
- Appointed at the request of either party by the chairman for the time being of the Free State Council.
- A person with more than 10 years in the practice of law and a member of the arbitration foundation of Southern Africa.
- The costs associated with the arbitration action would be those prescribed by the Arbitration Association of South Africa

The cancellation of this contract by either party for whatever reason shall not affect the validity of this clause.

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**Signature by tenderer of  
acceptance**

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**Date**

