## PART A

## **INVITATION TO BID**

YOU ARE HEREBY IN	IVITED TO B	ID FOR REQUIREMENT	S OF THE DEPART	MENT C	F SOCIAL DE	EVELO	PMENT		
	FQ 25/26 - N					ING TI		11H00	
DESCRIPTION	SPECIFIC	ATION FOR PROVIS	ION OF TWENTY-T	WO (2	2) LAPTOPS	FOR	NELSON I	MANDELA I	METRO
		BE REQUIRED TO FIL		ITTEN	CONTRACT	FORM	(SBD7).	AE-UHST	
BID RESPONSE DOC	UMENTS MA	Y BE DEPOSITED IN T	HE BID BOX:						
JUMARTHA MILASE I	MAJOLA OF	FICE COMPLEX, STRU	ANDALE						
PORT ELIZABETH, 60									
SUPPLIER INFORMA	TION								
NAME OF BIDDER									
POSTAL ADDRESS									
STREET ADDRESS			1			_			
TELEPHONE NUMBER	₹	CODE			NUMBER				
CELLPHONE NUMBER	₹					,			
FACSIMILE NUMBER		CODE			NUMBER				
E-MAIL ADDRESS									
VAT REGISTRATION I	NUMBER								
		TCS PIN:		OR	CSD No:				
B-BBEE STATUS LEVI		Yes			EE STATUS	<u> </u>	'es		
VERIFICATION CERTI		No			L SWORN DAVIT		No		
IF YES, WHO WAS TH		140		\ \All I I I	DAVII		INU		
CERTIFICATE ISSUED									
		FICATION CERTIFICAT	E/SWORN AFFIDAV	IT(FOR	EMEs& QSE	s) MU	ST BE SUE	MITTED IN	ORDER TO
QUALIFY FOR PREFE		NTS FOR B-BBEE]		ADE	VOLLA FORE	ION T			TOR TOR
ARE YOU THE ACCI		Yes	No		YOU A FORE SED SUPPLIE	1	Yes	□ No	
AFRICA FOR THE		1es	I NO		R THE GOOD	-·· ·	165		
/SERVICES /WO					RVICES /WOR		[IF YES AN	NSWER PART	ГВ:3
OFFERED?		[IF YES ENCLOSE PR	OOF]		OFFERED?		BELOW]		
QUESTIONNAIR	E TO BIDDI	NG FOREIGN SUPPL	LIERS	24					S.M. W.
IS THE BIDDER A	RESIDENT (	OF THE REPUBLIC OF	SOUTH AFRICA (RSA	)?	YES	NO			
DOES THE BIDDE	R HAVE A BI	RANCH IN THE RSA?			YES	NO			
DOES THE BIDDE	R HAVE A PI	ERMANENT ESTABLIS	HMENT IN THE RSA?		YES	NO			
DOES THE BIDDE	R HAVE AN	SOURCE OF INCOME	IN THE RSA?		YES	] ио			
IF THE ANSWER IS STATUS / TAX COM REGISTER AS PER	PLIANCE S	LL OF THE ABOVE, YSTEM PIN CODE F	THEN, IT IS NOT A ROM THE SOUTH A	REQU AFRIC	IREMENT TO AN REVENU	O OBT	TAIN A TAI RVICE (SA	X COMPLIA RS) AND IF	NCE NOT

# PART B TERMS AND CONDITIONS FOR BIDDING

### 1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR ONLINE
- 1.3. BIDDERS, IF NOT REGISTERED, MUST PRIOR TO AWARD REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
- 1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
- 1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.
- 2. TAX COMPLIANCE REQUIREMENTS
- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.





# SPECIFICATION FOR PROVISION OF TWENTY-TWO(22) LAPTOPS FOR NELSON MANDELA METRO

Tender documents will be available as from 09H00 on **29 JULY 2025** from the offices of the Department of Social Development located in the below office at no cost. Documents can also be downloaded from the departmental website <a href="https://www.ecdsd.gov.za">www.ecdsd.gov.za</a>.

District Office/Metro	Address	Enquiries
NELSON MANDELA	JUMARTHA MILASE MAJOLA,	
METRO /	STRUANDALE,	Mr. Buwa - 082 958 7437
	PORT ELIZABETH	Email:
	5200	
		Mbulelo.buwa@ecdsd.gov.za

Completed bid documents in a sealed envelope endorsed with the relevant bid number, bid description and the closing date, must be deposited in the bid box located in the addresses above not later than 11H00 on 06 AUGUST 2025.



Department of Social Development Private Bag X 0039 Bhisho 5605 SOUTH AFRICA

### **BID SPECIFICATION DOCUMENT**

SPECIFICATION FOR PROVISION OF TWENTY-TWO (22) LAPTOPS FOR NELSON MANDELA METRO



### 1. BACKGROUND

The Eastern Cape Department of Social Development (hereafter the Department) needs to provide working tools for all officials. Laptops are considered as a working tool for Nelson Mandela Metro

The Department invites prospective service provider to submit proposals for supply, delivery and imaging of Twenty-two (22) laptops for the Nelson Mandela Metro.

## 2. OBJECTIVE

The main objective of this bid is to appoint a Service Provider registered on SITA RFB 740 transversal contract to supply and deliver 22 laptops for the Department.

### 3. SCOPE

The bidders must submit proposals for the supply, delivery and imaging of 45 laptops as per the minimum specifications provided in Table 1 below.

Bidders will be expected to:

- Supply and deliver 22 laptops to the Nelson Mandela District, JMM Office Complex.
- Image all laptops with a standardized image provided by the Department. The successful bidder will deliver a laptop to the Provincial Office, the Department will install and configure all required software and the bidder will collect the laptop once the installation is completed.
- Compile a register of all equipment delivered.
- Laser etch the Departmental Logo and "Property of Eastern Cape Department of Social Development" on all computers and screens. See Annexure A for the design.
- Supply and attach a sticker with the serial number, warranty expiry date and Departmental call center detail on all laptops. See annexure B for design.

Table 1: Minimum Specifications:

No		Specification	Quantity
1	Standard Business Laptop	14.0" FHD Touch 360 degrees convertible MPP 2.0 stylus LTE i5-13th Gen 16GB DDR4 OB; 512GB M.2 PCIE 3.0 SSD Windows 11 Professional 64Bit Combination Lock Carry Bag Laser etching Imaging Warranty labels	22
		3 Year Next Business Day onsite warranty. Equipment will be distributed to offices around the Eastern Cape, the entire Eastern Cape must be covered by the warranty.	

### 4. DELIVERY PERIOD

Laptops must be delivered at Nelson Mandela District, JMM Office Complex within one month after the receipt of an official order.

### 5. PRICES

- 5.1 Service Providers must quote per laptop and give the brand name that they have quoted for as indicated in the attached pricing schedule (Annexure C).
- 5.2 Prices must be inclusive of VAT. If not confirmed, the Department will assume that the price quoted is inclusive of VAT. The Department does not pay VAT to service providers that are not registered with SARS as VAT vendors. It is compulsory for bidders with taxable supplies exceeding R1,000,000.00 (excluding VAT) in a 12-month period to register for VAT.
- 5.3 Bidders must ensure that there are no errors in the prices quoted.
- 5.4 The quotes should include all activities/services that will be required for the required services as no variations will be accepted unless mutually agreed to by Department and the appointed service provider prior to contract acceptance.
- 5.5 Service providers will carry the responsibility of ensuring that the proposals submitted have been signed by a dully authorized person. Should it be established after the submission of proposals that the signatory authorizing the proposal is not legally appointed by the service provider, the offer/proposal will be disqualified from the evaluation process.
- 5.6 All prices submitted should be written in black ink. No proposals written in pencil will be accepted or evaluated

### 6. PAYMENT

- 6.1 The successful bidder will bill the Department after all the goods have been delivered.
- 6.2 Payment will be made within 30 days of submission of a properly completed invoice.

### 7. SPECIAL CONDITIONS

- 7.1 Only service providers that are registered under SITA RFB 740 transversal contract will be considered, that is they must appear on SITA's RFB 740 vendor list.
- 7.2 Bidders must be registered in the Central Supplier Database (CSD). If not registered, bidders must ensure that they are registered before submission of their quotations. Supplier registration may be performed online at the National Treasury's website, www.treasury.gov.za. The Department will not award a contract to a bidder that is not registered on the CSD.

## 8. LOCAL ECONOMIC DEVELOPMENT

To support Local Economic Development within the Province, the department allocated points to be acquired by service providers that are based in the Eastern Cape Province, in line with the Preferential Procurement Regulations 2022.

DISTRICT DIRECTOR: NELSON MANDELA METRO

DATE: 25/07/2025

### 9. EVALUATION

The bid will be evaluated in two phases, pre-evaluation and evaluation as per Preferential Procurement Framework Act 5 of 2022 (PPPFA) as indicated below:

### 9.1 PRE-EVALUATION CRITERIA

- 9.1.1 Service providers must appear on SITA's RFB 740 vendor list.
- 9.1.2 Copy of signed agreement in the case of Joint Venture / Consortium clearly indicating roles and responsibilities in accordance with conditions stipulated in paragraph 11.1
- 9.1.3 Fully Completed and signed SBD 4
- 9.1.4 Correction fluid of any kind MUST NOT be used. In cases where corrections are necessary; these can be made by drawing a line across the incorrect statement, writing in the correct details above the same, and subsequently endorsing the entry with the bidder's signature.
- 9.1.5 Fully completed and signed Annexure C

### 9.2 EVALUATION AS PER PPPFA

Quotation will be evaluated on the 80/20 preference point system, as contemplated in the Preferential Procurement Policy Framework Act (Act 5 of 2000). Quotations will be evaluated on price and Specific Goals.

Criteria	Points	
Points for price	80	
Points for specific goals	20	
SPECIFIC GOALS	NUMBER OF POINTS	
1 Gender (Women ownership)	6	
2 No Franchise (Black ownership)	2	
3 Disability	3	
4 Youth	3	
5 Locality (Eastern Cape)	6	
TOTAL POINTS FOR PRICE & SPECIFIC GOALS	100	

- 9.2.1 In order to obtain preference points for specific goals, bidders must complete ECBD 6.1.
- 9.2.2 Locality will be confirmed as follows:
  - a. The preferred address on CSD is the only address to be considered provided the address was updated on CSD on date prior to the invitation to bid was published.



- b. If the preferred address on CSD was updated on a date after publication of the invitation to bid, then the address registered on CIPC will used as the only address to consider for awarding of locality points.
- c. A lease agreement where offices are lease together with evidence (Bank statement) that rental has been paid for at least 3 months prior to the incitation to bid was published.
- d. Copy of water and lights account from the municipality (Municipal Account, not a councilor's letter) or Eskom statement. The proof of address must be in the name of the company.
- e. In case of a joint venture, the preferred address on CSD will be considered provided the JV partner has more that 30% interests in the JV,
- 9.2.3 In order to be awarded points for disability, a doctor's confirmation must be submitted together with this bid.

### 10. BID POLICIES, PROCEDURES AND CONDITIONS:

- 10.1 Quotations are valid for 60 days.
- 10.2 Bidders must be registered in the Central Supplier Database (CSD). If not registered, bidders must ensure that they are registered before submission of their quotations. Supplier registration may be performed online at the National Treasury's website, www.treasury.gov.za. The Department will not award a contract to a bidder that is not registered on the CSD.
- 10.3 Service Providers must complete the preferential points claim forms (SBD 6.1) in order to claim preference points. Service Providers who have completed (SBD 6.1) will not be eliminated but will not qualify for rating points.
- 10.4 The Department reserves a right to verify the validity of the Tax Clearance Certificate before the signing of the contract and shall be entitled to cancel the contract in the event that the service providers Tax Affairs not being in order and or the service provider not having made suitable arrangements with SARS to settle outstanding tax obligations.
- 10.5 The Department may, if necessary, negotiate a market related price.
- 10.6 The Department reserves the right not to award a bid to a bidder that has failed to perform in a contract previously awarded to it by the Department.

- 10.7 This RFQ is subject to the Preferential Procurement Policy Framework Act 2000 and the Preferential Procurement Regulations, 2022, the General Conditions Of Contract (CCC) and, if applicable, any other legislation or special conditions of contract.
- 10.8 Service providers must submit, on a company letterhead, a resolution stating the official with authority to sign on behalf of the company.

## 11. CONSORTIUM / JOINT VENTURE

It is recognized that bidders may wish to form consortia to provide the Services. A bid, in response to this invitation to bid, by a consortium must comply with the following requirements: -

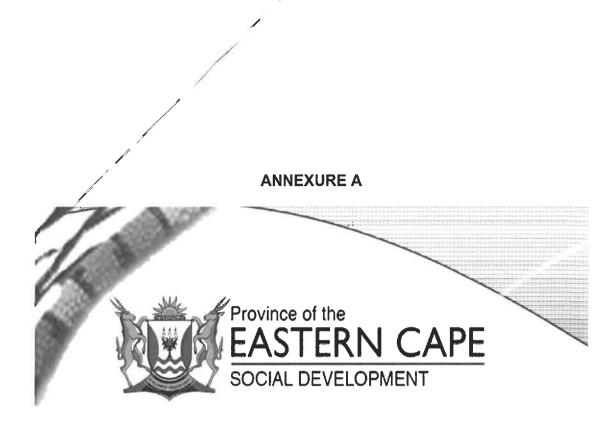
- 11.1 Copy of agreement signed by all the members must be submitted. One of the members must be nominated as authorized to be the lead member and this authorization shall be included in the agreement entered into between the consortium members. The lead member must be the only authorized party to make legal statements, communicate with the Department and receive instructions for and on behalf of any and all the members of the Consortium;
- 11.2 All parties must be registered on the CSD;

### 12. DISCLAIMER

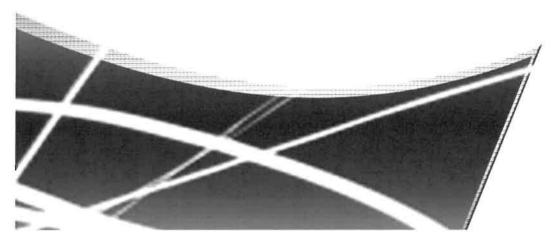
- 12.1 Whilst all due care has been taken in connection with the preparation of this RFQ, the Department makes no representations or warranties that the content in this RFQ or any information communicated to or provided to bidders during the Bidding process is, or will be, accurate, current or complete. The Department, and its officers, employees and advisors will not be liable with respect to any information communicated which is not accurate, current or complete.
- 12.2 If a bidder finds or reasonably believes it has found any discrepancy, ambiguity, error or inconsistency in the RFQ or any other information provided by the Department (other than minor clerical matters), the bidder must promptly notify Department in writing of such discrepancy, ambiguity, error or inconsistency in order to afford the Department an opportunity to consider what corrective action is necessary (if any).

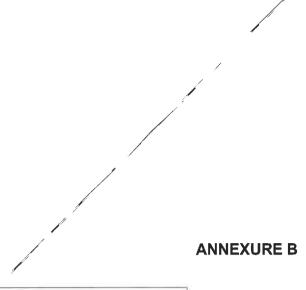
#			
DIRECTOR	: SUPPLY C	AIN MANA	GEMENT
DATE:	25/07/25		





# Property of the EASTERN CAPE DEPARTMENT OF SOCIAL DEVELOPMENT If found please contact the Department Email: itsupport@ecdsd.gov.za





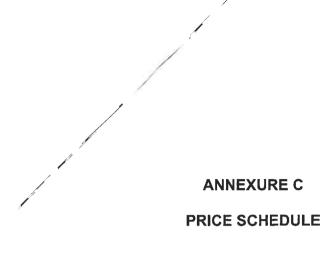
**Department of Social Development** 

Serial No: XXXX XXXX

**Warranty Expiry Date:** 

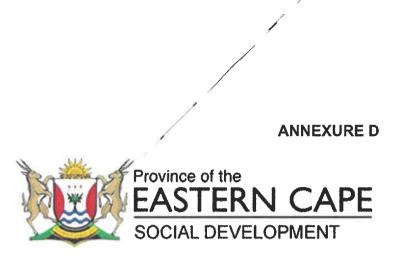
Call Center: 043 605 5800

Email: itsupport@ecdsd.gov.za



Description of Item	Quantity	Brand Name Quoted for	Unit Price	Sub Total
Standard Business Laptops	22			
Imaging of Laptops	22	N/A		
Laser etching of Laptops	22	N/A		
	VA	ΛŤ		
	Grand	Total		

Name of Comp	any:		
Signature:		 	
Capacity:			
Date:			



# LOCAL ECONOMIC DEVELOPMENT PROCUREMENT FRAMEWORK DECLARATION FORM

The Honourable Premier in his State of the Province address in 2014 made a pronouncement to the effect that 50% of Provincial procurement should be spent on goods and services which are manufactured and supplied by SMMEs and Co-operatives from within the Province.

In order for the Province to achieve the above, the successful service providers must source the required goods/services with the Eastern Cape Province as per Local Economic Development Procurement Framework.

The details of the manufacturers of these goods are:

NAME OF MANUFUCTURER/SERVICE PROVIDER	COMMODITY/SERVICE	LOCATION

I, the undersigned (Bidder's representative)	
the required goods from local manufacturers/distribution where available. I accept that the Department of Society General Conditions of Contract should I be misre this declaration.	cial Development may invoke penalties as
Signature	Date

**********		
Name of bidder		
Position		
	/	80/20 SBD 6.1

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

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

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

### 1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to invitations to tender:
  - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- 1.2 To be completed by the organ of state
  - a) The applicable preference point system for this tender is the 80/20 preference point system.
- 1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:
  - (a) Price; and
  - (b) Specific Goals.

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

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.
- 1.7 A tendered must submit, together with its tender, a copy of CIPC Registration document. In the case of sole propriety, copy of the applicable legal registration documentation must be submitted.

1.8 The annexure detailing names of all directors and the percentage share in the enterprise must be completed and submitted together with this claim form.

### 2. DEFINITIONS

- (a) "tender" means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) "price" means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) "the Act" means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

### 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

### 3.1. POINTS AWARDED FOR PRICE

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

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

$$Ps = 80\left(1-rac{Pt-P\,min}{P\,min}
ight)$$
 or  $Ps = 90\left(1-rac{Pt-P\,min}{P\,min}
ight)$ 

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration
Pmin = Price of lowest acceptable tender

### 4. POINTS AWARDED FOR SPECIFIC GOALS

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

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

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



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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Percentage owned
Gender (Women Ownership)	6		
No Franchise (Black Ownership)	2		
Disability	3		
Locality (Eastern Cape Province)	6	_	
Youth	3		
Total	20		

### **DECLARATION WITH REGARD TO COMPANY/FIRM**

4.3.	Name of company/firm
4.4.	Company registration number:
4.5.	TYPE OF COMPANY/ FIRM
	<ul> <li>□ Partnership/Joint Venture / Consortium</li> <li>□ One-person business/sole propriety</li> <li>□ Close corporation</li> <li>□ Public Company</li> <li>□ Personal Liability Company</li> <li>□ (Pty) Limited</li> <li>□ Non-Profit Company</li> <li>□ State Owned Company</li> <li>□ TICK APPLICABLE BOX</li> </ul>

- 4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:
  - i) The information furnished is true and correct;
  - ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
  - iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
  - iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have
    - (a) disqualify the person from the tendering process;
    - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
    - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;

- (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution, if deemed necessary.

	SIGNATURE(S) OF TENDERER(S)
SURNAME AND NAME:	
DATE:	
ADDRESS:	

ANNEXURE TO DSD 80/20 SBD 6.1 FORM

List all Shareholders by Name, Position, Identity Number, Citizenship, HDI status and ownership, as relevant. Information to be used to calculate the points claimed in Table 1.

				+ c4+		* HDI Status		30 /0
	Name	Date/Position occupied in Enterprise	ID Number	South African Citizenship was obtained	No franchise prior to elections	Women	Disabled	% of business // enterprise owned
1								
2								
3								
4								
5								
9								
7								
∞								
6								
10								
11								
12								
13								
14								
15			4					
***	The ATC and							

\*Indicate YES or NO

### **BIDDER'S DISCLOSURE**

### 1. PURPOSE OF THE FORM

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

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

### 2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest1 in the enterprise, employed by the state?

  YES/NO
- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

	y person who is employed by the procuring institution?	YES/NO	
2.2.1	If so, furnish particulars:		
	*		
****	*		
· · · 2.3· · ·	Does the bidder or any of its directors / trustees / shareholders	s / members / partners or a	any person having a
	controlling interest in the enterprise have any interest in any of	her related enterprise whe	ether or not they are
	bidding for this contract?	//	
	piguing for this contract:		

YES/NO

1 .	If so, furnish particulars:
 +	

### DECLARATION

. . . . . . . .

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



I, the undersigned, (name)accompanying bid, do hereby make the following statements that respect:		
I have read and I understand the contents of this disclosure; I understand that the accompanying bid will be disqualified if this complete in every respect; The bidder has arrived at the accompanying bid independently from, agreement or arrangement with any competitor. However, communior consortium1 will not be construed as collusive bidding.	and without consultation, communication,	
In addition, there have been no consultations, communications, competitor regarding the quality, quantity, specifications, prices, incompetitor calculate prices, market allocation, the intention or decision to suthe intention not to win the bid and conditions or delivery particulars bid invitation relates.	luding methods, factors or formulas used bmit or not to submit the bid, bidding with	
The terms of the accompanying bid have not been, and will not be, dis to any competitor, prior to the date and time of the official bid opening		
There have been no consultations, communications, agreements of any official of the procuring institution in relation to this procurement process except to provide clarification on the bid submitted where so was not involved in the drafting of the specifications or terms of references.	nt process prior to and during the bidding required by the institution; and the bidder	
I am aware that, in addition and without prejudice to any other repractices related to bids and contracts, bids that are suspicious will be for investigation and possible imposition of administrative penalties Act No 89 of 1998 and or may be reported to the National Prosecuting and or may be restricted from conducting business with the public syears in terms of the Prevention and Combating of Corrupt Activities	e reported to the Competition Commission in terms of section 59 of the Competition Q Authority (NPA) for criminal investigation sector for a period not exceeding ten (10)	

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT. I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

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legislation.

<sup>1</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.



### 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;
    - Proof of tax compliance status;
    - Pricing schedule(s);
    - Technical Specification(s);
    - Preference claim form for Preferential Procurement in terms of the Preferential Procurement Regulations;
    - Bidder's Disclosure form;
    - Special Conditions of Contract;
  - (ii) General Conditions of Contract; and
  - (iii) Other (specify)
- 3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
- 4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.

5.	I declare that I have no participation in any collusive practices with any bidder or any other person regard	ling this or any
Ø	other bid.	

6. F confirm that I am dul	y authorised to sign this contract.	
NAME (PRINT)		
		WITNESSES
CAPACITY		
SIGNATURE		1
		2
NAME OF FIRM		DATE.
* * * * DATE		DATE:



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

1,	accept your	bid under reference eunder and/or further	number	dated	for the	supply of goods/works
2.	An official of	rder indicating deliver	y instructions is	forthcoming.		
3.		o make payment for th irty) days after receipt				onditions of the contract,
	ITEM NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)	BRAND	DELIVERY PERIOD	TOTAL PREFERENCE POINTS CLAIMED	POINTS CLAIMED FOR EACH SPECIFIC GOAL
<b>94.</b> •	* *	t I am duly authorized	-			
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Building a Caring Society. Together