

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

**Procurement from R30 000.00 up to a transaction value of R 200 000.00 (including Vat)
(For publication on Mogale City Website and Notice Boards)**

Kindly furnish Mogale City Local Municipality with a written quotation on the goods listed hereunder:

RFQ: UMS (W&S) 09/2022

QUOTATIONS ARE HEREBY INVITED FROM SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF CHEMICALS, STANDARDS AND CONSUMABLES FOR THE DISCRETE PHOTOMETRIC ANALYSER ON AN AS AND WHEN REQUIRED BASIS FOR A PERIOD OF TWELVE (12) MONTHS.

Advertising date: Thursday 10 February 2022

Closing date and time: Thursday 17 February 2022 @ 11:00AM

The quotation must be submitted on the official quotation document (including all the required annexures) and must be delivered by hand before the official closing date and time to:

The SCM Unit of MCLM
Civic Centre
Corner Market & Commissioner Streets, Krugersdorp
Upper Level West Wing
Tender Box

TELEFAX OR E-MAIL QUOTATIONS WILL NOT BE ACCEPTED.

The following conditions will apply:

1. Supply Chain Management Unit, Financial Management Services Department, Civic Centre, Krugersdorp. The lowest or any quotations will not necessarily be accepted and MCLM reserves the right to accept the quotation in total or only in part.
2. To participate in MCLM's quotation procurement of goods and services, suppliers are requested to register on the MCLM supplier database. Forms available from SCM Unit or website.
3. According to the amended Codes of Good Practice, an Exempted Micro Enterprise (EME) and Qualifying Small Enterprise (QSE) are only required to obtain a sworn affidavit or a certificate issued by Companies Intellectual Property Commission (CIPC) confirming their annual turnover of R10 million or less for EME and not in excess of R50 million for the QSEs and level of Black ownership to claim BEE points
4. All suppliers of goods & services are urged to register in the National Treasury web based Central Suppliers Database with Effect from 1 July 2016 @ www.csd.gov.za
5. Bidders must ensure compliance with their tax obligations.
6. Bidders (Taxpayers) will need to register with SARS as E-Filers through the SARS's website @www.sars.gov.za.
7. Foreigner suppliers must complete the pre-award questionnaire in PART B:3
8. The entity & all directors/Shareholders to submit municipal accounts not more than 90 days in arrears or lease agreement reflecting responsibility of municipal charges
9. Bidders must submit/ write their tax compliance status(TCS) number and CSD MAAA number.
10. Bidder/s that failed to submit or write TCS and CSD MAAA numbers will be rejected.
11. Supply chain practitioner/s will print TCS CERTIFICATE with TAX COMPLIANCE STATUS (TCS)
12. No late quotations delivered after the official closing date and time will be accepted.
13. Price(s) quoted must be valid for at least sixty (60) days from date of your offer.
14. Price(s) quoted must be firm and must be inclusive of VAT.
15. A firm delivery period must be indicated.
16. All quotations received will be evaluated on the 80/20 point scoring basis. The 80 points will be for Price and 20 points are for Broad Based Black Economic Empowerment (BBBEE) for attaining the BBBEE status level of contribution in accordance with the documents below:
17. **If the MBD forms are not completed & submitted, your quotation will be rejected.**
No quotation will be considered from persons in service of the state (MBD4)

MOGALE CITY LOCAL MUNICIPALITY
REQUEST FOR FORMAL WRITTEN PRICE QUOTATION

Mogale City Local Municipality requests a quotation on the goods listed hereunder on the Request for Quotation Forms. Please furnish all the information as requested and return the quotation on the date stipulated. Late and incomplete submissions will invalidate the quotation submitted.

RFQ NUMBER:	UMS (W&S) 09/2022 FOR THE SUPPLY AND DELIVERY OF CHEMICALS, STANDARDS AND CONSUMABLES FOR THE DISCRETE PHOTOMETRIC ANALYSER ON AN AS AND WHEN REQUIRED BASIS FOR A PERIOD OF TWELVE (12) MONTHS..
ADVERTISING DATE:	Thursday 10 February 2022
DEPARTMENT:	Department: Utility Management services – Water & Sanitation
Central Supplier database MAAA:	
Tax Compliance Status (TSC) Pin:	
DESCRIPTION OF SERVICE	<p style="text-align: center;">PROJECT SPECIFICATION</p> <p>Purchase of chemicals, standards and consumables for the discrete photometric analyser on an as and when required basis for a period of twelve (12) months from prospective service providers to the Department: Utilities Management Services: Water & Sanitation – Scientific & Quality Control Services.</p> <p style="text-align: center;">1. BACKGROUND</p> <p>Drinking water and wastewater quality compliance monitoring legislation is enforcing more frequent water quality analyses to ensure that good water quality is supplied to the community as well as to comply with environmental legislations.</p> <p>Due to increased demand for water/wastewater quality analyses laboratory consumables and chemicals needs to be purchased on an as and when required basis.</p> <p>Quality assurance according to SANAS and ISO 17025 will be compulsory, verification of methods and chemicals, safety as well as SABS and accreditation specifications will be very important factors when evaluating this tender.</p> <p style="text-align: center;">2. SCOPE OF WORK</p> <p>The discrete photometric analyser is used for a wide spectrum of analyses including, ammonia (NH₃), nitrate (NO₃), nitrite (NO₂), ortho- and total phosphates (O-PO₄ and TPO₄), chloride (Cl), sulphate (SO₄), Cyanide (CN⁻) and a whole spectrum of other analyses.</p> <p>Designed to increase efficiency for photometric (colorimetric and enzymatic) and electrochemical (pH and conductivity) analysis, the discrete photometric analyser provides fast, reproducible results in a compact, benchtop design. Its discrete cell technology allows laboratories to measure multiple analytes simultaneously while reducing total analysis and operational time. All necessary analysis steps are automated and low detection levels can be achieved. The discrete photometric</p>

analyser includes a combined sample and reagent disk for a maximum capacity of 90 samples and 30 reagents, with the ability to perform as many as 200 tests/hour. Achieve increased analytical performance in a wide range of applications including wastewater, potable water, environmental testing and industrial quality control.

The goal of the discrete photometric analyser is:

- Continuous access to samples, reagents, and cuvettes without interruption of routine workflows.
- Integrated platform for photometric and electrochemical analysis can be operated simultaneously.
- All necessary analysis steps are automated, enabling up to 2 hours walk-away time for the operator.
- Increased throughput with a sample capacity of up to 200 tests/hour.
- Dilutions and repeat analyses are handled automatically.
- Minimal sample pretreatment required.
- Calibration of the instrument to obtain response for a known concentration of analyte enables test sample concentrations to be quantified.

Robust capability

- Large concentration range measurement, with excellent reproducibility.
- User-specific applications can be developed to meet individual testing needs.
- Combined sample and reagent disk with up to 90 sample positions on-board.
- Several blanking possibilities to eliminate sample matrix effects.
- Ability to achieve detection of very low levels (ppb).
- Wavelength range from 340nm to 880nm.
- Easy dilution management.

For any quantitative analysis, regardless of the technique, the instrument response is largely meaningless without reference to a known value. For this reason, almost all analyses include a set of calibration reference samples (or standards) as well relevant consumables to ensure that the discrete photometric analyser is fully operational.

Quality assurance, verification, safety as well as SABS and accreditation specifications will be very important factors when evaluating this bid.

5. CONDITIONS:

- Prices quoted should be inclusive of VAT, delivery costs and handling costs.
- All prices must be fixed prices for the period of the quotation, unless otherwise stated for ROE.
- State the rates and prices in Rand unless instructed otherwise in the RFQ request. The conditions of contract identified in the contract data may provide for part payment in other currencies (ROE). If applicable, exchange rates should be reflected in the quotes.
- If the price schedule is not signed the quotation will not be considered.
- State the rates and prices in Rand unless instructed otherwise in the RFQ request. The conditions of contract identified in the contract data may provide for

part payment in other currencies (ROE). If applicable, exchange rates should be reflected in the quotes.

- If the price schedule is not signed the quotation will not be considered.
- Do not make any alterations or additions to the documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the bidder. All signatories to the bid offer shall initial all such alterations. Erasures and the use of masking fluid are prohibited.
- Quotations completed in pencil will be regarded as invalid.

SPECIAL CONDITIONS

The following special conditions should be adhered to and relevant documentation should be submitted as requested:

1. Note should be taken of the specifications provided on the list of chemicals and consumables. Chemicals and consumables will not be accepted if the requirements/specifications are not met. The highest possible standards should be maintained at all times.
2. Chemicals and consumables will not be accepted if not complying with general safety conditions with regards to packaging.
3. If the complete order cannot be delivered, part-deliveries will be accepted, with proper document proof.
4. **A copy of the Certificate of Registration issued by the South African Bureau of Standards or equivalent, certifying that the Quality Management System of the manufacturer has been assessed and found to satisfy the requirements of SANS ISO 9001:2008 Quality Management Systems in respect of the marketing and distribution of locally produced (in-house and third party) and imported goods including pharmaceuticals, consumer health care products, specialty chemicals, laboratory consumables and systems in the wholesale and retail trade**
5. **A copy of the documentation with regards to Globally Harmonised System (GHS) of Classification and Labelling of Chemicals to proof that the tenderer is aware of this and will comply with as soon as it becomes compulsory in South Africa. (GHS will contribute to improve safety, health and environmental measures on a global level).**
6. **As per above Chemical list, Certificate of Analyses which is traceable to National Institute of Standard and Technology (NIST) needs to be submitted if stated on the list.**

POINT SCORING	<p>All quotations received will be evaluated on the 80/20 point scoring basis. The 80 points will be for Price and 20 points are for Broad Based Black Economic Empowerment (BBBEE) for attaining the BBBEE status level of contribution in accordance with the table below:</p> <p>The RFQ will be evaluated on the basis of the 80/20-point system as stipulated in the Preferential Procurement Policy Framework Act.</p> <ul style="list-style-type: none">• 80 points for Price• 20 points for BBBEE level of contribution <table><tr><th>BBBEE Status level of contributor</th><th>Number of points(80/20 system)</th></tr><tr><td>1</td><td>20</td></tr><tr><td>2</td><td>18</td></tr><tr><td>3</td><td>14</td></tr><tr><td>4</td><td>12</td></tr><tr><td>5</td><td>8</td></tr><tr><td>6</td><td>6</td></tr><tr><td>7</td><td>4</td></tr><tr><td>8</td><td>2</td></tr><tr><td>Non-compliant contributor</td><td>0</td></tr></table>	BBBEE Status level of contributor	Number of points(80/20 system)	1	20	2	18	3	14	4	12	5	8	6	6	7	4	8	2	Non-compliant contributor	0
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1	20																				
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7	4																				
8	2																				
Non-compliant contributor	0																				
FUNCTIONALITY EVALUATION CRITERIA	<ul style="list-style-type: none">• The below mentioned criteria regarding Functionality is required for responsiveness and therefore eligibility for the next stage of evaluation. This is done to determine the ability of each bidder to successfully execute the contract according to specifications.• Non-compliant bidders will be rejected after this phase and not continue to price scoring. These criteria shall only determine whether a tender will further be evaluated and will not influence the points scored on Price.• If any total minimum score for any criteria is zero rated, the tenderer will be rejected, even if the required 16 out of 19 points are achieved. <table><tr><th></th><th>Technical Criteria</th><th>Weighting</th><th>Minimum Score</th></tr><tr><td>1</td><td><p>Relevant company experience with regards to the supply and delivery of laboratory chemicals and consumables.</p><p>(Bidder must complete MBD 6.1.10 in detailed in order to score the points, Failure of bidder to complete the MBD 6.1.10 in detail will result in rejection of the quotation.)</p><ul style="list-style-type: none">• Min 2 – 3 years = 2 points• 4 – 5 years = 3 points• 6 or more years = 5 points</td><td>5</td><td>2</td></tr><tr><td>2</td><td><ul style="list-style-type: none">• A copy of the Certificate of ISO 9001:2015 Quality Management Systems or any other relevant certificates, which proves that the company is certified to supply and deliver chemicals and consumables.</td><td>5</td><td>5</td></tr></table>		Technical Criteria	Weighting	Minimum Score	1	<p>Relevant company experience with regards to the supply and delivery of laboratory chemicals and consumables.</p> <p>(Bidder must complete MBD 6.1.10 in detailed in order to score the points, Failure of bidder to complete the MBD 6.1.10 in detail will result in rejection of the quotation.)</p> <ul style="list-style-type: none">• Min 2 – 3 years = 2 points• 4 – 5 years = 3 points• 6 or more years = 5 points	5	2	2	<ul style="list-style-type: none">• A copy of the Certificate of ISO 9001:2015 Quality Management Systems or any other relevant certificates, which proves that the company is certified to supply and deliver chemicals and consumables.	5	5								
	Technical Criteria	Weighting	Minimum Score																		
1	<p>Relevant company experience with regards to the supply and delivery of laboratory chemicals and consumables.</p> <p>(Bidder must complete MBD 6.1.10 in detailed in order to score the points, Failure of bidder to complete the MBD 6.1.10 in detail will result in rejection of the quotation.)</p> <ul style="list-style-type: none">• Min 2 – 3 years = 2 points• 4 – 5 years = 3 points• 6 or more years = 5 points	5	2																		
2	<ul style="list-style-type: none">• A copy of the Certificate of ISO 9001:2015 Quality Management Systems or any other relevant certificates, which proves that the company is certified to supply and deliver chemicals and consumables.	5	5																		

	3	<p>Qualification or Competency Certificates of the following team members (to be attached) with regards to the supply and delivery of chemicals and consumables (only one or two):</p> <ul style="list-style-type: none"> Qualification or Competency Certificates (Product Manager / Specialist / Chemist) <p>OR</p> <ul style="list-style-type: none"> Qualification or Competency Certificates (Technical Sales Consultant / Sales Representative / Executive) 	2	2
	4	<p>The bidder must submit a copy of agreement between the bidder and the manufacturer i.e. Letter of agreement from the manufacturer which proves that the bidder is permitted to supply and deliver their product (at least one letter of an agreement).</p> <p>OR</p> <p>If the bidder is a manufacturer of the product, confirmation on the company's letter-head must be submitted.</p>	5	5
	5	<p>Sufficient transport (minimum LDV vehicle or bigger) available for the supply and delivery of chemicals and consumables (min LDV Delivery Vehicle or bigger vehicle).</p> <ul style="list-style-type: none"> Owned (with proof of registration documents) <p>OR</p> <p>hired (with proof of letter of intent) = 2 points</p>	2	2
		Total	19 points	16 points
	<ul style="list-style-type: none"> For the purpose of comparison and in order to ensure meaningful evaluation, bidders are requested to furnish detailed information on substantiation of compliance to the evaluation criteria. The service provider should at least score a minimum of 16 points out of the 19 in order to be considered in the next evaluation phase. All information and particulars necessary to properly evaluate the RFQ must be furnished on submission. Incomplete particulars and documents required substantiating or insufficient documentary proof thereof will be construed to mean that the service provider is forfeiting the evaluation points in that regard. 			
COMPULSORY RETURNABLE DOCUMENTS REQUIRED:	<ul style="list-style-type: none"> Company registration documents Certified Copies of ID's of members/directors (Original stamp from the Commissioner of Oath not a copy) Completed MBD 1, MBD 4, MBD 6.1, MBD 8, MBD 9 MBD 1. Invitation to bid MBD 4. Declaration of interest. MBD 6.1 Preference points claim form in terms of the preferential procurement regulations 2017 MBD 8: Declaration of bidders past supply chain management practices. MBD 9: Certificate of independent bid determination. 			

	<ul style="list-style-type: none"> • Sworn Affidavit: B-BBEE-EME (Original stamp from the Commissioner of Oath not a copy) • Schedule (fixed prices including Vat) • Authority of Signatory must be completed and signed in case of a business not sole proprietor or one-person business or board of director's resolution authorizing signature to sign off the bid documents. • If the Bidding Entity operates from home/ family place and is not responsible for municipal account, the bidder must submit sworn affidavit. • Copy of latest municipal account/signed lease agreement by both parties. <ul style="list-style-type: none"> • If the responsibility of payment of municipal services is that of the tenant/lessee, please provide proof of payment of The bidding entity as well as all its directors must submit Municipal account which is not more than three (3) months in arrears or valid lease agreement which is in the name of the business and or the directors, which must stipulate the responsibility of payment of municipal services. • If the business operates from the different address as per CIPC document, affidavit must be provided
DELIVERY ADDRESS	Municipal Stores, Technical Services Yard, Tudor Road, Chamdor, Krugersdorp, Office hours: 7:30 to 15:30 weekdays
TRANSACTION VALUE	<ul style="list-style-type: none"> • THE VALUE OF THIS QUOTATION WILL NOT EXCEED R200 000 (VAT INCLUSIVE) FOR A PERIOD OF TWELVE (12) MONTHS
CLOSING DATE AND TIME	Thursday 17 February 2022 @ 11:00AM
SUBMISSION OF QUOTES	Tender box Reception Desk of SCM Unit Upper Level West Wing Civic Centre Krugersdorp
ENQUIRIES:	Lorraine Dibetle: 061 464 2777 / Humbulani Nemukula: 081 305 3108 Email: lorraine.dibetle@mogalecity.gov.za / humbulani.nemukula@mogalecity.gov.za

CONDITIONS:

- All prices quoted must be **inclusive of VAT** (if Vat registered).
- All prices submitted must be fixed prices for the period of the quotation.
- If the price schedule is not signed the quotation will not be considered.
- No tipp-ex or correction fluid to be used on the quotation documentation- will lead to instant disqualification.
- Quotations completed in pencil will be regarded as invalid.
- All prices quoted must be valid for sixty (60) days from date of your offer
- **Bidder must attach the Central Supplier Database (CSD) registration summary report.**
- **Bidders must attach TCS Pin no (Tax Compliance Status).**
- **Bidders must attach municipal account or lease agreement as mentioned above.**
- **TELEFAX OR E-MAIL QUOTATIONS WILL NOT BE ACCEPTED.**

Name of Bidder: Tel No/ Cell No

Contact Person Fax Number

Residential Address	Postal Address
.....
.....
.....

E-mail address:

.....
Signature	Date



PRICING SCHEDULE

FOR THE SUPPLY AND DELIVERY OF CHEMICALS, STANDARDS AND CONSUMABLES FOR THE DISCRETE PHOTOMETRIC ANALYSER ON AN AS AND WHEN REQUIRED BASIS FOR A PERIOD OF TWELVE (12) MONTHS.

THE BIDDER SHOULD INCLUDE THE FOLLOWING:

Item	Discrete Photometric Analyser	Specifications	Unit	Certificate of Analyses and traceable to NIST/ Calibration	Brand Name of Product	Unit Price (incl VAT)	Unit Price (Excl VAT)	Rand of Exchange Implications (yes/no)
1	Complete Start-up kit	Start-up kit required for discrete photometric analyser for calibration and validation purposes	N/A	yes				
2	Cuvettes for discrete photometric analyser	Decacell cuvettes	540 pcs = 5400 cells	no				
3	NH4-1 (AMM R1L)	Reagent for Ammonia Analyses, 984362 NH4-1 (AMM R1L) 125 ml	125 ml	yes				
4	NH4-2 4 x 20 ml	Reagent for Ammonia Analyses, 984363 NH4-2 4 x 20 ml	20 ml	yes				
5	Ammonium Std	Standard for Calibration, ICC101-5 Ammonium Std	500 ml	yes				
6	Sulphate reagent	984649 S04 Reagent 6 x 60mL for sulphate calibration	60 ml	yes				
7	ICC-006-5 Sulphate Std 1000ug/mL	ICC-006-5 Sulphate Std 1000ug/ml 500 ml for calibration	500 ml	yes				

8	984365 Chloride R1 20 x20 ml	984365 Chloride R1 20 x 20 ml for chloride calibration	20 ml	yes				
9	ICC-002-05 Chloride Std 1000ug/ml	ICC-002-05 Chloride Std 1000ug/ml for chloride calibration	500 ml	yes				

Item	Discrete Photometric Analyser	Specifications	Unit	Certificate of Analyses and traceable to NIST/ Calibration	Brand Name of Product	Unit Price (incl VAT)	Unit Price (Excl VAT)	Rand of Exchange Implications (yes/no)
10	984350 TON V1- Saline/high chloride applications)	984350 TON V1- Saline/high chloride applications) for nitrates calibration	20 ml	yes				
11	984351 TON V2 – Saline/high chloride	984351 TON V2 - Saline/high chloride applications) for nitrate calibration	20 ml	yes				
12	ICC-004a-5 Nitrate SRD 1000 ug/ml	ICC-004a-5 Nitrate SRD 1000 ug/ml for nitrates calibration	500 ml	yes				
13	984371 TON 3 Reagent 4 x 20mL	984371 TON 3 Reagent 4 x 20mL for nitrite calibration	20 ml	yes				
14	ICC-007a-5 Nitrite 1000 mg/l	ICC-007a-5 Nitrite 1000 mg/l for nitrite calibration	500 ml	yes				
12.15	FT65 TKN(post digest) Digestion Soln-HgSO ₄ 1L	(post digest) Digestion Soln-HgSO ₄ 1L	1 L	yes				
16	FT16 Alkalinity standard 1000 mg/l	Alkalinity 1000 mg/l	500 ml	yes				
17	Alkalinity R1	Reagent for Alkalinity Analyses, 984623 4 x 20 ml	20 ml	yes				

18	Alkalinity R2	Reagent for Alkalinity Analyses, 984624 4 x 10 ml	10 ml	yes				
19	FT41 Bromide R1	Reagent for Bromide analyses	1 L	yes				
20	FT42 Bromide R2	Reagent for Bromide analyses	100 ml	yes				
21	FT43 Bromide R3	Reagent for Bromide analyses	100 ml	yes				

Item	Discrete Photometric Analyser	Specifications	Unit	Certificate of Analyses and traceable to NIST/ Calibration	Brand Name of Product	Unit Price (incl VAT)	Unit Price (Excl VAT)	Rand of Exchange Implications (yes/no)
22	ICC-001 Bromide	Bromide 1000 µg/ml	125 ml	yes				
23	1000 mg/l Fluoride standard	1000 mg/l standard for Fluoride calibration	500 ml	yes				
24	Fluoride R1	Reagent for Fluoride analyses, 984629 4 x 20 ml	20 ml	yes				
25	Fluoride R2	Reagent for Fluoride analyses, 984630 4 x 20 ml	20 ml	yes				
26	Fluoride R3	Reagent for Fluoride analyses, 984631 4 x 20 ml	20 ml	yes				
27	Chloromine	Reagent for Cyanide analyses	100 ml	yes				
28	Phosphate R1	Reagent for Phosphate analyses, 984366 4 x 20 ml	20 ml	yes				

29	Phosphate R2	Reagent for Phosphate analyses, 984368 4 x 20 ml	20 ml	yes				
30	FT22 Phenol 1000 mg/l	1000 mg/l standard for Phenol calibration	500 ml	yes				
31	FT20 Phenol R1	Reagent for Cyanide analyses 4-aminoantipyrine	100 ml	yes				
32	FT21 Phenol R2	Reagent for Cyanide analyses buffered potassium	100 ml	yes				
33	ICP-014A Silica 1000 µg/mL standard	1000 µg/mL standard for Silica calibration	125 ml	yes				
34	Silica R1	Reagent for Silica analyses, 984525 4 x 20 ml	20 ml	yes				
Item	Discrete Photometric Analyser	Specifications	Unit	Certificate of Analyses and traceable to NIST/ Calibration	Brand Name of Product	Unit Price (incl VAT)	Unit Price (Excl VAT)	Rand of Exchange Implications (yes/no)
35	Silica R2	Reagent for Silica analyses, 984526 4 x 20 ml	20 ml	yes				
36	Silica R3	Reagent for Silica analyses, 984527 4 x 20 ml	20 ml	yes				
37	TF47 Diethylphenylenediamine	Reagent for Sulphide analyses	100 ml	yes				
38	TF48 Diethylphenylenediamine	Reagent for Sulphide analyses	100 ml	yes				
39	FT46 Cyanide 1000 mg/l standard	1000 mg/l standard for Cyanide calibration,	500 ml	yes				

40	Free Cyanide 1000 µg/mL standard	1000 µg/mL standard for Free Cyanide calibration, ICC-008	125 ml	yes				
41	Complex Cyanide 1000 µg/mL standard	1000 µg/mL standard for Cyanide calibration, ICC-009	100 ml	yes				
42	FT45 Pyridine-Barbituric Acid	Reagent for Cyanide analyses	500 ml	yes				
43	FT28 Phosphates buffer	Reagent for Cyanide analyses	1L	yes				
44	4 ml sample cup	Polystyrene cup for autoanalyzer	4 ml	yes				
TOTAL								

Note 1: Bidders are not obliged to complete all the sections, if not in field of expertise.

Note 2: Should chemicals or consumables be dependable on ROE please indicate items to be purchased on foreign currency needs

Note 3: Please note that all consumables and chemicals to be supplied, where applicable, should comply to SANAS requirements

NB:

If the bidder/supplier is a VAT Vendor, they must complete the pricing schedule indicating price including VAT

Or

if the bidder/supplier is not registered as a VAT Vendor they must complete the pricing schedule indicating price excluding VAT.

Name of Bidder: Date:

Signature: Position:



**PART A
INVITATION TO BID
MBD 1**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF MOGALE CITY LOCAL MUNICIPALITY

RFQ NUMBER:	UMS (W&S) 09/2022	CLOSING DATE:	17 FEBRUARY 2022	CLOSING TIME:	11:00
DESCRIPTION	QUOTATIONS ARE HEREBY INVITED FROM SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF CHEMICALS, STANDARDS AND CONSUMABLES FOR THE DISCRETE PHOTOMETRIC ANALYSER ON AN AS AND WHEN REQUIRED BASIS FOR A PERIOD OF TWELVE (12) MONTHS.				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

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

CNR. COMMISSIONER & MARKET STREET				
CIVIC CENTRE				
MOGALE CITY				
KRUGERSDORP				
1740				
SUPPLIER INFORMATION				
NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
FACSIMILE NUMBER	CODE		NUMBER	
E-MAIL ADDRESS				

E-MAIL ADDRESS	Kefilwe.jobeta@mogalecity.gov.za	
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PART B

TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
<p>1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.</p> <p>1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR ONLINE</p> <p>1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.</p>
2. TAX COMPLIANCE REQUIREMENTS
<p>2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.</p> <p>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.</p> <p>2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.</p> <p>2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.</p> <p>2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.</p> <p>2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.</p> <p>2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.</p>
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS
<p>3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.</p>

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

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE

I, the undersigned,

Full name and surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a member / director / owner of the following enterprise and I am duly authorised to act on its behalf:

Enterprise Name	
Trading Name	
Registration number	
Enterprise Address	

3. I hereby declare under oath that:

- The enterprise is _____ % black owned;
- The enterprise is _____ % black women owned;
- Based on the management accounts and other information available for the _____ Financial year, the income did not exceed R 10 000 000.00 (ten million rands);
- Please confirm in the table below the B-BBEE level of contributor, **by ticking the applicable box:**

100% Black owned	Level One (135% B-BBEE procurement recognition)	
More than 51% black owned	Level Two (125% B-BBEE procurement recognition)	
Less than 51% black owned	Level Four (100% B-BBEE procurement recognition)	

4. The entity is an empowering supplier in terms of the dti Codes of Good Practice.
5. I know and understand the contents of the affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.
6. The sworn affidavit will be valid for a period of 12 months from the date signed by the commissioner.

Deponent Signature _____

Date: _____

Commissioner of Oaths
Signature and Stamp

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

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

- 3.1 Full Name of bidder or his or her representative:.....
- 3.2 Identity Number:
- 3.3 Position occupied in the Company (director, trustee, shareholder²):.....
- 3.4 Company Registration Number:
- 3.5 Tax Reference Number:.....
- 3.6 VAT Registration Number:
- 3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.
- 3.8 Are you presently in the service of the state? **YES / NO**
- 3.8.1 If yes, furnish particulars.
.....
.....

¹MSCM Regulations: “in the service of the state” means to be –
(a) a member of –

- (i) any municipal council;
- (ii) any provincial legislature; or
- (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);

- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

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

3.9 Have you been in the service of the state for the past twelve months? **YES / NO**

3.9.1 If yes, furnish particulars.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.10.1 If yes, furnish particulars.

.....
.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.11.1 If yes, furnish particulars

.....
.....

3.12 Are any of the company’s directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.12.1 If yes, furnish particulars.

.....
.....

3.13 Are any spouse, child or parent of the company’s directors trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.13.1 If yes, furnish particulars.

.....
.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. **YES / NO**

3.14.1 If yes, furnish particulars:

.....
.....

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

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

MOGALE CITY LOCAL MUNICIPALITY

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:

- 80/20 PREFERENCE POINT SYSTEM FOR ACQUISITION OF GOODS, SERVICES AND WORKS SERVICES FOR RAND VALUE EQUAL TO AND ABOVE R30 000 AND UPTO TO 50 MILLION (all applicable taxes included); and
- 90/10 PREFERENCE POINT SYSTEM FOR ACQUISITION OF GOODS, SERVICES AND WORKS WITH RAND VALUE ABOVE R50 MILLION (all applicable taxes included).

1.2 The value of this bid is estimated to **exceed** R30 000 up to R50Million (all applicable taxes included) and therefore the **.....80/20...** preference point system shall be applicable.

1.3 Preference points for this bid shall be awarded for:

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

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

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

1.5 Failure on the part of a bidder to submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS), or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or a sworn affidavit confirming annual turnover and level of black ownership in case of an EME and QSE together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

- 1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

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

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

3. **ADJUDICATION USING A POINT SYSTEM**

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

4. POINTS AWARDED FOR PRICE

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

80/20 PREFERENCE POINT SYSTEM FOR ACQUISITION OF GOODS, SERVICES AND WORKS SERVICES FOR RAND VALUE EQUAL TO AND ABOVE R30 000 AND UPTO TO 50MILLION

- 1) (a)(i) The following formula must be used to calculate the points for price in respect of tenders (including price quotation) with a rand value equal to, or above R 30 000 and up to Rand value of R50 MILLION (inclusive of all applicable taxes included):

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

80/20

or

90/10

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

P_s = Points scored for comparative price of bid under consideration

P_t = Comparative price of bid under consideration

P_{min} = Comparative price of lowest acceptable bid

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

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

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

- 5.2 A bidder who qualifies as an EME in terms of the B-BBEE Act must submit a sworn affidavit confirming Annual Total Revenue and Level of Black Ownership.

- 5.3 A Bidder other than EME or QSE must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a

Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.

- 5.4 A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 5.5 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- 5.6 Tertiary Institutions and Public Entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 5.7 A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 5.8 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

6. BID DECLARATION

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

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

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

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

8. SUB-CONTRACTING

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

(***Tick applicable box***)

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

- 8.1.1 If yes, indicate:

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

(***Tick applicable box***)

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

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

9.1 Name of company/firm:

9.2 VAT registration number:

9.3 Company registration number:

9.4 **TYPE OF COMPANY/ FIRM**

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

[TICK APPLICABLE BOX]

9.5 **DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

.....

9.6 **COMPANY CLASSIFICATION**

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

[TICK APPLICABLE BOX]

9.7 **MUNICIPAL INFORMATION**

Municipality where business is situated:

Registered Account Number:

Stand Number:

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

9.9 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 contribution indicated in paragraph 7 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 paragraph 7, 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 contribution 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) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, 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.

10. **Previous experience**

Provide the following information on relevant previous experience (indicate specifically projects of similar or larger size and/or which is similar with regard to type of work).

Description	Value (R, VAT excluded)	Year(s) executed	Reference		
			Name	Organization	Tel no

10.1 **Staffing Profile**

Provide information on key staff you intend utilizing on this contract, should it be awarded to you.

Name	Position in your organization	Qualifications	Experience

--	--	--	--

10.2 Infrastructure and resources available to execute this contract

10.2.1 Physical facilities

Description	Address	Area (m ²)

10.3 Plant and equipment

Description : Plant and equipment owned (or to be rented)	Number of units

10.4 List of shareholders by Name, Position, Identity number, Citizenship, HDI status and ownership as relevant.

Name	Date/Position Occupied in Enterprise	ID Number (please attach certified copies of ID's	Date RSA Citizenship obtained	HDI	Women	Disabled	Youth (person not older than 35 years of age)	% of business/ enterprise owned
							Total	100%

8.14 List of shareholders by Name, percentage (%) of business/enterprise owned, residential address.

Full Name	Identity (ID) Number (please attached certified copies of ID's)	% of business/ enterprise owned	Residential address

9. AUTHORITY FOR SIGNATORY

Please note that the sole proprietors or “one-person business” are not required to submit an official and duly signed authority of signatory.

Signatories for close corporations and companies shall confirm their authority by signing on behalf of the company/firm **by attaching to this page** a duly signed and dated copy of the relevant resolution of their members or their board of directors, as the case may be.

An example for a company is shown below:

Printed on company letterhead:

“By resolution of the board of directors passed on _____ 20 _____

Mr _____

has been duly authorized to sign all documents in connection with the bid for

Tender _____ No _____

and any Contract, which may arise there from on behalf of

SIGNED ON BEHALF OF THE COMPANY _____

IN HIS CAPACITY AS _____ CAPACITY AS _____

DATE: _____

SIGNATURE OF SIGNATORY: _____

AS WITNESSES: 1 _____

2 _____

10. 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 contribution indicated in paragraph 7 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 paragraph 7, 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 contribution 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) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, 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

.....

.....

MOGALE CITY LOCAL MUNICIPALITY

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

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

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

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

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)
CERTIFY THAT THE INFORMATION FURNISHED ON THIS
DECLARATION FORM TRUE AND CORRECT.

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

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

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 consortium³ will not be construed as collusive bidding.
- 7.
8. 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.

9. 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.
10. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

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

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.

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Signature

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Date

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Position

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Name of Bidder

