

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:

QUOTATION NUMBER	UMS (W&S) 03/2023
ADVERT DATE	27 July 2022
CLOSING DATE AND TIME	03 August 2022
DESCRIPTION OF GOODS / SERVICES	QUOTATIONS ARE HEREBY INVITED FROM SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF FILTER PAPER; MICROBIOLOGICAL REQUIREMENTS; ph – CONDUCTIVITY AND TURBIDITY STANDARDS AND GENERAL CONSUMABLES FOR ANALYTICAL ANALYSES AT THE WATER LABORATORY ON AN AS AND WHEN REQUIRED BASIS FOR A PERIOD OF TWELVE (12) MONTHS.
DEPARTMENT	Utility Management services – Water & Sanitation
CONTACT PERSON AND NUMBER	Lorraine Dibetle: 061 464 2777 / Humbulani Nemukula: 081 305 3108
EMAIL ADDRESS	Email: lorraine.dibetle@mogalecity.gov.za / humbulani.nemukula@mogalecity.gov.za
<p>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:</p> <p>THE SCM UNIT OF MCLM CIVIC CENTRE CORNER MARKET & COMMISSIONER STREETS, KRUGERSDORP UPPER-LEVEL WEST WING TENDER BOX</p>	

NAME OF TENDERING ENTITY: _____

NAME OF TENDERING ENTITY REPRESENTATIVE: _____

PHYSICAL ADDRESS OF TENDERING ENTITY: _____

POSTAL ADDRESS OF TENDERING ENTITY: _____

CONTACT DETAILS OF TENDERING ENTITY: Tel: _____ Cell: _____

e-mail address: _____

THE FOLLOWING CONDITIONS WILL APPLY:

1. No quotation(s) delivered after the official closing date and time will be accepted.
2. No quotations will be considered from persons in service of state (MBD 4)
3. No electronic signature will be accepted, the bidder's signature must always be signed in hand and in black ink.
4. The use of tipp-ex or correction fluid will lead to instant disqualification.
5. Telefax or e-mail quotations will not be accepted
6. All Price(s) quoted must be firm and VAT inclusive (for bidders registered for VAT only).
7. All prices submitted must be fixed prices for the period of the quotation.
8. The validity period for this quotation is sixty (60) days. All Price(s) quoted must be valid for at least sixty (60) days from date of offer.
9. In the event of a mistake having been made on the Pricing Schedule, it shall be crossed out in ink and be accompanied by a signature at each and every price alteration.
10. If the price schedule is not signed the quotation will be rejected
11. Quotations completed in pencil will be regarded as invalid.
12. A firm delivery period must be indicated (if applicable).
13. All prices must be quoted in South African currency (SA Rand)
14. 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.
15. Bidders must ensure compliance with their tax obligations. Bidders (Taxpayers) will need to register with SARS e-Filing through the SARS's website @www.sars.gov.za.
16. Tax Compliance Status documents with Pin.
17. Certified copies of ID's of members / directors / shareholders not older than three (3) months with original stamp from the Commissioner of Oaths (**Original stamp from the Commissioner of Oath not a copy**).
18. Foreigner suppliers must complete the pre-award questionnaire in PART B:3
19. Where the recommended bidder(s) is / are not Tax compliant:
 - 19.1 the bidder should be notified of their non-compliant status and the bidder must be requested to submit to the Municipality / Municipal entity within seven (7) working days.
 - 19.2 written proof from SARS of their Tax compliance status or proof from SARS that they have made an arrangement to meet their outstanding Tax obligations.
 - 19.3 The proof that Tax compliance status submitted by the bidder to the Municipality or Municipal entity must be verified via CSD or e-filing.
 - 19.4 The Accounting Officer should reject the quotation submitted by the bidder if such a bidder fails to provide proof of Tax compliance within the time – frame stated above.
20. 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

- 20.1 Bidders must submit a Central Supplier Database (CSD) registration Summary Report that is Tax Compliant. (from page one to last page in consecutive order)
- 20.2 Where the bidder(s) is /are in the process of registration and has not been completed, proof of the registration process must be provided together with the quotation submission.
- 20.3 No quotation will be awarded without the CSD number and the CSD Registration Summary Report that is Tax Compliant.

21. Municipal services / Municipal Rates and Taxes:

- 21.1 The bidding entity as well as all its directors/shareholders must submit Municipal account not more than three (03) months / ninety (90) days plus in arrears at the time of the closing date.
- 21.2 A valid lease agreement which is in the name of the business and or directors /shareholders, which must stipulate who is responsible for payment of Municipal services; or
- 21.3 If the Bidding Entity operates from informal settlement and is not responsible for Municipal account, the bidder must submit a Sworn Affidavit with and original stamp from the Commissioner of Oaths;
- 21.4 If the Bidding Entity operates from parents' place and is not responsible for Municipal account, the bidder must submit the owner's Municipal account and a Sworn Affidavit with and original stamp from the Commissioner of Oaths;
- 20.5 No quotation will be awarded to a company and its directors that owe Rates and Taxes for more than three (3) months to any Municipality or Metro.

22. If Municipal Bidding Documents (MBD) forms are not completed, signed and submitted, a quotation will be rejected:

- 22.1 MBD 1 - Invitation to Bid
- 22.2 MBD 4 - Declaration of Interest
- 22.3 MBD 6.1 -Preference claim forms in terms of the Preferential Procurement Regulations 2017
- 22.4 MBD 8 - Declaration of bidder's past Supply Chain management practices
- 22.5 MBD 9 – Certificate of Independent Bid Determination

23. 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.

- 23.1 BBBEE Non-compliant bidders will not be rejected, but will forfeit twenty (20) points designated for Broad Based Black Economic Empowerment.

24. Authority of Signatory;-

- 24.1 Authority of Signatory must be completed and signed in case of a business not sole proprietor or one-person business; or

A copy of board of director's resolution authorizing the signatory to sign the tender and the subsequent contracts, has been attached and signed

PLEASE TICK THIS CHECKLIST TO VERIFY WHETHER ALL COMPULSORY DOCUMENTS HAVE BEEN ATTACHED TO YOUR QUOTATION.

No.	Description	YES	NO
1.	Central Supplier Summary Report (attached) (from page one to last page in consecutive order)		
2.	Tax Compliance Status documents with Pin. (attached)		
3.	Certified copies of ID's of members / directors / shareholders not older than three (3) months with original stamp from the Commissioner of Oaths (Original stamp from the Commissioner of Oath not a copy).		
4.	The bidding entity as well as all its directors/shareholders must submit Municipal account not more than three (03) months / ninety (90) days plus in arrears at the time of the closing date.		
5.	A valid lease agreement which is in the name of the business and or directors /shareholders, which must stipulate who is responsible for payment of Municipal services; or		
6.	If the Bidding Entity operates from informal settlement and is not responsible for Municipal account, the bidder must submit a Sworn Affidavit with and original stamp from the Commissioner of Oaths.		
7.	If the Bidding Entity operates from parents' place and is not responsible for Municipal account, the bidder must submit the owner's Municipal account and a Sworn Affidavit with and original stamp from the Commissioner of Oaths;		
8.	MBD 1- Invitation to bid (completed and signed)		
9.	MBD4- Declaration of interest. (Completed and signed)		
10.	MBD 6.1. - Preference claim forms in terms of the Preferential Procurement Regulations 2017 (completed and signed)		
11.	MBD 8 - Declaration of bidder's past Supply Chain management practices (Completed and signed)		
12.	MBD 9 - Certificate of Independent Bid Determination. (Completed and signed)		
13.	Authority of Signatory completed and signed in case of a business not sole proprietor or one-person business; or A copy of the resolution of your Board of Directors, authorizing the signatory to sign the quotation and the subsequent contracts, has been attached and signed. (Completed, signed and attached)		
14.	Pricing Schedule completed and signed		

Signature of person authorized to sign a quotation

Date

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.

Central Supplier database MAAA:	
Tax Compliance Status (TSC) Pin:	
DESCRIPTION OF SERVICE	<p style="text-align: center;">PROJECT SPECIFICATION</p> <p>Acquisition of filter paper, microbiological requirements; pH -, conductivity- and turbidity standards as well as general consumables 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>Water chemistry analyses are carried out on a daily basis to identify and quantify the chemical components and properties of our drinking water to Mogale consumers. In all cases the results of the analysis provide information that can be used to make decisions or to provide re-assurance that conditions are as expected.</p> <p>A superior quality of water is crucial to the economic, health, and social well-being of the people. Monitoring the quality of your water and the testing thereof on a regular basis is very important to maintain reliable and safe water sources and eliminate the potential of possible health risks related to water contamination.</p> <p>The attached list of filter paper, microbiological requirements; pH -, conductivity- and turbidity standards as well as general consumables is important to maintain regular monitoring of our drinking water resources.</p> <p>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 verifiable results.</p> <p>Quality assurance, verification, safety as well as SABS and accreditation specifications will be very important factors when evaluating this bid.</p>

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, speciality chemicals, laboratory consumables and systems in the wholesale and retail trade**
6. **As per above Chemical list, Certificate of Analyses which is traceable to National Institute of Standard and Technology (NIST) needs to be submitted, upon delivery, if stated on the list.**

<p>POINT SCORING</p>	<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: 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 border="1" data-bbox="659 443 1406 857"> <thead> <tr> <th>BBBEE Status level of contributor</th> <th>Number of points(80/20 system)</th> </tr> </thead> <tbody> <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> </tbody> </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																				
2	18																				
3	14																				
4	12																				
5	8																				
6	6																				
7	4																				
8	2																				
Non-compliant contributor	0																				
<p>FUNCTIONALITY EVALUATION CRITERIA</p>	<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 14 out of 17 points are achieved. <table border="1" data-bbox="496 1211 1522 2114"> <thead> <tr> <th></th> <th>Technical Criteria</th> <th>Weighting</th> <th>Minimum Score</th> </tr> </thead> <tbody> <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> <tr> <td>3</td> <td> <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</p> </td> <td>5</td> <td>5</td> </tr> </tbody> </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	3	<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</p>	5	5				
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3	<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</p>	5	5																		

	<p>the bidder is permitted to supply and deliver their product (at least one letter of an agreement).</p> <p style="text-align: center;">OR</p> <p>If the bidder is a manufacturer of the product, confirmation on the company's letter-head must be submitted.</p>		
4	<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 style="text-align: center;">OR</p> <p>hired (with proof of letter of intent) = 2 points</p>	2	2
	Total	17 points	14 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 14 points out of the 17 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 			



PRICING SCHEDULE

FOR THE SUPPLY AND DELIVERY OF FILTER PAPER; MICROBIOLOGICAL REQUIREMENTS; pH – CONDUCTIVITY AND TURBIDITY STANDARDS AND GENERAL CONSUMABLES FOR ANALYTICAL ANALYSES AT THE WATER LABORATORY ON AN AS AND WHEN REQUIRED BASIS FOR A PERIOD OF TWELVE (12) MONTHS.

Item	General Consumables	Specifications	Unit	Certificate of Analyses and traceable to NIST/ Calibration	Brand Name of Product	Unit Price (Excl. VAT)	Unit Price (Incl. VAT)	Rand of Exchange Implications (yes/no)
1	Glass beaker	Glass beaker, graduated, 1000ml, squat/spouted, short form, 105mm outer diameter, 145mm height, grade A glass	Each	N/A				
2	Glass beaker	Glass beaker, graduated, 2000ml, squat/spouted, short form, 105mm outer diameter, 145mm height, grade A glass	Each	N/A				
3	Glass Crystallizing Dishes	Glass crystallizing dishes, 150 ml, 80mm outer diameter, 45 mm height, grade A Glass	Each	N/A				
4	Porcelain evaporating dishes	Evaporating porcelain dishes, 110x45mm, 225 ml, porcelain	Each	N/A				
5	Test tubes	Test tubes, glass, rim 16 mm diameter, 150 mm height	Each	N/A				

6	Test tubes	Test tubes, glass, rim 18 mm diameter, 150 mm height	Each	N/A				
7	2 litre sample bottles	2 litre transparent rectangular plastic sampling bottles with screw caps, mouth opening > 20mm	Each	N/A				
8	1 litre sample bottles	1 litre transparent plastic milk sample bottles with screw caps, mouth opening > 20 mm	Each	N/A				
9	Plastic bottle	100 ml, polypropylene, autoclavable at 121°C, outlet diameter 48mm, mouth diameter 24mm with lids	Each	N/A				
10	Separating funnels	Separating funnels, 250 ml, G/S/C, Grade a glass each	250 ml	yes				
11	Prescribed detergents for washing of glassware which is neutral in pH, O-PO ₄ and NH ₃ – PLEASE SPECIFY BELOW	Prescribed detergents for washing of glassware which is neutral in pH, O-PO ₄ and NH ₃ .	25 litres	yes				
12	Nitrile gloves	Nitrile gloves, powder free, Latex free Small	100/pack	N/A				
13	Nitrile gloves	Nitrile gloves, powder free, Latex free medium	100/pack	N/A				

14	Nitrile gloves	Nitrile gloves, powder free, Latex free Large	100/pack	N/A				
15	Latex gloves	Powdered, non-sterile latex gloves/examination gloves	100/box small	N/A				
16	Latex gloves	Powdered, non-sterile latex gloves/examination gloves	100/box medium	N/A				
17	Latex gloves	Powdered, non-sterile latex gloves/examination gloves	100/box large	N/A				
18	Miele neodisher powder detergent	Miele Neodisher A8 phosphate free powder detergent (10 kg) for Mielabor G 7783 glass washing machine	10 kg	yes				
19	Funnel Plastic	Funnels used for filtering sample preparations	250mm	N/A				
20	Funnel Plastic	Funnels used for filtering sample preparations	80mm	N/A				
21	Biosart sterile funnel	Autoclavable biosart sterile funnel with 45 mm diameter ml bottom	250 ml	N/A				
22	Combitips for Eppendorfs	Combitips for sample preparations	5 ml	N/A				

23	Combitips for Eppendorfs	Combitips for sample preparations	12,5 ml	N/A				
24	Cleaning Brushes for Flasks and bottles	Wooden Handle	35 mm	N/A				
25	Cleaning Brushes for glass beakers	Wooden Handle		N/A				
26	Rectangular Cell 10 mm	Rectangular Cell 10 mm 1.14946.0001		N/A				
27	Rectangular Cell 20 mm	Rectangular Cell 20 mm 1.14947.0001		N/A				
28	Rectangular Cell 50 mm	Rectangular Cell 50 mm 1.14944.0001		N/A				
29	Glass Beaker	Glass Beaker 150 ml Graduated spouted	150 ml	N/A				
30	Glass Beaker	Glass Beaker 250 ml Graduated spouted	250 ml	N/A				
31	Glass Beaker	Glass Beaker 500 ml Graduated spouted	500 ml	N/A				
32	Glass Beaker	Glass Beaker 1000 ml Graduated spouted	1000 ml	N/A				

33	Glass Beaker	Glass Beaker 2000 ml Graduated spouted	2000 ml	N/A				
34	Glass Pipette	Graduated A Grade Glass Pipette for Reagent and Standard Preparation	1 ml	yes				
35	Glass Pipette	Graduated A Grade Glass Pipette for Reagent and Standard Preparation	2 ml	yes				
36	Glass Pipette	Graduated A Grade Glass Pipette for Reagent and Standard Preparation	5 ml	yes				
37	Glass Pipette	Graduated A Grade Glass Pipette for Reagent and Standard Preparation	10 ml	yes				
39	Glass Pipette	Graduated A Grade Glass Pipette for Reagent and Standard Preparation	15 ml	yes				
40	Glass Pipette	Graduated A Grade Glass Pipette for Reagent and Standard Preparation	20 ml	Yes				
41	Glass Pipette	Graduated A Grade Glass Pipette for Reagent and Standard Preparation	25 ml	yes				
42	Glass Pipette	Graduated A Grade Glass Pipette for Reagent and Standard Preparation	30 ml	yes				

43	Glass Pipette	Graduated A Grade Glass Pipette for Reagent and Standard Preparation	50 ml	yes				
44	Glass Pipette	Graduated A Grade Glass Pipette for Reagent and Standard Preparation	100 ml	yes				
45	Glass volumetric flasks	Glass volumetric flask, 10 ml, with stoppers, Graduated grade A glass	10 ml	yes				
46	Glass volumetric flasks	Glass volumetric flask, 25 ml, with stoppers, Graduated grade A glass	25 ml	yes				
47	Glass volumetric flasks	Glass volumetric flask, 50 ml, with stoppers, Graduated grade A glass	50 ml	yes				
48	Glass volumetric flasks	Glass volumetric flask, 100 ml, with stoppers, Graduated grade A glass	100 ml	yes				
49	Glass volumetric flasks	Glass volumetric flask, 200 ml, with stoppers, Graduated grade A glass	200 ml	yes				
50	Glass volumetric flasks	Glass volumetric flask, 250 ml, with stoppers, Graduated grade A glass	250 ml	Yes				
51	Glass volumetric flasks	Glass volumetric flask, 500 ml, with stoppers, Graduated grade A glass	500 ml	Yes				

52	Glass volumetric flasks	Glass volumetric flask, 1000 ml, with stoppers, Graduated grade A glass	1000 ml	yes				
53	Glass volumetric flasks	Glass volumetric flask, 2000 ml, with stoppers, Graduated grade A glass	2000 ml	yes				
54	Glass volumetric flasks	Glass volumetric flask, 5000 ml, with stoppers, Graduated grade A glass	5000 ml	yes				
55	Buchner Funnel	Buchner funnel, Porcelain, 90mm, with fitted rubber stopper, which needs to be inserted in a 2 litre vacuum flask	Each	N/A				
56	Vacuum Flask	Vacuum flask, suitable for the Buchner funnel and rubber stopper	1000 ml	N/A				
57	Vacuum Flask	Vacuum flask, suitable for the Buchner funnel and rubber stopper	2000 ml	N/A				
58	Vacuum Flask	Vacuum flask, suitable for the Buchner funnel and rubber stopper	1000 ml	N/A				
59	Vacuum Flask	Vacuum flask, to be used for micro filtrations	2000 ml	N/A				
60	Bottle Top Dispensers	Bottle Top Dispensers	1-5 ml	N/A				

61	Bottle Top Dispensers	Bottle Top Dispensers	1-10 ml	N/A				
62	10 ml sample tubes poly prop	Poly prop 17 mm X 130 mm	1000/pack	N/A				
63	50 ml centrifuge tube	Medical grade polypropylene	25/pack	N/A				
64	25 L Polyprop water drums with taps	Polyprop water drums with taps	25 l	N/A				
65	Spoon Spatula	Autoclavable poon Spatula made of 18/10 rust proof stainless steel 25mm diameter	Spoon Spatula	N/A				
66	Dosing Spatula	Autoclavable dosing spatula made of stainless steel and plastic handle, blade L 50X	Dosing Spatula	N/A				
67	Schott Bottle 500 ml	Autoclavable schott bottle with lid 500 ml	500 ml	N/A				
68	Schott Bottle 1000 ml	Autoclavable schott bottle with lid 1000 ml	1000 ml	N/A				
69	Biosart sterile funnel 250 ml	Autoclavable biosart sterile funnel with 45mm diameter ml bottom	60 mm	N/A				

70	Glass Petridish 60mm diameter	Petridish Glass 60mm diameter with lid	60mm diameter	N/A				
71	Weighing bottle with lid, L/F 35d x 30h	Weighing bottle with lid, L/F 35d x 30h	15ml	N/A				
72	Weighing bottle with lid, L/F 50d x 30h	Weighing bottle with lid, L/F 50d x 30h	30ml	N/A				
73	Weighing bottle with lid, L/F 60d x 30h	Weighing bottle with lid, L/F 60d x 30h	45 ml	N/A				

Item	Filterpaper & Microbiological requirements	Specifications	Unit	Certificate of Analyses and traceable to NIST/ Calibration	Brand Name of Product	Unit Price (Excl. VAT)	Unit Price (Incl. VAT)	Rand of Exchange Implications (yes/no)
1	MN 615 240mm	Macherey-Nagel or equivalent Filter paper 615 – 240 mm	box/100	N/A				
2	MN 85/90 GF/C 9 cm	Macherey-Nagel or equivalent Glass Fibre Filter Paper MN 85/90 – 9 cm (Specs: Thickness = 0.40mm, basis weight = 90 g/m ² , filtration speed air = 15 s, particle retention = 0.5 µm, organic binder)	box/25 or box/100	N/A				
3	MN 18.5 cm	Macherey-Nagel or equivalent Ashless Filter Paper MN 640we – 18.5	box/100	N/A				

		cm (Specs: Thickness = 0.22mm, basis weight = 85 g/m ² , Filtration speed = 5s						
4	RGF 47 mm	Macherey-Nagel or equivalent Glass Fibre Filter Paper MN85/90 (Specs: Thickness = 0.40mm, filtration speed air = 15 s, particle retention = 0.5 µm, organic binder)	box/101	N/A				
5	Monochloramine reagent Kit	Hach DPD Monochlor F Reagent	Pack / 100 pillows	N/A				
6	Free Chlorine Reagent Kit	HACH DPD Chlorine Free	Pack/1000 pillows	N/A				
7	Total Chlorine Reagent Kit	HACH DPD Chlorine Total	Pack/100 pillows	N/A				
8	Sterile microbiological sample bag	Whirlpack or equivalent sterile microbiological sample bags without sodium thiosulphate, plain, 18 Oz with writing strip	Box/500	N/A				
9	Sterile filter membranes	Membrane filters 0.45µm with 47mm diameter. White membranes with black grid. Sterile and individually packed without absorbent pads	Box/1000	N/A				
10	Sterile micro bottles	Sterile micro bottles (500 ml) with sodium thiosulphate	Each	N/A				
11	Chlorine test kit (full kit)	Viso HE or equivalent full chlorine test kit (0.02 -0.60 mg/l)	Each	N/A				

12	Chlorine test kit (refill kit)	Viso HE or equivalent refill chlorine test kit (0.02 -0.60 mg/l)	Each	N/A				
13	Colitag Test Kit (Media), P/A, 100mL format, 100/pk	4600-0013 Colitag Test Kit (Media), P/A, 100mL format	100/Pack	Yes				
14	PLATEFILM100 Plate, iMPN, with film, 100/pk	4600-PLATEFILM100 Plate, iMPN, with film	100/Pack	yes				
15	Colitag Vessel, 100ml with Sodium Thiosulfate	4600-0121C Colitag Vessel, 100ml with Sodium Thiosulfate	100/Pack	N/A				
16	Sealing Tool Roller	4600-ST Sealing Tool Roller	1					
17	M-Enterococcus Agar	Difco or equivalent, M-Enterococcus Agar, base for isolating and enumerating enterococci in water by membrane filtration method (Ingredients: Tryptose 20.0 g/l, Yeast extract 5.0 g/l, Dextrose 2.0 g/l, Dipotassium phosphate 4.0 g/l, Sodium azide 0.4 g/l, Agar 10.0 g/l, 2,3,5-Triphenyl Tetrazolium Chloride 0.1 g/l)	500 g	yes				
18	MacConkey NPS	Used for determination of E-coli and Coliform, type 14097	100/pack	yes				
19	Mm FC NPS	Used for determination of E-coli and Coliform, type 14068	100/pack	yes				

20	Tepool NPS	Used for determination of E-coli and Coliform, type 14067	100/pack	yes				
21	Azide NPS	Used for determination of Enterococcus faecalis and Enterococci , type 14051	100/pack	yes				
22	Bismuth sulfite NPS	Used for determination of Salmonella typhosa streak, type 14052	100/pack	yes				
23	Centrimide NPS	Used for determination of Pseudomonas aeruginosa, type 14075	100/pack	yes				
24	Petrfilm Aerobic Count Plate	3M Petrifilm Aerobic Count Plate for enumeration of aerobic bacteria in food and beverage industries	100/pack	N/A				
25	Petridishes	Petri dishes, 65mm, sterile, disposable, plastic	750/pack	N/A				
26	m-Fc agar	Biolab or equivalent m-Fc Agar, detection and enumeration of faecal coliforms by the membrane filtration technique (Ingredients: Tryptone 10.0 g/l, Peptone 5.0 g/l, Yeast extract 3.0 g/l, sodium chloride 5.0 g/l, lactose 12.5 g/l, bile salts no.3 1.5g/l, Aniline Blue 0.1 g/l, Agar 13.0 g/l)	500 g	yes				
27	MacConkey agar purple	Biolab or equivalent MacConkey Agar Purple, medium used in the membrane filtration method of testing and counting of presumptive coliform and Escherichia	500 g	yes				

		coli in water samples (Ingredients: Peptone 10.0 g/l, Lactose 30.0 g/l, sodium chloride 5.0 g/l, bile salts no.3 1.5 g/l, bromocresol purple 0.12 g/l, agar 12.0 g/l)						
28	Klebsiella pneumoniae ATCC 31488	Klebsiella pneumoniae ATCC 31488, MI0261K or equivalent, for E-coli analyses	6/pack	yes				
29	Klebsiella pneumoniae subsp. ATCC 10031	Klebsiella pneumoniae subsp. ATCC 10031	6/pack	yes				
30	Escherichia coli ATCC # 8739	ESCHERICHIA COLI ATCC # 8739 MI0483K or equivalent, for Feacal Coliform analyses	6/pack	yes				
31	Escherichia coli ATCC 51813	ESCHERICHIA COLI ATCC 51813 or equivalent, for Feacal Coliform analyses	6/pack	yes				
32	Staphylococcus aureus subsp. aureus ATCC® 25923™*	Staphylococcus aureus subsp. aureus ATCC® 25923™* MI0360K or equivalent, for total coliform analyses	6/pack	yes				
33	Echerichia coli derived from ATCC 25922	Echerichia coli derived from ATCC 25922	6/pack	yes				
34	Enterococcus faecalis derived from ATCC 29212	Enterococcus faecalis derived from ATCC 29212	6/pack	yes				
35	Kocuria rhizophila ATCC® 9341™*	Kocuria rhizophila ATCC® 9341™* MI0688K or	6/pack	yes				

		equivalent, for Heterotrophic plate count						
36	Enterococcus faecalis ATCC # 19433	ENTEROCOCCUS FAECALIS ATCC # 19433 MI0367K or equivalent, for Fecal Streptococci	6/pack	yes				
37	Enterobacter aerogenes ATCC 13048	ENTEROBACTER AEROGENES ATCC 13048 MI0306K or equivalent	6/pack	yes				
38	Crystal violet reagent	Crystal violet reagent	250g	yes				
39	Safranin-O dye	Safranin-O dye	500 ml	yes				
40	Basic fuchsin	Basic fuchsin	250g	yes				
41	Microsystins tube kits	Test kits used for determination of Total microcystin on photometer, product number 520012A		yes				

Item	pH, Conductivity & Turbidity Standards	Specifications	Unit	Certificate of Analyses and traceable to NIST/ Calibration	Brand Name of Product	Unit Price (Excl. VAT)	Unit Price (Incl. VAT)	Rand of Exchange Implications (yes/no)
1	pH Buffer 4	pH Buffer 4, for use of calibration and Quality Check	500 ml	yes				
2	pH Buffer 7	pH Buffer 7, for use of calibration and Quality Check	500 ml	yes				
3	pH Buffer 10	pH Buffer 10, for use of calibration and Quality Check	500 ml	yes				
4	Ammonia (NH ₃) loose membranes	Ammonia loose membranes for thermo Orion Ammonia gas sensing electrode for Orion IonAnalyzer EA 940 for ion-selective determination of ammonia	Pack/20	N/A				
5	Potassium Chloride (KCl) Buffer Solution	3mol/l KCl, saturated AgCl electrode filling solution, reference potential controlled (25°C), with quality control certificate for Mettler Toledo DL50 (250 ml)	250 ml	yes				
6	Ammonia (NH ₃) Ag/AgCl filling solution	Standard line Ag/AgCl electrode filling solution for 9609BN (60ml)	60 ml	yes				
7	Turbidity standards, 0.1 NTU	Turbidity Standard, 0.1 NTU (100ml dark bottle)	100 ml	yes				
8	Turbidity standards, 1 NTU	Turbidity Standard, 1 NTU (100ml dark bottle)	100 ml	yes				
9	Turbidity standards, 1000 NTU	Turbidity Standard, 1000 NTU (100ml dark bottle)	100 ml	yes				

10	Nitrate reference electrode	Nitrate reference electrode Inlab 302 ISE for Mettler Toledo DL 50	Each	N/A				
11	Bante 510 Conductivity electrode	Bante 510 CN, Con-1 Conductivity electrode with DV9V power adaptor	1	N/A				
12	Membrane Kit Nitrate	Membrane Kit Nitrate Inlab 302 ISE for Mettler Toledo DL 50	-	N/A				
13	pH-electrode	Orion or equivalent pH-electrode replacement 9157BNMD - refillable pH/ATC epoxy body with Ag/AgCl reference	Each	N/A				
GRAND 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 dependant 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) 03/2023	CLOSING DATE:	03 AUGUST 2022	CLOSING TIME:	11:00
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DESCRIPTION **QUOTATIONS ARE HEREBY INVITED FROM SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF FILTER PAPER; MICROBIOLOGICAL REQUIREMENTS; pH – CONDUCTIVITY AND TURBIDITY STANDARDS AND GENERAL CONSUMABLES FOR ANALYTICAL ANALYSES AT THE WATER LABORATORY 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					
VAT REGISTRATION NUMBER					

TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes <input type="checkbox"/> No	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]		
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	R		
SIGNATURE OF BIDDER	DATE			
CAPACITY UNDER WHICH THIS BID IS SIGNED					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT/ DIVISION	Supply Chain Management Unit	CONTACT PERSON	Lorraine Dibetle / Humbulani Nemukula		
CONTACT PERSON	Kefilwe Jobeta	TELEPHONE NUMBER	061 464 2777 / 081 305 3108		
TELEPHONE NUMBER	(011) 951 2177 / 2014 / 2541	FACSIMILE NUMBER			
FACSIMILE NUMBER		E-MAIL ADDRESS	lorraine.dibetle@mogalecity.gov.za / humbulani.nemukula@mogalecity.gov.za		
E-MAIL ADDRESS	Kefilwe.jobeta@mogalecity.gov.za				

PART B
TERMS AND CONDITIONS FOR BIDDING

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

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

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE

I, the undersigned,

Full name and surname	
Identity number	

Hereby declare under oath as follows:

- The contents of this statement are to the best of my knowledge a true reflection of the facts.
- 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)	

- The entity is an empowering supplier in terms of the dti Codes of Good Practice.
- 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.
- 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 BIDDER/S MUNICIPAL ACCOUNT(S)

NAME OF BIDDING ENTITY.....

Declaration in terms of paragraph 38(1)(d)(i) of the Supply Chain Management Policy of the MCLM irrespective of the contract value of the bid:

NB: Please not that this declaration must be completed by all bidders

- (i) I, the undersigned hereby declare that the signatory to this tender document; is duly authorised and further declare:
- (ii) That the bidding entity as well as all its directors /shareholders 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 who is responsible for payment of municipal services.
- (iii) That the copy of the lease agreement/municipal account in the name of the bidding entity and Lessee will only be accepted if water and lights are part of lease payment.
- (iv) I acknowledge that should it be found that any Municipal Rates and Taxes or Municipal charges as set out in (ii) above are in arrears for more than three (3) months, the bid will be rejected and MCLM may take such remedial action as is required, including the rejection of the bid and/or termination of the contract. (Unless if the bidder has attached proof of the payment arrangement of the arrears to the bid document as at the closing date of the submission of bids)
- (v) The following account/s of the bidding entity has reference:

Municipality	Account number
.....
.....
.....
.....

(NB: if insufficient space above, please submit on a separate page)

(vi) If the Bidding Entity operates from home/ family place and is not responsible for Municipal account, the bidder must submit Sworn Affidavit.

	Yes	No
Bidding entity who operate from informal settlement		
Bidding entity who operate from a property owned by a director / member / partner		
Bidding entity who operates from somebody else's property		
Bidding entity who rent premises from a landlord		
Other (Please specify)		

(vii) If the Bidding Entity operates from home/ family place and is not responsible for municipal account, the bidder must submit Sworn Affidavit. **(Applicable to Joint Venture / Consortium only)**

	Yes	No
Bidding entity who operate from informal settlement		
1.		
2.		
Bidding entity who operate from a property owned by a director / member / partner		
1.		
2.		
Bidding entity who operates from somebody else's property		
1.		
2.		
Bidding entity who rent premises from a landlord		
1.		
2.		
Other (Please specify)		

Signed at this day 20.....

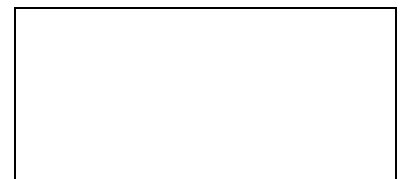
Name of Duly Authorised Signatory (Please print)

Authorised Signature:

As witness: 1

2

Sworn Affidavit 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, hareholder²):.....
- 3.4 Company Registration Number:
- 3.5 Tax Reference Number:.....
- 3.6 VAT Registration Number:
- 3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.
- 3.8 Are you presently in the service of the state? **YES / NO**
- 3.8.1 If yes, furnish particulars.
.....
.....

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

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

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

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

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

3.9.1 If yes, furnish particulars.....

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

3.10.1 If yes, furnish particulars.

.....
.....

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

3.11.1 If yes, furnish particulars

.....
.....

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

3.12.1 If yes, furnish particulars.

.....
.....

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

3.13.1 If yes, furnish particulars.

.....
.....

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

3.14.1 If yes, furnish particulars:

.....
.....

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

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

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

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

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

<p>WITNESSES</p> <p>1.</p> <p>2.</p>
--

<p>.....</p> <p>SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE:</p> <p>ADDRESS</p>
--

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>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <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.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder