



TERMS OF REFERENCE

IDT CONTRACTOR DEVELOPMENT PROGRAMME PANEL OF CONTRACTORS FOR THE FREE STATE REGION

BID NO. IDTFSCDP2024-27

**INVITATION TO BID FOR PARTICIPATION IN THE INDEPENDENT DEVELOPMENT
TRUST (IDT) CONTRACTOR DEVELOPMENT FOR 1GB TO 6GB FOR A PERIOD OF
THREE YEARS**

Name of Bidder:.....

CSD Number:

CRS Number:.....CIDB Grade:.....

TENDER CLOSING DATE: 13 September 2024 TIME 12H00PM

ISSUED BY:

The Independent Development Trust

46 2nd Avenue,

Westdene,

Bloemfontein,

9301

Tel: (051) 430 0011

Website: www.idt.org.za

TABLE OF CONTENT

PART A: BIDDING PROCEDURE	3
1.1 BRIEFING SESSION:	3
1.2 DESCRIPTION OF PROGRAMME	5
1.3 ADMINISTRATIVE REQUIREMENTS:	6
1.4 EVALUATION CRITERIA	7
1.5 TERMS AND CONDITIONS	10
SBD 1	12
PART B	14
SBD 4	14
SBD 6.1	20
NOMINATION FORM 1	25
NOMINATION FORM 2	26

PART 1: BIDDING PROCEDURE

1.1 BRIEFING SESSION:

Compulsory briefing session will be held virtually on **06 SEPTEMBER 2024 @ 14H00PM**.

Kindly click on the meeting link below or alternatively use the meeting details:

[Join the meeting now](#) (Ctrl + Click)

Meeting ID: 310 208 262 594

Passcode: 8654dx

Enquiries: **Mokete Mokoena** (CDP Coordinator): MoketeM@idt.org.za

Lefa Makoti (Project Implementation Manager): LefaM@idt.org.za **or**

Motshere Magoro (Project Implementation Manager):

MotshereM@idt.org.za

Obakeng Marwane (Regional Portfolio Manager):

ObakengMa@idt.org.za

David Motsatse (SCM Representative): DavidMotsatse@idt.org.za

All bids must be submitted to the Free State IDT Regional Offices at the following physical address:

46 2nd Avenue
Westdene
Bloemfontein
9301

Bids that are Submitted in any other place other than the above mentioned will not be considered.

GENERAL

BID INFORMATION

Type: Open Tender/Bids

Bid Documents will be Available from: 16 August 2024

Bid Closing: 13 September 2024

The Bid Advert and Documents will be available and to be downloaded on:

- National Treasury e-Tender portal and CIDB website
- IDT Website

Validity Period: 120 days

Contract period: Three Years

Bidders queries will be attended to only up to 7 Calendar days before closing date.

Unsuccessful Bidders will not be notified. If you do not receive any response from IDT regarding this bid after 4 months from closing date, please consider your bid unsuccessful.

1.2 DESCRIPTION OF PROGRAMME

The Independent Development Trust (IDT), listed in terms of the Public Finance Management Act (PFMA) as a Schedule 2 entity, that is mandated to provide social infrastructure delivery management services as a contribution to the national development agenda. The entity delivers social infrastructure through a participatory approach leaning towards people-centeredness and incorporates the empowerment of historically vulnerable groups' in its development efforts and performance indicators.

The IDT is implementing a **Contractor Development Programme (CDP)** in partnership with the **CIDB** and the **Department of Public Works and Infrastructure** in order to build and enhance the capacity of the construction industry. **The programme entails recruiting emerging contractors amongst the previously disadvantaged South Africans, facilitating theoretical training and extensive practical infrastructure development mentorship process.** The aim is to **support lower graded contractors to enable them to exit the program on the basis of achieving the necessary competences, experience, track record and financial capital in order to be upgraded in the construction industry.**

1.3 ADMINISTRATIVE REQUIREMENTS:

1.3.1 Compulsory documents to be submitted

- a. Valid CIPC certificate or other authentic proof of company ownership documents
- b. Certified ID Copies of Directors (certification not older three (3) months from bid closing date)
- c. A completed affidavit (template provided) for the two nominated members of the entity who undertake full commitment to the IDT CDP programme.
- d. Proof of valid CIDB grading registration.
- e. Fully completed and signed Standard Bidding Documents (SBD forms):
 - SBD 1: Invitation to Bid
 - SBD 4: Bidder's disclosure
 - SBD 6.1: Preference points claim form in terms of the Preferential Procurement Regulations, 2022
- f. Valid Tax Clearance Certificate; Or Tax compliance letter with Unique Security Personal Identification Number (PIN) in terms of the Electronic Tax Compliance Status (TCS) System from SARS.
- g. Valid COIDA / FEM Certificate
- h. Provide Central Supplier Database (CSD) report and/or MAAA Number.

NB: Bidders who fail to comply with any of the compulsory documents will be disqualified.

- **The CDP will not allow Joint Venture/ Consortium to bid for this programme.**
- **The IDT reserves the right to verify the validity of the submitted documents**

1.4 EVALUATION CRITERIA:

VARIABLES	DESCRIPTION OF CRITERIA	TOTAL POINTS	CRITERIA	POINTS
<u>FUNCTIONALITY POINTS</u>		100		
<u>Relevant Qualifications for the nominated director of the company</u>	Points allocated for possession of relevant documents i.e, CV(company director), Originally Certified Copies of Qualifications and Identity document. NB. Failure to submit all of the above-mentioned documents will result in non-allocation of points	10	Qualification (National certification or National Diploma or Degree or higher) in built environment	10
<u>Relevant Qualifications for the nominated employee of the company</u>	Points allocated for possession of relevant documents i.e, CV(company employee), Originally Certified Copies of Qualifications and Identity document. NB. Failure to submit all of the above-mentioned documents will result in non-allocation of points	30	Degree in built environment	30
			National Diploma in built environment	20
			National certification in built environment	10
Proof of Building Construction experience (track record)	Points allocated for submission of appointment letter/Purchase Order indicating (Project Description and Project value) and Completion letter/Certificate: In an event that a bidders was sub-contracting, the bidder must provide the appointment letter of the main contractor together with the above documents.	40	CLUSTER A (1 - 2GB)	
			2 Completed Projects	40
			1 Completed Projects	20
			0 Completed Projects	0
			CLUSTER B (3 - 4GB)	
			3 Completed Projects	40
			2 Completed Projects	20
			1 Completed Projects	10

	NB. Failure to submit all of the above-mentioned documents will result in non-allocation of points		0 Completed Projects	0
			CLUSTER C (5 - 6GB)	
			4 Completed Projects	40
			3 Completed Projects	30
			2 Completed Projects	20
			1 Completed Projects	10
			0 Completed Projects	0
Locality within Free State Province	Attachment of any copy of the following documents : (1) Title deed, letter from a traditional authority or municipal statement which should not be older than 3(three) months or (2) A formal lease agreement together with lessor's municipal account or letter from the traditional authority NB: The physical address given in the SBD 1 will be used and should be consistent or the same as the preferred address in the Central Supplier Database report.	20	Locality within Free State Province	20
			No submission	0
TOTAL				100
Threshold				70
People With Disability				
People with disability are encouraged to bid.				
Panel Allocation				
The allocation will be based on points scored for functionality in ascending order				
Project allocation				
The successful bidders will be invited for value competitive bidding (price and preference points) for all infrastructure procurement operations over the three year period on "as and when" basis				

1.5 TERMS AND CONDITIONS

This Invitation to bid has been compiled by the IDT. It is being made available, on the same basis, to all bidders. Bidders' response to this invitation will be deemed to be on the basis that they acknowledge and accept the terms set out below:

- The Bidder's attention is specifically drawn to the fact that appointment to the CDP panel will not necessarily result in the bidder being awarded work from the IDT.
- IDT reserves the right to subject Bidders and their facilities to assessment as part of the evaluation process or as a condition to be appointed.
- The IDT reserves the right to amend, modify or withdraw this Invitation to bid or amend, modify or terminate any of the procedures or requirements set out herein at any time and from time to time, without prior notice and without liability to compensate or reimburse any person.
- Neither the IDT nor any of their respective directors, officers, employees, agents, representatives or advisors will assume any obligation for any costs or expenses incurred by any party in or associated with preparing or submitting a bid document in response to the Invitation to bid.
- Any material change in the control and/or composition of any ownership or any core member of a company after submission of a bid document, shall require the prior written approval of the IDT, and any failure to seek such approval from the IDT shall result in the IDT being entitled, in its sole discretion, to exclude the relevant bidder from any further participation in the bidding process. The IDT shall be the sole arbiter as to what constitutes a "material change in the control and/or composition of any bidder, and as to what constitutes a "core member of a bidder for purposes of such approval. Any request for such approval shall be made to the IDT in writing and shall provide sufficient reasons and information to allow the IDT to make a decision. The IDT reserves the right to accept or reject any such request for approval in its sole discretion.
- Any requirement set out in this bid document that stipulates the form and/or content of any aspect of a bid, is stipulated for the sole benefit of the IDT, and save as expressly stated to the contrary, may be waived by the IDT in its sole discretion at any stage in the bidding process.
- The IDT and its advisors may rely on this process as being accurate and comprehensive in relation to the information and proposals provided therein by the Bidders.
- All bid documents submitted to the IDT will become the property of the IDT and will as such

not be returned to the bidders. Proprietary information should be identified as such in each proposal.

- If the IDT amends this terms of reference, the amendment will be sent to each bidders in writing. No oral amendments by any person will be considered or acknowledged.
- This document is released solely for this purpose and must be considered confidential. In addition, the use, reproduction or disclosure of the requirements, specifications or other material in this document is strictly prohibited.
- Successful Bidders will be subjected to Tax Verification before appointment into the CDP panel and allocation of projects

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE INDEPENDENT DEVELOPMENT TRUST (IDT)					
BID NUMBER:	IDTFSCDP2024-27	CLOSING DATE:	13 September 2024	CLOSING TIME:	12h00
DESCRIPTION	INVITATION TO BID FOR PARTICIPATION IN THE INDEPENDENT DEVELOPMENT TRUST (IDT) CONTRACTOR DEVELOPMENT FOR 1GB TO 6GB FOR A PERIOD OF THREE YEARS				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
IDT FREE STATE OFFICE					
46 2ND AVE, WESTDENE,					
BLOEMFONTEIN,					
FREE STATE 9301					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	MR. DAVID MOTSATSE		CONTACT PERSON	MR. LEFA MAKOTI / MR. MOKETE MOKOENA	
TELEPHONE NUMBER	012 845 2000		TELEPHONE NUMBER	(051) 430 1187	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	DavidMotsatse@idt.org.za		E-MAIL ADDRESS	LefaM@idt.org.za / MoketeM@idt.org.za	
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					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] <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 THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES	<input type="checkbox"/> NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES	<input type="checkbox"/> NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES	<input type="checkbox"/> NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES	<input type="checkbox"/> NO
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 BELOW.					

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 IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

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 VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

- 2.1 Is the bidder or any of its directors/trustees/shareholders/members/partners, or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietors/directors/trustees/shareholders/members/ partners or any person having a controlling interest in the enterprise, in the table below.

Full Name	Identity Number	Name of State institution

- 2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

- 2.2.1 If so, furnish particulars:

.....

- 2.3 Does the bidder or any of its directors/trustees/shareholders/members/partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

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

2.3.1 If so, furnish particulars:
.....
.....

3 DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 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 consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements, or arrangements with any competitor regarding the quality, quantity, specifications, and prices, including methods, factors, or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, before the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements, or arrangements made by the bidder with any official of the procuring institution about this procurement process before and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition, and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, suspicious bids 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.

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

..... Signature Date
..... Position Name of bidder

AUTHORITY TO SIGN A BID

COMPANIES

If a Bidder is a company, a certified copy of the resolution by the board of directors, personally signed by the chairperson of the board, authorising the person who signs this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the company must be submitted with this bid, that is before the closing time and date of the bid

AUTHORITY BY BOARD OF DIRECTORS

By resolution passed by the Board of Directors on20.....,

Mr/Mrs/Ms..... (whose

signature appears below) has been duly authorised to sign all documents in connection with this bid on

behalf of (Name of Company)

IN HIS/HER CAPACITY AS:

SIGNED ON BEHALF OF COMPANY:

(PRINT NAME) SIGNATURE OF SIGNATORY: DATE:

WITNESSES: 1..... 2.....

SOLE PROPRIETOR (ONE - PERSON BUSINESS)

I, the undersigned..... hereby confirm that I am the sole
owner of the business trading as.....
.....

SIGNATURE..... DATE.....

CLOSE CORPORATION

In the case of a close corporation submitting a bid, a certified copy of the Founding Statement of such corporation shall be included with the bid, together with the resolution by its members authorizing a member or other official of the corporation to sign the documents on their behalf. By resolution of members at a meeting on 20..... at

Mr/Mrs/Ms....., whose signature appears below, has been
authorised to sign all documents in connection with this bid on behalf of (Name of Close Corporation)
.....

SIGNED ON BEHALF OF CLOSE CORPORATION :

(PRINT NAME) IN HIS/HER CAPACITY ASDATE:

SIGNATURE OF SIGNATORY:

WITNESSES: 1..... 2.....

CO-OPERATIVE

A certified copy of the Constitution of the co-operative must be included with the bid, together with the resolution by its members authoring a member or other official of the co-operative to sign the bid

documents on their behalf. By resolution of members at a meeting on 20.....

at.....

Mr/Mrs/Ms....., whose signature appears below, has
been authorised to sign all documents in connection with this bid on behalf of (Name of cooperative)

.....

SIGNATURE OF AUTHORISED REPRESENTATIVE/SIGNATORY:

IN HIS/HER CAPACITY AS:

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

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

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

1. GENERAL CONDITIONS

1.1 The following preference point systems apply to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state**

- a) The applicable preference point system for this tender is the **80/20** preference point system.
- b) The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals

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

The maximum points for this tender are allocated as follows:

	POINTS	
PRICE	80	
SPECIFIC GOALS	20	
TARGETED GROUP		
Women (100%)	6	
Youth (100%)	6	
People with Disabilities (100%)	4	
Black (100%)	4	
Total points for price and SPECIFIC GOALS	100	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim regarding preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **"Tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **"Price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **"Rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **"tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **"The Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

80/20	or	90/10	
$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$	or	$P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$	

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

3.2. **FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME-GENERATING PROCUREMENT**

3.2.1. **POINTS AWARDED FOR PRICE**

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

80/20	or	90/10
$Ps = 80 \left(1 + \frac{Pt - Pmax}{Pmax} \right)$	or	$Ps = 90 \left(1 + \frac{Pt - Pmax}{Pmax} \right)$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmax = Price of highest acceptable tender

4. **POINTS AWARDED FOR SPECIFIC GOALS**

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

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

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Women (100%)	6	
Youth (100%)	6	
**People with Disabilities (100%)	4	
Black (100%)	4	

Source Documents to be submitted with the Bid or RFQ

*CIPC Document (Company Registration Document will be required for verification (CIPC DOC))

*Woman (Originally Certified ID Document)

*Youth (Originally Certified ID Document)

*People with Disability (Originally signed and stamped letter from Professionally Registered Medical doctor indicating practice number)

*Black Ownership (Originally Certified ID Document)

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorized to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualify the company/

firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct.

- ii) The preference points claimed are by the General Conditions as indicated in paragraph 1 of this form.

- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct.

- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process.
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct.
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favorable arrangements due to such cancellation.

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

<p>WITNESSES</p> <p>1.</p> <p>2.</p>	<p>..... SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE:</p> <p>ADDRESS</p> <p>.....</p> <p>.....</p>
--	---



A COMPLETED AFFIDAVIT (TEMPLATE PROVIDED) FOR THE TWO NOMINATED MEMBERS OF THE ENTITY WHO UNDERTAKE FULL COMMITMENT TO THE IDT CDP PROGRAMME

NOMINATION FORM 1

I Mr/Ms the Director of the company, Nominate Mr/Msto serve and represent our company in the IDT Contractor Development Programme for the period of three (3) years of the panel.

The nominated candidate undertakes to take full commitment to the CDP and possess the required qualifications as specified in the tender document.

I Mr/Ms ID No: accept/reject (delete that which does not apply) the nomination to serve and represent the company in the CDP programme for a period of three (3) years.

Name

Signature Date.....

Company Director



A COMPLETED AFFIDAVIT (TEMPLATE PROVIDED) FOR THE TWO NOMINATED MEMBERS OF THE ENTITY WHO UNDERTAKE FULL COMMITMENT TO THE IDT CDP PROGRAMME

NOMINATION FORM 2

I Mr/Ms the Director of the company,
..... Nominate Mr/Msto serve and
represent our company in the IDT Contractor Development Programme for the period of three (3) years of
the panel.

The nominated candidate undertakes to take full commitment to the CDP and possess the required
qualifications as specified in the tender document.

I Mr/Ms ID No: accept/reject (delete that
which does not apply) the nomination to serve and represent the company in the CDP programme for a
period of three (3) years.

Name

Signature Date.....

Company Director



E. PROOF OF VALID CIDB REGISTRATION



F. VALID COIDA CERTIFICATE



G. CENTRAL SUPPLIER DATABASE NUMBER



H. VALID COMPANY REGISTRATION CERTIFICATE (CIPC)



**I. PROOF OF RESIDENCE (MUNICIPAL BILL OR LEASE AGREEMENT
ACCOMPANIED BY LAND LORD'S BILL AND PROOF OF PAYMENT NOT
OLDER THAN 3 MONTHS)**



RETURNABLE DOCUMENTS

A. CERTIFIED COPIES OF QUALIFICATIONS OF DIRECTORS



B. CVS OF DIRECTORS



C. COMPANY PROFILE



D. REFERENCE LETTER/S



E. COMPANY FINANCIAL DOCUMENTS



F. FOR MILITARY VETERANS MUST HAVE A CERTIFICATE OR LETTER WITH FORCE NUMBER FROM THE DEPARTMENT OF MILITARY VETERANS; AND



**G. FOR PERSONS WITH DISABILITY MUST SUBMIT AN AUTHENTIC
ORIGINALLY SIGNED AND STAMPED LETTER FROM
PROFESSIONALLY REGISTERED MEDICAL DOCTOR
INDICATING PRACTICE NUMBER.**