



ADVERT: QUOTATION NO: RQ07/16

COMPONENT: FINANCE

**QUOTATIONS ARE INVITED FOR UNDERMENTIONED REQUIREMENTS
OF THE KWAZULU-NATAL DEPARTMENT OF EDUCATION**

- 1. DESCRIPTION OF SERVICE: APPOINTMENT OF SERVICE PROVIDER TO SUPPLY AND DELIVERY OF 88 DESKTOP COMPUTERS AND 17 LAPTOPS FOR BRANCH FINANCE DIRECTORATES: ONCE OFF SERVICE**
- 2. This service calls for all service providers who are on SITA CONTRACT –RFB 740**
- 3. Bidders who fail to meet the above mentioned requirement will be disqualified from further evaluation**
- 4. The Closing date for this quotation is 25 July 2022**



KWAZULU-NATAL PROVINCE

EDUCATION
REPUBLIC OF SOUTH AFRICA

Private Bag X9137, Pietermaritzburg, 3200
NED Building, 228 Pietermaritz Street, Pietermaritzburg, 3201
Tel: 033 846 5112 Email: Gugulethu.Khuzwayi@kzndoe.gov.za

Supply Chain Management
Enquiries: G. Hadebe
Date: 13 July 2022

Invitation to Quote – RQ07/16

KwaZulu-Natal Department of Education

SUBJECT: APPOINTMENT OF SERVICE PROVIDER TO SUPPLY AND DELIVERY OF 88 DESKTOPS COMPUTERS AND 17 LAPTOPS FOR BRANCH FINANCE DIRECTORATES

1. You are kindly invited to quote for the above-mentioned service.
2. Please receive the following documents and return to 228 Pietermaritz Street, Pietermaritzburg, 3200.
 - **SBD 1 INVITATION TO QUOTE PART A AND PART B (2 pages)**
 - **SECTION A: SBD 3.1 SPECIFICATION AND PRICING SCHEDULE (1 page)**
 - **SECTION B: TERMS OF REFERENCE / SPECIFICATION (4 pages)**
 - **SBD 4 BIDDER DISCLOSURE (2 pages)**
 - **SBD 6.1 PREFERENCE POINTS CLAIM FORM (5 pages)**
3. **Service providers must ensure that they update their details on the Central Supplier Database (CSD).**
4. Quotations together with the following compliance documents: Original B-BBEE certificate or certified copy of affidavit must be deposited into quotation box situated at 228 Pietermaritz Street, visitor's entrance next to security cubicle.
5. Submit copies of company registration document.
6. Submit a valid copy of Tax Compliance Status Pin certificate.
7. The closing date for quotations will be **25 July 2022 at 11H00**.
8. Your co-operation will be highly appreciated.

Mr. M. Mlangeni
Chief Director (SCM)
KZN: Department of Education

13/07/2022
Date

**PART A
INVITATION TO QOUTE**

SBD1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:		CLOSING DATE:	25 July 2022	CLOSING TIME:	11H00
DESCRIPTION	SUPPLY AND DELIVERY OF DESKTOPS COMPUTERS AND LAPTOPS FOR BRANCH FINANCE DIRECTORATE				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
NED BUILDING					
228 PIETERMARITZ STREET					
FIRST FLOOR, UPPER FOYER, NEXT TO SECURITY CUBICLE					
PIETERMARITZBURG 3201					
BIDDING PROCEDURE ENQUIRIES TECHNICAL ENQUIRIES MAY BE DIRECTED TO					
CONTACT PERSON	G. Hadebe				
TELEPHONE NUMBER	033 846 5112				
FACSIMILE NUMBER	N/A				
E-MAIL ADDRESS	Gugulethu.Khuzwayo@kzndoe.gov.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:

SECTION A
SECTION B
PRICING PRICE

SUBJECT: APPOINTMENT OF SERVICE PROVIDER TO SUPPLY AND DELIVERY OF 88 DESKTOPS COMPUTERS AND 15 LAPTOPS FOR BRANCH FINANCE DIRECTORATES

Name of bidder..... Closing Time 11h00	Quotation number: RQ07/16 Closing date: 25 JULY 2022
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OFFER TO BE VALID FOR 180 DAYS FROM THE CLOSING DATE OF QUOTATION

Item No.	Quantity (A)	Description (B)	Unit Price (C)	Total Item Price (AXC)
1.	88	Desktops – Table 1 specification		
2.	15	Laptops –Table 2 specification		
3.	01	Laptop- Table 3 Specification (Director-Salaries and Tax)		
4.	01	Laptop – Table 4 Specification (Director – Assets, logistics and Disposal)		
SUB-TOTAL				
VAT AT 15%				
GRAND TOTAL (BID PRICE IN RSA CURRENCY WITH ALL APPLICABLE TAXES INCLUDED)				

INITIALS AND SURNAME

SIGNATURE

DATE

COMPANY STAMP

SECTION B

TERMS OF REFERENCE/ SPECIFICATIONS

SUBJECT: APPOINTMENT OF SERVICE PROVIDER TO SUPPLY AND DELIVERY OF 88 COMPUTER DESKTOPS AND 15 LAPTOPS FOR BRANCH FINANCE DIRECTORATES.

INTRODUCTION

The Branch Finance directorates has requested Supply Chain Management to appoint a suitable service provider for the procurement of 88 Computer Desktops and 15 Laptops. Service providers from the approved **SITA CONTRACT – RFB740** panel are hereby requested to submit quotations to assist the Department meet the demand of work load and current software technology.

BACKGROUND

The current laptops and desktops for branch Finance directorates are beyond its maximum normal and reliable life span. Some of the Equipment are non-functional and could not meet the demand of the work load. The procurement of of new laptops and desktops will assist Finance Branch to provide efficient and reliable service delivery to different stakeholders and general public.

The IT supplier shall provide the following specifications for laptops and Desktops as per the following specifications from Table 1, 2, 3 and 4.

TABLE 1- NAMES OF DIRECTORATES AND QUANTITIES FOR DESKTOPS REQUIRED

Demand and Acquisitions	- Desktops required 32
Assets, Logistics and Disposal	- Desktops required 4
Budget and Expenditure	- Desktops required 5
Salaries and Tax	- Desktops required 24
Financial Accounting	- Desktops required 23

DESCRIPTION/SPECIFICATION FOR PERSONAL DESKTOP	QUANTITY
Product model: Personal Computer , Basic Configuration: Intel i7 2.66GHz,8GB RAM, Dvd + RW drive, 256 GB Solid State Drive (SSD),19 inch LCD Monitor, Windows10 Pro,10/100/1000 / MB PCI Network interface card, SecuLock Kit with cables, 3 Year on site next business day warranty, Latest Windows operating system must be pre-loaded, Department has an active Microsoft Agreement to accommodate operating system and office suite	88

TABLE – 2 NAMES OF DIRECTORATES AND QUANTITIES FOR LAPTOPS REQUIRED

Demand and Acquisitions	– Required Laptops 3
Financial Accounting	- Required Laptops 3
Budget and Expenditure	- Required Laptops 1
CFO's office	- Required Laptops 8

DESCRIPTION/SPECIFICATION FOR PERSONAL LAPTOP	QUANTITY
1.Product model: Laptop (i7), Basic Configuration: Intel i7 2.66GHz,Minimum 8GB RAM,256 GB Solid State Drive (SSD),Ports: USB 2.0 + 3.0 , RJ45, HDMI,VGA,15.6" Monitor FHD + WebCam (with Cover/shield),Windows 10 Pro, WLAN + Bluetooth,Carry Case with AC Adapter for charging,Battery: Long life 3-cell, 53 Wh Li-on (Must have a 3 year battery warranty),SecuLock, 3 Year on site next business day warranty, Latest Windows operating system must be pre-loaded with departmental image, Department has an active Microsoft, Agreement to accommodate operating system and office suite	15

TABLE -3 DIRECTOR – SALARIES AND TAXATIONS

DESCRIPTION/ SPECIFICATION FOR PERSONAL LAPTOP COMPUTER	QUANTITY
<p>FOR LAPTOP COMPUTER</p> <ol style="list-style-type: none"> 1. Operating System : Windows 11 Pro 2. Processor : Intel® Core™ i7-1195g7 (up to 5.0 GHz with intel® Turbo Boost Technology, 12 MB L3 cache, 4cores, 8 threads) 3. Processor Type : 11th Generation 4. Chipset : Intel® Integrated SoC 5. Memory : 16 GB LPDDR4x-4266 MHz RAM (Onboard) 6. Storage : 1 TB PCIe® NVMe™ TLCM.2 SSD 7. Graphics : Integrated: Intel® Iris® X^e Graphics; 8. Audio : Audio by Bang & Olufsen : Quad Speakers : Audio Boost 9. Display : 34.3 cm (13.5") diagonal (or larger but must have number pad) : 3K2K (3 000 x 2 000) : OLED : Multitouch-enabled : UWVA : Edge-toedge glass : Micro-edge : anti-reflection Corning® Gorilla® Glass NBT™ : 400 Nits : 100 % DCIP3 10. Ports : 2 Thunderbot™ 4 with USB4™ Type-C® 40Gbps signaling rate (Sleep and Charge) : 1 SuperSpeed USB Type-A 10Gbps signaling rate (Sleep and Charge) : 1 Headphone/microphone combo : 1 MicroSD media card reader 11. Webcam : True Vision 720p HD IR Camera with camera shutter and integrated dual array digital microphones. 12. Keyboard : Full-size, baklit, nightfall black keyboard Imagigepag with multi-touch gesture support; Precision Touchpad Support 13. Power : 65W USB Type-C® power adapter 14. Battery and Power : Up to 11 hours and 15 minutes; Supports battery fast charge: approximately 50% in 45 minutes. 15. Wireless Connectivity : Intel® Wi-Fi 6 AX201 (2x2) and Bluetooth® 5 combo (Supporting Gigabit data rate) MU-MIMO supported; Miracast® compatible 16. Security management : All-in-One keyboard : Trusted Platform Module (TPM) support Fingerprint reader 17. Weight : 1.34 kg : Carry Case with AC Adapter for charging Battery: long life 3-cell, 53 Wh Li-on (Must have a 3 year battery warranty) 18. 3 Year on site next business day warranty 19. Latest Windows operating system must be pre-loaded with departmental image 20. Department has an active Microsoft Agreement to accommodate operating system and office suite 	<p>01</p>

TABLE – 4 DIRECTOR – ASSETS, LOGISTICS AND DISPOSAL

DESCRIPTION / SPECIFICATION FOR PERSONAL LAPTOP COMPUTER	QUANTITY
<p>1. Operating System : Windows 11 Pro</p> <p>2. Processor : Intel® Core™ i7-1195g7 (up to 5.0 GHz with intel® Turbo Boost Technology, 12 MB L3 cache, 4cores, 8 threads)</p> <p>3. Processor Type : 11th Generation</p> <p>4. Chipset : Intel® Integrated SoC</p> <p>5. Memory : 16 GB LPDDR4x-4266 MHz RAM (Onboard)</p> <p>6. Storage : 1 TB PCIe® NVMe™ TLCM.2 SSD</p> <p>7. Graphics : Integrated: Intel® Iris® Xe Graphics;</p> <p>8. Audio : Audio by Bang & Olufsen : Quad Speakers : Audio Boost</p> <p>9. Display : 34.3 cm (13.5") diagonal : 3K2K (3 000 x 2 000) : OLED : Multitouch-enabled : UWVA : Edge-to-edge glass : Micro-edge : anti-reflection Corning® Gorilla® Glass NBT™ : 400 Nits : 100 % DCIP3</p> <p>10. Ports : 2 Thunderbolt™ 4 with USB4™ Type-C® 40Gbps signaling rate (Sleep and Charge) : 1 SuperSpeed USB Type-A 10Gbps signaling rate (Sleep and Charge) : 1 Headphone/microphone combo : 1 MicroSD media card reader</p> <p>11. Webcam : True Vision 720p HD IR Camera with camera shutter and integrated dual array digital microphones.</p> <p>12. Keyboard : Full-size, baklit, nightfall black keyboard Imagigepag with multi-touch gesture support; Precision Touchpad Support</p> <p>13. Power : 65W USB Type-C® power adapter</p> <p>14. Battery and Power : Up to 11 hours and 15 minutes; Supports battery fast charge: approximately 50% in 45 minutes.</p> <p>15. Wireless Connectivity : Intel® Wi-Fi 6 AX201 (2x2) and Bluetooth® 5 combo (Supporting Gigabit data rate) MU-MIMO supported; Miracast® compatible</p> <p>16. Security management : All-in-One keyboard : Trusted Platform Module (TPM) support Fingerprint reader</p> <p>17. Weight : 1.34 kg : Carry Case with AC Adapter for charging Battery: long life 3-cell, 53 Wh Li-on (Must have a 3 year battery warranty)</p> <p>18. 3 Year on site next business day warranty</p> <p>19. Latest Windows operating system must be pre-loaded with departmental image</p> <p>20. Department has an active Microsoft Agreement to accommodate operating system and office suite</p>	<p>01</p>

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

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

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

Full Name	Identity Number	Name of State institution

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**

2.3.1 If so, furnish particulars:

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.

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 I 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, 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, prior to 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 in relation to this procurement process prior to 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, 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.

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

² 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.

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

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

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

1.2

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

1.3 Points for this bid shall be awarded for:

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

1.4 The maximum points for this are allocated as follows:

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

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

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

2. DEFINITIONS

- (a) **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **"B-BBEE status level of contributor"** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **"EME"** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **"functionality"** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.

- (g) "price" includes all applicable taxes less all unconditional discounts;
- (h) "proof of B-BBEE status level of contributor" means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) "QSE" means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

4. POINTS AWARDED FOR PRICE

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

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

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

Where

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

4.2 FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME-GENERATING PROCUREMENT

4.3 POINTS AWARDED FOR PRICE

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

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

Where

- P_s = Points scored for price of bid under consideration
- P_t = Price of bid under consideration
- P_{max} = Price of highest acceptable bid

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

5.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

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

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 CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

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

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

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 or QSE

(Tick applicable box)

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

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

Designated Group: An EME or QSE which is at last 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

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

9.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;

- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
- (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution.

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