



Central Office

266 South Street, Vryheid, 3100 Private Bag X 9424, Vryheid, 3100

PREFERENCE GOALS TO BE USED ON DAILY PROCUREMENT

BIDDER NAME: _____ **TOTAL POINTS** _____

PREFERENCE GOAL	80/20	Documents required to be attached for verification
GOAL 1 - Ownership – Maximum points	10	
Business owned more than 50% by black person	3	ID copy of Director/Owner/CSD/ BBB-EE Certificate
Business owned less than 50% by black person	2	
Business owned more than 50% by black women	3	ID copy of Director/Owner and CSD
Business owned less than 50% by black women	2	
Business owned more than 50% by black youth	2	ID copy of Director/Owner and CSD
Business owned less than 50% by black youth	1	
Business owned more than 50% by disabled person	2	Attach proof from a registered doctor/physician for a bidder to obtain full points
GOAL 2 – RDP – Maximum points	10	
Business falls under the SMME category – EME and QME	5	Detailed CSD Report
Promotion of business located within KZN province	5	<ul style="list-style-type: none"> - Detailed CSD Report - Municipal account not older than 90 days - Lease agreement and affidavit if you are leasing - Affidavit if you residing in in KZN
Promotion of business located in South Africa outside KZN Province	2	

Part A: Standard Quotation Documentation (SBD 1)

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/PUBLIC ENTITY)

BID NUMBER: **MTH/07/ECOSY/EMA/2026** CLOSING DATE: **11 June 2026** CLOSING TIME: **12h00**

**DESCRIPTION: APPOINTMENT OF A SERVICE PROVIDER FOR THE DEVELOPMENT OF AN ECOSYSTEM-ALIGNED STRATEGIC PLAN AND IMPLEMENTATION FRAMEWORK
EMANDLENI CENTRE OF SPECIALISATION – MTHASHANA TVET COLLEGE (KWAZULU-NATAL)**

The successful bidder will be required to fill in and sign a written Contract Form (SBD 7.1)

Bidders should ensure that bids are delivered on time to the correct address. If the bid is late, it will not be accepted for consideration.

The bid box is generally accessible from 8:00 to 16H30 Monday to Friday.

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS – (NOT TO BE RE-TYPED)

THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)

NAME OF BIDDER:

POSTAL ADDRESS:

STREET ADDRESS:.....

TELEPHONE NUMBER: CODE.....NUMBER.....CELLPHONE NUMBER:.....

FACSIMILE NUMBER: CODENUMBER.....

E-MAIL ADDRESS:.....VAT REGISTRATION NUMBER:.....

HAS AN ORIGINAL AND VALID TAX CLEARANCE CERTIFICATE BEEN SUBMITTED? (SBD 2) YES or NO

HAS A CERTIFIED COPY OF B-BBEE STATUS LEVEL VERIFICATION ATTACHED CERTIFICATE BEEN SUBMITTED? (SBD 6.1) YES or NO

HAS A CERTIFIED COMPANY REGISTRATION CERTIFICATE ATTACHED (CK/ ID IF SOLE PROPRIETOR) YES or NO

IF YES, WHO WAS THE CERTIFICATE ISSUED BY?

AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA).....

A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS); OR

A REGISTERED AUDITOR [TICK APPLICABLE BOX]

(A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE 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? **YES or NO**
[IF YES ENCLOSE PROOF]

SIGNATURE OF BIDDERDATE.....

CAPACITY UNDER WHICH THIS BID IS SIGNED.....

TOTAL BID PRICE..... TOTAL NUMBER OF ITEMS OFFERED

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

TAX CLEARANCE CERTIFICATE REQUIREMENTS

It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder’s tax obligations.

1 In order to meet this requirement bidders are required to complete in full the attached form TCC 001 “Application for a Tax Clearance Certificate” and submit it to any SARS branch office nationally. The Tax Clearance Certificate Requirements are also applicable to foreign bidders / individuals who wish to submit bids.

2 SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.

3 The original Tax Clearance Certificate must be submitted together with the bid. Failure to submit the original and valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.

4 In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate.

5 Copies of the TCC 001 “Application for a Tax Clearance Certificate” form are available from any SARS branch office nationally or on the website www.sars.gov.za.

6 Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.

Jeyrel:\Mdk416-SBD2 tax clearance

I HAVE READ AND COMPLIED WITH THE SPECIAL INSTRUCTIONS ABOVE:

.....
SURNAME AND INITIALS OF REPRESENTATIVE

.....
DATE

.....
SIGNATURE

COMPANY OFFICIAL STAMP



TENDER NOTICE AND INVITATION TO TENDER

Mthashana TVET College invites experienced service providers to tender for the tender specified below:

Tender Number	Tender Description	Closing Date
MTH/07/ECOSY/EMA/2026	<ul style="list-style-type: none"> APPOINTMENT OF A SERVICE PROVIDER FOR THE DEVELOPMENT OF AN ECOSYSTEM-ALIGNED STRATEGIC PLAN AND IMPLEMENTATION FRAMEWORK EMANDLENI CENTRE OF SPECIALISATION – MTHASHANA TVET COLLEGE (KWAZULU-NATAL) 	<p>Date: 11 June 2026</p> <p>Time: 12h00</p> <p>Address: 266 South Street, Vryheid 3100</p>

The following mandatory documents must be submitted with the tender document, and failure to submit will lead to the bid being declared non-responsive:

- Tax compliance status documents with PIN from SARS must be attached
- Original BBBEE Certificate/ a certified copy/ sworn affidavit certified from SAPS
- A company profile with completed projects for similar work and contactable reference
- Proof of address (municipal statement not older than three months or lease agreement or word council confirming proof of address)
- Proof of registration with the Central Supplier Database (CSD) must be attached

Bid requirements and functionality scores are stipulated in the bid document

Evaluation will be done in the following two stages

Stage 1: Assessment of functionality

Tenders need to obtain a minimum percentage score of 70 points and above in the function to proceed to the next stage of Evaluation.

Stage 2: Specific Goals: 80/20 preference points system will be applicable during the evaluation and adjudication of this Bid. Proof to be attached to claim the points below.

PREFERENCE GOAL	80/20	Documents required to be attached for verification
GOAL 1 - Ownership – Maximum points	10	
Business owned more than 50% by black person	3	ID copy of Director/Owner/CSD/
Business owned less than 50% by black person	1	BBB-EE Certificate
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Business owned less than 50% by black women	1	
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Business falls under the SMME category – EME and QME	5	Detailed CSD Report
Promotion of business located within KZN province	5	- Detailed CSD Report - Municipal account not older than 90 days
Promotion of business located in South Africa but outside KZN Province	2	- Lease agreement and affidavit if you are leasing - Affidavit if you residing in in KZN

Tender documents

All those requiring tender documents must download them on the college website (www.mthashanacollege.co.za) by no later than **11 June 2026 @12h00**.

Submission of tender documents

Duly completed tender documents together with all relevant documents should be put in a sealed envelope. Sealed envelope clearly marked “**The project name, tender number**” must be deposited in the tender box at Mthashana TVET Central Office 266 South Street Vryheid 3100 by no later than **11 June 2026 @ 12h00**

Note to the bidders

It is the responsibility of the bidders to ensure that tender documents are submitted timeously

Late, faxed or emailed tender documents will not be accepted

Mthashana TVET College does not bind itself to accept lowest bid.

Tenderers are requested to register with Central Supplier Database (CSD)

For SCM information contact Mr A Mnikathi for SCM queries during office hours at tel. 034 980 1010 email address AyandaM@Mthashana.edu.za or for those who wish to view the campus must contact the Campus Manager Mr T Zuma to make arrangements Tel: 035 879 1061 Email address: ThulisizweZ@Mthashana.edu.za Physical Address: Vulcan Farm, Ulundi 3838

REQUEST FOR PROPOSALS (RFP)

APPOINTMENT OF A SERVICE PROVIDER FOR THE DEVELOPMENT OF AN ECOSYSTEM-ALIGNED STRATEGIC PLAN AND IMPLEMENTATION FRAMEWORK

EMANDLENI CENTRE OF SPECIALISATION – MTHASHANA TVET COLLEGE (KWAZULU-NATAL)

1. INVITATION TO BID

The College invites suitably qualified and experienced service providers to submit proposals for the development of an ecosystem-aligned, implementation-ready strategic plan and implementation framework.

This procurement is undertaken in alignment with the Department of Higher Education and Training and applicable public sector procurement regulations.

2. BACKGROUND

Mthashana College is a TVET institution mandated to deliver responsive, industry-aligned education and training. The College seeks to reposition its agricultural campus in Ulundi as an Agricultural Centre of Specialisation that integrates:

- Skills development
- Agricultural production systems
- Enterprise development
- Market-linked value chains

The College requires a strategy that moves beyond traditional planning toward system-level transformation and measurable development impact.

3. PURPOSE OF THE RFP

To appoint a service provider to:

Develop an ecosystem-aligned, evidence-based, and implementation-ready strategy that integrates education, industry, and enterprise development within agricultural value chains.

The strategy must:

- Align with DHET and national development priorities.
- Integrate training, production, and market systems.
- Provide a clear pathway to execution, performance measurement, and sustainability

4. SCOPE OF WORK

The assignment will be executed in the following phases:

4.1 Phase 1: Institutional and Ecosystem Diagnostic

The service provider will:

- Conduct an institutional capability assessment
- Review curriculum alignment with industry and policy requirements
- Undertake stakeholder consultations
- Analyse agricultural value chains and sector dynamics in KwaZulu-Natal
- Map the agricultural ecosystem, including key actors, relationships, and interdependencies

Deliverables:

- Diagnostic Report
- Ecosystem and Stakeholder Map
- Value Chain Analysis
- Gap Analysis

4.2 Phase 2: Strategy Development

The service provider will:

- Facilitate leadership strategy workshops
- Define:
 - Vision, mission, and strategic positioning
 - Strategic pillars and priorities
 - Target agricultural value chains
- Develop integrated value propositions for stakeholders

Deliverables:

- Draft Strategic Plan (3–5 years)
- Strategic Framework

4.3 Phase 3: Implementation Framework

The service provider will:

- Translate strategy into executable programmes and projects
- Define:
 - Roles, responsibilities, and timelines
 - Governance and coordination mechanisms
- Develop a monitoring and evaluation framework with clear KPIs
- Provide indicative costing and resource requirements

Deliverables:

- Implementation Plan

- Programme Portfolio
- Monitoring and Evaluation Framework

4.4 Phase 4: Finalisation and Approval

- Consolidate all outputs into a final document
- Present to College Management and Council
- Incorporate feedback and finalise

Deliverables:

- Final Strategic Plan and Implementation Framework
- Executive Presentation

5. DELIVERABLES

- Diagnostic Report
- Ecosystem and Stakeholder Map
- Agricultural Value Chain Analysis
- Strategic Plan (3–5 years)
- Implementation Framework
- Monitoring & Evaluation Framework
- Final Strategy Document
- Executive Presentation

6. METHODOLOGY REQUIREMENTS

The service provider must demonstrate a methodology that:

- Applies structured strategic frameworks.
- Integrates multi-stakeholder ecosystem analysis.
- Links interventions to measurable outcomes (causal clarity).
- Ensures practical implementation feasibility.
- Aligns with TVET and DHET policy frameworks.

Preference will be given to methodologies that demonstrate:

- System-level integration across stakeholders and value chains.
- Coherence between strategy, execution, and performance measurement.

7. PROJECT DURATION

The project duration will be 11–14 weeks from date of appointment.

8. PROPOSAL REQUIREMENTS

8.1 Technical Proposal

- Understanding of the assignment
- Detailed methodology and approach
- Workplan and timelines
- Team composition and roles
- Relevant experience and case studies

8.2 Mandatory Case Requirement

Bidders must include:

At least one detailed case study demonstrating delivery of a multi-stakeholder or ecosystem-based strategy, including implementation outcomes.

8.3 Financial Proposal

- Detailed cost breakdown
- Resource allocation (hours and rates)
- Total project cost

8.4 Mandatory Documents

- Tax compliance status documents with PIN from SARS must be attached
- Original BBBEE Certificate/ a certified copy/ sworn affidavit certified from SAPS
- A company profile with completed projects for similar work and contactable reference
- Proof of address (municipal statement not older than three months or lease agreement or word council confirming proof of address)
- Proof of registration with the Central Supplier Database (CSD) must be attached

9. INTERNATIONAL EXPERIENCE AND COMPARATIVE INSIGHT

Bidders must demonstrate:

Experience or exposure to projects in:

- Africa
- Middle East
- Asia

Ability to:

- Extract comparative strategic insights.
- Apply these insights to the South African TVET and agricultural context.
-

10. EVALUATION PROCESS

Stage 1: Compliance (Pass/Fail)

Standard compliance requirements apply.

Stage 2: Technical Evaluation (100 Points)

Criteria	Weight
Understanding of the assignment	10
Methodology and approach	15
Ecosystem / value chain strategy capability	15
Strategy-to-execution capability	10
Experience in strategy development	10
TVET / education sector expertise	10
Agriculture / agribusiness expertise	10
Team capability	10
Workplan and feasibility	5
International comparative insight	5
Total	100

Minimum threshold: **70 points**

Technical Scoring Guide

Score	Description
0	No response
1	Poor
2	Limited
3	Adequate
4	Strong
5	Excellent

Stage 3: Price and Preference

Price: 80 points

Specific Goals: 20 points

11. OPTIONAL PRESENTATION / STRATEGIC INSIGHT

The College reserves the right to invite shortlisted bidders to:

Present a short strategic perspective on the future of agricultural training and enterprise development in South Africa.

12. GOVERNANCE AND REPORTING

- Reporting to College Principal / Steering Committee
- Bi-weekly progress updates
- Milestone presentations

13. CONDITIONS OF BID

Standard public procurement conditions apply.

14. CONFIDENTIALITY AND OWNERSHIP

All deliverables remain the property of Emandleni College.

Standard Quotation Documentation (SBD 4)

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes an advertised competitive bid, a limited bid, a proposal or written price quotation). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

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

2.1 Full Name of bidder or his or her representative:

2.2 Identity Number:.....

2.3 Position occupied in the Company (director, trustee, shareholder², member):

2.4 Registration number of company, enterprise, close corporation, partnership agreement or trust:
.....

2.5 Tax Reference Number:

2.6 VAT Registration Number:

2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / PERSAL numbers must be indicated in paragraph 3 below.

¹“State” means –

- (a) 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);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

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

2.7 Are you or any person connected with the bidder presently employed by the state? YES NO

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:

Name of state institution at which you or the person connected to the bidder is employed :

Position occupied in the state institution:

Any other particulars:

.....
.....
.....

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? YES NO

2.7.2.1 If yes, did you attach proof of such authority to the bid document YES NO

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof:

.....
.....
.....

2.8 Did you or your spouse, or any of the company’s directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? YES NO

2.8.1 If so, furnish particulars:

.....
.....
.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? YES NO

2.9.1 If so, furnish particulars.

.....
.....
.....

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid? YES NO

2.10.1 If so, furnish particulars.

.....
.....
.....

2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? YES NO

2.11.1 If so, furnish particulars:

.....
.....
.....

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

Full Name	Identity Number	Personal Income Tax Reference Number	State Employee Number / Persal Number

4 DECLARATION

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS

DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

COMPANY OFFICIAL STAMP

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

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

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

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

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

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. 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
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

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

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:

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ \mathbf{Ps} = \mathbf{80} \left(\mathbf{1} - \frac{\mathbf{Pt} - \mathbf{P}_{min}}{\mathbf{P}_{min}} \right) & \mathbf{or} & \mathbf{Ps} = \mathbf{90} \left(\mathbf{1} - \frac{\mathbf{Pt} - \mathbf{P}_{min}}{\mathbf{P}_{min}} \right) \end{array}$$

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

3.3.

3.3.1. POINTS AWARDED FOR PRICE

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

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ \mathbf{Ps} = \mathbf{80} \left(\mathbf{1} + \frac{\mathbf{Pt} - \mathbf{P}_{max}}{\mathbf{P}_{max}} \right) & \mathbf{or} & \mathbf{Ps} = \mathbf{90} \left(\mathbf{1} + \frac{\mathbf{Pt} - \mathbf{P}_{max}}{\mathbf{P}_{max}} \right) \end{array}$$

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

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

(Note to 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.)

PREFERENCE GOAL	80/20	90/10	Documents required to be attached verification
GOAL 1 - Ownership – Maximum points	10		
Business owned more than 50% by black person	3		ID copy of Director/Owner/CSD/
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Business falls under the SMME category – EME and QME	5		Detailed CSD Report
Promotion of business located within KZN province	5		- Detailed CSD Report
Promotion of business located in South Africa outside KZN Province	2		- Municipal account not older than 90 days - Lease agreement and affidavit if you are leaseholder - Affidavit if you residing in in KZN

Bidders must submit proof of all specific goals that are claimed for:

- list of all HDI's and their certified copies of identity documents and their shareholding percentage as it appears on CIPC documents.

- Locality (Municipal account in the name of a bidder or a valid lease agreement with lease statement of account)
- Certified copies of identity documents of youth within the company as directors / owners and their shareholding percentage as it appears on CIPC documents
- Certified copies of identity documents of Woman within the company who are directors and or / owners and their shareholding percentage as it appears on CIPC documents
- Proof of Company registration (CIPC documents)

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 authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary

.....
SIGNATURE(S) OF TENDERER(S)

CONTRACT FORM - RENDERING OF SERVICES

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)..... in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid .
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Bidding documents, viz
 - Invitation to bid;
 - Tax clearance certificate;
 - Pricing schedule(s);
 - Filled in task directive/proposal;
 - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
 - Declaration of interest;
 - Declaration of bidder’s past SCM practices;
 - Certificate of Independent Bid Determination;
 - Special Conditions of Contract;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

<p>WITNESSES</p> <p>1</p>

Standard Quotation Documentation (SBD 8) (to be completed by Company)

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions 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 disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
- 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? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>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.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	<p>Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	<p>Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		

Standard Quotation Documentation (SBD 9)

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
- a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Institution)

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. 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.
8. 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.
9. 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.**

SBD 9

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.

I HAVE READ AND COMPLIED WITH THE SPECIAL INSTRUCTIONS ABOVE:

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

INSERT COMPANY STAMP

SBD 12

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME).....
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS
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

OFFICIAL COMPANY STAMP