



# TENDER

## APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS

ORT5 - 23/24 – 0038 ORR

NAME OF COMPANY:

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CSD Nr:

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CRS Nr (CIDB):

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CLOSING DATE: 4 December 2023

TIME: 11:00 am

Department of Public Works and Infrastructure  
Corner Owen & Victoria Street  
KD Matanzima Building  
Mthatha  
5099





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## THE TENDER



## **PART T1 TENDERING PROCEDURES**



## PART T1.1: TENDER NOTICE AND INVITATION TO TENDER



## T1.1 Tender Notice and Invitation to Tender

The Eastern Cape Department of Public Works and Infrastructure invites contractors with a CIDB Grading of **1SF PE OR HIGHER** in the following Class of works (**SF**) to tender for the “**APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS**”

The contract will be based on the GCC (Third Edition) of 2015 and the Eastern Cape Public Works and Infrastructure will enter into a contract with the successful tenderer.

Bid documents will be available on **10 NOVEMBER 2023**. Tender documents are downloadable for free of charge from Department of Public Works & Infrastructure website ([www.ecdpw.gov.za/tenders](http://www.ecdpw.gov.za/tenders)). No site briefing.

Queries relating to the issue of this document contact: **SCM Enquiries:** may be addressed in writing to Ms. N. Koko email: [ntombxolo.koko@ecdpw.gov.za](mailto:ntombxolo.koko@ecdpw.gov.za). **Technical enquiries:** may be addressed in writing to **Mr. L. Ntitsolo** – email: [Luvuyo.Ntitsolo@ecdpw.gov.za](mailto:Luvuyo.Ntitsolo@ecdpw.gov.za)

The closing time for receipt of tenders by the THE EASTERN CAPE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE is **11:00am on 04 DECEMBER 2023**. Telegraphic, telephonic, telex, facsimile, e-mail and late tenders will not be accepted. Bids must be submitted in sealed envelopes clearly marked “**ORT5 - 23/24 – 0038 ORR: APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS**”

Tender document must be deposited in the bid box, **DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE, K.D MATANZIMA BUILDING, GROUND FLOOR, CORNER OWEN & VICTORIA STREET, MTHATHA, 5099**

It is the responsibility of the tenderer/s to ensure that bid documents /proposals are submitted on or before closing time and the correct location as the department will not take responsibility of wrong delivery. Tenderers using courier services for delivery of their bid documents must ensure the delivery is at the correct place / location and time as the department will not be held responsible for wrong delivery. Not delivered to Departmental officials. The Department will not accept responsibility if bids received by officials are not timely deposited in the Bid Box.

Tenders may only be submitted on the tender documentation that is issued. Tenderers must be registered on the National Treasury Central Supplier Data Base and proof of registration must be submitted with the proposal (<https://secure.csd.gov.za>). Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.

## B. BID EVALUATION:

**This bid will be evaluated in Two (2) phases as follows:**

**Phase One:** Compliance, responsiveness to the bid rules and conditions, thereafter they will be evaluated on PPPFA.

**Phase Two:** Bidders passing all stages above will thereafter be evaluated on PPPFA.

## PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:

Maximum points on price	-	<b>80 points</b>
Maximum points for Specific goals	-	<b>20 points</b>
<b>Maximum points</b>	-	<b>100 points</b>



### C. BID SPECIFICATIONS, CONDITIONS AND RULES

The minimum specifications, other bid conditions and rules are detailed in the bid document under Tender Data

The Department of Public Works and Infrastructure SCM policy applies.

Tender validity period is **120 days**.

### D. TENDER SUBMISSIONS:

Bids must be submitted in sealed envelopes clearly marked “**ORT5 - 23/24 – 0038 ORR: APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS:**” must be deposited in the bid box, GROUND FLOOR, CORNER OWEN & VICTORIA STREET, DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE, KD MATANZIMA BUILDING, MTHATHA.

### E. ENQUIRIES WITH REGARD TO THIS ADVERT MAY BE DIRECTED TO:

- **SCM RELATED ENQUIRIES**

Ms. [N. Koko](#)

Tel No: [072 570 3322 / 047 505 2716](#)

Email Address: [ntombxolo.koko@ecdpw.gov.za](mailto:ntombxolo.koko@ecdpw.gov.za)

#### **TECHNICAL ENQUIRIES**

Mr. L. Ntitsolo

Tel No: **066 488 1110**

Email Address: [Luvuyo.Ntitsolo@ecdpw.gov.za](mailto:Luvuyo.Ntitsolo@ecdpw.gov.za)

### **FOR COMPLAINTS, FRAUD, & TENDER ABUSE:**

Call: 0800 701 701



## PART T1.2: TENDER DATA



## T1.2 Tender Data

The conditions of tender are the latest edition of SANS 10845-3, *Standard conditions of tender*. SANS 10845-3 makes several references to the Tender Data for details that apply specifically to this tender.

The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the provisions of SANS 10845-3 and as contained in **Annexure C of Standard for Uniformity in Construction Procurement (Board Notice 423 of 2009 Government Gazette No 42622 of August 2019)**.

Each item of data given below is cross-referenced to the clause in SANS 10845-3 to which it mainly applies.

Clause number	Tender Data
3.1	The Employer is Public Works and Infrastructure – Eastern Cape Province
3.2	<p>The tender documents issued by the employer comprise the following documents:</p> <p><b>THE TENDER</b></p> <p><b>Part T1: Tendering procedures</b></p> <p>T1.1 - Tender notice and invitation to tender</p> <p>T1.2 - Tender data</p> <p><b>Part T2: Returnable documents</b></p> <p>T2.1 - List of returnable documents</p> <p>T2.2 - Returnable schedules</p> <p><b>THE CONTRACT</b></p> <p><b>Part C1: Agreements and Contract data</b></p> <p>C1.1 - Form of offer and acceptance</p> <p>C1.2 - Contract data</p> <p><b>Part C2: Pricing data</b></p> <p>C2.1 - Pricing Instructions</p> <p>C2.2 - Bills of Quantities</p> <p><b>Part C3: Scope of work</b></p> <p>C3 - Scope of work</p> <p><b>Part C4: Site information</b></p> <p>C4 - Site information</p>
3.3	The tender documents issued by the employer comprise the documents listed on the contents page
3.4	<p>The employer's agent is:</p> <p>Name: Mr. L. Ntitsolo</p> <p>Department of Public Works &amp; Infrastructure</p> <p>KD Matanzima Building</p> <p>Mthatha</p> <p>Tel No: <b>066 488 1110</b></p> <p>Email Address: <a href="mailto:Luvuyo.Ntitsolo@ecdpw.gov.za">Luvuyo.Ntitsolo@ecdpw.gov.za</a></p>
3.5	The language for communication is English
3.6	The competitive negotiation procedure shall be applied.
3.7	Method 2: Two (2) stage procurement procedure shall be applied.



<b>4</b>	<b>Tender's obligations</b>
4.1	<p>The following tenderers who are registered with the CIDB, or are capable of being so registered prior to the evaluation of submissions, are eligible to have their tenders evaluated:</p> <p>a) contractors who have a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) of 25(7A) of the Construction Industry Development Regulations, for a CIDB <b>Grade 1SF PE OR HIGHER</b> class of construction work; and</p> <p>Joint ventures are eligible to submit tenders provided that:</p> <ol style="list-style-type: none"> <li>1. Every member of the joint venture is registered with the CIDB;</li> <li>2. the lead partner has a contractor grading designation in the grade <b>1SF PE OR HIGHER</b> class of construction work;</li> <li>3. the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a CIDB <b>Grade 1SF PE OR HIGHER</b> class of construction work or a value determined in accordance with Regulation 25 (1B) of 25(7A) of the Construction Industry Development Regulations.</li> <li>4. Joint Venture Agreement.</li> </ol>
4.2	<p>The employer will compensate the tender as follows GCC Third Edition of 2015, The employer <b>will not</b> compensate the tenderer for any costs incurred in attending interviews or making any submissions in the office of the employer.</p>
4.3	<p>It is the responsibility of the tenderer to check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.</p>
4.4	<p><b>Confidentiality and copyright of documents</b></p> <p>Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.</p>
4.5	<p>Obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, conditions of contract and other publications, which are incorporated into the tender documents by reference.</p>
4.6	<p>Acknowledge receipt of addenda to the tender documents, which the employer may issue, and, if necessary, apply for an extension to the closing time stated in the tender data, in order to take the addenda into account.</p>
4.7	<p>The arrangements for a compulsory clarification meeting are as stated in the Tender Notice and Invitation to Tender.</p> <p>Tenderers must sign the attendance list in the name of the tendering entity. Addenda will be issued to and tenders will be received only from those tendering entities appearing on the attendance list.</p> <p><b>Tender documents will not be made available at the clarification meeting</b></p>
4.8	<p><b>Seek clarification</b></p> <p><i>Request clarification of the tender documents, if necessary, by notifying the employer at least <b>5 (Five) working days</b> before the closing time stated in the tender data.</i></p>
4.9	<p>Tenderers are required to state the rates and currencies in Rands.</p> <p>Include in the rates, prices, and the tendered total of the prices (if any), all duties, taxes which the law requires to be paid [except value added tax (VAT)], and other levies payable by the successful tenderer, that are applicable 14 days before the closing time stated in the tender data. Show the VAT payable by the employer separately as an addition to the tendered total of the prices. Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data.</p> <p>State the rates and prices in monetary value of the contract unless otherwise instructed in the tender data.</p>
4.10	<p>Do not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer or to correct errors made by the tenderer and ensure that all signatories to the tender offer initial all such alterations.</p> <p>Do not make erasures using masking fluid.</p>



4.11	Main tender offers are not required to be submitted together with alternative tenders.
4.12	No alternative tender offers will be considered
4.13.1	Parts of each tender offer communicated on paper shall be submitted as an original. Submit a) the parts of the tender offer communicated on paper as an original plus the number of copies stated in the tender data, with a translation of any documentation in a language other than the language of communication established in 3.5, and b) The parts communicated electronically by the employer of its agents on paper format with the tender.
4.13.2	Sign the original and all copies of the tender offer where required in terms of the tender data. State in the case of a joint venture which of the signatories is the lead partner whom the employer shall hold liable for the purpose of the tender offer. NOTE The employer holds all authorized signatories liable on behalf of the tenderer.
4.13.3	A tender security in the amount of <b>N/A</b> is required and shall remain valid for a period not exceeding <b>N/A</b> days after the closing date for tender offers. The form of the tender security shall not differ substantially from the sample provided in Annex D of SANS 10845-3.
4.13.4	The employer's details and address for delivery of tender offers and identification details that are to be shown on each tender offer package are: <b>Location of tender box: DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE, FRONT CORNER OF KD MATANZIMA BUILDING, MTHATHA.</b> <b>Physical address:</b> Ground Floor, Corner Owen & Victoria Street, KD Matanzima Building, Mthatha, 5099. <b>Identification details: ORT5 - 23/24 – 0038 ORR: APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS</b> <b>Closing time and date: 04 DECEMBER 2023 at 11:00 AM</b>
4.13.5	The tenderer is required to submit with his tender the following certificates: 1) A copy of the CSD report showing, amongst other things, that tax matters of the service provider are in order the South African Revenue Services. <i>In the case of a Joint Venture/Consortium/each party must submit a separate CSD report showing, amongst other things, that tax matters of the service provider are in order the South African Revenue Services.</i> 2) CIDB Grading certificate or CRS number.
4.13.6	A two-envelope procedure will not be required.
4.13.7	Telephonic, telegraphic, telex, facsimile or e-mailed tender offers will not be accepted. The tenderer accepts that the employer does not assume any responsibility for the misplacement or premature opening of the tender offer if the outer package is not sealed and marked as stated.
4.14	The closing time for submission of tender offers is as stated in the Tender Notice and Invitation to Tender. Ensure that the employer receives the tender offer at the address specified in the tender data not later than the closing time stated in the tender data. Proof of posting shall not be accepted as proof of delivery. Accept that, if the employer extends the closing time stated in the tender data for any reason, the requirements of the standard conditions of tender in this part of SANS 10845 apply equally to the extended deadline.
4.15.1	The tender offer validity period is <b>120 days</b> . Hold the tender offer(s) valid for acceptance by the employer at any time during the validity period stated in the tender data after the closing time stated in the tender data. If requested by the employer, consider extending the validity period stated in the tender data for an agreed additional period, with or without any conditions attached to such extension. Extend the period of the tender security, if any, to cover any agreed extension requested by the employer.
4.15.2	<b>Placing of contractors under restrictions / withdrawal of tenders</b> If any tenderer who has submitted a tender offer or a contractor who has concluded a contract has, as relevant: withdrawn such tender or quotation after the advertised closing date and



	<p>time for the receipt of submissions; after having been notified of the acceptance of his tender, failed or refused to commence the contract; had their contract terminated for reasons within their control without reasonable cause; offered, promised or given a bribe in relation to the obtaining or the execution of such contract; acted in a fraudulent, collusive or anti-competitive or improper manner or in bad faith towards the Provincial Government; or, made any incorrect statement in any affidavit or declaration with regard to a preference claimed and is unable to prove to the satisfaction of the Provincial Government that the statement was made in good faith or reasonable steps were taken to confirm the correctness of the statements, such tenderer/s may be placed under restriction from tendering with the state.</p> <p>Procedures are outlined in the EC SCM Policy for Infrastructure procurement and Delivery Management and also on <b>CIDB</b> Inform Practice Note #30. Excerpts of the policy can be availed on request of any interested tenderer.</p>
4.16	Access shall be provided for the following inspections, tests and analysis: <b>N/A</b>
4.17	the preferred tenderer will be required to submit an approved insurer undertaking to provide the Performance Bond / Guarantee / Surety / Security to the format and/or standard as per DPW policy
<b>5</b>	<b>Employer's undertakings</b>
5.1	<p>The Employer will respond to requests for clarification received up to <b>Five (5)</b> working days before the tender closing time.</p> <p>If, as a result of the issuing of addenda, it is necessary to extend the closing time stated in the tender data, grant such extension and notify all respondents accordingly.</p>
5.2	The employer shall issue addenda until <b>Five (5)</b> working days before tender closing time.
5.3	Tenders will be opened immediately after the closing time for tenders at <b>11:00am hours</b> .
5.4	Do not disclose to tenderers, or to any person not officially concerned with such processes, information relating to the evaluation and comparison of tender offers, the final evaluation price and recommendations for the award of a contract, until after the award of the contract to the successful tenderer.
5.5	<p>Determine, after opening and before detailed evaluation, whether each tender offer that was properly received</p> <ul style="list-style-type: none"> <li>a) complies with the requirements of the standard conditions of tender in this part of SANS 10845,</li> <li>b) has been properly and fully completed and signed, and</li> <li>c) is responsive to the other requirements of the tender documents.</li> </ul> <p>A responsive tender is one that conforms to all the terms, conditions, and scope of work of the tender documents, without material deviation or qualification. A material deviation or qualification is one which, in the employer's opinion, would</p> <ul style="list-style-type: none"> <li>d) detrimentally affect the scope, quality, or performance of the works, services or supply identified in the scope of work,</li> <li>e) significantly change the employer's or the tenderer's risks and responsibilities under the contract, or</li> <li>f) affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified.</li> </ul> <p>Reject a non-responsive tender offer, and do not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.</p>
5.6	<p><b>Arithmetical errors, omission and discrepancies</b></p> <p>Check responsive tenders for discrepancies between amounts in words and amounts in figures. Where there is a discrepancy between the amounts in figures and the amount in words, the amount in words shall govern.</p> <p>For Vat related discrepancies, National and Provincial Treasury prescripts in relation to VAT procedures apply.</p>
5.7.1	The financial offer will be reduced to a comparative basis using the Tender Assessment Schedule.



Table F.1: Formulae for calculating the value of A

Formula	Comparison aimed at achieving	Option 1 <sup>a</sup>	Option 2 <sup>a</sup>
1	Highest price or discount	$A = \left( 1 + \frac{(P - P_m)}{P_m} \right)$	$A = \frac{P}{P_m}$
2	Lowest price or percentage commission / fee	$A = \left( 1 - \frac{(P - P_m)}{P_m} \right)$	$A = \frac{P_m}{P}$
<sup>a</sup> $P_m$ is the comparative offer of the most favourable comparative offer. $P$ is the comparative offer of the tender offer under consideration.			

5.7.2

The procedure for the evaluation of responsive tenders is **Method 2: Administrative, Price and Specific goals**

Phase 1: Administrative requirements and Mandatory requirements

Phase 2: Price and Specific goals (80/20 system)

### **1. PHASE ONE: ADMINISTRATIVE REQUIREMENTS AND MANDATORY REQUIREMENTS**

Bidders' proposals must meet the following minimum requirements and supporting documents must be submitted with the completed bid document in a sealed envelope in the bid box at the closing date and time. Failure to comply will automatically eliminate the bid for further consideration:

1. Bid Document (This Document must be submitted in its original format)
2. Bids which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted.
3. Bidder must be registered with CIDB in the correct grading and class of works as per the tender notice and requirements. The status on CIDB must be active. It is the responsibility of the bidder to keep the status on CIDB active throughout bidding process (advert till award stage).
4. Bidders must be a legal entity or partnership or consortia.
5. Form of offer and Acceptance must be duly completed. NB If the Bid Sum (amount in words) differ from the Bid Sum (amount in figures), the Bid Sum (amount in words) will govern.
6. SBD 4- Declaration of Interest: SBD4 must be duly completed. 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, such interest must be disclosed on question 2.3.1. NB: Failure to disclose such interest the bidder will be eliminated that information will be verified by the evaluation committee through CSD.
7. Compulsory Enterprise Questionnaire (Completed and signed) (JV partners must complete separate Questionnaire forms and submit).
8. If the offer (any of the items quoted for) is "Vat Inclusive", the VAT registration number of service provider must be indicated. Bidders are not entitled to claim the VAT if they are not VAT registered.
9. Resolution to Sign (must be completed, if applicable).
10. Declaration of Employees of the State or other State Institutions.
11. Contractor must submit proof of registration with SAQCC for their Technicians
12. The service provider must have SANS1475 permit ( Copy to be submitted with the tender documents)
13. Only one offer per bidder is allowed and alternative offers will not be considered. If more than one offer is received, none of the offers will be considered.

**ALL THE ABOVE CONDITIONS ARE MANDATORY**



**Other Conditions of bid (Non eliminating unless expressly mentioned in the document):**

1. The bidder must be registered on the Central Supplier Database (CSD) prior the award
2. All bidders' tax matters must be in order prior award. Bidders' tax matters will be verified through CSD. In cases where bidder's status found non-compliant the bidder will be granted 7 days to correct status. **A bidder that fails to rectify its tax matters with SARS will declared non-responsive.**
3. The bidder has duly completed and signed the **SBD 1**, and **SBD 6.1**.
4. Bidders need to complete and sign **SBD 6.1** to claim points for specific goals. **Failure will lead in non-awarding of points for specific goals.**
5. Bidders must submit a minimum of three (3) written contactable references for projects successfully completed in the past (clearly indicating client name, contract value, contract term, contact person, contact details). Refer to Annexure I and Annexure M. This is not an elimination factor, but important for the department to make a decision. Unless it is used for Quality/functionality Points.
6. Bidders must submit a list of projects where he or she has submitted tender offers but tender results have not been confirmed by the client. Refer to Annexure L. This is not an elimination factor, but important for the department to make a decision. Unless it is used for Quality/functionality Points.
7. Bidders must submit their company profiles, list of available resources, plant and machinery and any other additional capacity with the bid. Refer to Annexure K and H. This is not an elimination factor, but important for the department to make a decision. Unless it is used for Quality/functionality Points.
8. The bidder must also list all projects where there are pending litigations or litigations have been concluded. The form for this is also attached as Annexure I.
9. The Department will contract with the successful bidder by signing a formal contract.
10. This tender will be awarded as a whole. All trades listed in the Bills of Quantities or Pricing schedule must be priced for (except provisional sums and allowances which also need to be added to the total), failure to do so will increase commercial risk of the bid and may lead to elimination or passing over of the bidder.
11. Wherever a brand name is specified in this document (i.e. specifications, pricing schedule, bill of quantities or anywhere), the department requires an item similar/equivalent or better.
12. ECDPWI Policy applies.
13. Protection of personal information: Consent (POPIA)

14. The successful tenderer (after being informed) will be required to bring along an unsigned copy of the form of contract to be signed by parties (e.g. GCC Edition 3 of 2015)

**2. PHASE TWO: EVALUATION POINTS ON PRICE AND SPECIFIC GOALS/PPPFA OF 2022**

The **80/20 preference point system** shall be applied for the purposes of this bid as per the requirements of the *Preferential Procurement Policy Framework Act, 2000* (Act No. 5 of 2000) and Specific goals/ PPPFA Regulations of 2022

Criteria	Points
<b>POINTS ON PRICE</b>	<b>80</b>
<b>SPECIFIC GOALS</b>	<b>20</b>
<b>TOTAL</b>	<b>100</b>

**Please note:**

1. **Bidders need to complete and sign SBD 6.1 to claim points for specific goals. Failure will lead in non-awarding of points for specific goals**
2. **The Department intends to award this to the highest point scorer as whole, unless circumstances justifies otherwise**
3. **All information will be verified through CSD**
4. **SBD 6.1 is attached**



	<p><b>The 80/20 preference point system for acquisition of services, works or goods not exceeding Rand value of R50 million:</b></p> <p>(a) The following formula must be used to calculate the points for price in respect of tenders (including price quotation) with a Rand value equal to, or above R 30 000 and up to Rand value of R 50 000 000 (all applicable taxes included):</p> <p>The financial offer will be scored using the following formula:</p> $A = (1 - \frac{(P - P_m)}{P_m})$ <p>The value of value of <math>W_1</math> is:</p> <p>1) <b>90</b> where the financial value inclusive of VAT of all responsive tenders received have a value in <b>excess of R50 000 000</b> or</p> <p>2) <b>80</b> where the financial value inclusive of VAT of one or more responsive tender offers have a value that <b>equals or is less than R 50 000 000</b>.</p>
5.7.3	The procedure for the evaluation of responsive tenders is <b>Method 2</b> ( Administrative compliance, price and specific goals)
5.7.4	The quality criteria and maximum score in respect of each of the criteria are as follows: <b>N/A</b>
5.7.5	Each evaluation criteria will be assessed in terms of five indicators – <b>N/A</b>
5.7.6	The prompts for judgment and the associated scores used in the evaluation of quality shall be as follows: <b>N/A</b>
5.8	<p><b>Tender offers will only be accepted if:</b></p> <ul style="list-style-type: none"> <li>a) the tenderer is registered on the Central Supplier Database (CSD) for the South African government (see <a href="https://secure.csd.gov.za/">https://secure.csd.gov.za/</a> ) unless it is a foreign supplier with no local registered entity</li> <li>b) the tenderer is in good standing with SARS according to the Central Supplier Database. Bidders must submit a CSD no. or tax status compliance pin.</li> <li>c) the preferred tenderer will be required to submit an approved insurer undertaking to provide the Performance Bond / Guarantee / Surety / Security to the format and/or standard as per DPW policy.</li> <li>d) the tenderer is registered with the Construction Industry Development Board in an appropriate contractor grading designation;</li> <li>e) the tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector.</li> <li>f) the tenderer has not: <ul style="list-style-type: none"> <li>i) abused the Employer's Supply Chain Management System; or</li> <li>ii) failed to perform on any previous contract and has been given a written notice to this effect.</li> </ul> </li> <li>g) the tenderer has completed the Compulsory Declaration and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process.</li> </ul>
	<ul style="list-style-type: none"> <li>h) the tenderer has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process and persons in the employ of the state are permitted to submit tenders or participate in the contract;</li> <li>i) the tenderer is registered and in good standing with the compensation fund or with a licensed compensation insurer;</li> <li>j) The tenderer undertakes to maximize the sourcing of building material or infrastructure input material from Eastern Cape based suppliers or manufacturers.</li> <li>k) the employer is reasonably satisfied that the tenderer has in terms of the Construction Regulations, 2014, issued in terms of the Occupational Health and Safety Act, 1993, the necessary competencies and resources to carry out the work safely.</li> </ul>



	<p>l) The tender has offered a market related offer. If the offer is believed not to be market related, the department through its Supply Chain Management bid committees will attempt to negotiate the offer with identified bidder/s to a reasonable amount. Bidders are not allowed to increase their tender offers during this process.</p> <p>m) A Resolution of signatory form has been completed and signed by director/s or a letter bearing a letterhead of the tenderer has been attached (specific to this bid) to the bid submission; it must be duly signed by all directors and submitted the bid. Only a duly authorized official can sign the bid.</p> <p>n) Prospective bidders must register on CSD prior submitting bids (open tenders). Any prospective bidder found to have Tax matters not in order with SARS (verified through CSD) during the evaluation process (after being given an opportunity to rectify tax matters) will be eliminated and not be considered further in the process. Preferred bidder/s will be afforded an opportunity to rectify their tax affairs within 7 days. A bidder that fails to rectify its tax matters with SARS will be eliminated.</p> <p>o) <b>NOTE:</b> The amount reflected on the Form of Offer and Acceptance takes precedence over any other total amount indicated elsewhere in bidder's tender submission. If the Form of Offer and Acceptance has no value or figure, the bidder will be regarded as having made no offer.</p> <p>p) The department reserves the right not to award the bid to the most favourable tenderer, if any of the situations occur: if it is not assisting in the advancement of designated groups; risk profile of the favourable firm is too high; the bidder has been awarded a considerable number of projects by the department or provincial government; has performed unsatisfactorily in the past, etc.</p>
5.9	The number of paper copies of the signed contract to be provided by the employer is 1.
	<p>The additional conditions of tender are:</p> <ul style="list-style-type: none"> <li>Wherever a brand name is specified in this document (i.e., specifications, pricing schedule, bill of quantities or anywhere), the department requires an item similar/equivalent or better.</li> </ul>
T.2.1	<b>A. List of returnable documents</b>
1	<p><b>Documentation to demonstrate eligibility to have tenders evaluated i.e. List all documentation to demonstrate eligibility to have a submission evaluated.</b></p> <ul style="list-style-type: none"> <li>Appropriate CIDB grading suitable for the works (as stated in 4.1).</li> </ul>
2	<p><b>Returnable Schedules required for tender evaluation purposes</b></p> <p>The tenderer must fully and appropriately complete and sign the following returnable schedules as relevant:</p> <ul style="list-style-type: none"> <li>Record of Addenda to Tender Documents</li> <li>Proposed amendments and qualifications</li> <li>Compulsory Enterprise Questionnaire (In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted).</li> <li>SBD 1, 4, 6.1,</li> <li>Protection of personal content: Consent</li> <li>Form of Offer and Acceptance</li> <li>Complete priced Bills of Quantities, including Final Summary</li> <li>Certificate of Authority for Joint Ventures</li> <li>Contractor MUST submit proof of registration with SAQCC for their Technicians</li> <li>The service provider must have SANS1475 permit ( Copy to be submitted with the tender documents</li> </ul>
3	<p><b>Other documents required for tender evaluation purposes</b></p> <p>The tenderer must provide the following returnable documents:</p> <ul style="list-style-type: none"> <li>A CSD Report for a contractor with valid and correct information.</li> <li>A letter if good standing from the Compensation Fund or a licensed insurer as contemplated in the Compensation for Occupational Injuries and Diseases Act 1993 (Act No. 130 of 1993)</li> </ul>



4	<p><b>Returnable Schedules that will be used for tender evaluation purposes and be incorporated into the contract</b></p> <p>The tenderer must complete the following returnable documents:</p> <ul style="list-style-type: none"> <li>• A duly completed form of Offer and Acceptance (and any revision of prices if there are any).</li> </ul>
5	<p><b>Only authorized signatories may sign the original and all copies of the tender offer where required.</b></p> <ul style="list-style-type: none"> <li>• In the case of a <b>ONE-PERSON CONCERN</b> submitting a tender, this shall be clearly stated.</li> <li>• In the case of a <b>COMPANY</b> submitting a tender, include a copy of a <b><u>resolution by its board of directors</u></b> authorizing a director or other official of the company to sign the documents on behalf of the company.</li> <li>• In the case of a <b>CLOSE CORPORATION</b> submitting a tender, include a copy of a <b><u>resolution by its members</u></b> authorizing a member or other official of the corporation to sign the documents on each member's behalf.</li> <li>• In the case of a <b>PARTNERSHIP</b> submitting a tender, <b><u>all the partners</u></b> shall sign the documents, unless one partner or a group of partners has been authorized to sign on behalf of each partner, in which case <b><u>proof of such authorization</u></b> shall be included in the Tender.</li> <li>• In the case of a <b>JOINT VENTURE/CONSORTIUM</b> submitting a tender, include <b><u>a resolution of each company</u></b> of the joint venture together with a <b><u>resolution by its members</u></b> authorizing a member of the joint venture to sign the documents on behalf of the joint venture.</li> <li>• <b><u>Accept that failure to submit proof of authorization to sign the tender shall result in the tender offer being regarded as non-responsive.</u></b></li> </ul>
6	<p><b>Information and data to be completed in all respects</b></p> <p>Accept that tender offers, which do not provide all the data or information requested completely and, in the form, required, may be regarded by the employer as nonresponsive.</p>
7	<p><b>Canvassing and obtaining of additional information by tenderers</b></p> <p>The Tenderer shall not make any attempt either directly or indirectly to canvass any of the Employer's officials or the Employer's agent in respect of his tender, after the opening of the tenders but prior to the Employer arriving at a decision thereon.</p> <p>The Tenderer shall not make any attempt to obtain particulars of any relevant information, other than that disclosed at the opening of tenders.</p>
8	<p><b>Prohibitions on awards to persons in service of the state</b></p> <p>The Employer is prohibited to award a tender to a person -</p> <ol style="list-style-type: none"> <li>a) who is in the service of the state; or</li> <li>b) if that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; or</li> <li>c) a person who is an advisor or consultant contracted with the Department or municipal entity.</li> </ol> <p><b>In the service of the state</b> means to be -</p> <ol style="list-style-type: none"> <li>a) a member of:-             <ol style="list-style-type: none"> <li>a any municipal council;</li> <li>b any provincial legislature; or</li> <li>c the National Assembly or the National Council of Provinces;</li> </ol> </li> <li>d) a member of the board of directors of any municipal entity;</li> <li>e) an official of any Department or municipal entity;</li> <li>f) an employee of any national or provincial department;</li> <li>g) provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);</li> <li>h) a member of the accounting authority of any national or provincial public entity; or</li> <li>i) an employee of Parliament or a provincial legislature.</li> </ol>



	In order to give effect to the above, the questionnaire for the declaration of interests in the tender of persons in service of state in part T2 of this procurement document must be completed.
9	<p><b>Awards to close family members of persons in the service of the state</b></p> <p>Accept that the notes to the Employer's annual financial statements must disclose particulars of any award of more than R2000 to a person who is a spouse, child, or parent of a person in the service of the state (defined in clause 8 above), or has been in the service of the state in the previous twelve months, including -</p> <ul style="list-style-type: none"> <li>a) the name of that person;</li> <li>b) the capacity in which that person is in the service of the state; and</li> <li>c) the amount of the award.</li> </ul> <p>In order to give effect to the above, the questionnaire for the declaration of interests in the tender of persons in service of state in part T2 of this procurement document must be completed.</p>
10	<p><b>Respond to requests from the tenderer</b></p> <p>The employer will respond to requests for clarification up to <b>7 (seven) working days</b> before the tender closing time.</p>
11	<p><b>Opening of tender submissions</b></p> <p>Tenders will be opened immediately after the closing time for tenders</p>
12	<b>Scoring quality / functionality: N/A</b>
13	<p><b>Cancellation and re-invitation of tenders</b></p> <p>An organ of state may, prior to the award of the tender, cancel the tender if-</p> <ul style="list-style-type: none"> <li>(a) due to changed circumstances, there is no longer a need for the services, works or goods requested; or</li> <li>(b) funds are no longer available to cover the total envisaged expenditure; or</li> <li>(c) no acceptable tenders are received.</li> <li>(d) Tender validity period has expired.</li> <li>(e) Gross irregularities in the tender processes and/or tender documents.</li> <li>(f) No market related offer received (after attempts of negotiation processes)</li> </ul> <p>Where applicable, the decision to cancel the tender will be published in the CIDB website and in the Tender Bulletin or the media in which the original tender invitation as advertised.</p>
14	Dispute resolution mechanism will be done through the <b>Adjudication</b> route.
15	<p>The department must when be acting against the tenderer or person awarded the contract on a fraudulent basis, considers the provisions of Regulation 14:</p> <p>The remedies provided for in Preferential Procurement Regulations 2017 do not prevent an institution from instituting remedies arising from any other prescripts or contract.</p>
16	<p>Where the employer terminates the contract due to default of the contractor in whole or in part, the employer may decide to: a) Refer the breach in contract to the <b>cidb</b> for investigation as a breach of the <b>cidb Code of Conduct</b> in terms of the <b>cidb Regulations</b>; or b) may impose a restriction penalty on the contractor in terms of Section 14 of the Preferential Procurement Regulations. The outcomes of such investigations in terms of both the <b>cidb Regulations</b> and the Preferential Procurement Regulations may prohibit the contractor from doing business with the public sector for a period not exceeding 10 years.</p>



## **PART T2**

### **RETURNABLE DOCUMENTS**



## PART T2.1: LIST OF RETURNABLE DOCUMENTS



## T2.1 List of Returnable Documents

The tenderer must complete the following returnable documents:

### 1 Returnable Schedules required for quotation evaluation purposes

- Compulsory enterprise questionnaire (In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted).
- Record of addenda issued (Only if addenda is issued)
- Certificate of authority for joint ventures (Only where the tender/ quotation is submitted by a joint venture)

### 2 Other documents required for quotation evaluation purposes

- Form of Offer and Acceptance
- Complete Priced Bills of Quantities & Final Summary

### 3 Returnable Schedules that will be incorporated into the contract

- Contractor need to submit proof of registration with SAQCC for their Technicians
- The service provider must have SANS1475 permit ( Copy to be submitted with the tender documents )
- SBD 1, 4, 6.1,



## SBD 1

### PART A

#### INVITATION TO BID

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE</b>					
BID NUMBER:	<b>ORT5-23/24-0038 ORR</b>	CLOSING DATE:	<b>04 DECEMBER 2023</b>	CLOSING TIME:	<b>11:00 AM</b>
DESCRIPTION:	<b>APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS</b>				
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT</b>					
DEPARTMENT OF PUBLIC WORKS 7 INFRASTRUCTURE, CORNER OWEN & VICTORIA STREET, KD MATANZIMA BUILDING, MTHATHA					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	<b>Ms Ntomboxo Koko</b>		CONTACT PERSON	<b>L Ntitsolo</b>	
TELEPHONE NUMBER	<b>047 505 2750 / 0725703322</b>		TELEPHONE NUMBER	<b>047 505 2750/ 066 488 1110</b>	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	<a href="mailto:ntomboxolo.koko@ecdpw.gov.za">ntomboxolo.koko@ecdpw.gov.za</a>		E-MAIL ADDRESS	<a href="mailto:Luvuyo.Ntitsolo@ecdpw.gov.za">Luvuyo.Ntitsolo@ecdpw.gov.za</a>	
<b>SUPPLIER INFORMATION</b>					
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	
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					
(a) 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]		a) ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, COMPLETE QUESTIONNAIRE BELOW]	
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>					
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?

☐ YES ☐ NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?

☐ YES ☐ 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

<b>1. BID SUBMISSION:</b>
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED – (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</b>
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. <b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</b>
<b>2. TAX COMPLIANCE REQUIREMENTS</b>
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 <a href="http://WWW.SARS.GOV.ZA">WWW.SARS.GOV.ZA</a> .
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 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."

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

(Proof of authority must be submitted e.g. company resolution)

DATE:

.....



## Compulsory Enterprise Questionnaire

A

### Compulsory Enterprise questionnaire

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

**Section 1: Name of enterprise:** .....

**Section 2: VAT registration number, if any:** .....

**Section 3: CIDB registration number, if any:** .....

**Section 4: Particulars of sole proprietors and partners in partnerships**

Name*	Identity number*	Personal income tax number*

*\* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners*

**Section 5: Particulars of companies and close corporations**

Company registration number .....

Close corporation number ..... Tax  
reference number .....

**Section 6: The attached SBD 4 must be completed for each tender and be attached as a tender requirement.**

**Section 7: The attached SBD 6.1 must be completed for each tender and be attached as a requirement.**

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise:

- authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004; iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Signed .....

Date .....

Name .....

Position .....

## 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 interest<sup>1</sup> 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:

.....  
.....

<sup>1</sup> *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 consortium<sup>2</sup> 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

<sup>2</sup> **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 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**

- a) The applicable preference point system for this tender is the **80/20** preference point system.
- b) The lowest 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
<b>PRICE</b>	<b>80</b>
<b>SPECIFIC GOALS</b>	<b>20</b>
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

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. FORMULA 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

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

### 3.2. FORMULA 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
$P_s = 80 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right)$	or	$P_s = 90 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right)$

Where

$P_s$  = Points scored for price of tender under consideration  
 $P_t$  = Price of tender under consideration  
 $P_{max}$  = 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.)**

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)
<b>Historically Disadvantaged Individual:-</b>			
	(a) 100% black ownership	6	
	(b) 51% to 99% black ownership	4	
	(c) Less than 51% black ownership	0	
<b>Black women ownership:-</b>			
	(a) 100% black women ownership	4	
	(b) 30% to 99% black women ownership	2	
	(c) Less than 30% black women ownership	0	
<b>Black youth ownership:-</b>			
	(a) 100% black youth ownership	4	
	(b) 30% to 99% black youth ownership	2	
	(c) Less than 30% black youth ownership	0	
<b>People with disability:-</b>			
	(a) 20% or more disabled people ownership	2	
	(b) Less than 20% disabled people ownership	0	
<b>Locality:-</b>			
	(a) Within the Eastern Cape	4	
	(b) Outside the Eastern Cape	0	



#### 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.

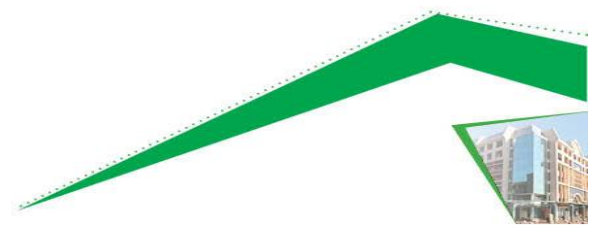
.....  
**SIGNATURE(S) OF TENDERER(S)**

**SURNAME AND NAME:** .....

**DATE:** .....

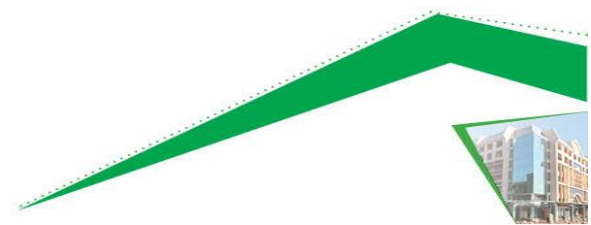
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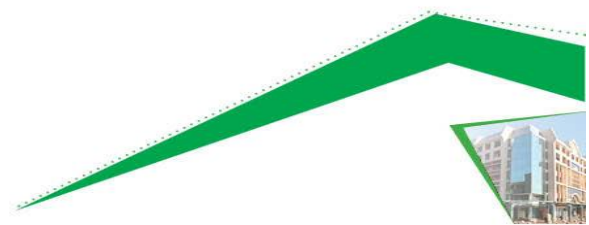


***PROOF OF REGISTRATION ON THE NATIONAL  
TREASURY CENTRAL SUPPLIER DATABASE (CSD  
REPORT)***

(ATTACH HERE)



***VALID CIDB CERTIFICATE OF A TENDERER***  
**(ATTACH HERE)**



### **PROTECTION OF PERSONAL INFORMATION: CONSENT (POPIA)**

The introduction of The Protection of Personal Information Act (POPIA) ensures the regulation of personal information through its entire life cycle of collection, transfer, storing and deletion.

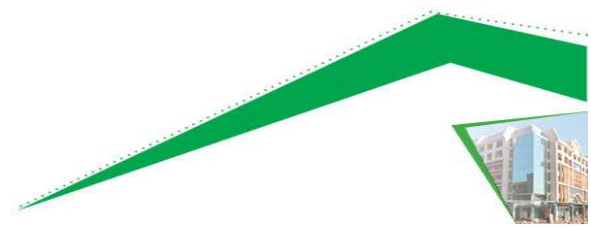
As part of its business activities, the Department of Public Works and Infrastructure obtains and requires access to personal data from a wide range of internal and external parties, including without limitation bidders who respond to requests for proposals that are published by the Department of Public Works and Infrastructure from time to time. The Department of Public Works and Infrastructure confirms that it shall process the information disclosed by Bidders for the purpose of evaluating and subsequently awarding/appointing a successful Bidder.

The Department of Public Works and Infrastructure hereby states that it does not and will never modify, amend, or alter any personal information submitted to it by a Bidder. Not unless directed to do so by an order of court, the Department of Public Works and Infrastructure does not disclose or permit the disclosure of any personal information to any Third Party without the prior written consent of the owner of the information.

Similarly, Bidders will from time-to-time access and be seized with information of a personal nature pertaining to the Department of Public Works and Infrastructure. Some of the information may because of legislative compliances be available in the public domain, whilst some is uniquely provided to bidders in pursuit of procurement or other business-related activities. In this regard, the Department of Public Works and Infrastructure requires that Bidders which receive or have access to its personal information, process any such information in a manner compliant with the requirements of the POPIA.

### **AGREEMENT**

1. The Department of Public Works and Infrastructure and the Bidder (the Parties) agree and undertake that upon obtaining and having access to personal information relating to either of them, they shall always ensure that:
  - a) They process the information only for the express purpose for which it was obtained.
  - b) Information is provided only to designated and authorized personnel who require the personal information to carry out the Parties' respective obligations in terms of the Procurement processes.
  - c) They will introduce, and implement all reasonable measures ensure the protection of all personal information from unauthorized access and/or use.
  - d) They have taken appropriate measures to safeguard the security, integrity, and authenticity of all personal information in its possession or under its control.
  - e) The Parties agree that if personal information will be processed for any other purpose other than the one for which the accessing of the information was intended, explicit written consent will be obtained prior to the execution of such reason.
  - f) The Parties shall carry out regular assessments to identify all reasonably foreseeable internal and external risks to the interception of personal information in its possession or under its control and shall implement and maintain appropriate controls in mitigation of such risks.



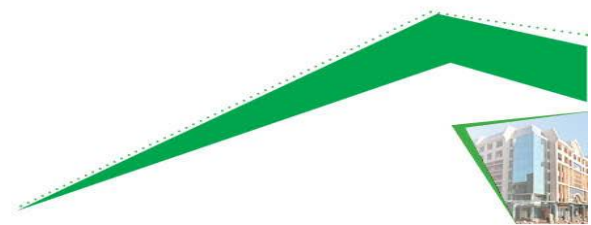
2. The Parties agree that they will promptly return or destroy any personal data in their possession or control which belongs to the other Party once it no longer serves the purpose for which it was collected, subject to any legal retention requirements. The information will be destroyed in such a manner that it cannot be reconstructed to its original form, linking it to any individual or organization.
3. Bidder's Obligations
  - a) The Bidder is required to notify the Information Officer of Department of Public Works and Infrastructure, in writing as soon as possible after it becomes aware of or suspects any loss, unauthorized access or unlawful use of any of the Department of Public Works and Infrastructure's personal information.
  - b) The Bidder shall, at its own cost, promptly and without delay take all necessary steps to mitigate the extent of the loss or compromise of personal data.
  - c) The Bidder shall be required to provide the Department of Public Works and Infrastructure with details of the persons affected by the compromise and the nature and extent of the compromise, including details of the identity (if known) of the unauthorized person who may have accessed or acquired the personal data.
  - d) The Bidder undertakes to co-operate with any investigation relating to security breach which is carried out by or on behalf of Department of Public Works and Infrastructure.

**On behalf of the Bidder:**

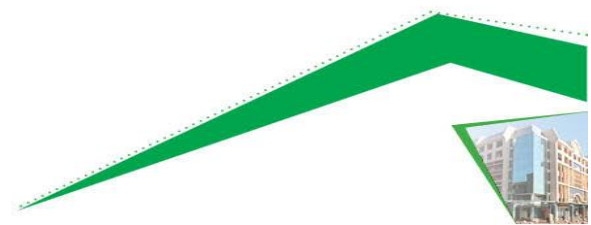
..... Signature	..... Date
..... Position	..... Name of the Bidder

**On behalf of the Client:**

..... Signature	..... Date
..... Position	..... Name of Client Representative

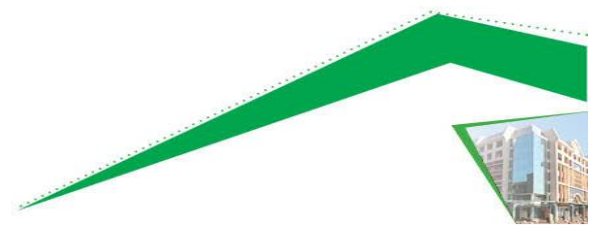


## THE CONTRACT



## **PART C1**

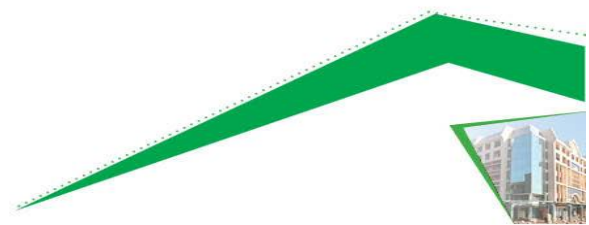
### **AGREEMENTS AND CONTRACT DATA**



## **GENERAL CONDITIONS OF CONTRACT**

### **II. TABLE OF CLAUSES**

1. Definitions
2. Application
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4. Standards
5. Use of contract documents and information; inspection
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7. Performance security
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29. Limitation of liability
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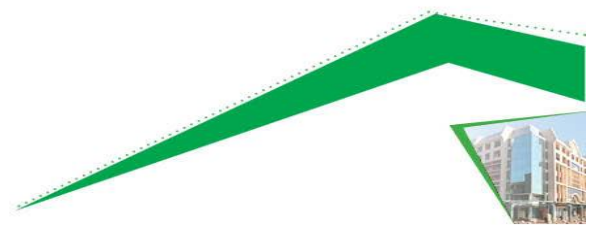


## **GENERAL CONDITIONS OF CONTRACT**

### **1. Definitions**

The following terms shall be interpreted as indicated:

- 1.1 **"Closing time"** means the date and hour specified in the bidding documents for the receipt of bids.
- 1.2 **"Contract"** means the written agreement entered into between the purchaser and the provider, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.3 **"Contract price"** means the price payable to the provider under the contract for the full and proper performance of his contractual obligations.
- 1.4 **"Corrupt practice"** means the offering, giving, receiving, or soliciting of any thing of the value to influence the action of a public official in the procurement process or in contract execution.
- 1.5 **"Countervailing duties"** are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
- 1.6 **"Country of origin"** means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 1.7 **"Day"** means calendar day.
- 1.8 **"Delivery"** means delivery in compliance of the conditions of the contract or order.
- 1.9 **"Delivery ex stock"** means immediate delivery directly from stock actually on hand.
- 1.10 **"Delivery into consignees store or to his site"** means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the provider bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
- 1.11 **"Dumping"** occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
- 1.12 **"Force majeure"** means an event beyond the control of the provider and not involving the provider's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 **"Fraudulent practice"** means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 **"GCC"** means the General Conditions of Contract.
- 1.15 **"Goods"** means all of the equipment, machinery, and/or other materials that the provider is required to supply to the purchaser under the contract.
- 1.16 **"Imported content"** means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by



the provider or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as land costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.

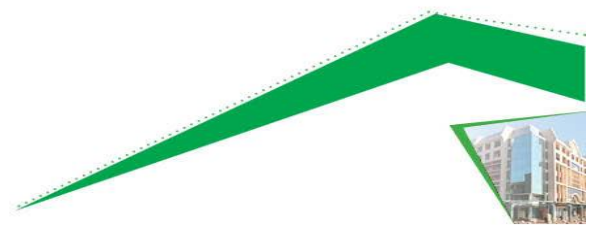
- 1.17 **"Local content"** means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 **"Manufacture"** means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 **"Order"** means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 **"Project site,"** where applicable, means the place indicated in bidding documents.
- 1.21 **"Purchaser"** means the organization purchasing the goods.
- 1.22 **"Republic"** means the Republic of South Africa.
- 1.23 **"SCC"** means the Special Conditions of Contract.
- 1.24 **"Services"** means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the provider covered under the contract.
- 1.25 **"Written" or "in writing"** means hand-written in ink or any form of electronic or mechanical writing.

## **2. Application**

- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services (excluding professional services related to the building and construction industry), sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

## **3. General**

- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 Invitations to bid are usually published in locally distributed news media and in the institution's website.



#### **4. Standards**

- 4.1** The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

#### **5. Use of contract documents and information; inspection**

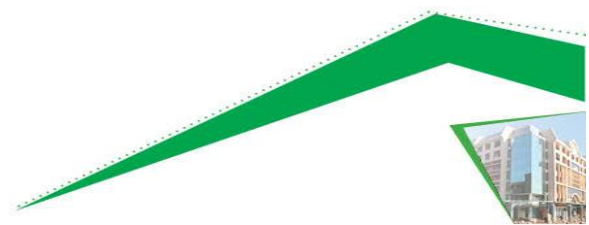
- 5.1** The provider shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the provider in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The provider shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the provider's performance under the contract if so required by the purchaser.
- 5.4 The provider shall permit the purchaser to inspect the provider's records relating to the performance of the provider and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

#### **6. Patent rights**

- 6.1 The provider shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of goods or any part thereof by the purchaser.
- 6.2 When a provider developed documentation/projects for the department or PROVINCIAL entity, the intellectual, copy and patent rights or ownership or such documents or projects will vest in the department or PROVINCIAL entity.

#### **7. Performance security**

- 7.1** Within thirty (30) days of receipt of the notification of contract award, the success bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the provider's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the

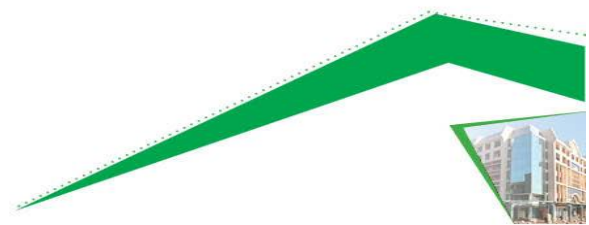


- form provided in the bidding documents or another form acceptable to the purchaser; or  
(b) a cashier's or certified cheque.

- 7.4 The performance security will be discharged by the purchaser and returned to the provider not later than thirty (30) days following the date of completion of the provider's performance obligations under the contract, including any warranty obligations, unless otherwise specified.

## **8. Inspections, tests and analyses**

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the purchaser or an organization acting on behalf of the purchaser.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clause 8.2 & 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the provider.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the provider who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do not comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the providers cost and risk. Should the provider fail to provide the substitute supplies forthwith, the purchaser may, without giving the provider further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the provider.



- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

## **9. Packaging**

- 9.1 The provider shall provide such packaging of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging, case size and weights shall take into consideration, where appropriate, the remoteness of the good's final destination and the absence of heavy handling facilities at all points in transit.

- 9.2 The packaging, marking and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, and in any subsequent instructions ordered by the purchaser.

## **10. Delivery and documents**

- 10.1 Delivery of the goods and arrangements for shipping and clearance obligations, shall be made by the provider in accordance with the terms specified in the contract.

## **11. Insurance**

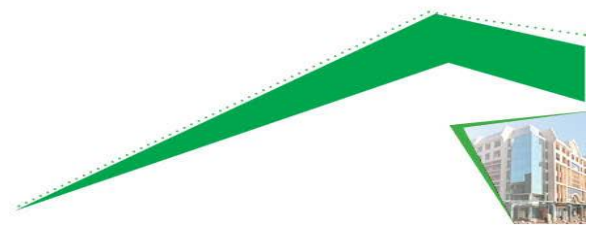
- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified.

## **12. Transportation**

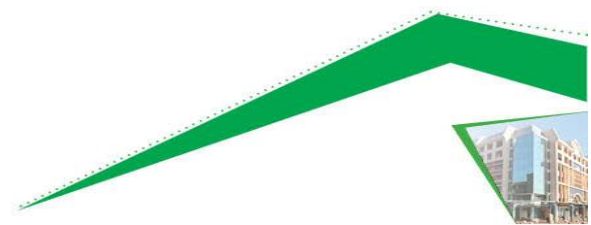
- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified.

## **13. Incidental services**

- 13.1 The provider may be required to provide any or all of the following services, including additional services, if any:
- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
  - (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
  - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
  - (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the provider of any warranty obligations under this contract; and
  - (e) training of the purchaser's personnel, at the provider's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.



- 13.2** Prices charged by the provider for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the provider for similar services.
- 14.** Spare parts
- 14.1** As specified, the provider may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the provider:
9. such spare parts as the purchaser may elect to purchase from the provider, provided that this election shall not relieve the provider of any warranty obligations under the contract, and
  10. in the event of termination of production of the spare parts:
    - a. Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
    - b. Following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.
- 15.** Warranty
- 15.1** The provider warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The provider further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the provider, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.
- 15.2** This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise.
- 15.3** The purchaser shall promptly notify the provider in writing of any claims arising under this warranty.
- 15.4** Upon receipt of such notice, the provider shall, within the period specified and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.



**15.5** If the provider, having been notified, fails to remedy the defect(s) within the period specified, the purchaser may proceed to take such remedial action as may be necessary, at the provider's risk and expense and without prejudice to any other rights which the purchaser may have against the provider under the contract.

**16. Payment**

**16.1** The method and conditions of payment to be made to the provider under this contract shall be specified

**16.2** The provider shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract.

**16.3** Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the provider.

**16.4** Payment will be made in Rand unless otherwise stipulated.

**17. Prices**

**17.1** Prices charged by the provider for goods delivered and services performed under the contract shall not vary from the prices quoted by the provider in his bid, with the exception of any price adjustments authorized or in the purchaser's request for bid validity extension, as the case may be.

**18. Increase/decrease of quantities**

**18.1** In cases where the estimated value of the envisaged changes in purchase does not exceed 15% of the total value of the original contract, the contractor may be instructed to deliver the revised quantities. The contractor may be approached to reduce the unit price, and such offers may be accepted provided that there is no escalation in price.

**19. Contract amendments**

**19.1** No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

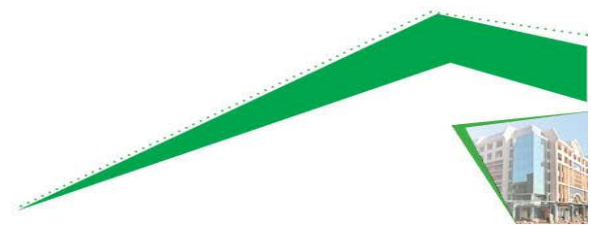
**20. Assignment**

**20.1** The provider shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

**21. Subcontracts**

**21.1** The provider shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the provider from any liability or obligation under the contract.

**22. Delays in the provider's performance**



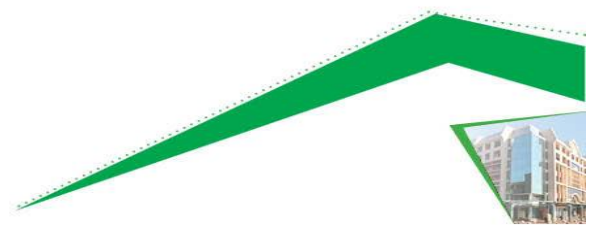
- 22.1** Delivery of the goods and performance of services shall be made by the provider in accordance with the time schedule prescribed by the purchaser in the contract.
- 22.2** If at any time during performance of the contract, the provider or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the provider shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the provider's notice, the purchaser shall evaluate the situation and may at his discretion extend the provider's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 22.3** The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if any emergency arises, the provider's point of supply is not situated at or near the place where the supplies are required, or the provider's services are not readily available.
- 22.4** Except as provided under GCC Clause 25, a delay by the provider in the performance of its delivery obligations shall render the provider liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.
- 22.5** Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the provider's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the provider.

## **23. Penalties**

- 23.1** Subject to GCC Clause 25, if the provider fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed good or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

## **24. Termination For Default**

- 24.1** The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the provider, may terminate this contract in whole or in part:
- (a) if the provider fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
  - (b) if the provider fails to perform any other obligation(s) under the contract; or



(c) if the provider, in the judgement of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

24.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the provider shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the provider shall continue performance of the contract to the extent not terminated.

## **25. Anti-Dumping And Counter-Vailing Duties And Rights**

25.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the provider to the purchaser or the purchaser may deduct such amounts from moneys (if any) which may otherwise be due to the provider in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him.

## **26. Force Majeure**

26.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the provider shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

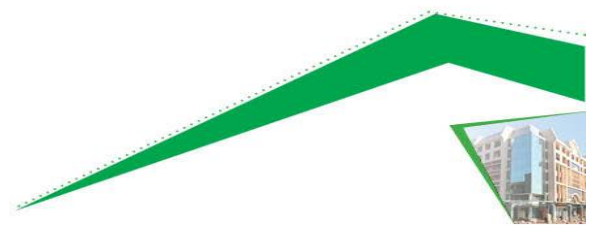
26.2 If a force majeure situation arises, the provider shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the provider shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

## **27. Termination For Insolvency**

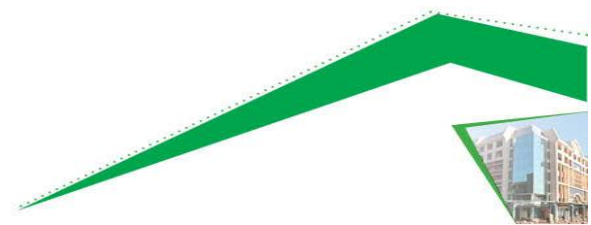
27.1 The purchaser may at any time terminate the contract by giving written notice to the provider if the provider becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the provider, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser,

## **28. Settlement Of Disputes**

28.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the provider in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.



- 28.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the provider may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 28.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 28.4 Notwithstanding any reference to mediation and / or court proceedings herein,
- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
  - (b) the purchaser shall pay the provider any monies due to the provider for goods delivered and / or services rendered according to the prescripts of the contract.
29. **Limitation Of Liability**
- 29.1 Except in cases of criminal negligence or wilful misconduct, and in the case of infringement pursuant to Clause 6;
- (a) the provider shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the provider to pay penalties and / or damages to the purchaser; and
  - (b) the aggregate liability of the provider to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.
30. **Governing Language**
- 30.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
31. **Applicable Law**
- 31.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified.
32. **Notices**
- 32.1 Every written acceptance of a bid shall be posted to the provider concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice.
- 32.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.



### **33. TAXES AND DUTIES**

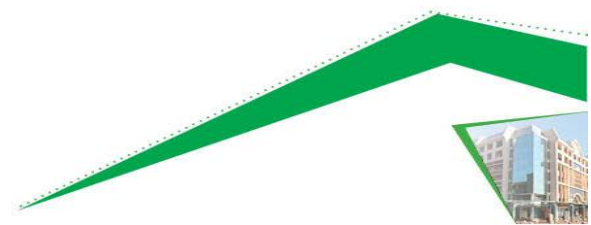
- 33.1 A foreign provider shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 33.2 A local provider shall be entirely responsible for all taxes, duties, license fees, etc, incurred until delivery of the contracted goods to the purchaser.
- 33.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid SARS must have certified that the tax matters of the preferred bidder are in order.

### **34. Transfer Of Contracts**

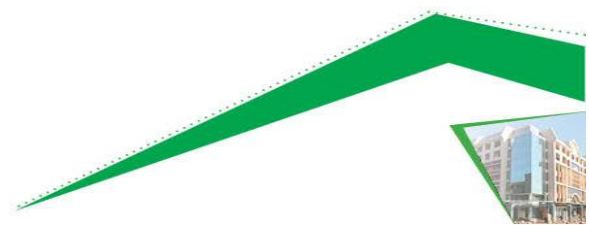
- 34.1 The contractor shall not abandon, transfer, assign or sublet a contract or part thereof without the written permission of the purchaser.

### **35. Amendment Of Contracts**

- 35.1 No agreement to amend or vary a contract or order or the conditions, stipulations or provisions thereof shall be valid and of any force unless such agreement to amend or vary is entered into in writing and signed by the contracting parties. Any waiver of the requirement that the agreement to amend or vary shall be in writing, shall also be in writing.



## PART C1.1: FORM OF OFFER AND ACCEPTANCE



**Annex C**  
(normative)  
**FORM OF OFFER AND ACCEPTANCE**

<b>Project title</b>	<b>APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS</b>
<b>SCMU number</b>	<b>ORT5 - 23/24 – 0038ORR</b>

**OFFER**

The employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the procurement of:

**APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS**

The tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the tenderer, deemed to be duly authorized, signing this part of this form of offer and acceptance, the tenderer offers to perform all of the obligations and liabilities of the contractor under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data.

**THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS**

..... Rand (in words);

R .....(in figures) (or other suitable wording)

This offer may be accepted by the employer by signing the acceptance part of this form of offer and acceptance and returning one copy of this document to the tenderer before the end of the period of validity stated in the tender data, whereupon the tenderer becomes the party named as the contractor in the conditions of contract identified in the contract data.

Signature

.....

Name

.....

Capacity

.....

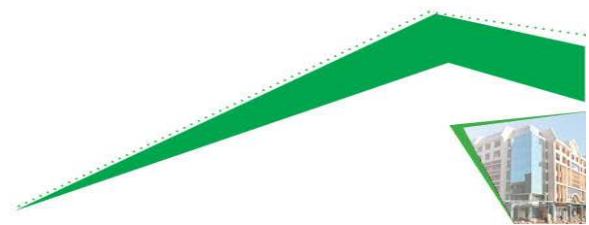
**for the tenderer**

.....

(Name and address of organization)

Name and signature

of witness ..... Date .....



## ACCEPTANCE

By signing this part of this form of offer and acceptance, the employer identified below accepts the tenderer's offer. In consideration thereof, the employer shall pay the contractor the amount due in accordance with the conditions of contract identified in the contract data. Acceptance of the tenderer's offer shall form an agreement between the employer and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement. The terms of the contract, are contained in:

Part C1 Agreements and contract data, (which includes this agreement)  
Part C2 Pricing data  
Part C3 Scope of work.  
Part C4 Site information and drawings and documents or parts thereof, which may be incorporated by reference into the above listed Parts.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the returnable schedules as well as any changes to the terms of the offer agreed by the tenderer and the employer during this process of offer and acceptance, are contained in the schedule of deviations attached to and forming part of this form of offer and acceptance. No amendments to or deviations from said documents are valid unless contained in this schedule.

The tenderer shall within 3 weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the employer's agent (whose details are given in the contract data) to arrange the delivery of any securities, bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy of this document, including the schedule of deviations (if any). Unless the tenderer (now contractor) within five working days of the date of such receipt notifies the employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.<sup>1</sup>

Signature

.....  
Name

.....  
Capacity

.....  
**for the Employer**

.....  
(Name and address of organization)

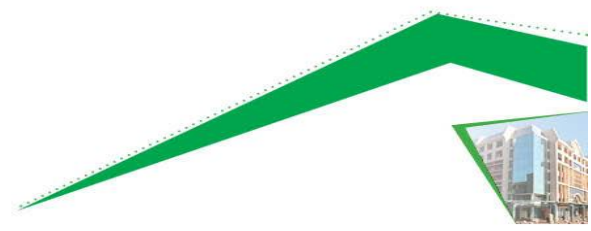
Name and signature

of witness ..... Date .....

## Schedule of Deviations

1 Subject .....  
Details .....

2 Subject .....  
Details .....



3 Subject \_\_\_\_\_  
Details \_\_\_\_\_

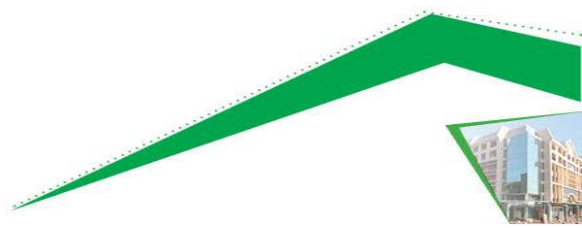
4 Subject \_\_\_\_\_  
Details \_\_\_\_\_

By the duly authorized representatives signing this agreement, the employer and the tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to the documents listed in the tender data and addenda thereto as listed in the tender schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the tenderer and the employer during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender/ quotation documents and the receipt by the tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the contract between the parties arising from this agreement.

<sup>1</sup> As an alternative, the following wording may be used:

*Notwithstanding anything contained herein, this agreement comes into effect two working days after the submission by the employer of one fully completed original copy of this document including the schedule of deviations (if any), to a courier-to-counter delivery / counter-to-counter delivery / door-to-counter delivery / door-to-door delivery / courier service (delete that which is not applicable), provided that the employer notifies the tenderer of the tracking number within 24 hours of such submission. Unless the tenderer (now contractor) within seven working days of the date of such submission notifies the employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties*



**A**

**RECORD OF ADDENDA TO BID DOCUMENTS**

<b>PROJECT TITLE</b>	<b>APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS</b>		
<b>SCMU NUMBER</b>	<b>ORT5 - 23/24 – 0038 ORR</b>		
I / We confirm that the following communications received from the Department of Public Works before the submission of this tender offer, amending the tender documents, have been taken into account in this bid offer: (Attach additional pages if more space is required)			
<b>Item</b>	<b>Date</b>	<b>Title or Details</b>	<b>No. of Pages</b>
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Attach additional pages if more space is required.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Position \_\_\_\_\_

Tenderer \_\_\_\_\_



**B**

**PROPOSED AMENDMENTS AND QUALIFICATIONS**

The Tenderer should record any deviations or qualifications he may wish to make to the tender documents in this Returnable Schedule. Alternatively, a tenderer may state such deviations and qualifications in a covering letter to his tender and reference such letter in this schedule.

The Tenderer's attention is drawn to clause 5.8 of SANS 10845-3 regarding the employer's handling of material deviations and qualifications.

<b>PROJECT TITLE</b>	<b>APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS</b>
<b>SCMU NUMBER</b>	<b>ORT5 - 23/24 – 0038 ORR</b>

<b>Page</b>	<b>Clause /Item</b>	<b>Proposal</b>

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct

Signed

Date

-----

Name

Position

-----

Enterprise name

-----



**C**

**RESOLUTION FOR SIGNATORY**

**A: CERTIFICATE OF AUTHORITY FOR SIGNATORY**

Signatory for companies shall confirm their authority hereto by attaching a duly signed and dated copy of the relevant resolution of the board of directors to this form or on company letter head.

An example is given below:

“By resolution of the board of directors passed at a meeting held on \_\_\_\_\_

Mr/Ms \_\_\_\_\_, whose signature appears below, has been duly authorised to

sign all documents in connection with the tender for Contract No. \_\_\_\_\_

and any Contract which may arise there from on behalf of (Block Capitals) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

SIGNED ON BEHALF OF THE COMPANY: \_\_\_\_\_

IN HIS/HER CAPACITY AS: \_\_\_\_\_

DATE: \_\_\_\_\_

SIGNATURE OF SIGNATORY: \_\_\_\_\_

**WITNESSES:**

<b>DIRECTOR (NAMES)</b>		SIGNATURE	
<b>DIRECTOR (NAMES)</b>		SIGNATURE	
<b>DIRECTOR (NAMES)</b>		SIGNATURE	
<b>DIRECTOR (NAMES)</b>		SIGNATURE	
<b>DIRECTOR (NAMES)</b>		SIGNATURE	



<b>DIRECTOR (NAMES)</b>		<b>SIGNATURE</b>	
-----------------------------	--	------------------	--

If you cannot complete this form, attach a separate sheet (in a company letter head, project specific and signed by all directors):



**D**

**CERTIFICATE OF AUTHORITY FOR JOINT VENTURES**

This Returnable Schedule is to be completed by joint ventures.

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorize Mr/Ms . . . .  
....., authorized signatory of the company .....  
....., acting in the capacity of lead partner, to  
sign all documents in connection with the tender offer and any contract resulting from it on our behalf.

<b>PROJECT TITLE</b>	<b>APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS</b>	
<b>SCMU NUMBER</b>	<b>ORT5 - 23/24 – 0038 ORR</b>	
<b>NAME OF FIRM</b>	<b>ADDRESS</b>	<b>DULY AUTHORISED SIGNATORY</b>
Lead partner: ..... .		Signature. . . . .  Name ..... Designation.....
..... .		Signature. . . . .  Name ..... Designation.....
..... .		Signature. . . . .  Name ..... Designation.....
..... .		Signature. . . . .  Name ..... Designation.....



## E

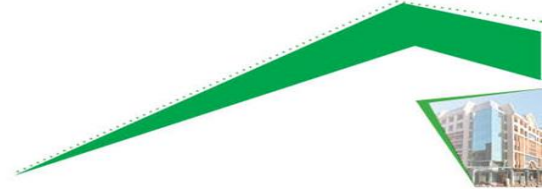
### CAPACITY OF THE BIDDER

<b>PROJECT TITLE</b>	<b>APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS</b>
<b>PROJECT NUMBER</b>	<b>ORT5 - 23/24 – 0038 ORR</b>
<p>WORK CAPACITY: (The Bidder is requested to furnish the following capacity particulars and to attach additional pages if more space is required. Failure to furnish the particulars may result in the Bid being disregarded.)</p> <p><i>Artisans and Employees: (Artisans and Employees to be, or are ,employed for this project )</i></p>	

Quantity / No. of Resources	Categories of Employee - Key Personnel (part of Business Enterprise)	Professional Registration No.	Date of Employment
	Site Agent		
	Project Manager		
	Foreman		
	Quality Control & Safety Officer-Construction Supervisor		
	Artisans		
	Unskilled employees		
	Others		

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

<b>Signed:</b>	.....	<b>Date</b>	.....
<b>Name:</b>	.....	<b>Position</b>	.....
<b>Enterprise Name:</b> .....			



## **F**

### **RELEVANT PROJECT EXPERIENCE – COMPLETED PROJECTS**

Tenderers must submit a max one-page description of at least three projects successfully completed.

#### **Attach a Completion Certificate for each of the project provided.**

The description of each project must include the following information:

1. Essential introductory information:
  - 1.1. Name of project.
  - 1.2. Name of client.
  - 1.3. Contact details of client.
  - 1.4. Contact details (including telephone numbers and email addresses) of currently contactable references.
  - 1.5. The period during which the project was performed, and also, if this is different, the period during which the tenderer's team members were contracted.
  - 1.6. Cost of works and/or contract value (making it clear in broad terms what this cost/value purchased, and to what extent (if any) this cost/value was part of a larger project budget or programme budget).

NO.	NAME OF PROJECT.	NAME OF CLIENT.	CONTACT DETAILS OF CLIENT.	PROJECT VALUE	DATE COMPLETED
1					
2					
3					

*If there are more projects, attach a separate page to address this issue (the above table is just for reference purposes).*

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed.....

Date.....

Name.....

Position.....

Enterprise name.....



## G

### **RELEVANT PROJECT EXPERIENCE – CURRENT PROJECTS**

Tenderers must submit a max one-page description of at least three projects under construction/ on hold/ just handed over/ towards completion (if they exist). **Attach an Appointment letter for each of the project provided.**

The description of each project must include the following information:

2. Essential introductory information:
  - 2.1. Name of project.
  - 2.2. Name of client.
  - 2.3. Contact details of client.
  - 2.4. Contact details (including telephone numbers and email addresses) of currently contactable references.
  - 2.5. The period during which the project was performed, and if this is different, the period during which the tenderer's team members were contracted.
  - 2.6. Cost of works and/or contract value (making it clear in broad terms what this cost/value purchased, and to what extent (if any) this cost/value was part of a larger project budget or programme budget).

NO.		NAME OF PROJECT.	NAME OF CLIENT.	CONTACT DETAILS OF CLIENT	PROJECT VALUE	STAGE OF PROJECT
1						
2						
3						

*Attach a separate page to address this issue (the above table is just for reference purposes).*

The undersigned, who warrants that she/ he is duly authorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the tenderer are within my personal knowledge and are to the best of my knowledge both true and correct.

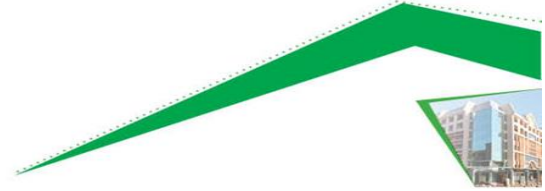
Signed.....

Date.....

Name.....

Position.....

Enterprise name.....



H

**OTHER OFFERS SUBMITTED AT TIME OF THIS TENDER FOR WHICH RESULTS ARE PENDING (if they exist)**

*(Any other client's tender must also be included)*

BID NO. / PROJECT NUMBER	PROJECT NAME	CLIENT NAME & CONTACT NO.	VALUE TENDERED IN Rands	DATE SUBMITTED	CONTACT DETAILS (CLIENT)
1					
2					
3					
4					

Signed.....

Date.....

Name.....

Position.....

Enterprise name.....



!

### **SCHEDULE OF TENDERER'S LITIGATION HISTORY**

The tenderer shall list below details of any litigation with which the tenderer (including its directors, shareholders or other senior members in previous companies) has been involved with any organ of state or state department within the last ten years. The details must include the year, the litigating parties, the subject matter of the dispute, the value of any award or estimated award if the litigation is current and in whose favour the award, if any, was made.

NO.	NAME OF CLIENT.	OTHER LITIGATING PARTY	BRIEF DETAILS OF DISPUTE	PROJECT VALUE	DATE RESOLVED OR STATUS OF LITIGATION
1					
2					
3					
4					

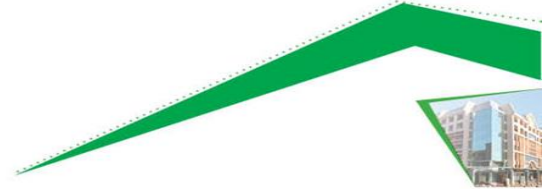
Signed.....

Date.....

Name.....

Position.....

Enterprise name.....



J

### BASELINE RISK ASSESSMENT

<b>PROJECT TITLE</b>	<b>APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS</b>
<b>PROJECT NUMBER</b>	<b>ORT5 - 23/24 – 0038 ORR</b>
<i>PLEASE NOTE THAT THIS IS A BASELINE RISK ASSESSMENT AND NOT A DETAILED RISK ASSESSMENT OF ALL ANTICIPATED ACTIVITIES ON SITE</i>	

Activity	Risk to Safety	Risk to Health	Risk to Environmental	Risk to Public Safety	Control Measures

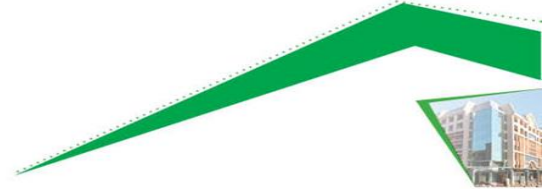
*You can list all activities on a separate page to address this issue (the above table is just for reference purposes).*

Signed


Date


Name

Position



## K

### Project Reference Forms – 1

<b>Project title:</b>	<b>APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS</b>
<b>Project Number:</b>	<b>ORT5 - 23/24 – 0038 ORR</b>

**NOTE:** This returnable document must be completed by the person who was the Engineer/Project Manager on a project of similar value and complexity that was completed successfully by the tenderer.

I, \_\_\_\_\_ (name and surname) of  
\_\_\_\_\_ (company name) declare  
that I was the Project Manager on the following building construction project successfully  
executed by \_\_\_\_\_ (name of tenderer):  
Project name: \_\_\_\_\_  
Project location: \_\_\_\_\_  
Construction period: \_\_\_\_\_ Completion date: \_\_\_\_\_  
Contract value: \_\_\_\_\_

A. Please evaluate the performance of the Tenderer on the abovementioned project, on which you were the principal agent, by inserting “Yes” in the relevant box below:

Key Performance Indicators	Very Poor 1	Poor 2	Fair 3	Good 4	Excellent 5	Total
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors / cash flow, etc						
<b>TOTAL</b>						



B. Would you consider / recommend this tenderer again:

YES	NO

C. Any other comments:

---

---

D. My contact details are:

Telephone: \_\_\_\_\_ Cellphone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Thus signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

---

Signature of principal agent

**COMPANY STAMP**

**NOTE:**

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

\_\_\_\_\_  
Name of Tenderer

\_\_\_\_\_  
Signature of Tenderer

\_\_\_\_\_  
Date



## Project Reference Forms – 2

<b>Project title:</b>	<b>APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS</b>
<b>Project Number:</b>	<b>ORT5 - 23/24 – 0038 ORR</b>

**‘NOTE: This returnable document must be completed by the person who was the Engineer/Project Manager on a project of similar value and complexity that was completed successfully by the tenderer.**

I, \_\_\_\_\_ (name and surname) of \_\_\_\_\_ (company name) declare that I was the Project Manager on the following building construction project successfully executed by \_\_\_\_\_ (name of tenderer):  
 Project name: \_\_\_\_\_  
 Project location: \_\_\_\_\_  
 Construction period: \_\_\_\_\_ Completion date: \_\_\_\_\_  
 Contract value: \_\_\_\_\_

A. Please evaluate the performance of the Tenderer on the abovementioned project, on which you were the principal agent, by inserting “Yes” in the relevant box below:

Key Performance Indicators	Very Poor 1	Poor 2	Fair 3	Good 4	Excellent 5	Total
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors / cash flow, etc.						
<b>TOTAL</b>						



B. Would you consider / recommend this tenderer again:

YES	NO

C. Any other comments:

---

---

D. My contact details are:

Telephone: \_\_\_\_\_ Cellphone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Thus signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

\_\_\_\_\_  
Signature of principal agent

**COMPANY STAMP**

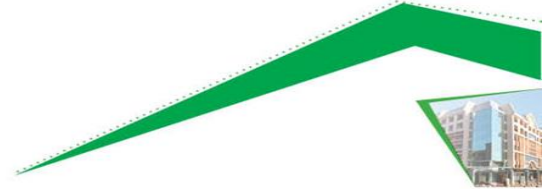
**NOTE:**

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

\_\_\_\_\_  
Name of Tenderer

\_\_\_\_\_  
Signature of Tenderer

\_\_\_\_\_  
Date



### Project Reference Forms – 3

<b>Project title:</b>	<b>APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS</b>
<b>Project Number:</b>	<b>ORT5 - 23/24 – 0038 ORR</b>

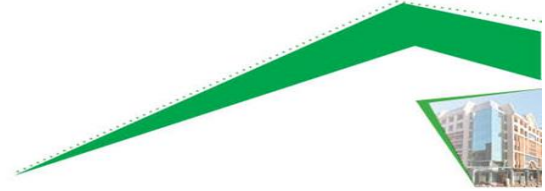
**NOTE:** This returnable document must be completed by the person who was the Engineer/Project Manager on a project of similar value and complexity that was completed successfully by the tenderer.

I, \_\_\_\_\_ (name and surname) of \_\_\_\_\_ (company name) declare that I was the Project Manager on the following building construction project successfully executed by \_\_\_\_\_ (name of tenderer):  
 Project name: \_\_\_\_\_  
 Project location: \_\_\_\_\_  
 Construction period: \_\_\_\_\_ Completion date: \_\_\_\_\_  
 Contract value: \_\_\_\_\_

A. Please evaluate the performance of the Tenderer on the abovementioned project, on which you were the principal agent, by inserting “Yes” in the relevant box below:

Key Performance Indicators	Very Poor 1	Poor 2	Fair 3	Good 4	Excellent 5	Total
1. Project performance / time management / programming						
2. Quality of workmanship						
3. Resources: Personnel						
4. Resources: Plant						
5. Financial management / payment of subcontractors / cash flow, etc.						
<b>TOTAL</b>						

B. Would you consider / recommend this tenderer again:



YES	NO

C. Any other comments:

---

---

D. My contact details are:

Telephone: \_\_\_\_\_ Cellphone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Thus signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

\_\_\_\_\_  
Signature of principal agent

**COMPANY STAMP**

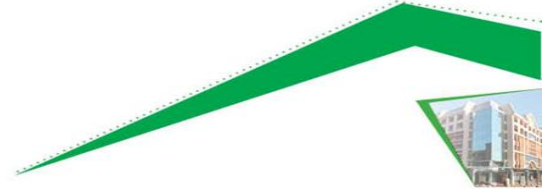
**NOTE:**

If reference cannot be verified due to the inability to get hold of the referee or failure on his/her part to respond to a written request to do so, that reference will not score any points. It is the responsibility of the tenderer to put referees who are reachable.

\_\_\_\_\_  
Name of Tenderer

\_\_\_\_\_  
Signature of Tenderer

\_\_\_\_\_  
Date



J

**BASELINE RISK ASSESSMENT**

<b>PROJECT TITLE</b>	<b>APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS</b>
<b>PROJECT NUMBER</b>	<b>ORT5 - 23/24 – 0038 ORR</b>
<i>PLEASE NOTE THAT THIS IS A BASELINE RISK ASSESSMENT AND NOT A DETAILED RISK ASSESSMENT OF ALL ANTICIPATED ACTIVITIES ON SITE</i>	

<b>Activity</b>	<b>Risk to Safety</b>	<b>to Health</b>	<b>to Environmental</b>	<b>Risk to Public Safety</b>	<b>Control Measures</b>

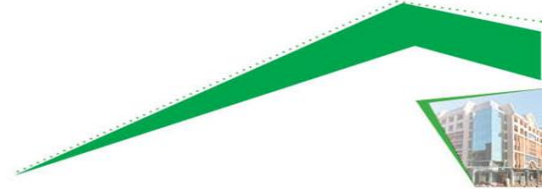
*You can list all activities on a separate page to address this issue (the above table is just for reference purposes).*

Signed

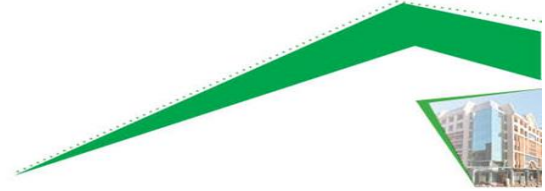

Date


Name

Position



## PART C1.3: DISPUTE RESOLUTION MECHANISM



## C1.3 CIDB ADJUDICATOR'S AGREEMENT

This agreement is made on the ..... day of ..... between: .....  
 ..... (name of company / organization) of .....  
 .....  
 ..... (address) and. .... (name of  
 company / organization) of .....  
 ..... (address) (the  
 Parties) and. .... (name) of .....  
 .....  
 ..... (address) (the Adjudicator).

Disputes or differences may arise/have arisen\* between the Parties under a Contract dated .....  
 and known as. ....  
 and these disputes or differences shall be/have been\* referred to adjudication in accordance with the  
 CIDB Adjudication Procedure, (hereinafter called "the Procedure") and the Adjudicator may be or has  
 been requested to act.

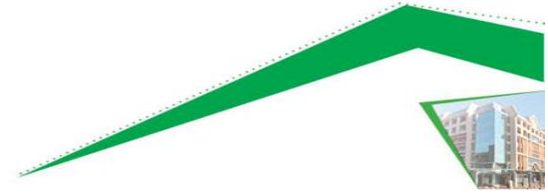
\* Delete as necessary

### IT IS NOW AGREED as follows:

- 1 The rights and obligations of the Adjudicator and the Parties shall be as set out in the Procedure.
- 2 The Adjudicator hereby accepts the appointment and agrees to conduct the adjudication in accordance with the Procedure.
- 3 The Parties bind themselves jointly and severally to pay the Adjudicator's fees and expenses in accordance with the Procedure as set out in the Contract Data.
- 4 The Parties and the Adjudicator shall at all times maintain the confidentiality of the adjudication and shall endeavour to ensure that anyone acting on their behalf or through them will do likewise, save with the consent of the other Parties which consent shall not be unreasonably refused.
- 5 The Adjudicator shall inform the Parties if he intends to destroy the documents which have been sent to him in relation to the adjudication and he shall retain documents for a further period at the request of either Party.



Province of the  
**EASTERN CAPE**  
PUBLIC WORKS & INFRASTRUCTURE



SIGNED by: \_\_\_\_\_

Name: \_\_\_\_\_

who warrants that he / she is  
duly authorized to sign for and  
on behalf of the first Party in the  
presence of

SIGNED by: \_\_\_\_\_

Name: \_\_\_\_\_

who warrants that he / she is  
duly authorized to sign for and  
behalf of the second Party in  
the presence of

SIGNED by: \_\_\_\_\_

Name: \_\_\_\_\_

the Adjudicator in the presence  
of

Witness

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Witness: \_\_\_\_\_

Name \_\_\_\_\_

Address: \_\_\_\_\_

Witness: \_\_\_\_\_

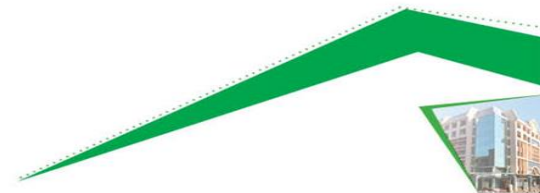
Name: \_\_\_\_\_

Address: \_\_\_\_\_

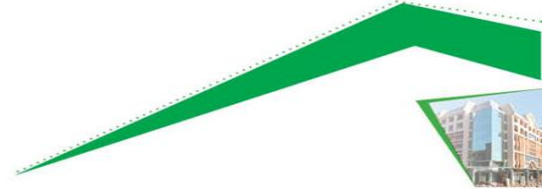
Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## PART C2 PRICING DATA



## **BILL OF QUANTITIES & TECHNICAL SPECIFICATION BILL OF QUANTITIES (BOQ):**

### **APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS**



## C2.2 PRICING SCHEDULE

BILL No. 1 : PRELIMINARY AND GENERAL					
ITEM NO	SHORT DESCRIPTION	UNIT	QTY	Rate	Amount
1	<b><u>PRELIMINARY AND GENERAL</u></b>				
	<b>Rates specified below are for the full 24 month duration of this Contract.</b>				
1.1	Fixed-charge Items: Compliance with General Conditions of Contract Insurances, Sureties, etc as outlined in the Principal Contractor's Preliminaries.				
1.1.1	Fixed	Sum	1		
1.1.2	Value related	Sum	1		
1.1.3	Time related	Sum	1		
1.2	Establishment on site and provision of buildings and storage facilities including de-establishment of site, cleaning and tidying up after completion of contract				
1.2.1	Fixed	Sum	1		
1.2.2	Value related	Sum	1		
1.2.3	Time related	Sum	1		
1.3	Tools and equipment, Communication, transport and accommodation for the duration of contract.				
1.3.1	Fixed	Sum	1		
1.3.2	Value related	Sum			
1.3.3	Time related	Sum	1		
1.4	Contract Management, Company overheads and supervision of the Works including attendance of site meetings (1 per month)				
1.4.1	Fixed	Sum	1		
1.4.2	Value related	Sum	1		
1.4.3	Time related	Sum	1		
1.5	Provision of drawings and manuals for new replacement equipment and as may be requested by the engineer.	Sum	1		
1.6	Final inspection of the works by an accredited representative and issuing of COC's including signing off of the Electrical and Mechanical installations	Sum	1		
	<b>Total Bill No. 1 carried to summary</b>				



<b>BILL NO.2: HAND HELD FIRE EQUIPMENT</b>				
<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Rate</b>	<b>Amount (R)</b>
	<b><u>FIRE EXTINGUISHERS</u></b>			
1	Service fire extinguishers 9kg dcp	360		
2	Service fire extinguishers 4,5kg dcp	450		
3	Service and recharge 9kg dcp fire extinguishers	108		
4	Service and recharge 4,5kg dcp fire extinguishers	135		
5	Supply and install new 9kg dcp fire extinguisher	20		
6	Supply and install new 4,5kg dcp fire extinguisher	20		
7	Supply and install new extinguisher head	20		
8	Supply and Install new discharge tube	10		
9	Service fire extinguishers 2,5kg CO2	20		
10	Supply and install new 2,5kg CO2 fire extinguisher	10		
11	Service and recharge 5kg CO2 fire extinguisher	15		
12	Supply and install new 5kg CO2 fire extinguisher	10		
13	Supply and install new CO2 Discharge horn	10		
	<b><u>HOSE REELS</u></b>			
14	Service fire hose- reels 20mm x 30m	80		
15	Supply and install complete hose-reel (20mm x 30m)	10		
16	Supply and fit hose-reel pipe 20mm x 30m	20		
17	Supply and Fit Discharge nozzles	15		
18	Supply and install 25mm steel pipe	25		
	<b><u>SIGNAGE</u></b>			
19	Supply and install Red arrow signs 290x290mm	20		
20	Supply and install Red fire extinguisher signs 290x290mm	20		
21	Supply and install Red hose reel sign 290x290mm	20		
22	Supply and install Green arrow signs 290x290mm	20		
23	Supply and install Green sign running man 290x290mm	20		
24	Supply and install running man on stairs 290x290mm	20		
25	Supply and install photoluminecent exit sign 290x290mm	20		
	<b>Sub. Total Carried to next page</b>			



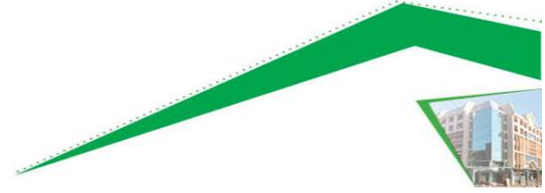
	<b>Sub. Total Brought forward</b>			
	<b><u>Training how to use fire equipment</u></b>			
26	Demonstrate how to use the equipment to the staff ( Group sessions)	10		
27	Travel From Mthatha to Qumbu and back (150)	1200		
28	Travel From Mthatha to Lusikisiki and back (300)	2400		
29	Travel From Mthatha to Port St Johns and back (200)	1600		
	<b>HYDRANTS</b>			
19	Supply and install 75mm steel pipe	20		
20	Supply and install 100mm steel pipe	20		
21	Supply and install 65/75 Hydrant valve	4		
21	Service of 65/75 Hydrant valve	20		
	<b>TO BE CARRIED FORWARD TO FINAL SUMMARY</b>			



<b>BILL NO.3 : Fire Detection System</b>					
<b>ITEM NO.</b>	<b>DESCRIPTION</b>	<b>UNIT</b>	<b>QTY</b>	<b>RATE</b>	<b>TOTAL</b>
1	<b>Supply, installation and commissioning of analogue addressable fire detection system including all cabling, devices and connections as listed.</b>				
1.1	Two loop Control Panel (Surface mounted )	No	1		
1.2	Battery back-up systems	No	2		
1.3	Optical/Smoke detectors	No	20		
1.4	Heat detectors	No	2		
1.5	Detector bases	No	27		
1.6	Addressable loop powered combination strobe and strobe unit	No	5		
1.7	Relay (interface)	No	5		
1.8	Teledialer system linked to the Fire department or police station	Item	0		
1.9	Red strobe lights	No	5		
1.10	Breakglass Units	No	5		
1.11	PH30 Fire cable (500m Roll)	each	1		
1.12	25mm galvanized Sprague	m	5		
	<b>Sub. Total Carried to next page</b>				



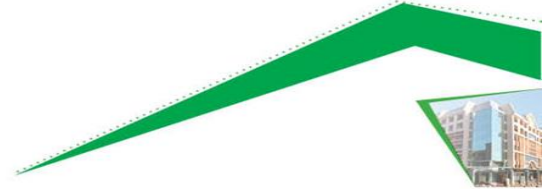
	<b>Sub. Total Brought forward</b>				
1.13	Line isolator and base	No	5		
1.14	Screwed dome lids for conduit boxes	No	50		
1.15	25mm galvanised conduit	m	30		
1.16	20mm saddler	No	4		
1.17	20mm Coupler	No	4		
1.18	20mm Angle box	No	10		
1.19	20mm one (1) Way Box	No	30		
1.20	20mm Two (2) Way Box	No	30		
1.21	20mm Three (3) Way Box	No	30		
1.22	20mm four (4) Way Box	No	30		
1.23	Steel Screws	Item	3		
1.24	Drywall screws	Item	3		
1.25	Labour skilled (11 weeks *R260/hr = 440 hours)	hours	50		
1.26	Labour semi skilled (11 weeks*R120/day)	days	55		
	<b>SUB-TOTAL CARRIED FORWARD TO SUMMARY PAGE</b>				



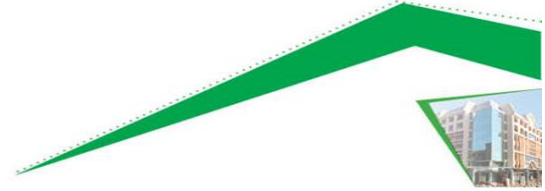
<b>BILL NO. 4 :Servicing of Existing Installation</b>					
<b>ITEM NO.</b>	<b>DESCRIPTION</b>	<b>UNIT</b>	<b>QTY</b>	<b>RATE</b>	<b>TOTAL</b>
	<b>NB – Service to be done during the first two (2) months of new installation as mentioned on bill no.3 above</b>				
<b>1</b>	<b>KD building generator room</b>				
1.1	Fire panel	No	1		
1.2	Smoke detectors	No	4		
1.3	Stat-x generator cylinder	No	4		
1.4	Bell 6 "gong"	No	1		
1.5	Sounder & beacon	No	1		
1.6	Release call point	No	1		
1.7	12vdc 7ah battery - new	No	2		
<b>2</b>	<b>SERVER ROOM (3<sup>rd</sup> FLOOR)</b>				
2.1	Fire panel	No	1		
2.2	Smoke detectors	No	4		
2.3	Stat-x generator cylinder	No	4		
2.4	Bell 6" gong	No	1		
2.5	Sounder & beacon	No	1		
2.6	12 vdc 7ah battery-new	No	2		
<b>3</b>	<b>ARCHIVES 1 (5<sup>th</sup> Floor)</b>				
3.1	Fire panel	No	1		
3.2	Smoke detectors	No	4		
3.3	Pyroshield gas	No	3		
3.4	Sounder sonos	No	2		
3.5	12vdc 7ah battery	No	2		
3.6	Release call point	No	1		
	<b>Sub. Total Carried to next page</b>				



	<b>Sub. Total Brought forward</b>				
4	<b>ARCHIVES 2 (5<sup>th</sup> Floor)</b>				
4.1	Fire panel	No	1		
4.2	Smoke detectors	No	4		
4.3	Stat-x generator	No	5		
4.4	Sounder & beacon	No	2		
4.5	Bell 6" gong	No	1		
4.6	12vdc 7ah battery	No	2		
5	<b>Containerized generator Lusikisiki</b>				
5.1	Fire panel	No	1		
5.2	Smoke detectors	No	2		
5.3	Stat-x generator	No	4		
5.4	Sounder & beacon	No	1		
5.5	Bell 6' gong	No	1		
5.6	12vdc 7ah battery	No	2		
5.7	Release call point	no	1		
6	<b>Servicing Fire protection equipment</b>				
6.1	Fire control panel	No	20		
6.2	Smoke detectors	No	500		
6.3	Battery back-up systems	No	4		
6.4	Heat detectors	No	5		
6.5	Red strobe lights	No	30		
6.6	Break glass Units	No	5		
6.7	Sprinkler heads	No	100		
6.8	Sprinkler Panel	No	2		
6.9	Sprinkler valves	No	3		
	<b>Total Carried to summary</b>				



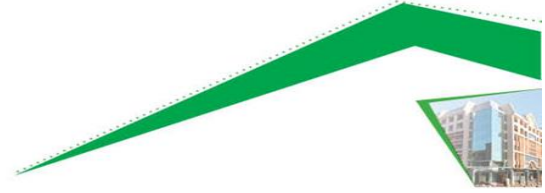
<b>BILL NO. 5 : Annual Service of Existing Installation</b>					
ITEM NO.	DESCRIPTION	UNIT	QTY	RATE	TOTAL
	<b>NB – Service to be done after every 12 months from previous service</b>				
	<b>Sub. Total Brought forward</b>				
<b>1</b>	<b>KD building generator room</b>				
1.1	Fire panel	No	2		
1.2	Smoke detectors	No	8		
1.3	Stat-x generator cylinder	No	8		
1.4	Bell 6 "gong"	No	2		
1.5	Sounder & beacon	No	2		
1.6	Release call point	No	2		
1.7	12vdc 7ah battery - new	No	4		
<b>2</b>	<b>SERVER ROOM (3<sup>rd</sup> FLOOR)</b>				
2.1	Fire panel	No	2		
2.2	Smoke detectors	No	8		
2.3	Stat-x generator cylinder	No	8		
2.4	Bell 6" gong	No	2		
2.5	Sounder & beacon	No	2		
2.6	12 vdc 7ah battery-new	No	2		
<b>3</b>	<b>ARCHIVES 1 (5<sup>th</sup> Floor)</b>				
3.1	Fire panel	No	2		
3.2	Smoke detectors	No	4		
3.3	Pyroshield gas	No	6		
3.4	Sounder sonos	No	4		
3.5	12vdc 7ah battery	No	4		
3.6	Release call point	No	2		
	<b>Sub. Total Carried to next page</b>				



	<b>Sub. Total Brought forward</b>				
4	<b>ARCHIVES 2 (5<sup>th</sup> Floor)</b>				
4.1	Fire panel	No	2		
4.2	Smoke detectors	No	8		
4.3	Stat-x generator	No	10		
4.4	Sounder & beacon	No	4		
4.5	Bell 6" gong	No	2		
4.6	12vdc 7ah battery	No	4		
5	<b>Containerized generator Lusikisiki</b>				
5.1	Fire panel	No	2		
5.2	Smoke detectors	No	4		
5.3	Stat-x generator	No	8		
5.4	Sounder & beacon	No	2		
5.5	Bell 6' gong	No	2		
5.6	12vdc 7ah battery	No	4		
5.7	Release call point	no	2		
	<b>SUB-TOTAL CARRIED FORWARD TO SUMMARY PAGE</b>				

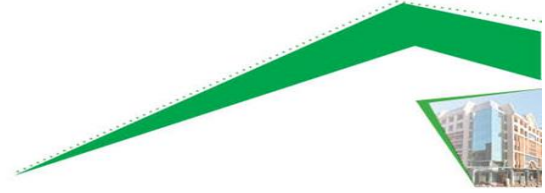


FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS		
<u>SUMMARY OF BILL OF QUANTITIES</u>		
BILL NO	DESCRIPTION	AMOUNT
1	PRELIMINARY & GENERAL	
2	HAND HELD FIRE EQUIPMENT	
3	FIRE DETECTION INSTALLATION	
4	SERVICING OF EXISTING INSTALLATION	
5	ANNUAL SERVICE OF EXISTING INSTALATION	
	<b>SUB TOTAL</b>	
	CONTINGENCY AMOUNT 5%	
	<b>TOTAL</b>	
	<b>15% V.A.T</b>	
	<b>TOTAL TENDER SUM</b> ( <i>Total price must be carried over to Form of offer on page 50</i> )	



## **PART C3**

### **SCOPE OF WORKS**



## **SECTION FIRE PROTECTION EQUIPMENT**

### **MAINTENANCE OF FIRE PROTECTION EQUIPMENT**

- 1 General
- 2 Hose reels Service
- 3 Portable fire extinguishers Service
- 4 Fire sprinkler system service



## SECTION FIRE PROTECTION EQUIPMENT

### MAINTENANCE OF FIRE PROTECTION EQUIPMENT

#### 1 GENERAL

The Service Provider shall be responsible for carrying out regular inspections of the installation during the term of the 24 months maintenance period. Such services shall be at intervals of not greater than 12 months.

The Service Provider shall prepare a detailed inspection service report sheet showing the functions to be carried out and the intervals between such functions to enable records of servicing to be maintained. This sheet shall have spaces for the signatures of both the Service Provider's servicemen and the Delegated department official to verify that the maintenance duties have been carried out.

Each service is to be undertaken in the presence of a representative of the department official.

Major Service to include all minor service Tasks (e.g. daily/weekly/monthly/six monthly etc) in Major or Annual Service tasks.

The following is a generic service regime. All services are to be carried out in accordance with manufacture's servicing specification where this Task List included below does not include manufacture's servicing specifications.

#### Response times

Description	Response time
Call outs	24hrs
Repair time (major work)	5 working days
Repair time (minor work)	48 hour

#### 2 HOSE REELS SERVICE

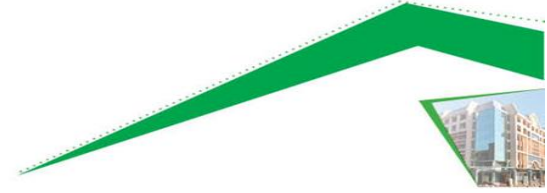
The following is a generic service regime. All services are to be carried out in accordance with manufacture's servicing specification where this Task List included below does not include manufacture's servicing specifications.

All services shall be undertaken and signed off by a registered person.

Services to be done in accordance with SANS 1475-2

##### 1 Water supply

- 1.1 Availability
- 2.2 Pressure



- 2.3 Check pipework for corrosion
- 2.4 All pipework to be correctly painted

## **2 Mounting frame**

- 2.1 Corrosion on frame and mounting bolts
- 2.2 Mechanical damage
- 2.3 Reel operates freely

## **3 Hose**

- 3.1 Unwind completely
- 3.2 Check for leaks with nozzle closed and inlet valve open
- 3.3 Cut, cracked or worn
- 3.4 Damaged threads
- 3.5 Aged/brittle

## **4 Water control fittings**

- 4.1 Inlet valve operation, damage, leaks
- 4.2 Outlet control nozzle operation, damage, leaks
- 4.3 Damaged threads

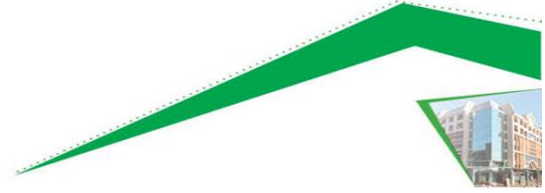
## **5 Water seals**

- 5.1 Check for leaks, corrosion, perishing – replace as necessary (minor service) replace all
  - Check control equipment
  - Check system functions for normal operations
  - Check fire brigade signalling ( if applicable )
  - Check all lamps in visual indicators and control desk
  - Check all audible alarms
  - Check fire evacuation speech system ( if applicable )
  - Check battery, electrolyte level of accumulators and charging unit
  - Check random detectors and end of line units for operation. At least one detector of each
  - Detection circuit is to be tested each 3 monthly service and each detector tested is to be logged on a maintenance sheet in order to ensure that within a 6 month period every detector will have been tested

## **3 PORTABLE FIRE EXTINGUISHERS SERVICE**

The following is a generic service regime. All services are to be carried out in accordance with manufacture's servicing specification where this Task List included below does not include manufacture's servicing specifications.

Services to be done in accordance with SANS 1475-1, SANS 1910' & SANS 10105-1



**1 Cylinder**

- 1.1 Hydrostatic pressure test date or due date
- 1.2 Corrosion
- 1.3 Mechanical damage
- 1.4 Paint condition
- 1.5 Presence of repairs (welding, brazing etc.)
- 1.6 Damaged threads
- 1.7 Broken hanger attachment
- 1.8 Broken carrying handle lug
- 1.9 Sealing surface damage (leakage)

**2 Label**

- 2.1 Clean and legible

**3 Nozzle and Horn**

- 3.1 Deformed, damaged or cracked
- 3.2 Openings blocked
- 3.3 Damaged threads
- 3.4 Aged/brittle

**4 Hose assembly**

- 4.1 Cut, cracked or worn
- 4.2 Couplings and/or swivel joints
- 4.3 Damaged threads
- 4.4 Inner tube damaged
- 4.5 If not electrically non-conductive between couplings (CO<sub>2</sub> hose only)

**5 Valve locking device**

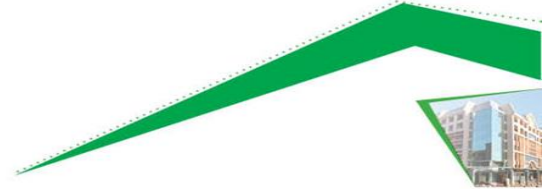
- 5.1 Bent, corroded or binding
- 5.2 Missing

**6 Pressure indicating device**

- 6.1 Immovable, jammed or missing pointer
- 6.2 Missing, deformed or broken lens
- 6.3 Illegible or faded dial
- 6.4 Corrosion
- 6.5 Dented case or lens retainer
- 6.6 Immovable or corroded pressure-indicating stem (non-gauge type)

**7 Cylinder valve**

- 7.1 Corroded, damaged or jammed lever, handle, spring, stem or fastener joint
- 7.2 Damaged outlet threads



**8 Nozzle shut off valve**

- 8.1 Corroded, damaged or jammed lever, handle, spring, stem or fastener joint
- 8.2 Plugged, deformed or corroded nozzle tip or discharge passage

**9 Puncture mechanism**

- 9.1 Corroded, damaged or jammed lever, handle, spring, stem or fastener joint
- 9.2 Dull or damaged cutting or puncture pin
- 9.3 Damaged threads

**10 Gas cartridge**

- 10.1 Corrosion
- 10.2 Damaged seal disc
- 10.3 Damaged threads
- 10.4 Illegible or incorrect mass markings

**11 Gas cylinders**

- 11.1 Hydrostatic pressure test date or due date
- 11.2 Paint condition
- 11.3 Presence of repairs (welding, brazing etc.)
- 11.4 Corrosion
- 11.5 Damaged threads

**12 Filler cap**

- 12.1 Corroded, cracked or broken
- 12.2 Damaged threads
- 12.3 Sealing surface damaged
- 12.4 Blocked vent, hole or slot

**13 Carrying handle**

- 13.1 Broken handle lug
- 13.2 Broken handle
- 13.3 Corroded, jammed or worn fastener joint

**14 Seals or tamper indicator**

- 14.1 Broken or missing

**15 Inner cage acid container or tube**

- 15.1 Corroded, damaged, bent, cracked or distorted

**16 Pressurizing valve**

- 16.1 Leaking seals



**17 Gasket, o-rings and seals**

- 17.1 Cut, cracked, worn or otherwise damaged

**18 Brackets**

- 18.1 Corroded, worn or bent
- 18.2 Loose and binding
- 18.3 Worn, loose, corroded or missing screw or bolt
- 18.4 Worn bumper, webbing or grommet

**19 Gas tube and syphon or pick up tube**

- 19.1 Corroded, damaged, bent, cracked or broken
- 19.2 Blocked tube or tube openings

**20 Safety release device**

- 20.1 Corroded or damaged
- 20.2 Broken, operated or plugged

**21 Pressure control device**

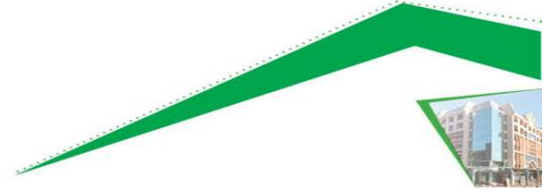
- 21.1 External - corroded or damaged
- 21.2 Pressure relief – corroded, plugged, dented, leaking, broken or missing
- 22.3 Protective bonnet relief hole – tape missing or seal wire broken
- 22.4 Adjusting screw – lock pin missing
- 22.5 Gauges
  - a) immovable, jammed or missing indicator
  - b) missing or broken lens
  - c) illegible or faded dial
  - d) corrosion
  - e) dented case or lens retainer
- 22.6 Regulator hose
  - a) cut, cracked, abraded, or deformed exterior
  - b) corroded or cracked coupling
  - c) damaged coupling threads



#### 4 FIRE SPRINKLER SYSTEM SERVICE

Comprehensive fire sprinkler inspections and tagging should take place at least once a year. The service provider must hire a certified professional for the inspection to be considered valid for code compliance purposes. Annual maintenance should include the following tasks:

- Visually inspect all sprinkler heads, pipes, and fittings for signs of wear or physical damage.
- Ensure there are spare sprinkler heads and tools onsite for conducting emergency sprinkler head replacement if one is ever damaged.
- For dry pipe systems, inspect the interior valves while resetting the device.
- For dry pipe, deluge, and pre-action systems, conduct a partial-flow trip test to ensure the system activates appropriately in response to a fire emergency. (Conduct a full-flow trip test every three years.)
- Perform a water flow test to monitor any changes to the water supply from the pressure reducing valve or backflow preventer.
- Test the fire pump to ensure normal operation.
- Test the sprinkler water flow switches to ensure they transmit a signal to the fire alarm control panel and set off the building occupant notification system in the process.
- Visually inspect the supervisory alarm and water flow alarm for physical damage.
- Dry test the system to check for valve seizures, broken seams and leakage, sensor malfunctions, and other valve issues.
- For hydraulic sprinkler systems, inspect the nameplate to ensure it's secure and clearly visible.
- Check that all fire department connections are unobstructed and free of physical damage.
- Check for leaks around all fire department valves and gaskets.
- Inspect the pressure relief and pressure reducing valves to ensure they are in an open position, free of leaks, and maintaining downstream pressure according to the system's design.



## **SECTION FIRE DETECTION**

### **MAINTENANCE FOR AN EARLY WARNING DETECTION INSTALLATION**

- 1 General
- 2 Three Monthly Service
- 3 Six Monthly Service
- 4 Annual Service



## **SECTION FIRE DETECTION**

### **MAINTENANCE FOR AN EARLY WARNING DETECTION INSTALLATION**

#### **1 GENERAL**

The Service Provider shall be responsible for carrying out regular inspections of the installation during the term of the 24 months maintenance period. Such services shall be at intervals of not greater than 3 months. He shall service all the plant and equipment supplied by him as a detailed below and is normally carried out under a comprehensive maintenance contract.

The Service Provider shall prepare a detailed inspection service report sheet showing the functions to be carried out and the intervals between such functions to enable records of servicing to be maintained. This sheet shall have spaces for the signatures of both the Service Provider's servicemen and the Delegated department official to verify that the maintenance duties have been carried out.

Each service is to be undertaken in the presence of a representative of the department official.

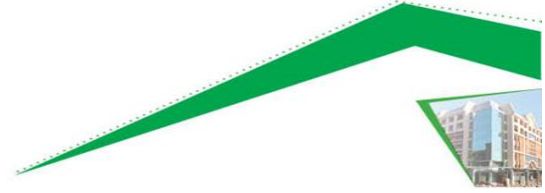
#### **2 THREE MONTHLY SERVICE**

- Check control equipment
- Check system functions for normal operations
- Check fire brigade signalling ( if applicable )
- Check all lamps in visual indicators and control desk
- Check all audible alarms
- Check fire evacuation speech system ( if applicable )
- Check battery, electrolyte level of accumulators and charging unit
- Check random detectors and end of line units for operation. At least one detector of each
- Detection circuit is to be tested each 3 monthly service and each detector tested is to be logged on a maintenance sheet in order to ensure that within a 6 month period every detector will have been tested

#### **3 SIX MONTHLY SERVICE**

In addition to the items listed under the 3-monthly works the following is to be undertaken:

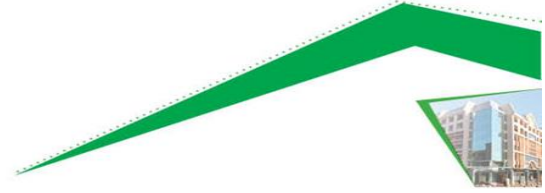
- Test all detectors outstanding to ensure all detectors have been tested within the 6 month period



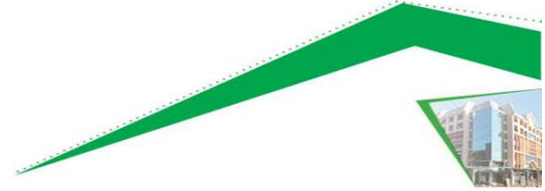
#### 4 ANNUAL SERVICE

At intervals not exceeding 12 months the following are to be undertaken in addition to the items specified under the two services listed above.

- All detectors to be taken down and cleaned, and tested after reinstallation
- Test the inter face controls with other services.



## PART C4: SITE INFORMATION



#### C4.1 SITE INFORMATION

<b>Project title:</b>	<b>APPOINTMENT OF SERVICE PROVIDER FOR FIRE PROTECTION CONTRACT FOR A PERIOD OF 24 MONTHS IN OR TAMBO TO VARIOUS DEPARTMENTS</b>
<b>Project Number:</b>	<b>ORT5 - 23/24 – 0038 ORR</b>

The site consist of the following buildings under OR Tambo region.

1. KD Matanzima Building, Cnr. Owen & Victoria Street, Mthatha
2. Carpenters Workshop, N2, Norwood, Mthatha
3. King Sabatha Dalindyebo Depot, Mthatha, Gerald Hawks Street, Hillcrest, Mthatha
4. Mechanical Workshop, Gerald Hawks Street, Hillcrest, Mthatha
5. Soil Laboratory, Gerald Hawks Street, Hillcrest, Mthatha
6. Central Stores, Gerald Hawks Street, Hillcrest, Mthatha
7. Qumbu Depot, East West Street, Qumbu (next to Police Station)
8. Libode Depot, Thabo Mbeki / Megacom, Libode (close to Libode Clinic)
9. Port St Johns Depot, Old Military Base, Port St Johns
10. Lusikisiki Depot, Main Street (R61), Lusikisiki (opposite Total Garage)
11. Lusikisiki Cluster Offices
12. Unisa building, Cnr. York and Victoria Street, Mthatha
13. Mthatha Museum,
14. Botha Sigcau dedicated areas as

An appointed contractor should note that these buildings are occupied so they will work while there are people or will have to work after hours and on weekends.