



**INVITATION TO (GRADE 7-8) CONTRACTORS TO PARTICIPATE IN  
THE SHORTLISTING OF COMPETENT CONTRACTORS FOR  
COMPLETION CONTRACTS, URGENT AND EMERGENCIES  
DATABASE OF THE DEPARTMENT OF PUBLIC WORKS AND  
INFRASTRUCTURE FOR A PERIOD OF THREE (3) YEARS.**

**SCMU5-23/24-0110**

**NAME OF COMPANY:**

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**CSD Nr:**

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**REGISTRATION Nr:**

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**CLOSING DATE: 28 MARCH 2024**

**TIME: 11:00 am**

Department of Public Works and  
Infrastructure  
Qhasana Building  
Independence Avenue  
Bhisho  
5605





## CHECKLIST

NO.	DOCUMENT DESCRIPTION	Included	
		Yes	No
1.	This Document in its original format		
2.	Invitation to expression of interest (Completed and signed)		
3.	Valid CSD Report (MAAA number). Tax Matters with SARS must be valid.		
4.	SBD 4- Declaration of Interest (Completed and signed)		
5.	Please fill the specific goals table attached		
6.	Returnable Documents: Company Registration documents, Companies Act 71 of 2008		
7.	Copies of your company registration documents (CIPC) listing all members with percentages, in case of a CC.		
8.	Returnable Documents: Copies of ID's of Directors		
9.	Returnable Documents: Company Composition (Annexure A)		
10.	Returnable Documents: Resolution to sign (Annexure B)		
11.	Stamped Project Reference by the employer for grade 2 to 6 (Annexure D)		
12.	Returnable Documents: Addendum (Annexure E)		
13.	Returnable Document: Compulsory Declaration (Annexure F)		
16.	Company experience: appointment letter and Practical Completion		
17.	Certified copies of Built Environment qualifications/certificates		
18.	Certified Copies of Directors		
20.	Copy of CIDB registration for Grade 7-8		
21.	Certified Proof of physical address/ residence (Municipal letter or proof of lease agreement)		
22.	Previous experience		



## Tender Notice and Invitation to Tender

### INVITATION TO (GRADE 7-8) CONTRACTORS TO PARTICIPATE IN THE SHORTLISTING OF COMPETENT CONTRACTORS FOR COMPLETION CONTRACTS, URGENT AND EMERGENCIES DATABASE OF THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE FOR A PERIOD OF THREE (3) YEARS.

The Eastern Cape Department of Public Works and Infrastructure hereby invites Built Environment Contractors with a **CIDB GRADING OF 7 - 8** in the following Classes of construction works (**GB, EB, ME, CE**), to submit their interest for the completion contracts, urgent and emergencies database.

#### Please note:

This document must be completed by all Contractor applicants wishing to be part of the Expression of interest within the Eastern Cape Province in the DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE [DPWI] Database

Bid documents are downloadable free of charge from the Department of Public Works and Infrastructure website ([www.ecdpw.gov.za/tenders](http://www.ecdpw.gov.za/tenders)) or from the National Treasury's tender portal (<http://www.etender.gov.za/content/advertised-tenders>). Bid documents will be available on **16 February 2024**. No bid documents will be available at departmental offices.

**NO - compulsory** briefing meeting will be held

Queries relating to the issue of these documents may be addressed in writing to SCM email: [supply.chain@ecdpw.gov.za](mailto:supply.chain@ecdpw.gov.za) Technical **enquiries**: may be addressed in writing to Mr. K. Kanana Cell: 071 672 4487, 040 602 4511 email: [Khanyisa.Kanana@ecdpw.gov.za](mailto:Khanyisa.Kanana@ecdpw.gov.za)

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. TENDER SUBMISSIONS:**

Bids must be submitted in sealed envelopes clearly marked **“SCMU5-23/24-0110”: INVITATION TO (GRADE 7 & 8) CONTRACTORS TO PARTICIPATE IN THE SHORTLISTING OF COMPETENT CONTRACTORS FOR COMPLETION CONTRACTS, URGENT AND EMERGENCIES DATABASE OF THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE FOR A PERIOD OF THREE (3) YEARS**

Tender Document must be deposited in the bid box below (HEAD OFFICE), DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE, FRONT CORNER OF QHASANA BUILDING ON THE WAY TO CIDB OFFICES LABELLED “TENDERS”, BISHO.

### **NB**

Priority will be given to Women, Youth, HDI, Military Veteran and Disability with technical abilities e.g. Women, youth, HDI and disability that have built environmental qualification, experience on site. Then the priority will be given to the highest scoring Women, Youth and disabled people.

The Selected contractors will be part of the Completion, Urgent and Emergency database in the Eastern Cape Province for the Eastern Cape Department of Public Works and Infrastructure’ (ECDPWI) for a period of three (3) years.

## **C. BID EVALUATION:**

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

**Phase One:** Functionality will be applied as a prequalification criterion. Such criteria are used to establish minimum requirements where after bids will be evaluated solely on the basis of preference points. Contractors are expected to meet the Selection Criteria and score minimum of 70 points and above to be admitted into the database.

**Phase Two:** Compliance, responsiveness to the bid rules and conditions.

## **D. BID SPECIFICATIONS, CONDITIONS AND RULES**

- a. The minimum specifications, other bid conditions and rules are detailed in the bid document under Tender Data
- b. The specifications, rules, special conditions of bid, evaluation criteria, and rules for evaluation are detailed in the document.
- c. The Department of Public Works and Infrastructure SCM policy applies.
- d. Tender valid until award.

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

**Call: 0800 701 701**



## 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
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>C1.3 - Dispute Resolution Mechanism</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. K. Kanana</p> <p>Qhasana Building,</p> <p>Department of Public Works and Infrastructure</p> <p>Independence Avenue, Bhisho</p> <p>Tel No: 071 672 4487</p> <p>Email Address: Khanyisa.Kanana@ecdpw.gov.za</p>
3.5	The language for communications 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 <b>Grade 7 – 8, GB or, EB or, ME or, CE</b></p>





4.2	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.
4.3	<b>Confidentiality and copyright of documents</b> 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.
4.4	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.
4.5	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.
4.6	The arrangements for a compulsory clarification meeting are as stated in the Tender Notice and Invitation to Tender. 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. <b>Tender documents will not be made available at the clarification meeting</b>
4.7	<b>Seek clarification</b> <i>Request clarification of the tender documents, if necessary, by notifying the employer at least <b>7 (Seven) working days</b> before the closing time stated in the tender data.</i>
4.8	Tenderers are required to state the rates and currencies in Rands. 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. State the rates and prices in monetary value of the contract unless otherwise instructed in the tender data.
4.9	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. Do not make erasures using masking fluid.
4.10	Main tender offers are not required to be submitted together with alternative tenders.
4.11	No alternative tender offers will be considered
4.11.1	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.
4.11.2	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.
4.11.3	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.



4.11.4	<p>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:</p> <p><b>Location of tender box:</b> DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE, FRONT CORNER OF QHASANA BUILDING ON THE WAY TO CIDB OFFICES LABELLED "TENDERS", BISHO.</p> <p><b>Physical address:</b> Independence avenue, Ground Floor, Qhasana Building, Bisho 5605</p> <p><b>Identification details:</b> <b>SCMU5-23/24-0110": INVITATION TO (GRADE 7 &amp; 8) CONTRACTORS TO PARTICIPATE IN THE SHORTLISTING OF COMPETENT CONTRACTORS FOR COMPLETION CONTRACTS, URGENT AND EMERGENCIES DATABASE OF THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE FOR A PERIOD OF THREE (3) YEARS</b></p> <p><b>"closing time and date: 28 March 2024 at 11:00</b></p>
4.11.5	<p>The tenderer is required to submit with his tender the following certificates:</p> <p>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. In the case of a Joint Venture/Consortium/Sub-contractors 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.</p> <p>2) CIDB Grading certificate or CRS number.</p>
4.11.6	A two-envelope procedure will not be required.
4.11.7	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.
4.13	<p>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.</p>
4.14.1	<p>The tender is valid up until award</p> <p>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.</p>
4.14.2	<p><b>Placing of contractors under restrictions / withdrawal of tenders</b></p> <p>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 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>
4.15	Access shall be provided for the following inspections, tests and analysis: <b>N/A</b>
4.16	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 DPWI policy
5	<b>Employer's undertakings</b>



5.1	The Employer will respond to requests for clarification received up to <b>Seven (7)</b> working days before the tender closing time. 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.																
5.2	The employer shall issue addenda until <b>Seven (7)</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	Determine, after opening and before detailed evaluation, whether each tender offer that was properly received a) complies with the requirements of the standard conditions of tender in this part of SANS 10845, b) has been properly and fully completed and signed, and c) is responsive to the other requirements of the tender documents. 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 d) detrimentally affect the scope, quality, or performance of the works, services or supply identified in the scope of work, e) significantly change the employer's or the tenderer's risks and responsibilities under the contract, or f) affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified. 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.																
5.6	<b>Arithmetical errors, omission and discrepancies</b> 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. For Vat related discrepancies, National and Provincial Treasury prescripts in relation to VAT procedures apply.																
5.7.1	<p>The financial offer will be reduced to a comparative basis using the Tender Assessment Schedule.</p> <p><b>Table F.1: Formulae for calculating the value of A</b></p> <table><tr><th>Formula</th><th>Comparison aimed at achieving</th><th>Option 1<sup>a</sup></th><th>Option 2<sup>a</sup></th></tr><tr><td>1</td><td>Highest price or discount</td><td><math>A = \left( 1 + \frac{(P - P_m)}{P_m} \right)</math></td><td><math>A = P / P_m</math></td></tr><tr><td>2</td><td>Lowest price or percentage commission / fee</td><td><math>A = \left( 1 - \frac{(P - P_m)}{P_m} \right)</math></td><td><math>A = P_m / P</math></td></tr><tr><td>a</td><td colspan="3"><math>P_m</math> is the comparative offer of the most favourable comparative offer. <math>P</math> is the comparative offer of the tender offer under consideration.</td></tr></table>	Formula	Comparison aimed at achieving	Option 1 <sup>a</sup>	Option 2 <sup>a</sup>	1	Highest price or discount	$A = \left( 1 + \frac{(P - P_m)}{P_m} \right)$	$A = P / P_m$	2	Lowest price or percentage commission / fee	$A = \left( 1 - \frac{(P - P_m)}{P_m} \right)$	$A = P_m / P$	a	$P_m$ is the comparative offer of the most favourable comparative offer. $P$ is the comparative offer of the tender offer under consideration.		
Formula	Comparison aimed at achieving	Option 1 <sup>a</sup>	Option 2 <sup>a</sup>														
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2	Lowest price or percentage commission / fee	$A = \left( 1 - \frac{(P - P_m)}{P_m} \right)$	$A = P_m / P$														
a	$P_m$ is the comparative offer of the most favourable comparative offer. $P$ is the comparative offer of the tender offer under consideration.																
5.7.2	<p>The procedure for the evaluation of responsive tenders is <b>Method 2: Functionality and Administrative Compliance</b></p> <p>Phase 1: Functionality Phase 2: Administrative requirements and Mandatory requirements</p>																
	<div><p><b><u>PHASE ONE: FUNCTIONALITY</u></b></p><p>The evaluation criteria and maximum score in respect of each of the criteria are given hereunder.</p></div>																





A Tender scoring an average score below **70 points** will be considered as **DISQUALIFIED** for to being part of the database.

A Tender scoring an average score of **70 points** and above will be considered for Selection and be evaluated further.

**GRADE 7 & 8**

Quality criteria	Maximum number of points
At least one Director having a qualification or certificates within the building environment	20
Project experience and reference	20
Company Address 1 on CSD must be in Eastern Cape	40
Financial and plant capacity	20
<b>Maximum possible score for quality (M<sub>s</sub>)</b>	<b>100</b>

The minimum number of Selection Criteria points should be 70 points or more

**GRADE 7 & 8 GENERAL SCORING**

BID EVALUATION CRITERIA	SCALE / SCORE	WEIGHT	TOTAL (MAX) POINTS
<b>1. Have a qualification or certificates in built environment</b> <b>Points 20</b> <b><u>Breakdown of Points:</u></b> <ul style="list-style-type: none"> <li>• Attach a certified copy of at least 1 Director within the company having B-Tech or higher within a built environment</li> <li>• Or Attach a certified copy of at least 1 Director having National Diploma within built environment</li> <li>• Certified copy of Trade test certificate within built environment of at least 1 director in the company</li> <li>• Certified copy of N2 or higher to N6 of at least one director within built environment</li> <li>• No qualification and certificate attached</li> </ul>	4 3 2 1 0	5 5 5 5 0	<b>20</b> 15 10 5 0
<ul style="list-style-type: none"> <li>• <b>PROJECT EXPERIENCE AND REFERENCE - PROOF OF PROJECTS/EXPERIENCE (COMPLETION CERTIFICATES OR LETTER OF APPOINTMENT SIGNED ON A CLIENT LETTER HEAD MUST BE ATTACHED): POINTS. 20</b></li> </ul> <b><u>Breakdown of Points:</u></b>			



	<ul style="list-style-type: none"> <li>Contractor must have completed at least 4 projects at CIDB Grade 6 or higher. For each, attach a Practical Completion Certificate.</li> <li>Or Contractor must have completed at least 3 projects at CIDB Grade 6 or higher. Attach a Practical Completion Certificate.</li> <li>Contractor must have completed 2 or more project and be busy with 1 or more at CIDB Grade 6 or higher. Attach completion certificate or appointment letter</li> <li>No project experience</li> </ul>	4	5	<b>20</b>
		3	5	15
		2	5	10
		0	0	0
	<b>2. Company Address 1 on CSD must be in Eastern Cape</b> <b>Points 40</b> <b><u>Break Down of Points</u></b> <ul style="list-style-type: none"> <li>Company Address 1 on CSD must be in Eastern Cape</li> <li>Company Address 1 on CSD not on EC</li> </ul>	1	40	<b>40</b>
		0	0	<b>0</b>
	<b>3. PROJECT REFERENCE – PROOF PLANT AND FINANCIAL CAPACITY</b> <b>(attach proof of plant ownership by the company and proof of financial stability)</b> <b>Points 20</b> <b><u>Breakdown of Points:</u></b> <ul style="list-style-type: none"> <li>More than 2 x TLB (s), 2 x tipper trucks and proof of more than R 3,000,000.00 in the bank or credit with bank or suppliers.</li> <li>2 x TLB, 2 x tipper truck and proof of R 3,000,000.00 in the bank or credit with bank or suppliers.</li> <li>2 x TLB, 2 x tipper truck and proof of more than R 1,500,000.00 in the bank or credit with bank or suppliers.</li> <li>1 x TLB, 1 x tipper truck and proof of more than R 2,000,000.00 in the bank or credit with bank or suppliers.</li> </ul>	4	5	<b>20</b>
		3	5	15
		2	5	10
		1	5	5
<p>*Companies are to produce proof of Plant ownership under the company name or name (s) of Director of company.</p> <p>Scale score x weight = Total score in (functionality)          In the project reference will take the total score in each reference and divide by 5 and divide by the number of references submitted.</p>				



	<p>1. The people selected on the database are expected to participate 100% on the programme when needed. Failure to do so will lead to dismissal from the database e.g.</p> <p>The following are examples of things that will lead to dismissal on the programme: -</p> <ul style="list-style-type: none"> <li>a) If the contractor is phoned or emailed to collect a Tender Document and does not come more than 3 times.</li> <li>b) If the contractor does not go to site inspection when invited.</li> <li>c) If the contractor does not return a tender Document invited for more than two (2) times.</li> </ul>
	<p><b><u>PHASE TWO: RESPONSIVENESS TO THE BID REQUIREMENTS AND RULES</u></b></p> <p><b>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:</b></p> <ul style="list-style-type: none"> <li>1. Bid Document (This Document must be submitted in its original format)</li> <li>2. Bids which are late, incomplete, unsigned or submitted by facsimile or electronically, will not be accepted.</li> <li>3. The bidder must be registered on the Central Supplier Database (CSD) prior the award.</li> <li>4. 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).</li> <li>5. Bidders must be a legal entity or partnership or consortia.</li> <li>6. SBD 4- Declaration of Interest (fully completed and signed). <b>SBD4 must be duly completed and signed. 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.</b></li> <li>7. Incomplete or unsigned or poorly completed forms <b>SBD 4 will lead to a bidder being declared non-responsive.</b></li> <li>8. Compulsory Enterprise Questionnaire (Completed and signed) (JV partners must complete separate Questionnaire forms and submit).</li> <li>9. Resolution to Sign (must be completed, if applicable).</li> <li>10. Declaration of Employees of the State or other State Institutions.</li> </ul>
5.7.3	The procedure for the evaluation of responsive tenders is <b>Method 2</b> (Functionality and Administrative Compliance)
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 registered with the Construction Industry Development Board in an appropriate contractor grading designation;</li> </ul>



	<p>c) 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.</p> <p>d) the tenderer has not:</p> <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> <p>e) 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.</p>
	<p>f) the tenderer has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest that may impact 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;</p> <p>g) 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.</p> <p>h) 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>
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</li> <li>• SBD 1.4</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> </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>
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 ONE-PERSON CONCERN submitting a tender, this shall be clearly stated.</li> </ul>



	<ul style="list-style-type: none"> <li>In the case of a <b>COMPANY</b> submitting a tender, include a copy of a <u><b>resolution by its board of directors</b></u> 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 <u><b>resolution by its members</b></u> 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, <u><b>all the partners</b></u> 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 <u><b>proof of such authorization</b></u> shall be included in the Tender.</li> <li>In the case of a <b>JOINT VENTURE/CONSORTIUM</b> submitting a tender, include <u><b>a resolution of each company</b></u> of the joint venture together with a <u><b>resolution by its members</b></u> authorizing a member of the joint venture to sign the documents on behalf of the joint venture.</li> </ul> <p><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></p>
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>who is in the service of the state; or</li> <li>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>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 member of:- <ol style="list-style-type: none"> <li>any municipal council;</li> <li>any provincial legislature; or</li> <li>the National Assembly or the National Council of Provinces;</li> </ol> </li> <li>a member of the board of directors of any municipal entity;</li> <li>an official of any Department or municipal entity;</li> <li>an employee of any national or provincial department;</li> <li>provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);</li> <li>a member of the accounting authority of any national or provincial public entity; or</li> <li>an employee of Parliament or a provincial legislature.</li> </ol> <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>
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	<p><b>Scoring quality / functionality:</b></p>
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	<p>Dispute resolution mechanism will be done through the <b>Adjudication</b> route.</p>
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 cidb Regulations and the Preferential Procurement Regulations may prohibit the contractor from doing business with the public sector for a period not exceeding 10 years.</p>



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

**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:	SCMU5-23/24-0110		CLOSING DATE:	28 MARCH 2024	
			CLOSING TIME:	11H00	
DESCRIPTION	INVITATION TO (GRADE 7-8) CONTRACTORS TO PARTICIPATE IN THE SHORTLISTING OF COMPETENT CONTRACTORS FOR URGENT AND EMERGENECIES DATABASE OF THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE FOR A PERIOD OF THREE (3) YEARS.				
<b>BID RESPONSE DOCUMENTS:</b>					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE REGIONAL OFFICES AS SPECIFIED IN THIS DOCUMENT					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	SCM		CONTACT PERSONS	Mr. K. Kanana	
TELEPHONE NUMBER			TELEPHONE NUMBER	040 602 4511	
FACSIMILE NUMBER			FACSIMILE NUMBER	n/a	
E-MAIL ADDRESS	Supply.chain@ecdpcw.gov.za		E-MAIL ADDRESS	Khanyisa.kanana@ecdpcw.gov.za	
<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
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
<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?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					



**PART B**  
**TERMS AND CONDITIONS FOR BIDDING**

**1. BID SUBMISSION:**

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2022, AND THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

**2. TAX COMPLIANCE REQUIREMENTS**

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE [WWW.SARS.GOV.ZA](http://WWW.SARS.GOV.ZA).
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS 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 SERVICE PROVIDER:

.....

CAPACITY UNDER WHICH THIS EXPRESSION OF INTEREST IS SIGNED:

.....

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

DATE: .....

SIGNATURE OF SERVICE PROVIDER:

.....

CAPACITY UNDER WHICH THIS EXPRESSION OF INTEREST IS SIGNED:

.....

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

DATE: .....



**BIDDER'S DISCLOSURE**

**1. PURPOSE OF THE FORM**

Any person (natural or juristic) may make an offer or 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.
- 3.5 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.
- 3.6 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.
- 3.7 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





## SBD 6.1

### 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 **90/10** 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
PRICE	90
SPECIFIC GOALS	10
Total points for Price and SPECIFIC GOALS	100



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

## 2. DEFINITIONS

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

## 3. 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:

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

Where

$P_s$  = Points scored for price of 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:

$$P_S = 80 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right) \text{ or } P_S = 90 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

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

#### 4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For 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 (90/10 system) (To be completed by	Number of points claimed (90/10 system) (To be completed by the tenderer)



	the organ of state)	
<b>Historically Disadvantaged Individual:-</b>		
(a) 100% black ownership	5	
(b) 51% to 99% black ownership	4	
(c) Less than 51% black ownership	0	
<b>Black women ownership:-</b>		
(a) 100% black women ownership	2	
(b) 30% to 99% black women ownership	1	
(c) Less than 30% black women ownership	0	
<b>Locality:-</b>		
(a) Within the Eastern Cape	2	
(b) Outside the Eastern Cape	0	
<b>Local Content:-</b>		
(a) Compliant to local content requirements	1	
(b) Non-Compliant to local content requirements	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.

	.....
	<b>SIGNATURE(S) OF TENDERER(S)</b>
<b>SURNAME AND NAME:</b>	.....
<b>DATE:</b>	.....
<b>ADDRESS:</b>	.....
	.....





### 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.**

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 .....



**THE FOLLOWING PARTICULARS MUST BE FURNISHED**

Name of Applicant	
Name of Contractor/Company	
Postal Address	
Street Address	
Telephone Number	Code:          Number:
Cell phone Number	
Facsimile Number	Code:          Number:
CRS number	
CSD number	
Email address	
VAT Registration Number (If applicable)	
Specify the local Municipality	

**I HEREBY CERTIFY THAT THE INFORMATION FURNISHED ON THIS APPLICATION IS TRUE AND CORRECT.**

<b>NAME OF AUTHORIZED SIGNATORY</b>	
<b>*AUTHORIZED SIGNATURE OF CONTRACTOR</b>	

**\*FAILURE TO SIGN WILL RESULT IN YOUR APPLICATION BEING DISQUALIFIED**

Clause Number	Submission Data
1	The employer is: The Eastern Cape Department of Public Works & Infrastructure
2	The employer's agent is: Khanyisani Kanana E-mail: <a href="mailto:khanyisa.kanana@ecdpc.gov.za">khanyisa.kanana@ecdpc.gov.za</a>
3	The language for communications is English



4	<p><b><u>Only those respondents who satisfy the following eligibility criteria are eligible to submit expression of interest: Failure to comply with all the requirements will render the submission none-responsive</u></b></p> <ol style="list-style-type: none"> <li>1. Only applicants who comply with the minimum of 70 points requirements will be evaluated further, and will be considered for selection.</li> <li>2. Applicants must fully complete the document.</li> <li>3. Telegraphic, telephonic, telefax, facsimile, e-mail and late expression of interests will not be considered.</li> <li>4. The tenderer or any of its directors/ shareholder must 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 public sector.</li> <li>5. SBD – 4 forms should be completed and signed failing which the bidder will be eliminated.</li> <li>6. The database is targeting HDIs companies that meet minimum selection criteria of 70 points</li> <li>7. The closing time for submission of expressions of interest is as stated in the Notice and invitation to submit an expression of interest</li> <li>8. Late submissions will not be accepted; it will stay unopened.</li> <li>9. <b>Priority will be given to Women, Youth, HDI and Disability people with technical abilities e.g. Women, youth, HDI and disability that have scored highest points on functionality: built environmental qualification, project experience, contractor registered on CIDB and address 1 on CSD is Eastern Cape.</b></li> <li>10. During the selection the Contractors will be spread to cover the different local, District municipalities and the Metros.</li> </ol>
4.	<p><b><u>Non-mandatory requirements (should not be considered non-responsive in absence of any but must be submitted):</u></b></p> <ol style="list-style-type: none"> <li>1 The entity should be registered with the South African Registrar of Companies (CIPC)</li> <li>2 The applicants should provide certified copies of South African Identity Documents of all Directors/ Members of the entity.</li> <li>3 Directors should be fully involved in the operations of the construction business.</li> <li>4 The proof of address will be the basis of allocation and awarding of points for locality. In the event that a contractor has permanent offices in more than one Region first address 1 on CSD will be considered. The selection will remain valid for the entire period of the database.</li> <li>5 For purpose of this program, a person cannot be a director/ shareholder in more than one company registered on the database.</li> <li>6 The database will be managed in accordance with the CIDB Regulations and the Department of Public Works &amp; Infrastructure Eastern Cape's SCM Policy.</li> <li>7 Where applicable, the term "bidder" and "contractor" are referring to the "applicant".</li> </ol>



### Submission Data

The conditions for calling for expressions of interest are the standard conditions for calling for expressions of interest as contained in the

1. **The Standard for Infrastructure Procurement and Delivery Management (SIPDM) First edition, October 2015 Effective Date: 1 July 2016**
2. **Department of Public Works and Infrastructure SCM Policy for Infrastructure Procurement and Delivery Management 2018-2019**
3. **SANS 10845-4 (2015) - Construction Procurement Part 4: Standard Conditions For The Calling For Expressions Of Interest**

The standard conditions for calling for expressions of interest make several references to the submission data and shall have precedence in the interpretation of any ambiguity or inconsistency between the submission data and the standard conditions for calling for expressions of interest. Each item of data given below is cross-referenced to the clause in the standard conditions of tender to which it mainly applies.

The evaluation criteria and maximum score in respect of each of the criteria are given hereunder.

*A Tender scoring an average score below **70 points** will be considered as DISQUALIFIED for to being part of the database.*

*A Tender scoring an average score above **70 points** will be considered for Selection and be evaluated further.*

### GRADE 7 & 8

Quality criteria	Maximum number of points
At least one Director having a qualification or certificates within the building environment	20
Project experience and reference	20
Company Address 1 on CSD must be in Eastern Cape	40
Financial and plant capacity	20
<b>Maximum possible score for quality (M<sub>s</sub>)</b>	<b>100</b>

The minimum number of Selection Criteria points should be 70 points or more

### GRADE 7 & 8 GENERAL SCORING

BID EVALUATION CRITERIA	SCALE / SCORE	WEIGHT	TOTAL (MAX) POINTS
4. Have a qualification or certificates in built environment Points 20 <u>Breakdown of Points:</u>			



<ul style="list-style-type: none"> <li>Attach a certified copy of at least 1 Director within the company having B-Tech or higher within a built environment</li> <li>Or Attach a certified copy of at least 1 Director having National Diploma within built environment</li> <li>Certified copy of Trade test certificate within built environment of at least 1 director in the company</li> <li>Certified copy of N2 or higher to N6 of at least one director within built environment</li> <li>No qualification and certificate attached</li> </ul>	4 3 2 1 0	5 5 5 5 0	20 15 10 5 0
<ul style="list-style-type: none"> <li><b>PROJECT EXPERIENCE AND REFERENCE - PROOF OF PROJECTS/EXPERIENCE (COMPLETION CERTIFICATES OR LETTER OF APPOINTMENT SIGNED ON A CLIENT LETTER HEAD MUST BE ATTACHED): POINTS. 20</b></li> <li><b><u>Breakdown of Points:</u></b></li> <li>Contractor must have completed at least 4 projects at CIDB Grade 6 or higher. For each, attach a Practical Completion Certificate.</li> <li>Or Contractor must have completed at least 3 projects at CIDB Grade 6 or higher. Attach a Practical Completion Certificate.</li> <li>Contractor must have completed 2 or more project and be busy with 1 or more at CIDB Grade 6 or higher. Attach completion certificate or appointment letter</li> <li>No project experience</li> </ul>	4 3 2 0	5 5 5 0	20 15 10 0
<p><b>5. Company Address 1 on CSD must be in Eastern Cape</b></p> <p><b>Points 40</b></p> <p><b><u>Break Down of Points</u></b></p> <ul style="list-style-type: none"> <li>Company Address 1 on CSD must be in Eastern Cape</li> <li>Company Address 1 on CSD not on EC</li> </ul>	1 0	40 0	40 0
<p><b>6. PROJECT REFERENCE – PROOF PLANT AND FINANCIAL CAPACITY (attach proof of plant ownership by the company and proof of financial stability)</b></p> <p><b>Points 20</b></p> <p><b><u>Breakdown of Points:</u></b></p>			





• More than 2 x TLB (s), 2 x tipper trucks and proof of more than R 3,000,000.00 in the bank or credit with bank or suppliers.	4	5	<b>20</b>	
• 2 x TLB, 2 x tipper truck and proof of R 3,000,000.00 in the bank or credit with bank or suppliers.	3	5	15	
• 2 x TLB, 2 x tipper truck and proof of more than R 1,500,000.00 in the bank or credit with bank or suppliers.	2	5	10	
• 1 x TLB, 1 x tipper truck and proof of more than R 2,000,000.00 in the bank or credit with bank or suppliers.	1	5	5	

\*Companies are to produce proof of Plant ownership under the company name or name (s) of Director of company.

Scale score x weight = Total score in (functionality)

In the project reference will take the total score in each reference and divide by 5 and divide by the number of references submitted.

2. **The people selected on the database are expected to participate 100% on the programme when needed. Failure to do so will lead to dismissal from the database e.g.**

**The following are examples of things that will lead to dismissal on the programme: -**

- d) If the contractor is phoned or emailed to collect a Tender Document and does not come more than 3 times.
- e) If the contractor does not go to site inspection when invited.
- f) If the contractor does not return a tender Document invited for more than two (2) times.



**ANNEXURE A**

**DECLARATION (VALIDITY OF INFORMATION PROVIDED)**

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I..... declare that the information provided is true and correct, the signature to the bid document is duly authorized and documentary proof regarding any bidding issue will, when required, be submitted to the satisfaction of the EASTERN CAPE DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE

.....

.....

**SIGNATURE OF DECLARER**

**DATE**

.....

**POSITION OF DECLARER**

**NAME OF COMPANY OF BIDDER**

Should the bidder have, in the opinion of the DPWI, acted fraudulently illegally, in bad faith or in any improper manner, misrepresented itself with regard to the bid, then the DPWI may, in its sole discretion:

- \* Ignore any bids without advising the bidder thereof
- \* Cancel the contract without prejudice to any legal rights the DPWI may have

**II. Should the bidder disregard this or conduct affairs in a way that transgresses from good business practices, this could seriously impair future business relations between the DPWI and such bidder.**



**ANNEXURE B**

**RESOLUTION FOR SIGNATORY**

**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 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 authorized 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:

1. \_\_\_\_\_ SIGNATURE: \_\_\_\_\_



**IMPORTANT NOTICE: RESOLUTION TO SIGN**

1. In the event that a resolution to sign is not completed by all directors/ shareholders of the enterprise, the signature of any one of the directors or shareholders to this bid will bind all the directors/ shareholders of the enterprise and will therefore render the bid valid.
2. In the event that a non-shareholder/ non-director to the enterprise sign this declaration, and no authority is granted, it will automatically invalidate the bid.



**ANNEXURE C**

**DECLARATION OF EMPLOYEES OF THE STATE OR OTHER STATE INSTITUTIONS**

**This form must be included additional to the SBD.4**

**1. In terms of section 30 of the Public Service Act;**

No employee shall perform or engage himself or herself to perform remunerative work outside his or her employment in the relevant department, except with the written permission of the executive authority of the department.

**2.**

Are any of the shareholders/ directors of your company employed by the State?	Yes/No
---	--------

**3. "State" means –**

- (a) Any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) Any municipality or municipal entity;
- (c) Any provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.
- (f) Any Parastatal (A company or agency owned or controlled wholly or partly by the government).

**4. Should you indicate "yes" above, please provide the following details:**

No	NAME & SURNAME OF DIRECTOR	STATE INSTITUTION WHERE EMPLOYED	ID NUMBER	EMPLOYEE/ PERSAL NUMBER
1				
2				
3				
4				
5				

**5. Please note: The "state" is clearly defined in paragraph 3 above. In the event that "no" is selected and subsequently any false declaration is detected, the non-disclosure of such "state employment" will be deemed as "fraud". Therefore, the state may reject the bid and in addition might proceed with further action should this declaration prove to be false.**





**ANNEXURE D**

**Project Reference Forms –1 for grade 7 - 8**

<b>Project title:</b>	<b>INVITATION TO (GRADE 7-8) CONTRACTORS TO PARTICIPATE IN THE SHORTLISTING OF COMPETENT CONTRACTORS FOR URGENT AND EMERGENCIES DATABASE OF THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE FOR A PERIOD OF THREE (3) YEARS.</b>
<b>Project Number:</b>	<b>SCMU5-23/24/0110</b>

**NOTE:** This returnable document must be completed by the person who was the Engineer/Project Manager of the project that the company was involved with.

\_\_\_\_\_ (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:

---



---



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PUBLIC WORKS & INFRASTRUCTURE



D. My contact details are:

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

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

Thus signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2024

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

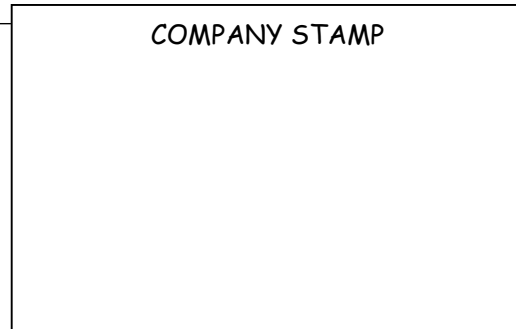
**NOTE:**

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

COMPANY STAMP





**Project Reference Forms –1 for grade 7 -8**

<b>Project title:</b>	<b>INVITATION TO (GRADE 7-8) CONTRACTORS TO PARTICIPATE IN THE SHORTLISTING OF COMPETENT CONTRACTORS FOR URGENT AND EMERGENCIES DATABASE OF THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE FOR A PERIOD OF THREE (3) YEARS.</b>
<b>Project Number:</b>	<b>SCMU5-23/24-0110</b>

**NOTE:** This returnable document must be completed by the person who was the Engineer/Project Manager of the project that the company was involved with.

\_\_\_\_\_ (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:

---



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D. My contact details are:

---



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

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

Thus signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2024

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

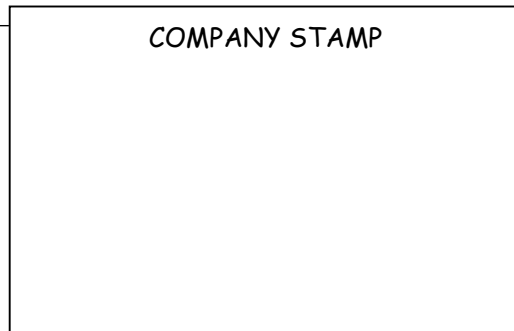
**NOTE:**

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

COMPANY STAMP





**Project Reference Forms –1 for grade 7 - 8**

<b>Project title:</b>	<b>INVITATION TO (GRADE 7-8) CONTRACTORS TO PARTICIPATE IN THE SHORTLISTING OF COMPETENT CONTRACTORS FOR URGENT AND EMERGENCIES DATABASE OF THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE FOR A PERIOD OF THREE (3) YEARS.</b>
<b>Project Number:</b>	<b>SCMU5-23/24-0110</b>

**NOTE:** This returnable document must be completed by the person who was the Engineer/Project Manager of the project that the company was involved with.

\_\_\_\_\_ (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: \_\_\_\_\_





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



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

Thus signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2024

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

**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.

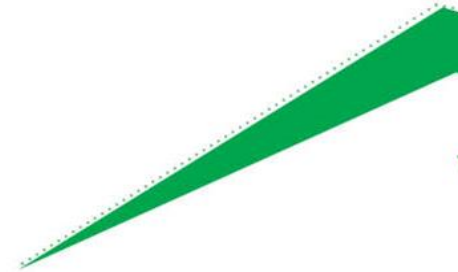
\_\_\_\_\_  
Name of Tenderer

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

<p>COMPANY STAMP</p>
----------------------

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

\_\_\_\_\_  
Date



**ANNEXURE E**

**B-1 Record of Addenda to Tender Documents**

RECORD OF ADDENDA TO BID DOCUMENTS	
Project title	INVITATION TO (GRADE 7- 8) CONTRACTORS TO PARTICIPATE IN THE SHORTLISTING OF COMPETENT CONTRACTORS FOR URGENT AND EMERGENCIES DATABASE OF THE DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE FOR A PERIOD OF THREE (3) YEARS.
SCMU number	SCMU5-23/24-0110
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)	

Item	Date	Title or Details	No. of Pages
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			



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Signed

Date

Name

Position

*Enterprise name*



**ANNEXURE F**

**Compulsory declaration**

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

**Section 1: Enterprise Details**

<b>Name of enterprise:</b>	
<b>Contact person:</b>	
<b>Email:</b>	
<b>Telephone:</b>	
<b>Cell no</b>	
<b>Fax:</b>	
<b>Physical address</b>	
<b>Postal address</b>	

**Section 2: Particulars of companies and close corporations**

<b>Company / Close Corporation registration number</b>	
--	--

**Section 3: SARS Information**

<b>Tax reference number</b>	
<b>VAT registration number:</b>	(State Not Registered if not registered for VAT)

**Section 4: Central Supplier Database Registration Number**

<b>Central Supplier Database Registration number</b> (Compulsory)	
<b>CIDB Registration number</b> (if applicable)	

**Section 5: Particulars of principals**

**Principal:** means a natural person who is a partner in a partnership, a sole proprietor, a director of a company established in terms of the Companies Act of 2008 (Act No. 71 of 2008) or a member of a close corporation registered in terms of the Close Corporation Act, 1984, (Act No. 69 of 1984).

<b>Full name of principal</b>	<b>Identity number</b>	<b>Personal tax reference number</b>

Attach separate page if necessary



### Section 7: Record of family member in the service of the state

**Family member:** a person's spouse, whether in a marriage or in a customary union according to indigenous law, domestic partner in a civil union, or child, parent, brother, sister, whether such a relationship results from birth, marriage or adoption

Indicate by marking the relevant boxes with a cross, if any family member of a principal as defined in section 5 is currently or has been within the last 12 months been in the service of any of the following:

- |  |   |
|--|---|
| <input type="checkbox"/> a member of any municipal council                                     | <input type="checkbox"/> an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999) |
| <input type="checkbox"/> a member of any provincial legislature                                | <input type="checkbox"/> a member of an accounting authority of any national or provincial public entity  |
| <input type="checkbox"/> a member of the National Assembly or the National Council of Province | <input type="checkbox"/> an employee of Parliament or a provincial legislature  |
| <input type="checkbox"/> a member of the board of directors of any municipal entity            |   |
| <input type="checkbox"/> an official of any municipality or municipal entity                   |   |

If any of the above boxes are marked, disclose the following:

Name of family member	Name of institution, public office, board or organ of state and position held	Status of service (✓ (tick) appropriate column)	
		Current	Within last 12 months

\*insert separate page if necessary

### Section 8: Record of termination of previous contracts with an organ of state

Was any contract between the tendering entity including any of its joint venture partners terminated during the past 5 years for reasons other than the employer no longer requiring such works or the employer failing to make payment in terms of the contract.

☐ Yes ☐ No (Tick appropriate box)

If yes, provide particulars (insert separate page if necessary)

### Section 9: Declaration

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the tendering entity confirms that the contents of this Declaration are within my personal knowledge, and save





where stated otherwise in an attachment hereto, are to the best of my belief both true and correct, and:

- i) neither the name of the tendering entity or any of its principals appears on:
  - a) the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004 (Act No. 12 of 2004)
  - b) National Treasury's Database of Restricted Suppliers (see [www.treasury.gov.za](http://www.treasury.gov.za))
- ii) neither the tendering entity or any of its principals has within the last five years been convicted of fraud or corruption by a court of law (including a court outside of the Republic of South Africa);
- iii) any principal who is presently employed by the state has the necessary permission to undertake remunerative work outside such employment (attach permission to this declaration);
- iv) the tendering entity is not associated, linked or involved with any other tendering entities submitting tender offers
- v) has not engaged in any prohibited restrictive horizontal practices including consultation, communication, agreement, or arrangement with any competing or potential tendering entity regarding prices, geographical areas in which goods and services will be rendered, approaches to determining prices or pricing parameters, intentions to submit a tender or not, the content of the submission (specification, timing, conditions of contract etc.) or intention to not win a tender;
- vi) has 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;
- vii) neither the tenderer or any of its principals owes municipal rates and taxes or municipal service charges to any municipality or a municipal entity and are not in arrears for more than 3 months;
- viii) SARS may, on an on-going basis during the term of the contract, disclose the tenderer's tax compliance status to the Employer and when called upon to do so, obtain the written consent of any Sub-Consultants who are subcontracted to execute a portion of the contract that is entered into in excess of the threshold prescribed by the National Treasury, for SARS to do likewise.

**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*