

Province of the
EASTERN CAPE
HEALTH

SBD1

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE JOE GQABI DISTRICT

BID NUMBER:	SCMU3-P22/23-0619-JG	CLOSING DATE:	15 NOVEMBER 2022	CLOSING TIME:	11h00
DESCRIPTION	SUPPLY, DELIVERY & ERECTION OF TENTS, CHAIRS, TABLES AND DECORATIONS FOR WORLD AIDS DAY IN MALETSWAI (ALIWAL NORTH)				

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)

No 32 Dan Pienaar

Department of Health

Maletswai (Aliwal North)

9750

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO

CONTACT PERSON Ms Linda Dlova

TELEPHONE NUMBER 051- 633 9650

FACSIMILE NUMBER

E-MAIL ADDRESS linda.dlova@echealth.gov.za

TECHNICAL ENQUIRIES MAY BE DIRECTED TO:

SUPPLIER INFORMATION

NAME OF BIDDER

POSTAL ADDRESS

STREET ADDRESS

TELEPHONE NUMBER

CODE

NUMBER

CELLPHONE NUMBER

FACSIMILE NUMBER

CODE

NUMBER

E-MAIL ADDRESS

VAT REGISTRATION NUMBER

SUPPLIER COMPLIANCE STATUS

TAX COMPLIANCE SYSTEM PIN:

OR

CENTRAL SUPPLIER DATABASE No:

MAAA

B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE

TICK APPLICABLE BOX]

☐ Yes☐ No

B-BBEE STATUS LEVEL SWORN AFFIDAVIT

☐ Yes☐ No

DRAFTED BY:	SIGNATURE	DATE
RECOMMENDED BY:		04/11/2022
REVIEWED BY:		04/11/2022
END USER:		04/11/2022
ADVERT APPROVED BY:		04/11/2022

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?

☐ Yes

☐ No

[IF YES ENCLOSE PROOF]

ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?

☐ Yes

☐ No

[IF YES, ANSWER THE QUESTIONNAIRE BELOW]

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?

☐ YES ☐ NO

DOES THE ENTITY HAVE A BRANCH IN THE RSA?

☐ YES ☐ NO

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?

☐ YES ☐ NO

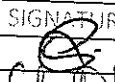
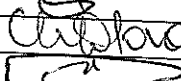
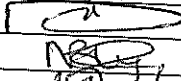

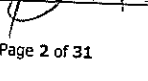
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?

☐ 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.

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ADVERT APPROVED BY:		04/11/2022

PART B

TERMS AND CONDITIONS FOR BIDDING

<p>1. BID SUBMISSION:</p> <p>1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.</p> <p>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.</p> <p>1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.</p> <p>1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</p>
<p>2. TAX COMPLIANCE REQUIREMENTS</p> <p>2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.</p> <p>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.</p> <p>2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.</p> <p>2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.</p> <p>2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.</p> <p>2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.</p> <p>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."</p>

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

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

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

DATE:

.....





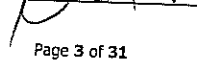
	SIGNATURE	DATE
DRAFTED BY:		02/11/2022
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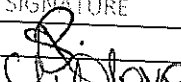
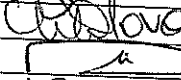

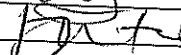
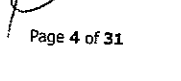
Preference Points Claim Forms (SBD 6.1)

DEFINITIONS

The rules of interpretation and defined terms contained in the Conditions of Bid shall apply to this invitation to bid unless the context requires otherwise.

In addition the following terms used in this invitation to bid shall, unless indicated otherwise, have the meanings assigned to such terms in the table below.

DoH	means the Eastern Cape Department of Health acting for and on behalf of the Eastern Cape Provincial Government;
Invitation to bid	means this invitation to bid comprising <ul style="list-style-type: none"> o The cover page and the table of content and definitions o Conditions of Bid; o The specification; o Standard Bidding Documents (SBDs)
Services	means the services defined on the cover page of this invitation to bid and described in detail in the Specifications;
Specifications	means the specifications contained this invitation to bid;

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Conditions of Bid

1. OFFER AND SPECIAL CONDITIONS

- 1.1 Without detracting from the generality of clause below, bidders must submit a completed and signed Invitation to Bid form (SBD 1) with its bid. Bidders must take careful note of the special conditions.
- 1.2 All bids submitted in reply to this invitation to bid should incorporate all the forms, parts, certificates and other documentation forming part of this invitation to bid, duly completed where required.
- 1.3 In the event that any form or certificate provided in Part 3 of this invitation to bid does not have adequate space for the bidder to provide the requested details, the bidder should attach an annexure to such form or certificate on which the requested details should be provided and the bidder should refer to such annexure in the form or certificate provided.

2. CLOSING TIME OF BIDS AND PROVISIONS RELATING TO SUBMISSION OF BIDS

- 2.1 The closing time for the receipt of bids in response to this invitation to bid is detailed on the cover page of this invitation to bid.
- 2.2 All bids must be submitted in a sealed envelope bearing the bid number, bid description and a closing date.
- 2.3 All bids must be received before the closing time and date stipulated above and must be posted to or deposited in the bid box at the address detailed on the cover page of this invitation bid

3. ENQUIRIES

Should any bidder have any enquiries relating to this invitation to bid, such inquiries may only be addressed to the person/persons detailed on the cover page to this invitation to bid at the number/s stipulated.

4. COMPULSORY BID BRIEFING/ CLARIFICATION

The will be no site visit and briefing session for this bid.

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5. **PRICING**

- 5.1 The bidder must submit details regarding the bid price for the Services on the SBD 3.1 which must be completed and submitted together with the bid documents.
- 5.2 Pricing must be stipulated **INCLUSIVE OF VALUE ADDED TAX**.
- 5.3 It is an express requirement of this invitation to bid that the bidders provide some transparency in respect to their pricing approach. In this regard, bidders must indicate the basis on which they have calculated their pricing by completing all aspects of the Pricing form SBD 3.1

6. **DECLARATION OF INTEREST**

The bidder should submit a duly signed declaration of interest (SBD 4) together with the bid. The declaration of interest is attached as SBD 4

7. **PREFERENCE POINTS CLAIM FORMS**

SBD 6.1 contains the Preference Points Claims Forms in terms of Preferential Procurement Regulations to be completed and signed by the bidder to the extent applicable and returned with this bid.

8. **VALIDITY**


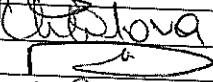
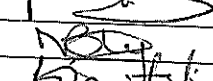
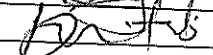
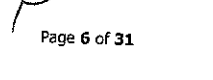
Bid documentation submitted by the bidder will be valid and open for acceptance for a period of 60 (**Sixty**) calendar days from the closing date and time stipulated on the front cover of this invitation.

9. **ACCEPTANCE OF BIDS**

The DoH does not bind itself to accept either the lowest or any other bid and reserves the right to accept the bid which it deems to be in the best interest of the DOH even if it implies a waiver by department of certain requirements which the DoH considers to be of minor importance and not complied with by the bidder.

10. **NO RIGHTS OR CLAIMS**

- 10.1 Receipt of the invitation to bid does not confer any right on any party in respect of the Services or in respect of or against the DoH. The DoH reserves the right, in its sole discretion, to withdraw by notice to bidders any Services or combination of Services from the bid process, to terminate any party's participation in the bid process or to accept or reject any response to this invitation to bid on notice to the bidders without liability to any party. Accordingly, parties have no rights, expressed

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or implied, with respect to any of the Services as a result of their participation in the bid process.

10.2 Neither the DoH, nor any of their respective directors, officers, employees, agents, representatives or advisors will assume any obligations for any costs or expenses incurred by any party in or associated with any appraisal and/or investigation relating to this invitation to bid or the subsequent submission of a bid in response to this invitation to bid in respect of the Services or any other costs, expenses or liabilities of whatsoever nature and howsoever incurred by bidders in connection with or arising out of the bid process.

11. NON DISCLOSURE, CONFIDENTIALITY AND SECURITY

11.1 The invitation to bid and its contents are made available on condition that they are used in connection with the bid process set out in the invitation to bid and for no other purpose. All information pertaining to this invitation to bid and its contents shall be regarded as restricted and divulged on a "need to know" bases with the approval of the DoH.

11.2 In the event that the bidder is appointed pursuant to this invitation to bid such bidder may be subject to security clearance prior to commencement of the Services.


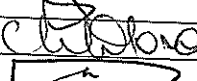
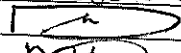


12. ACCURACY OF INFORMATION

12.1 The information contained in the invitation to bid has been prepared in good faith. Neither the DoH nor any of their respective directors, advisors, officers, employees, agents, representatives make any representation or warranty or give any undertaking express or implied, or accept any responsibility or liability whatsoever, as to the contents, accuracy or completeness of the information contained in the invitation to bid, or any other written or oral information made available in connection with the bid and nothing contained herein is, or shall be relied upon as a promise or representation, whether as to the past or the future.

12.2 This invitation to bid may not contain all the information that may be required to evaluate a possible submission of a response to this invitation to bid. The bidder should conduct its own independent analysis of the operations to the extent required to enable it to respond to this bid.

13. COMPETITION

13.1 Bidders and their respective officers, employees and agents are prohibited from engaging in any collusive action with respect to the bidding process which serves to limit competition amongst bidders.

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- 13.2 In general, the attention of bidders is drawn to Section 4(1)(iii) of the Competition Act 1998 (Act No. 89 of 1998) (the Competition Act) that prohibits collusive bidding.
- 13.3 If bidders have reason to believe that competition issues may arise from any submission of a response to this bid invitation they may make, they are encouraged to discuss their position with the competition authorities before submitting response.
- 13.4 Any correspondence or process of any kind between bidders and the competition authorities must be documented in the responses to this invitation to bid.

14. RESERVATION OF RIGHTS

- 14.1 Without limitation to any other rights of the DoH (whether otherwise reserved in this invitation to bid or under law), the DoH expressly reserves the right to:-
- 14.2 Request clarification on any aspect of a response to this invitation to bid received from the bidder, such requests and the responses to be in writing;
- 14.3 Amend the bidding process, including the timetables, closing date and any other date at its sole discretion;
- 14.4 Reject all responses submitted by bidders and to embark on a new bid process.
- 14.5 Award the bid to one or more than one bidder/s.

15. EVALUATION CRITERIA

The bid will be evaluated in terms of the 80/20 point system as stipulated in the Revised Preferential Procurement Regulations, 2017. 80 points will be allocated for price and 20 points for attaining the B-BBEE status level of contributor.

$$Ps = 80 \left(1 - \frac{Pt - P_{\min}}{P_{\min}} \right)$$

Where

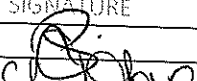
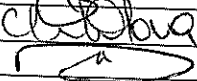


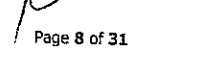
Ps = points scored for comparative price of bid or offer under consideration.

Pt = Comparative price of bid or offer under consideration.

Pmin = comparative price of lowest acceptable bid or offer.

NB: Bidders are required to, together with their bids submit original and valid B-BBEE status level verification certificates issued by SANAS accredited agent or certified copies or Sworn Affidavit in the case of Emerging Micro Enterprise (EME) and Qualifying Small Enterprise (QSE) to substantiate their B-BBEE rating claims.

A bid will not be disqualified from the bidding process if the bidder does not submit a certificate substantiating the B-BBEE status level of contribution or is a non-compliant contributor. Such a bidder will score 0 out of maximum of 20 points for B-BBEE

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

16. EVALUATION CRITERIA

16.1 The bid will be evaluated as follows:

- Stage 1: Administrative compliance /pre-qualification
- Stage 2: Price and B-BBEE Points

The stages are further detailed below





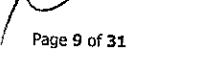
16.2 Stage 1: Administrative Compliance/ Pre-qualification evaluation

The purpose of this Pre-Qualification is to determine which bid is compliant and non-compliant with the bid conditions issued by the DOH as part of the bid process.

The following criteria shall apply:

- All documentation inclusive of supporting documentation requested in terms of the Bid Document requirements must be submitted and signed off where required.


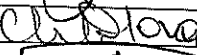


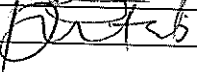
- Bidder must complete and sign SBD 1, 4 and the entire document.

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- c. Service Provider must be registered with the National Treasury Supplier Database (CSD) and furnish the supplier number.

FAILURE TO COMPLY WITH THE ABOVE INFORMATION WILL INVALIDATE YOUR BID

Please note: **No tippex** is allowed. All changes must be scratched out and a signature next to each change.

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REVIEWED BY:		04.11.2022
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ADVERT APPROVED BY:		04/11/2022

BID STRATEGY

- The Eastern Cape Department of Health calls Prospective Suppliers to bid for the **SUPPLY, DELIVERY & ERECTION OF TENTS, CHAIRS, TABLES AND DÉCORATIONS FOR WORLD AIDS DAY IN MALETSWAI (ALIWAL NORTH)**
- Prospective suppliers are required to respond to the Specification. The price must be **inclusive of delivery at the site.**
- The successful supplier should ensure that the
 1. **SUPPLY, DELIVERY & ERECTION OF THE TENTS, CHAIRS & TABLES BY 30 NOVEMBER 2022 FOR WORLD AIDS DAY IN MALETSWAI (ALIWAL NORTH)** after the receipt of written instruction from the Department.
 2. **SUPPLY, DELIVERY AND ERECTION OF DÉCOR FOR WORLD AIDS DAY IN MALETSWAI (ALIWAL NORTH)** after the receipt of written instruction from the Department.

THE TENTS, CHAIRS, TABLES AND DECOR MUST BE DISMANTLED/ REMOVED BY 16H00 ON 01 DECEMBER 2022.

- The Department reserves the right to **award to one or more than one Service Provider** for the Supply, Delivery & Erection of Tents, Chairs, Tables and Decor for the World Aids Day in Maletswai (Aliwal North)

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PART 4
BID SPECIFICATIONS

BIDDERS MUST RESPOND TO THE SPECIFICATIONS DETAILED BELOW FOR THE SUPPLY, DELIVERY & ERECTION OF TENTS, CHAIRS, TABLES AND DÉCOR.

1. AIM

The Department of Health, Joe Gqabi District requires the services of a **suitable company to supply, deliver & the erection of tents, chairs, tables and decor.**

BIDDERS MUST RESPOND TO THE SPECIFICATIONS DETAILED BELOW

	SIGNATURE	DATE
DRAFTED BY:		02/11/2022
RECOMMENDED BY:	Chelolova	04/11/2022
REVIEWED BY:		04.11.2022
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ADVERT APPROVED BY:		04/11/2022

PRICING SCHEDULE – FIRM PRICES
(GOODS)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES
(INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE
VARIATIONS) WILL NOT BE CONSIDERED

Name of bidder


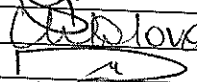

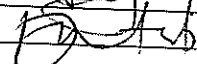
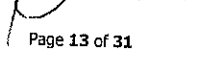
Bid number : SCMU3-P22/23-0619-JG

Closing Time: 11:00

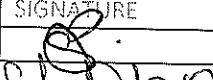

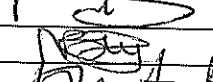
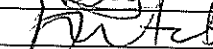
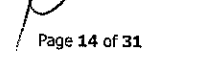
Closing date: 15 NOVEMBER 2022

SECTION A: MARQUEES and TENT


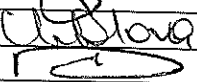
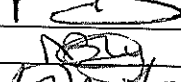
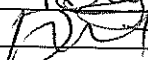
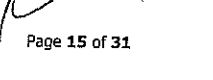
ITEM DESCRIPTION	QTY	UNIT PRICE VAT Excl. (each)	TOTAL VAT Excl.
MAIN EVENT: 1. Marquee Framed tent with windows and four (4) exit points to accommodate 2000 people (25 x 40 m) <ul style="list-style-type: none">• The service provider to have own qualified engineer to do the physical site inspection and safety certification on site after erection of the marquee tent.• The service provider to produce an engineering certificate on site.• The service provider to provide own security to safeguard the tent overnight. Tent to be erected on 30th November 2022 at 08H00	1		

	SIGNATURE	DATE
DRAFTED BY:		04/11/2022
RECOMMENDED BY:		04/11/2022
REVIEWED BY:		04.11.2022
END USER:		4/11/22
ADVERT APPROVED BY:		04/11/2022

2. Signage of fire extinguishers The service provider to have signage of fire extinguishers	6		
3. Fire extinguishers Service provider to provide six (6) fire Extinguisher's at strategic points. (Will be inspected by Disaster Management)	6		
SUB TOTAL			
SERVICES ON WHEELS:			
1. Marquee Frame tent with windows, four (4) exit points to accommodate 1000 people. (25 x 50 m)	1		
2. Compartment/cubicle rooms 25 on each side with dividing passage. <ul style="list-style-type: none"> Each room to be A3 size labels (DoH to provide the wording for labels) The service provider to have own qualified engineer to do the physical site inspection and safety certification on site after erection of the marquee. The service provider to produce an engineering certificate on site (after erection). The service provider to provide own security to safeguard the tent overnight. Tent to be erected on 30th November 2022 at 08H00 	50		
3. Signage of fire extinguishers The service provider to have signage of fire extinguishers	6		

	SIGNATURE	DATE
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REVIEWED BY:		04.11.2022
END USER:		4-11-22
ADVERT APPROVED BY:		04/11/2022

4. Fire extinguishers Service provider to provide six (6) fire Extinguisher's at strategic points. (Will be inspected by Disaster Management)	6		
SUB TOTAL			
8 POLE TENT: 1. Eight (8) pole tent with windows and four exit points to accommodate 600 people. <ul style="list-style-type: none"> The service provider to have own qualified engineer to do the physical site inspection and safety certification on site after erection if the tent. The service provider to produce an engineering certificate on site (after erection). The service provider to provide own security to safeguard the tent overnight. Tent to be erected on 30th November 2022 at 08H00 	1		
SUB TOTAL			
GRAND TOTAL			






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REVIEWED BY:		04.11.2022
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ADVERT APPROVED BY:		04/11/2022

SECTION B: CHAIRS & TABLES

ITEM DESCRIPTION	QTY	UNIT PRICE VAT Excl. (each)	TOTAL VAT Excl.
1. Plastic chairs white or black (to be set up by service provider)	2 500		
2. Rectangular tables	10		
3. Small tables (approximately 60 x 90 cm)	40		
GRAND TOTAL			

SECTION C: TOILET

ITEM DESCRIPTION	QTY	UNIT PRICE VAT Excl. (each)	TOTAL VAT Excl.
MOBILE TOILETS:			
1. VIP (flushable toilets, with steps and sink for washing hands)	4		
2. Toilets to accommodate Disabled persons (with ramp)	4		
3 Toilets for General Public.	12		
Delivery to be on 30th November 2022 at 13H00 <ul style="list-style-type: none"> • Service provider to avail maintenance and hourly cleaning services of toilets. 			
5. Toilet papers that will cater for all 20 toilets	4 X 48		

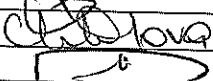
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RECOMMENDED BY:		04/11/2022
REVIEWED BY:		04.11.2022
END USER:		04.11.22
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6. Hand liquid soap	20 x 500 ml		
• Water to be made available next to each toilet for hand washing.			
GRAND TOTAL			

SECTION D: DÉCOR

ITEM DESCRIPTION	QTY	UNIT PRICE VAT Excl. (each)	TOTAL VAT Excl.
DECORATION FOR THE MAIN EVENT MARQUEE TENT (DRAPING BACKGROUND OF THE STAGE) WITH RED AND WHITE COLOURS.			
1. White chair covers with red chair backs/tie (to be set up by the service provider)	200		
2. Set up 8m x8m green turf in front of the stage.	1		
3. White table cloths with red overlay for rectangular tables	12		
4. Big bouquet of fresh flowers for the table.	1		
GRAND TOTAL			

NB: The provided quantities are estimates. The Department reserves the right to only procure the numbers based on the operational needs and funding availability.

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OFFER TO BE VALID FOR 60 DAYS FROM THE CLOSING DATE OF BID

BID PRICE IN RSA CURRENCY (ALL APPLICABLE TAXES INCLUDED)

- Required by: Department of Health
- Items to be delivered at:
Sauer Park Stadium
Maletswai (Aliwal North)
9750
- Brand and model.....
- Does the offer comply with the specification(s)? *YES/NO
- If not to specification, indicate deviation(s)
- Required Delivery Period is 30 days after receipt of Purchase order
YES/NO
- Delivery basis (Firm)
YES/NO

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

NB:

*Delete if not applicable

Signature:


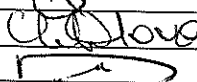


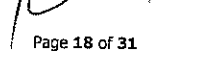
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Bidder's Stamp

Name:.....

.....

Capacity / Position

	SIGNATURE	DATE
DRAFTED BY:		04/11/2022
RECOMMENDED BY:		04/11/2022
REVIEWED BY:		04.11.2022
END USER:		4.11.22
ADVERT APPROVED BY:		04/11/2022

BIDDER’S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder’s declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**
- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

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

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

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ADVERT APPROVED BY:		04/11/2022

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:


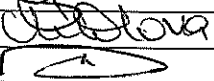
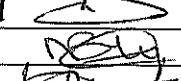
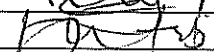
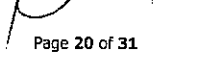
.....
.....

3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.


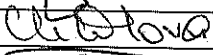
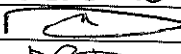


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except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

- 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

	SIGNATURE	DATE
DRAFTED BY:		04/11/2022
RECOMMENDED BY:		04/11/2022
REVIEWED BY:		04.11.2022
END USER:		4/11/22
ADVERT APPROVED BY:		04/11/2022

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

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

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

1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to all bids:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
 - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).
- 1.2

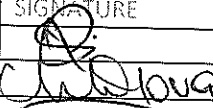
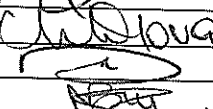
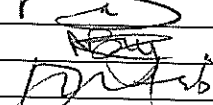
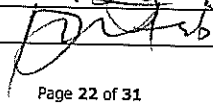
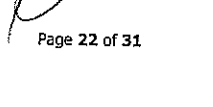
- a) The value of this bid is estimated not to exceed R500 000 (all applicable taxes included) and therefore the 80/20 Preference point system shall be applicable; or
- b) The 80/20 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

- 1.3 Points for this bid shall be awarded for:
- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

- 1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

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

	SIGNATURE	DATE
DRAFTED BY:		03/11/2022
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ADVERT APPROVED BY:		04/11/2022

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

2. DEFINITIONS

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“prices”** includes all applicable taxes less all unconditional discounts;
- (h) **“proof of B-BBEE status level of contributor”** means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;


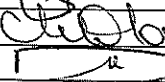


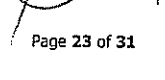
3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 points is allocated for price on the following basis:
80/20

$$Ps = 80 \left(1 - \frac{Pt - P_{\min}}{P_{\min}} \right)$$

Where

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

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

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

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

5. BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

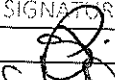
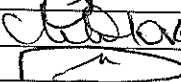

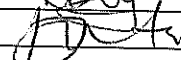
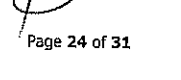
6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

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

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

7. SUB-CONTRACTING

7.1 Will any portion of the contract be sub-contracted?

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(Tick applicable box)

YES		NO	
-----	--	----	--

7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES		NO	
-----	--	----	--




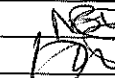
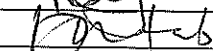
- v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations,2017:

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

8. DECLARATION WITH REGARD TO COMPANY/FIRM

- 8.1 Name of company/firm:.....
- 8.2 VAT registration number:.....
- 8.3 Company registration number:.....
- 8.4 TYPE OF COMPANY/ FIRM

Partnership/Joint Venture / Consortium
One person business/sole propriety
Close corporation
Company

	SIGNATURE	DATE
DRAFTED BY:		04/11/2022
RECOMMENDED BY:		04/11/2022
REVIEWED BY:		04.11.2022
END USER:		4.11.22
ADVERT APPROVED BY:		04/11/2022

(Pty) Limited
[TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

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

8.6 COMPANY CLASSIFICATION

Manufacturer
Supplier
Professional service provider
Other service providers, e.g. transporter, etc.





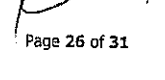
[TICK APPLICABLE BOX]

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

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

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –

- (a) disqualify the person from the bidding process;
- (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the bidder or contractor, its shareholders and

	SIGNATURE	DATE
DRAFTED BY:		09/11/2022
RECOMMENDED BY:		09/11/2022
REVIEWED BY:		07.11.2022
END USER:		4.11.22
ADVERT APPROVED BY:		09/11/2022

directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

(e) forward the matter for criminal prosecution.

WITNESSES

1.

2.

.....



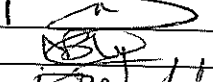
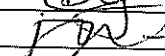
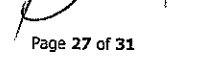
SIGNATURE(S) OF BIDDERS(S)

DATE:

ADDRESS

.....

.....

	SIGNATURE	DATE
DRAFTED BY:		04/11/2022
RECOMMENDED BY:		04/11/2022
REVIEWED BY:		29.11.2022
END USER:		4.11.22
ADVERT APPROVED BY:		04/11/2022

SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE - GENERAL

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

- 1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
- 2. I am a Member / Director / Owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name:	
Trading Name (If Applicable):	
Registration Number:	
Enterprise Physical Address:	
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	
Nature of Business:	
Definition of "Black People"	<p>As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians –</p> <p>(a) Who are citizens of the Republic of South Africa by birth or descent; or</p> <p>(b) Who became citizens of the Republic of South Africa by naturalization-</p> <ul style="list-style-type: none">i. Before 27 April 1994; orii. On or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date

	SIGNATURE	DATE
DRAFTED BY:		09/11/2022
RECOMMENDED BY:		04/11/2022
REVIEWED BY:		07.11.2022
END USER:		9.11.22
ADVERT APPROVED BY:		04/11/2022

3. I hereby declare under Oath that:

- The Enterprise is _____ % Black Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is _____ % Black Woman Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is _____ % Black Designated Group Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of _____, the annual Total Revenue was R10,000,000.00 (Ten Million Rands) or less
- Please Confirm on the below table the B-BBEE Level Contributor, **by ticking the applicable box.**

100% Black Owned	Level One (135% B-BBEE procurement recognition level)	
At least 51% Black Owned	Level Two (125% B-BBEE procurement recognition level)	
Less than 51% Black Owned	Level Four (100% B-BBEE procurement recognition level)	

4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the Owners of the Enterprise which I represent in this matter.
5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: _____

Date: _____

Commissioner of Oaths Signature & stamp

	SIGNATURE	DATE
DRAFTED BY:		04/11/2022
RECOMMENDED BY:		04/11/2022
REVIEWED BY:		04.11.2022
END USER:		4.11.22
ADVERT APPROVED BY:		04/11/2022

SWORN AFFIDAVIT – B-BBEE QUALIFYING SMALL ENTERPRISE - GENERAL

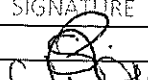
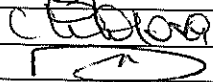
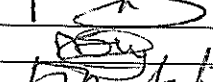

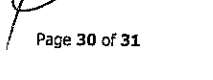
I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a Member / Director / Owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name:	
Trading Name (If Applicable):	
Registration Number:	
Enterprise Physical Address:	
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	
Nature of Business:	
Definition of "Black People"	<p>As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians –</p> <p>(a) Who are citizens of the Republic of South Africa by birth or descent; or</p> <p>(b) Who became citizens of the Republic of South Africa by naturalization-</p> <p>i. Before 27 April 1994; or</p>

	SIGNATURE	DATE
DRAFTED BY:		04/11/2022
RECOMMENDED BY:		04/11/2022
REVIEWED BY:		04.11.2022
END USER:		4-11-22
ADVERT APPROVED BY:		04/11/2022

	ii. On or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date
--	--

3. I hereby declare under Oath that:
- The Enterprise is _____% Black Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
 - The Enterprise is _____% Black Woman Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
 - The Enterprise is _____% Black Designated Group Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
 - Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of _____, the annual Total Revenue was between R10,000,000.00 (Ten Million Rands) and R50,000,000.00 (Fifty Million Rands),
 - Please confirm on the table below the B-BBEE level contributor, **by ticking the applicable box.**

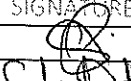
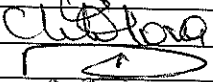
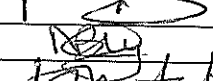

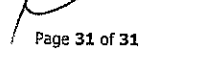
100% Black Owned	Level One (135% B-BBEE procurement recognition level)	
At Least 51% black owned	Level Two (125% B-BBEE procurement recognition level)	

4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.
5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: _____

Date:

Commissioner of Oaths Signature & stamp

	SIGNATURE	DATE
DRAFTED BY:		04/11/2022
RECOMMENDED BY:		04/11/2022
REVIEWED BY:		04.11.2022
END USER:		4.11.22
ADVERT APPROVED BY:		04/11/2022