

PROVINCE OF THE EASTERN CAPE – DEPARTMENT OF HEALTH
FRERE HOSPITAL



NOTICE 2022/2023

ADVERTISEMENT: REQUEST FOR QUOTATIONS

1. **SCMU3-22/23-0771-FRE:** Supply and Delivery of Orthotic Consumables on Rate Based Short Term Contract.
2. **SCMU3-22/23-0772:** Supply and Delivery of Prosthetic Consumables on Rate Based Short Term Contract.

NB:

We invite Quotations from all interested Service Providers that can deliver on the above items to Frere Hospital – rate based contract that will be used as and when need arises. Based on complying with the requirements, Frere will contract more than one supplier on rate based. The details of the requirements are in the RFQ documents, **downloadable off ECDOH website – www.ecdoh.gov.za**.

Submit all quotations in clearly marked sealed envelope (with RFQ Number, Clear description, Name of Supplier and address).

Closing date: 24 March 2023 at 10:00 am

NB: We shall not accept emailed submissions. We shall not accept late submission.

Direct all bid document enquiries to Mr. Ngqwebo 0437092583/0833781571

CHAIRPERSON SPEC COMMITTEE

08/03/2023

DATE



Province of the
EASTERN CAPE
HEALTH

REQUEST FOR QUOTATION

PART A INVITATION TO QUOTE

SBD 1

YOU ARE HEREBY INVITED TO QUOTE FOR SUPPLY AND DELIVERY OF ORTHOTIC CONSUMABLES TO EAST LONDON ORTHOTIC & PROSTHETIC CENTRE AT FRERE HOSPITAL

BID NUMBER: SCMU3-22/23-0771-FRE **CLOSING DATE:** 24 MARCH 2023 **CLOSING TIME:** 10:00 a.m.

DESCRIPTION **Supply and delivery of Orthotic Consumables to O&P Centre at Frere Hospital as Rate Based RFQ Contract. More than one suppliers will be appointed – rate based.**

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

FRERE HOSPITAL: Y – ADMINISTRATION BLOCK,
CONNAUGHT/AMALINDA MAIN ROADS
EAST LONDON

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO

TECHNICAL ENQUIRIES MAY BE DIRECTED TO:

CONTACT PERSON	Alex Ngqwebo	CONTACT PERSON	Alex Ngqwebo
TELEPHONE NUMBER	043 709 2583	TELEPHONE NUMBER	043 709 2583
FACSIMILE NUMBER	043 743 5317	FACSIMILE NUMBER	043 743 5317
E-MAIL ADDRESS	Alex.Ngqwebo@ehealth.gov.za	E-MAIL ADDRESS	Alex.Ngqwebo@ehealth.gov.za

SUPPLIER INFORMATION

NAME OF BIDDER			
POSTAL ADDRESS			
STREET ADDRESS			
TELEPHONE NUMBER	CODE	NUMBER	
CELLPHONE NUMBER			
FACSIMILE NUMBER	CODE	NUMBER	
E-MAIL ADDRESS			
VAT REGISTRATION NUMBER			
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:	OR	CENTRAL SUPPLIER DATABASE No: MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No

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



<p>ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>[IF YES ENCLOSE PROOF]</p>	<p>ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>[IF YES, ANSWER THE QUESTIONNAIRE BELOW]</p>
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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.



PART B TERMS AND CONDITIONS

1. QUOTE SUBMISSION:

- 1.1. QUOTATIONS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE QUOTATIONS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. ALL QUOTATIONS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR ONLINE
- 1.3. SUPPLIERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO QUOTEDING INSTITUTION.
- 1.4. WHERE A SUPPLIER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE QUOTE DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO QUOTEDING INSTITUTION.
- 1.5. THIS QUOTE 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 LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 SUPPLIERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 SUPPLIERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
- 2.4 SUPPLIERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE QUOTE.
- 2.5 IN QUOTATIONS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS IS AVAILABLE BUT THE SUPPLIER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

3. QUESTIONNAIRE TO QUOTEDING FOREIGN SUPPLIERS

- 3.1. IS THE SUPPLIER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? YES NO
- 3.2. DOES THE SUPPLIER HAVE A BRANCH IN THE RSA? YES NO
- 3.3. DOES THE SUPPLIER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? YES NO
- 3.4. DOES THE SUPPLIER HAVE ANY SOURCE OF INCOME IN THE RSA? YES NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.



INDEX

RETURNABLE SCHEDULES

(All schedules must be completed and returned by the SUPPLIER)

Schedule 1
SBD 1 (Part A and B)

Schedule 2
Evaluation criteria

Schedule 3
Specification

Schedule 4
Price Schedule

Schedule 5
Declaration of Interest

Schedule 6
Preference Points Claim Form



RETURNABLE SCHEDULE 2: EVALUATION CRITERIA

1. EVALUATION CRITERIA

1.1 The Quote will be evaluated as follows:

- Stage 1: Administrative compliance
- Stage 2: Compliance with Non- Negotiable requirements
- Stage 3: Price & Specific Goals

Stage 1: Administrative Compliance

#	Requirement	Please Tick <input checked="" type="checkbox"/>	
		Complied	Not Complied
A	Invitation to Quote (SBD1) completed and signed		
B	Signed Pricing Schedule (SBD 3.1)		
C	Signed Declaration of Interest (SBD 4)		
D	Signed Preferential Points Claim (SBD 6.1)		
E	Latest CSD report attached		
F	Bank confirmation letter (Not older than 3 months)		

2nd Stage of Evaluation

NON NEGOTIABLE REQUIREMENT

Item No.	REQUIREMENTS	Compliance Yes / No	Comment
1. NON-NEGOTIABLE REQUIREMENTS			
1.1	The bidder must submit a signed letter from the registered manufacturer (on the manufactures letterhead) supporting and underwriting the vendor as the official, accredited and certificated vendor for supply and delivery of Orthotic Consumables.		
1.2	Attach Valid SABS Certificate – not older than 12 months.		
1.3	The bidder must complete the pricing schedule appropriately. (Supplier to quote the items as per area of specialty)		
1.4	Appropriately complete and attach requirements of SBD 6.1		
1.5	Willingness to supply samples ONLY upon recommendation (Suppliers are NOT expected to submit samples when submitting the proposals, only the one/s that will be appointed will be expected to submit sample prior placing an order)		

	SIGNATURE	DATE
Compiled by:	<i>[Signature]</i>	6/3/2023
Reviewed by:	<i>[Signature]</i>	06-03-2023
Approved by Chairperson	<i>[Signature]</i>	06/03/2023



Stage 3: Price & Specific Goals

POINTS	
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

NB: Complete as required under SBD 6.1 and attach appropriate supporting documents.

4. SPECIAL CONTRACT CONDITIONS

- 4.1 General Conditions of Contract (GCC) are a point of reference for this RFQ.
- 4.2 Frere reserves the right to award or not to award this RFQ, either in part or whole.
- 4.3 Should there be a long term contract established, this RFQ/Contract shall be cancelled immediately.
- 4.4 Budget availability shall influence the operation of the contract emanating from this RFQ.
- 4.5 Suppliers are expected to comply with the Specification/Requirements throughout the period of engagement.

SUPPLIER'S SIGNATURE OF COMPLIANCE.....

NAME:

DESIGNATION:



SCHEDULE 3

SCOPE OF WORK

Bid Specifications for Orthotic Consumables

Item No	Specification / Description	Dimensions (where applicable)	Packaging requirements	Indicate Possible Quantities that can be delivered
	BRACES			
	All items needs to be CE approved.			
1	Aircell ankle brace		Per brace	
	Contoured double plastic shell. Fits snugly around ankle. Inflatable air cells. Fastens with Velcro. Size: Standard (LT + RT) 27 cm Long			
2	Knee Hinge Stabilizing Knee Brace		Per brace	
	Lightweight made of breath-o-prene / Neo-prene. (thickness of at least 5 mm) Brace has a donut patella disc that can be altered to provide lateral, medial, superior or inferior tracking and support. Features a bent knee design which is supported by removable covered polycentric-toothed metal hinges. Hinge feature a stop lock at 180 degrees to help prevent hyperextension. Brace has 4 Velcro straps for individual fit and comfort.			
2.1	Medium			
2.2	Large			
2.3	X-Large			
2.4	XX-Large			
2.5	XXX-Large			
2.6	Customized			
3	Range of motion knee braces		Per brace	
	Post-op range of movement knee brace. Provide controlled range pf movement 0-80 extension, 0-120 flexion, with 10 increments. Padded with soft foam. Bands on thigh and calf with Velcro closure.	2x Bands on Thigh 1x Band on Calf 1X Band on Ankle Aluminium Joints Size: Long Length=620 mm Width = 32mm / 32mm Thick = 3 mm / 3 mm		
3.1	Long = 620 mm			
4	Above Knee Suspension Belt		Per brace	



Item No	Specification / Description	Dimensions (where applicable)	Packaging requirements	Indicate Possible Quantities that can be delivered
	420			
	Holds above knee prosthesis firmly in place. Adjustable waist waistband with customized fit. Made of Neo-prene for maximum grip on prosthesis, also used for instability of hip joint. Velcro fastening. Universal fitting.			
4.1	Small			
4.2	Medium			
4.3	Large			
4.4	X-Large			
4.5	XX-Large			
5	Humeral Fracture Brace – Over the shoulder		Per brace	
	Prefabricated foam lined Orthoses designed for management of mid shaft diatal 1/3 humeral fracture. Maintain Range of motion. Deltoid cap extension. Universal fitting.	Circumference / Length		
5.1	Small	20 – 28 cm / 25 cm		
5.2	Medium	25 – 33 cm / 27 cm		
5.3	Large	30 – 38 cm / 30 cm		
5.4	X-Large	35 – 43 cm / 33 cm		
6	Shoulder Immobilizer Arm Sling		Per brace	
	Prefabricated high quality, durable poly cotton sling with contact closure adjustment on the shoulder and body straps. Orthoses designed for management of post trauma after shoulder subluxation and shoulder related injuries. Shoulder pad provides additional comfort. Universal and helps prevent shoulder rotation.	Depth / Length		
6.1	Small	29 – 34 cm		
6.2	Medium	35 – 37 cm		
6.3	Large	38 – 41 cm		
7	Lumbar Sacral Corset		Per corset	
	Cool elastic lower back support with removable posterior steel stays incorporating both x-strap and pull-wrap in one brace.			
7.1	Medium	90 – 95 cm		
7.2	Large	105 – 115 cm		
7.3	X-Large	115 – 125 cm		
7.4	XX-Large	125 – 135 cm		



Item No	Specification / Description	Dimensions (where applicable)	Packaging requirements	Indicate Possible Quantities that can be delivered
7.5	XXX-Large	135 – 145 cm		
7.6	Customized bigger sizes			
8	Prefabricated TLSO Brace		Per brace	
	Lightweight shell connected to abdominal section with adjustable webbing straps – anterior upright to give full back support and to maintain Hyperextension.			
8.1	Small			
8.2	Medium			
8.3	Large			
8.4	X-Large			
9	Cast supporting lower limb / Moonwalker – Full length		Per item	
	Removable with rocker sole. Multi-cell support along entire cast.	Min. length = 400 mm		
9.1	Small			
9.2	Medium			
9.3	Large			
9.4	X-Large			
10	Lace up Wrist Splint		Per splint	
	Breath-o-Prene / Neoprene with aluminium custom shape palm support and wrap around strap for added support. Left & Right hand.			
10.1	Small			
10.2	Medium			
10.3	Large			
10.4	X-Large			
11	Drop Foot Splint		Per splint	
	Polypropylene body with closed heel. Full foot length. 50 mm Velcro strap on calf.			
11.1	Small Left			
11.2	Small Right			
11.3	Medium Left			
11.4	Medium Right			
11.5	Large Left			
11.6	Large Right			
11.7	X-Large Left			
11.8	X-Large Right			
12	Range of motion elbow braces		Per brace	
	Post-op range of movement elbow brace. Provide controlled range of movement. Padded with soft foam. Bands on thigh and	2x Above elbow joint 2x Bands below elbow brace. Aluminium joints		



Item No	Specification / Description	Dimensions (where applicable)	Packaging requirements	Indicate Possible Quantities that can be delivered
	calf with Velcro closure.	SHORT/LONG		
12.1	Long =			
12.2	Short =			

	SIGNATURE	DATE
Compiled by:	<i>[Signature]</i>	6/13/2023
Reviewed by:	<i>[Signature]</i>	06-03-2023
Approved by Chairperson	<i>[Signature]</i>	06/03/2023



SCHEDULE 4: PRICING SCHEDULE

QUOTATION VALIDITY PERIOD: ___(minimum of 60 days)___

Company name:

Item No	Specification / Description	Dimensions (where applicable)	Packaging requirements
	BRACES		
	All items needs to be CE approved.		
1	Aircell ankle brace		Per brace
	Contoured double plastic shell. Fits snugly around ankle. Inflatable air cells. Fastens with Velcro. Size: Standard (LT + RT) 27 cm Long		
2	Knee Hinge Stabilizing Knee Brace		Per brace
	Lightweight made of breath-o-prene / Neo-prene. (thickness of at least 5 mm) Brace has a donut patella disc that can be altered to provide lateral, medial, superior or inferior tracking and support. Features a bent knee design which is supported by removable covered polycentric-toothed metal hinges. Hinge feature a stop lock at 180 degrees to help prevent hyperextension. Brace has 4 Velcro straps for individual fit and comfort.		
2.1	Medium		
2.2	Large		
2.3	X-Large		
2.4	XX-Large		
2.5	XXX-Large		
2.6	Customized		
3	Range of motion knee braces		Per brace
	Post-op range of movement knee brace. Provide controlled range of movement 0-80 extension, 0-120 flexion, with 10 increments. Padded with soft foam. Bands on thigh and calf with Velcro closure.	2x Bands on Thigh 1x Band on Calf 1X Band on Ankle Aluminium Joints Size: Long Length=620 mm Width = 32mm / 32mm Thick = 3 mm / 3 mm	
3.1	Long = 620 mm		
4	Above Knee Suspension Belt 420		Per brace
	Holds above knee prosthesis firmly in place. Adjustable waist waistband with customized fit. Made of Neoprene for maximum grip on prosthesis, also used for instability of hip joint. Velcro fastening. Universal fitting.		



Item No	Specification / Description	Dimensions (where applicable)	Packaging requirements
4.1	Small		
4.2	Medium		
4.3	Large		
4.4	X-Large		
4.5	XX-Large		
5	Humeral Fracture Brace – Over the shoulder		Per brace
	Prefabricated foam lined Orthoses designed for management of mid shaft diatal 1/3 humeral fracture. Maintain Range of motion. Deltoid cap extension. Universal fitting.	Circumference / Length	
5.1	Small	20 – 28 cm / 25 cm	
5.2	Medium	25 – 33 cm / 27 cm	
5.3	Large	30 – 38 cm / 30 cm	
5.4	X-Large	35 – 43 cm / 33 cm	
6	Shoulder Immobilizer Arm Sling		Per brace
	Prefabricated high quality, durable poly cotton sling with contact closure adjustment on the shoulder and body straps. Orthoses designed for management of post trauma after shoulder subluxation and shoulder related injuries. Shoulder pad provides additional comfort. Universal and helps prevent shoulder rotation.	Depth / Length	
6.1	Small	29 – 34 cm	
6.2	Medium	35 – 37 cm	
6.3	Large	38 – 41 cm	
7	Lumbar Sacral Corset		Per corset
	Cool elastic lower back support with removable posterior steel stays incorporating both x-strap and pull-wrap in one brace.		
7.1	Medium	90 – 95 cm	
7.2	Large	105 – 115 cm	
7.3	X-Large	115 – 125 cm	
7.4	XX-Large	125 – 135 cm	
7.5	XXX-Large	135 – 145 cm	
7.6	Customized bigger sizes		
8	Prefabricated TLSO Brace		Per brace
	Lightweight shell connected to abdominal section with adjustable webbing straps – anterior upright to give full back support and to maintain Hyperextension.		
8.1	Small		
8.2	Medium		
8.3	Large		



Item No	Specification / Description	Dimensions (where applicable)	Packaging requirements
8.4	X-Large		
9	Cast supporting lower limb / Moonwalker – Full length		Per item
	Removable with rocker sole. Multi-cell support along entire cast.	Min. length = 400 mm	
9.1	Small		
9.2	Medium		
9.3	Large		
9.4	X-Large		
10	Lace up Wrist Splint		Per splint
	Breath-o-Prene / Neoprene with aluminium custom shape palm support and wrap around strap for added support. Left & Right hand.		
10.1	Small		
10.2	Medium		
10.3	Large		
10.4	X-Large		
11	Drop Foot Splint		Per splint
	Polypropylene body with closed heel. Full foot length. 50 mm Velcro strap on calf.		
11.1	Small Left		
11.2	Small Right		
11.3	Medium Left		
11.4	Medium Right		
11.5	Large Left		
11.6	Large Right		
11.7	X-Large Left		
11.8	X-Large Right		
12	Range of motion elbow braces		Per brace
	Post-op range of movement elbow brace. Provide controlled range of movement. Padded with soft foam. Bands on thigh and calf with Velcro closure.	2x Above elbow joint 2x Bands below elbow brace. Aluminium joints SHORT/LONG	
12.1	Long =		
12.2	Short =		
TOTAL PRICE			



Signature			
Company Representative			
Company Director / Manager	Initial and surname	Signature	Date

Company official
stamp

SCHEDULE 5: DECLARATION OF INTEREST

SBD4

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

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.



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:

.....

3 DECLARATION

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

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

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.



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

SCHEDULE 6: PREFERENCE POINTS CLAIM FORM

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**

(delete whichever is not applicable for this tender).

The applicable preference point system for this tender is the 80/20 preference point system.



The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

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

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

2. DEFINITIONS

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

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

$$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{min} = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME



**GENERATING PROCUREMENT
POINTS AWARDED FOR PRICE**

3.2.1.

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

80/20

$$P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right)$$

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{max} = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 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 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 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 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 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Historically Disadvantaged Individuals Ownership	20% (4)	
Women Ownership	20% (4)	
Youth Ownership	20% (4)	
Disability Ownership	20% (4)	
Military Veterans Ownership	10% (2)	



Locality Ownership	10% (2)	
TOTAL	100% (20)	

- a) Service providers must submit proof of its Specific Goals points claimed / status of contributor.
- b) The Specific Goals supporting documents required to verify claimed points may inline with the specified requirements include:
- Historically Disadvantaged Individuals Ownership: Proof of ownership (CIPRO certificate) with id no.
 - Women Ownership: Ownership: Proof of ownership (CIPRO certificate) with id no.
 - Youth Ownership: Ownership: Proof of ownership (CIPRO certificate) with id no.
 - Disability Ownership: Proof of ownership (CIPRO certificate) with valid medical documentary proof.
 - Military Veterans Ownership: Proof of ownership (CIPRO certificate) with valid proof of veteran status.
 - Locality Ownership: Proof of business address (municipal account or valid lease agreement)
 - Updated CSD report

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.

<p>.....</p> <p>SIGNATURE(S) OF BIDDER(S)</p>	
SURNAME AND NAME:
DATE:
ADDRESS:

	SIGNATURE	DATE
Compiled by:		6 / 3 / 2023
Reviewed by:		06-03-2023
Approved by Chairperson		06/03/2023

