



**BID NUMBER**

**DOT- ORT-25/26-0011**

**APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF  
SECURITY SERVICES AT TRANSPORT INFRASTRUCTURE CAMPS IN  
OR TAMBO DISTRICT FOR A CONTRACT PERIOD OF TWO [2]  
MONTHS**

**Issued by:**

**Supply Chain Management Unit**

**Department of Transport**

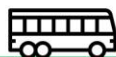
**Private Bag X 5036**

**MTHATHA**

**5099**

**NAME OF BIDDER:** \_\_\_\_\_

**CSD NUMBER:** \_\_\_\_\_



## INVITATION TO BID

### BID NUMBER: DOT-ORT-25/26-0011

**DESCRIPTION: APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF SECURITY SERVICES AT TRANSPORT INFRASTRUCTURE CAMPS IN OR TAMBO DISTRICT FOR A CONTRACT PERIOD OF TWO [2] MONTHS**

**ADVERT DATE : 05 SEPTEMBER 2025**

**CLOSING DATE : 17 SEPTEMBER 2025**

**Time : 11H00 AM**

**NB: The quotation document will be available on 05 September 2025 and can be collected at**

**If you prefer to receive the document via email, please contact the following individuals:**

**Mrs. N. Koko at 072-481-7882**

**Mrs. N. Mayeki at 066-129-8600**

The completed RFQ (Request for Quotation) must be placed in a sealed envelope, clearly marked with the Bid number and the Nature of the Service, and be deposited in the Bid Box situated at Mthatha Botha Sigcau Building 7th Floor next to office no 69 or sent via email to: [ntomboxolo.koko@ectransport.gov.za](mailto:ntomboxolo.koko@ectransport.gov.za) or [ncumisa.mayeki@ectransport.gov.za](mailto:ncumisa.mayeki@ectransport.gov.za) not later than 11:00 AM on the closing date

#### **Bidders must take note of the following:**

- Service providers are kindly requested to submit price quotations on the attached pricing schedule for the specified items/services.
- By submitting the price quotation, it is accepted that you fully understand the requirements of this invitation and have familiarized yourself with the General Conditions of Contract (GCC) available on the National Treasury website.
- The tender will be evaluated according to the preferential procurement model in the Preferential Procurement Policy Framework Act (PPPFA 5 of 2000): Preferential Procurement Regulations, 2022 as well as the SCM Policy of the Department of Transport.
- In the case of a JV tender, each party must supply a valid tax certificate and a letter of good standing.
- The tenderers must ensure that they complete and sign the SBD 1, SB 3.1, SBD 4, SBD 6.1



- The amount reflected on the Form of Offer and Acceptance takes precedence over any other total amount indicated elsewhere in the Bidders tender submission. If the Form of Offer and Acceptance has no value or figure, the bidder will be regarded as having made no offer and therefore non-responsive.
- Bidders must have provided supporting documentation as per the bid specification schedule requirement.
- Bidders who are not registered for VAT are not eligible to claim VAT in their pricing.
- Bidders should take note that price is not a determining factor in awarding the bid.
- Risk assessment will be conducted if the prices are too low from estimate
- Negotiations will be conducted if the prices are higher than market prices

**Furthermore, quotation offers will only be accepted if:**

- Bidders are registered with the Central Supplier Database (CSD) with Treasury prior to submitting this RFQ (see <https://secure.csd.gov.za/>).
- The tenderer is in good standing with SARS as verified on the Central Supplier Database.
- The tenderer or any of its directors or shareholders is not listed on the register of tender defaulters in terms of the Prevention and Compacting of Corrupt Activities Act of 2004 as a person prohibited from doing business within the public sector.
- The tenderer has not abused the employer's Supply Chain Management System or failed to fulfil any previous contract and has been given written notice to this effect.
- All quotations shall be held valid for 60 days after the closing date. The Department reserves the right not to accept the lowest or any tender.

**Enquiries should be directed to:**

**SCM**

Mrs. Ntomboxolo Koko

Cell No: 072 481 7882

[ntomboxolo.koko@ectransport.gov.za](mailto:ntomboxolo.koko@ectransport.gov.za)

**| TECHNICAL**

Mr. M. Sibi

| Cell No: 082 087 7711

[Mathembiso.Sibi@ectransport.gov.za](mailto:Mathembiso.Sibi@ectransport.gov.za)



## SPECIFICATION FOR THE SERVICE PROVIDER

**Closing Date: 17 SEPTEMBER 2025**

**Time:**

**11H00 AM**

The Department of Transport invites quotations from suitable Service Providers for Provision of Security Services at Transport Infrastructure Depots and Camps in OR Tambo for a Contract Period of Two (2) Months

ITEM	DESCRIPTION OF GOODS/SERVICES	Unit	Qty
1.1	Labour Rate for Grade C Supervisor Security Guards, 2 for day and 2 for night shifts in a possession of Company firearms	No.	04
1. 2	Labour Rate for Grade C Security Guard for day Shift without firearms.	No.	11
1. 3	Labour Rate for Grade C Security Guard for night shifts with firearms.	No.	11



### SCOPE OF WORK FOR A SERVICE PROVIDER

	<b>DESCRIPTION OF THE ITEMS PER GUARD FOR EACH SITE</b>	<b>QUANTITY</b>
	<b>Licensed Company firearm (to be used during night shift)</b>	<b>15</b>
	<b>Baton</b>	<b>11</b>
	<b>Sets of handcuffs</b>	<b>22</b>
	<b>Pepper sprays</b>	<b>22</b>
	<b>Whistle</b>	<b>22</b>
	<b>2way radio linking guard per shift and per site</b>	<b>10</b>
	<b>Cell phone with adequate airtime (to be used during day and night shift) per site</b>	<b>10</b>
	<b>Metal dictators (1 per shift) and site</b>	<b>5</b>
	<b>Registers- Occurrence Book, Equipment/ vehicle Register, Gate Control Register each site</b>	<b>15</b>
	<b>Attire</b>	
	<ul style="list-style-type: none"> <li>• <b>Neat and identifiable uniform with company logo and name tag</b></li> </ul>	
	<ul style="list-style-type: none"> <li>• <b>Attach proof of registration with the private security industry regulatory authority (PSIRA)</b></li> </ul>	
	<ul style="list-style-type: none"> <li>• <b>Duration of 2 x months (October to November 2025) Working hours is 6am to 6pm/12 hours pers shift)</b></li> </ul>	

## 2. THE FOLLOWING FACILITIES TO BE PATROLLED AND SECURED:

Offices  
Vehicles  
Ablution facilities  
Parking area  
Main Gate

## 3. ACCESS CONTROL AT DEPARTMENTAL BUILDINGS

- Access control at entrance or main doors
- Processing search of clients and government employees
- Searching and patrolling of designated areas
- Guard services
- Ensure that the control point is neat and tidy during shift changes.
- Inspect and test all facilities and equipment and report any defects to the security manager.
- Be polite towards all persons at all times but do not deviate from fixed procedures.
- Perform searches on vehicles as specified in the Company (Contractor) operations procedures
- In the event of any doubt or suspicion, contact the shift commander.
- Open the gate and allow the vehicle through if all requirements have been met
- Report any irregularity noticed at the main doors, in writing

## 4. CAMPS TO BE GUARDED.

NO.	DESCRIPTION	GRADE	QUANTITY
1.	Supervisors	Grade C Day shift with company firearms. Grade C night shift with company firearms	02 02
2.	Dalindyebo Depot (Mthatha)	Grade C Day security guards. Grade C night armed security guards	03 03
3.	Mechanical workshop (Mthatha)	Grade C Day security guards. Grade C night armed security guards	02 02
4.	Mthathambo Camp (Lusikisiki)	Grade C Day security guards. Grade C night armed security guards	02 02
5.	Ngcwanguba Camp (Mqanduli)	Grade C Day security guards. Grade C night armed security guards	02 02
6.	Tyarha Camp (Libode)	Grade C Day security guards. Grade C night armed security guards	02 02

## MANDATORY REQUIREMENTS

- The Service Providers must remunerate their officers according to the P.S.I.R.A and Government Gazette No. 32524 dated 25 August 2009, as amended, together with the agreement entered by and between various organizations and trade unions of the private security sector and Department of Labour wage determination
- Bidder must comply with the PSIRA Act and Regulation by providing proof thereof:
  - PSIRA certificates for the company.
  - All members of the company.
  - Security guards must be registered with PSIRA
- COIDA letter of Good Standing / Private Security Fund Provident Fund letter of Good Standing.
- Public Liability Insurance document.
- A company must have performed a minimum of one (1) contract worth R1 million in the past three (3) years.
- If the company underperforms in a project of this nature within the Department of Transport in the past three (3) years will not be considered for this bid.
- Fifteen (15) certified copies of firearm licensed to be submitted with the bid (must be certified by South African Police services only (SAPS)
- Bidders are required to submit with the document a completion letter or testimonial with institution/ departmental logo for previous security contracts, the letter must have the following information:
  - Nature of work.
  - Duration of the contract.
  - Value of work or contract amount
  - Year completed.
  - Contact number of references
- In case of a Joint Venture [JV], the licenses and certificates of both companies must be submitted.

**NB: FAILURE TO COMPLY WITH THE ABOVE MANDATORY REQUIREMENTS WILL INVALIDATE YOUR BID.**

## 2. Physical Scope of this Specific Contract

### Uniform and Identification Cards

- Clothing items
- Shirts
- Pair of trousers/ skirts
- Safety shoes
- Uniform hats/berets
- Jerseys
- Bomber jackets/blazers
- Rain suits
- PSIRA identification cards (Indicating: Surname & Name; Security Grade; ID No.)

### Physical Scope of this Specific Contract



The following facilities to be patrolled and secured:

- 2.1 Offices
- 2.2 Ablution facilities
- 2.3 Car park area
- 2.4 Boardrooms
- 2.5 Surroundings of the building inside and outside
- 2.6. Perimeter fence

### 3. Security Staff Equipment

The Contractor shall ensure that each member of his security staff will always when on duty be fully equipped in respect of:

- 3.1 A neat and clearly identifiable uniform from the Contractor, which uniform will include matching raincoats, bomber jackets overcoats for rainy and cold conditions respectively.
- 3.2 A clear identification card from the Contractor, with the member's photo, identification and numbers on it, always worn conspicuously on his person.
- 3.3 Alternatively: A clear identification card from the Contractor with the member's identity and file numbers on it, accompanied by his official Identity Document, always worn on his person.
- 3.4 One baton per security officer.
- 3.5 One pair of handcuffs per security officer.
- 3.6 One occurrence book, Equipment registers, pocketbook per security officer, visitors register and after register.
- 3.7 One handheld metal detector scanner to be provided one per shift.
- 3.8 Cellphone in good working order with airtime.
- 3.10 Torch (at night).
- 3.11 Two Radio (2) – Handheld 2 Way.

### 4. Guard Services

- 4.1 This service relates to the guarding of assets in accordance with standard practices and procedures in the security industry.
- 4.2 The bid price shall include for such services, and no extra payment will be made to this effect unless specifically allowed in the Pricing Schedule.



## **5. Requirements Regarding Personnel upon Signing a Contract**

- 5.1 All security staff shall be properly trained and equipped for their duties and shall be security cleared by the S.A. Police Services. All personnel shall be outfitted with uniforms and equipment necessary for the performance of their duties.
- 5.2 The Contractor undertakes to employ only such persons for the performance of the function and/or duties in connection with the project on the site as the Employer may approve in writing. The Contractor shall advise all his personnel or persons to be employed by him/her in the performance of the functions and/or duties in accordance with this contract of any security measures, which the Employer may from time to time prescribe.
- 5.3 If the Employer at any time is of the opinion that any of the Contractor's employees connected with the performance of the functions and/or duties in terms of this contract should, for any reason not be connected with the performance of such functions or duties, the Employer shall be entitled to require the Contractor forthwith to withdraw any such employee from any such function or duty or forthwith to withdraw such employee from the project.
- 5.4 In such an event the Contractor shall forthwith comply with such request and shall not on account of such request be entitled to claim any loss or damages from the Employer; and
- 5.5 Furthermore, if the Employer requires any information regarding any of the Contractor's employees connected with the performance of functions and duties in terms of this Contract, the Contractor shall without delay furnish the Employer with all available information upon request.
- 5.6 The Contractor shall appoint personnel capable of communicating with members of the public in the language dominant in the area and the Employer shall be entitled to require the Contractor forthwith to withdraw any employees from the relevant duty if such employee does not, in the opinion of the Employer, comply with a reasonable linguistic standard.

## **6. SUPERVISORS AND SECURITY GUARDS**

The security staff employed by the Contractor at the site shall satisfy the following conditions:

- 6.1 Supervisors
  - (a) Supervisors shall be trained and have at least grade 10 to 12 (Gr 10 to 12) and have more than 2 years' experience.
  - (b) Supervisors shall always be capable of leading/controlling and supervising their subordinates.
  - (c) Supervisors shall be able to communicate, read and write

## 6.2 Security Guards

- (a) Security guards shall be trained and have grade 10 (Gr 10).
- (b) Security guards shall be able to communicate, read and write.
- (c) Security guards may not be younger than 18 years of age.

## 7. General Provisions for Supervisors and Security Guards

7.1 Supervisors and security guards shall have undergone and passed formal Security training approved by PSIRA.

7.2 At all times supervisors and security guards shall present an acceptable image/appearance which implies, inter alia, that they may not publicly sit, lounge about, smoke, eat or drink while attending to people.

7.3 Supervisors and security guards shall always present a dedicated attitude/approach to security, which attitude/approach shall imply, inter alia, that there shall be no unnecessary arguments with visitors/staff or discourteous behavior towards them.

7.4 Supervisors and security guards shall be physically healthy and medically fit for the execution of their duties.

7.5 Supervisors and security guards shall be registered as security officers/guards, as required by Private Security Industry Regulatory Act, Act 57 of 2001.

7.6 Supervisors and security guards shall sign an undertaking in which they declare that they will refrain from any action which might be to the detriment of the Employer.

7.7 Supervisors and security guards are prohibited from reading office documents or rummaging through records.

7.8 No information concerning employers' activities may be furnished to the public or news media by the Contractor or his employees.

7.9 The Employer reserves the right to ascertain from the S.A. Police Services whether security staff in his/her service possesses clearances, and to ascertain from the Private Security Industry Regulatory Authority (PSIRA) whether the security staff are registered with PSIRA.

7.10 The wages paid to security personnel shall be at least the minimum wage according to the sector determination.



## 8. General Requirements

- 8.1 The Contractor must provide a 24hour service, seven (7) days per week Monday to Sunday including weekends and public holidays for Grade C officers per shift. Day and Night shift patrols must be provided on the premises and around perimeter fence.
- 8.2 At his Headquarters, proper staff files of all security staff in his service that is employed for service shall be kept up to date by the Contractor and be available for inspections by the Employer. The appropriate documents shall include inter-alia, scholastic, registration and medical certificates and security clearances.
- 8.3 The Contractor shall implement an approved control system such as a register (sign in and out) to always provide physical evidence of the presence of all employees on site. Data sheets shall be supplied to the representative at his request and shall be submitted with payment certificates.
- 8.4 All employees shall be fully conversant with emergency plans and procedures on site and shall give their full support in the event of an emergency.
- 8.5 Employees shall not work more than 12-hour shifts.
- 8.6 Bidders shall include schematic diagrams of their command-and-control structure in their bids.
- 8.7 The Contractor shall always have detail procedures manuals for all security functions available on site.  
Procedures manuals shall be submitted for the approval of the Employer at the start of the Contract. Approval of the manuals will not relieve the Contractor from any of his obligations under the Contract. Should the Employer discover any deficiencies in the Procedures Manuals after his approval of such Manuals, he may order the contractor to amend the Manuals to his satisfaction at the cost of the Contractor.
- 8.8 The Contractor must establish communication linkage with the police.
- 8.9 The Contractor shall check authorization letters for the removal of goods from the institutions. Copies of the authorizations should be recorded and kept by the service provider.

## **9. Training of Personnel**

- 9.1 The Contractor shall provide the necessary training programmes including initial and refresher courses to ensure that all personnel possess, always, the necessary expertise to execute their functions in accordance with the specification and to the satisfaction of the Employer.
- 9.2 New personnel must be mentored by existing personnel to allow for a proper induction phase.
- 9.3 The Contractor is responsible for the training of his staff at the center in respect of the application of the guidelines of the emergency plan, which shall be provided to him/her by the Employer's Emergency Co-Ordinator.
- 9.4 Should any employee of the Contractor not perform his duties to the satisfaction of the Employer, the Contractor shall forthwith remove such Employee from the site and replace him/her with an alternative competent staff member.
- 9.5 The Employer may perform any tests, as he considers necessary from time to time to ensure that the service provided by the Contractor is acceptable in terms of the specification. The Employer or his representative will however not act as supervisors and any such tests or absence thereof, shall not relieve the Contractor of his responsibilities under this Contract.

## **10. Supply and Maintenance of Equipment**

All equipment including handheld metal detectors, extend-eye mirrors, radios and other communication equipment and any other equipment necessary to execute this contract in accordance with the specification, shall be supplied and maintained by the Contractor to the satisfaction of the Employer and in accordance with the requirements of the National Key Point Act No. 102 of 1980 where applicable.

## **11. Back – Up Resources**

- 11.1 The Contractor shall provide adequate back- up resources and armed response when deemed by the end-user, to maintain security on the site.

## 12. Registers

12.1 Security registers are to be supplied and kept neat and legible.

### 12.2 Occurrence Book

12.2.1. The purpose of the occurrence book is to give an overall picture of activities, inspections by supervisors, and all other relevant occurrences at the center.

12.2.2 The Contractor's security staff on duty shall make the following entries in the occurrence book: all listed routine procedures such as patrols undertaken, handing over of shifts, etc. mentioning the procedures followed, by whom and the time of commencement. These entries shall be made clearly legible, in blue/black ink.

12.2.3 All occurrences, however, slight, or unusual, shall be recorded with reference made to the correct time and relevant actions taken.

12.2.4 All security staff activities, especially deviations in respect of the duty list, specifying particulars of the staff and relevant times.

12.2.5 The issue and/or receipt of keys, specifying the time and by whom they were received or delivered.

12.2.6 The unlocking or locking of doors or gates, specifying the time and by whom locked or unlocked.

12.2.7 The handing over of shifts, mentioning all names of all shift staff and accompanying equipment and aids. In this case, staff taking over as well as staff handing over shall sign the entry/entries.

12.2.8 After the taking over of shifts, the first level supervisor shall make an entry declaring that he has read the Occurrence Book to acquaint himself with events that occurred during the previous shift.

12.2.9 All visits by second level supervisors and top management.

12.2.10 these entries shall be done in red ink.

Note: Under no circumstances may an entry in the occurrence book be erased, painted out with correction fluid, or totally deleted. It shall only be crossed out by a single line and initialed on the side.

The Contractor shall store the completed (full) Occurrence Books until the end of the contract.

#### 12.2.11 Storage of Pedestrian and Vehicle Forms

The contractor shall store the completed full pedestrian and vehicle register forms for a period of twelve months. After twelve months these documents must be given to the employer for archiving.

#### 12.2.12 Notebook

The purpose of the notebook is to note down all incidents occurring, or observations made by a security person during a turn of duty, for later reference. During their turns of duty all security staff shall wear a notebook on their persons. The following information shall be noted down in the notebooks: All occurrences/events however, slight, or unusual, referring to the following:

- a. Reporting on and off duty.
- b. Time of occurrence or event.
- c. Extent of occurrence or event.
- d. Relevant occurrence book number with due allowance for paragraph below.
- e. Follow up actions taken in respect of occurrence or event.
- f. All relevant information noted down in notebook shall immediately or directly after return from a patrol, be copied into the occurrence book.
- g. The Contractor shall store the completed (full) notebooks for the contract period.

#### 12.2.13 Duty List

- a. The purpose of the duty list is to serve as proof, at all reasonable times, that all staff who should be on duty per shift, are indeed on duty.
- b. Daily, weekly, or monthly duty lists of all security staff on duty, as purported in this agreement, shall be drawn up by the Contractor and kept in the security control office of each Centre where such service is rendered.
- c. Any change to the duty list shall be crossed out by a single line, installed, dated, and noted in the occurrence book.

#### 12.2.14 Duty Sheet

- a. The purpose of a duty sheet is to ensure that all security staff on duty is familiar with the duties as required in this agreement.

- b. The Contractor shall have available at the Centre a fully expounded duty sheet per duty point.

### 13. Energy Management

The contractor shall comply fully with the energy management strategy implemented at Transport and shall provide the Services in an energy efficient manner.

### 14. Occupational Health and Safety

In this clause the term “Act” shall mean the Occupational Health & Safety Act, No. 85 of 1993, as amended from time to time, (including any act which may take its place should it be repealed during the currency of the agreement between the parties) as read with all regulations and standards promulgated in terms of the former Machinery and Occupational Act, No 6 of 1983, as amended, and all regulations & standards promulgated in terms of the Occupational Health & Safety Act from time to time;

#### 14.1 The contractor: -

- 14.1.1 Acknowledges that it is fully aware of the terms and conditions of the Act.
- 14.1.2 Acknowledges that it is an employer with duties and responsibilities as prescribed in the Act; agrees to ensure that all Services shall be performed, and all equipment shall be used in accordance.

With the provisions of the Act accepts accountability for its employees and sub-contractors to the extent that such employees and sub-contractors (including any other personnel) contravene the provisions of the Act.

- 14.1.3 agrees to comply with all rules and regulations implemented by or on behalf of the Employer relating to health and safety and will inform the Employer immediately should contractor for any reason be unable to comply with the provisions of the Act and such rules and regulations.

14.2 The contractor shall appoint a duly authorized representative to ensure the discharge of its duties in terms of Section 16(1) and (2) of the Act for the term of the contract.

14.3 The parties acknowledge and agree that the contract shall constitute an agreement as contemplated in Section 37(2) of the Act.



## **15. Service Level Agreement**

It is recorded that the Employer and the service provider may from time to time agree in writing to additional quality requirements and standards relating to the Services together with performance measurement provisions, which quality requirements, performance measurement provisions shall be reduced to writing in a service level agreement and signed by both parties.

## **16. Breach and Termination**

Bidders are referred to General Conditions of Contract (GCC) relating to failure to comply with conditions of this contract and delayed execution.

## **17. Loss and Damage**

Contractor hereby indemnifies the State/Employer/Institution and will not hold the State harmless/Employer/institution, against any loss or damages which the State may suffer, or any claims lodged against the State by any third party arising out of or relating to any loss that the State or such third party may suffer as a result of, or arising out of any act or omission of any personnel of contractor or the failure of contractor to provide the Services in accordance with the provisions of the contract.

## **18. Transfer Management**

Upon termination of the contract for whatever reason contractor shall assist the Employer to transfer the Services to the Employer, or to another service provider designated by the Employer. Without detracting from the generality of this obligation, contractor shall, to the extent required by the Employer, provide the Employer or the third-party service provider with all information and documentation required to enable the Employer or such service provider to provide the Services, it being recorded that this obligation shall not oblige contractor to deliver any documentation which is proprietary or confidential to contractor.

## **19. Sub-Contractors**

The contractor may only sub-contract its obligations under the contract with the prior written consent of the Employer (or any other authorized authority) and then only to a person and to the extent approved by the Employer or such authority and upon such terms and conditions as the Employer or such authority require. It is recorded that where such consent is given the contractor shall remain liable to Employer for the performance of the Services.

## **20. Strikes**

The Contractor undertakes that strikes by his personnel will not influence the rendering of this service.



## **21. Insurance and Indemnity**

- 21.1 shall immediately inform the Department of such loss, damage, destruction or theft. The contractor shall be held responsible for any loss of, or damage to, or theft of, or destruction of any property belonging to the Department of Transport which he/she is contracted to secure. The Contractor
- 21.2 The contractor shall furnish to the Employer upon the effective date of this Agreement, insurance underwriter's certificates evidencing that the Contractor is in full compliance with all the above-described insurance requirements (including the insuring of the Contractor's contractual liability under this Article) and that:
- 21.2.1 The Employer, its officers, agents, and employees shall be named as additional insurers there under.
- 21.2.2 The Contractor's policy requires the insurer (s) to give thirty – (30) days prior written notice of any cancellation or material alteration of the policies of insurance, or any parts thereof in a manner adverse to the Employer.
- 21.2.3 The Contractor's insurers waive rights of subrogation against the Employer, its officers, employees, and agents to the extent of the contractor's indemnification obligations set forth Herein: and
- 21.2.4 The Contractor's insurance policy is endorsed to include a cross-liability clause.
- 21.4 The Employer agrees that it will give to the Contractor prompt and timely notice of any claim made or suit instituted which in any way, directly or indirectly, continually, or otherwise, affects or might affect the Contractor and the Contractor shall have the right to participate in the defence of the same to the extent of its own interest.

## **22. Professional Indemnity, all Risks, Insurances, Warranties, guarantees, Licensing& on-site support**

## **23 Duration of The Project**

- The term of the project will be one (1) month from the date of acceptance of the award/ purchase order.

## **24 Validity of BID**

- The validity of the offer is sixty (60) days.

## **25 General conditions of Contract**

- The latest general conditions of contract law will apply.
- Where special conditions of the contract conflict with these general conditions, the special conditions shall apply.

## 26 Special Conditions of Contract

### a. Conditions of Contract

- The service provider awarded the contract is expected to charge fees at the rates not higher than those issued by the Department of Labour
- The ceiling price of the bid to be completed on the **Pricing Schedule** form must reflect all costs including VAT and disbursements.
- No late, faxed, electronically transmitted, photocopied, incomplete, copies or unsigned bids will be accepted. Only original bids fully completed and filled in black ink will be accepted.
- It is critical for service providers to fully present the credentials of key personnel to be assigned to projects.
- The Department shall not enter a contract where a company has directors, partners or employees who are employed by the state where permission has not been granted by the Executive Authority.
- All documents submitted and/or produced shall become the property of the DOT.
- The service provider undertakes to provide the professional resources required to attain the project objectives.
- Service Providers who have entered a consortium / Joint Venture must attach signed agreements by all partners and each party thereto must comply with all the bidding requirements.
- Bidders are requested to submit one envelope marked on the outside indicating the name of the bidding company (Bidder) and the bid number.
- The overall price must be in **Rand** and must be inclusive of VAT where applicable.
- The service provider undertakes to act as an independent contractor in respect of all work to be done.
- The service provider shall exercise all reasonable skill, care and diligence in the execution of the work and shall carry out all its obligations in accordance with international professional / PSIRA standards.
- The service provider shall, in all professional matters, act as a faithful adviser to the DOT and, in so far as any of its duties being discretionary, act fairly between DOT and third parties.
- The service provider shall execute and complete the work strictly in accordance with this contract to the satisfaction of the DOT.

- The service provider shall be deemed to have satisfied itself as to the correctness and sufficiency of the rates and prices set out in the contract for the work to be rendered.
- The service provider shall not have the power or authority to enter any contract or otherwise to bind or incur any liability on behalf of the DOT.
- The service provider must be registered in the Centralised Supplier Database (CSD) The CSD registration report must have been printed at least ten (10) days prior the closing date of the bid.
- It's the responsibility of every bidder to provide the Department with a SARS "PIN" to verify the tax compliance status at any time prior to the award of the bid.
- DOT will not be liable to reimburse any costs incurred by any service provider during the proposal /bidding process.
- The service provider shall attend meetings with officials whenever required to do so by the representative for the purpose of obtaining information or advice in regard to the work and assignments or any matters arising thereof.
- Replacement of candidates for this assignment will not be allowed except in extreme cases and the new candidates must possess the same educational and training qualifications or higher than that of the predecessor which will be agreed upon in writing between the service provider and the Department.
- All the submitted documents must be completed in full and signed where necessary.
- In cases where there is a tie in all aspects of evaluation then the award must be decided by the drawing of lots.
- Failure to submit the documentation as prescribed may lead to the bid being considered non-responsive and subsequently rejected / not considered.

## QUOTATION EVALUATION CRITERIA

### 1. EVALUATION CRITERIA:

The following criteria shall apply: -

- The tender will be evaluated according to the preferential procurement model in the Preferential Procurement Policy Framework Act (PPPFA 5 of 2000): Preferential Procurement Regulations, 2022 as well as the SCM Policy of the Department of Transport.

#### 1.1. Price:

- 80 points will be awarded to the bidder submitting the lowest price (all other bidders will receive points proportionately thereto):

#### 1.2. Calculation of points for specific goals

- 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.

**PREFERENTIAL SPECIFIC GOALS POINTS TABLE**

The specific goals allocated points in terms of this tender.	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
<b>Historically Disadvantaged Individuals Ownership</b>		
Black ownership	4	
black women ownership	6	
black youth ownership	6	
disabled people ownership	4	

### 1.3. Bidders are required to submit, together with their bids, the following:

- 1.3.1. Service providers must submit proof of their Specific Goals points claimed / status of contributor.
- 1.3.2. The Specific Goals supporting documents required to verify claimed points may be in line with the specified requirements include:
  - Disability Ownership: valid medical documentary proof.
- \* The Central Supplier Database will be used to verify the specific goals other than the specific goals stated under paragraph 1.3
- 1.3.3. A bid will not be disqualified from the bidding process if the bidder does not submit a certificate substantiating the Specific Goals. Such bidders will score 0 out of a maximum of 20 points for Specific Goals.



## PART A INVITATION TO BID

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DEPARTMENT OF TRANSPORT</b>					
<b>BID NUMBER:</b>	DOT-ORT-25/25-0011	<b>CLOSING DATE:</b> 17/09/2026		<b>CLOSING TIME:</b>	11H00
<b>DESCRIPTION</b>	PROVISION OF SECURITY SERVICES AT TRANSPORT INFRASTRUCTURE DEPOT AND CAMPS IN OR TAMBO DISTRICT FOR A CONTRACT PERIOD OF TWO [2] MONTHS				
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>					
<b>DEPARTMENT OF TRANSPORT OFFICES</b>					
<b>BOTHA SIGCAU BUILDING 7<sup>TH</sup> FLOOR</b>					
<b>MTHATHA</b>					
<b>5099</b>					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	MRS N. KOKO		CONTACT PERSON	Mr. F. Ponco	
TELEPHONE NUMBER	072 570 3322		TELEPHONE NUMBER	082 087 087 7711	
E-MAIL ADDRESS	<a href="mailto:ntomboxolo.koko@ectransport.gov.za">ntomboxolo.koko@ectransport.gov.za</a>		E-MAIL ADDRESS	<a href="mailto:Mathembiso.Sibi@ectransport.gov.za">Mathembiso.Sibi@ectransport.gov.za</a>	
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
<b>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.</b>					

## **PART B**

### **TERMS AND CONDITIONS FOR BIDDING**

#### **1. BID SUBMISSION:**

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

#### **2. TAX COMPLIANCE REQUIREMENTS**

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE [WWW.SARS.GOV.ZA](http://WWW.SARS.GOV.ZA)
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF THE BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....  
(Proof of authority must be submitted e.g. company resolution)

DATE: .....

**PRICING SCHEDULE**

<b>PROJECT DESCRIPTION: PROVISION OF 24-HOUR SECURITY SERVICES FOR TRANSPORT INFRASTRUCTURE CAMPS FOR TWO (02) MONTHSS</b>					
<b>ITEM</b>	<b>DESCRIPTION OF GOODS/SERVICES</b>	<b>Unit</b>	<b>Qty</b>	<b>Rate or Unit Price</b>	<b>Total Amount for two (02) months</b>
1.1	Labour Rate for Grade C Supervisor Security Guards, 2 for day and 2 for night shifts in a possession of Licenced Company firearms	No.	04		
1. 2	Labour Rate for Grade C Security Guard for day Shift without firearms.	No.	11		
1. 3	Labour Rate for Grade C Security Guard for night shifts with firearms.	No.	11		
	Sub-total of tender for 2 x months excluding vat				
	Vat 15% [only if eligible and registered]				
	<b>TOTAL AMOUNT OF TENDER</b>				

**NB**

After service has been rendered the invoices must be submitted to the following email address: [Mathembiso.Sibi@ectransport.gov.za](mailto:Mathembiso.Sibi@ectransport.gov.za); [ntomboxolo.koko@ectransport.gov.za](mailto:ntomboxolo.koko@ectransport.gov.za)

## BID PRICING FORM

For ease of reference, Bidders shall enter their Bid Price, copied from the Pricing Schedule, in the space provided below. Should there be any discrepancy, then the sum calculated from the Pricing Schedule, subject to any arithmetic correction, shall hold precedence.

**Total Price (amount in words ):**

.....

.....

.....  
inclusive of VAT

**Total Price (amount in figures)**

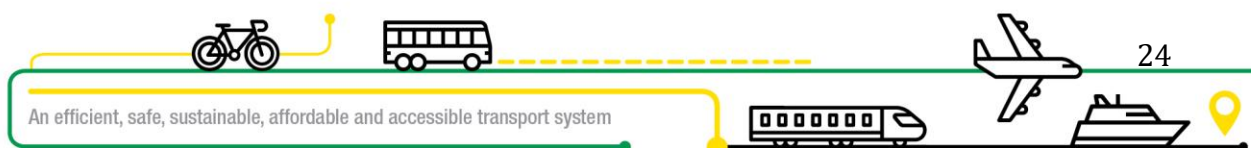
R ....., inclusive of VAT

**NAME OF BIDDER:**

.....

**SIGNED ON BEHALF OF THE BIDDER:**

.....





## PRICING SCHEDULE – FIRM PRICES (PURCHASES)

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

**IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT**

Name of bidder.....	Bid number.....
Closing Time <b>11:00 AM</b>	Closing date : 17 September 2025

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

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)

- Required by: .....
- At: .....
- Brand and model .....
- Country of origin .....
- Does the offer comply with the specification(s)? \*YES/NO
- If not to specification, indicate deviation(s) .....
- Period required for delivery .....  
\*Delivery: Firm/not firm
- Delivery basis .....

**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.

\*Delete if not applicable



## BIDDER'S DISCLOSURE

### 1. PURPOSE OF THE FORM

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

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

### 2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

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

2.2.1 If so, furnish particulars:

.....  
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any

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

other related enterprise whether or not they are bidding for this contract?

**YES/NO**

2.3.1 If so, furnish particulars:

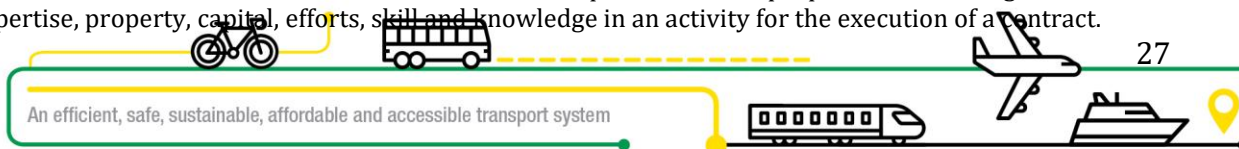
.....  
.....

### 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 consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public

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



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  
ENHANCING COMPLIANCE, TRANSPARENCY AND ACCOUNTABILITY IN  
SUPPLY CHAIN MANAGEMENT SHOULD THIS DECLARATION PROVE TO BE  
FALSE.

.....	.....
Signature	Date
.....	.....
Position	Name of bidder

ECPT 2024-06-14

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

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

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

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

**2.**

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

**3.** “State” means –

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

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

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

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

**6. DECLARATION**

I, (NAME & SURNAME).....ID NUMBER..... CERTIFY  
THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 AND 4 ABOVE IS CORRECT.

.....  
Date

.....  
Signature

.....  
Position

.....  
Name of bidder



**SBD 6.1**

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

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

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

**1. GENERAL CONDITIONS**

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

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state**

*(delete whichever is not applicable for this tender).*

- a) The applicable preference point system for this tender is the 80/20 preference point system.
- b) The 80/20 preference point system will be applicable in this tender. The lowest/highest acceptable tender will be used to determine the accurate system once tenders are received.

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

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

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

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



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

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

## 2. DEFINITIONS

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

## 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

### 3.1. POINTS AWARDED FOR PRICE

#### 3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

**80/20**

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

### 3.2.1. POINTS AWARDED FOR PRICE

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

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

$P_{max}$  = Price of highest acceptable tender

#### 4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
  - (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
  - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.



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

**(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.**

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

PREFERENTIAL SPECIFIC GOALS POINTS TABLE		
The specific goals allocated points in terms of this tender.	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
<b>Historically Disadvantaged Individuals Ownership</b>		
Black ownership	4	
black women ownership	6	
black youth ownership	6	
disabled people ownership	4	

#### DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number: .....

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

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

- i) The information furnished is true and correct.
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

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

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

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

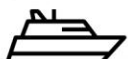
**DATE:** .....

**ADDRESS:** .....

.....

.....

.....



## **GENERAL CONDITIONS OF CONTRACT**

- The latest General Conditions of Contract [GCC] and Contract Law shall be applicable to this Quotation and obtainable by visiting the National Treasury website at [www.treasury.gov.za](http://www.treasury.gov.za)
- Bidders must familiarize themselves with these GCC

