QUOTATIONS ARE HEREBY REQUESTED IN ACCORDANCE WITH THE SCM REGULATIONS SECTION 18 OF THE LOCAL GOVERNMENT MUNICIPAL FINANCE MANAGEMENT ACT 56 OF 2003, FOR THE PURCHASE OF ITEM/S THAT COULD BE ABOVE R30 000.00.

<table>
<thead>
<tr>
<th>ADVERTISEMENT DATE</th>
<th>7 December 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEPARTMENT</td>
<td>Facility Management</td>
</tr>
<tr>
<td>RFQ NUMBER</td>
<td>JCP/RFQ/FM055/2011</td>
</tr>
<tr>
<td>RFQ VALIDITY PERIOD</td>
<td>30 DAYS (COMMENCING FROM THE RFQ CLOSING DATE)</td>
</tr>
<tr>
<td>DESCRIPTION OF GOODS/SERVICES</td>
<td>Building Refurbishment @ Florida Street Trees</td>
</tr>
<tr>
<td>DOCUMENTS ARE OBTAINABLE AT NO COST FROM:</td>
<td>The JCP’s website- <a href="http://www.jhbcityparks.com">www.jhbcityparks.com</a> Or City Parks House 40 De Korte Street Braamfontein JHB 2000</td>
</tr>
<tr>
<td>SUBMISSION OF QUOTES</td>
<td>Quotation Box, 12 Glencoe Road, Springfield. Telegraphic, telephonic, telex, facsimile and late quotations will not be accepted. City Parks does not take responsibility for any quotations submitted in the wrong box.</td>
</tr>
<tr>
<td>CLOSING DATE &amp; TIME</td>
<td>13 December 2011 @ 11:00am</td>
</tr>
<tr>
<td>SITE MEETING</td>
<td>COMPULSORY SITE MEETING 13:00pm Date: 9 December 2011 Venue: Florida Street Trees Regional Depot Gold Club Terrace Street</td>
</tr>
<tr>
<td>TENCHINCAL ENQUIRIES</td>
<td>Name: Ben Steyn @ 072 226 9144</td>
</tr>
</tbody>
</table>

Service Provider/s that are currently not on JCP’s accredited or preferred database can obtain application form from our website. For more information on Tenders and Quotations visit our website [www.jhbcityparks.com](http://www.jhbcityparks.com)

QUOTATIONS MUST BE SUBMITTED IN SEALED ENVELOPES CLEARLY MARKED “RFQ FOR....”

SPECIAL CONDITION/S:

- All service providers must submit their BBBEE Verification Certificate from Verification Agency accredited by the South African Accreditation System (SANAS) or a Registered Auditor approved by the Independent Regulatory Board of Directors (IRBA) or an Accounting Officer as contemplated in the Close Corporation Act (CCA) in order to claim preference points.
- Contractors to have a CIDB grading of 1GB or higher.
- Contractors to bring a Safety File to the site meeting.

Evaluation Criteria: 80/20 Preference point system as presented in the preferential procurement regulations 2011, for this purpose SBD 6.1 forms should be scrutinized, completed and submitted together with your quotation. Failure in submitting these documents will result in a quotation being disqualified:
REQUEST FOR QUOTATION - SCOPE OF WORK

Company Registered Name: __________________________

Company registration no: __________________________  VAT Reg. No: ______________________

Tax Reg. No: __________________________  CIDB No (If Applicable): ______________________

BBBEE Status Level of Contribution: ________

For Office use only:


<table>
<thead>
<tr>
<th>POINTS</th>
<th>POINTS CLAIMED</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRICE:</td>
<td>80</td>
</tr>
<tr>
<td>B-BBEE STATUS LEVEL OF CONTRIBUTION:</td>
<td>20</td>
</tr>
<tr>
<td>TOTAL POINTS FOR THE PRICE AND BBBEE:</td>
<td>100</td>
</tr>
</tbody>
</table>

Conditions:

1. Accepted RFQ’s will be communicated by way of an official order. Accordingly, no goods, work or service must be prepared or delivered before an official order is received by the respondent.
2. All prices quoted must be firm and be inclusive of Value Added Tax (VAT).
3. The lowest, or any, offer will not necessarily be accepted and Johannesburg City Parks reserves the right to accept any offer either in whole or in part.
4. No offer shall be considered unless it has been signed and accompanied by sufficient information to show whether or not the goods offered comply with the specifications.
5. The offer herein shall remain binding and open for acceptance by Johannesburg City Parks during the validity period indicated and calculated from the closing time of the RFQ.

NAME: __________________________  SIGNATURE: ______________________

CAPACITY: __________________________  DATE: ______________________
SPECIFICATIONS:

PROJECT NAME: Building Refurbishments at Florida Street Trees Regional Depot.

<table>
<thead>
<tr>
<th>Item No</th>
<th>Item Description</th>
<th>Unit</th>
<th>Quantity</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Note</td>
<td>The general specifications listed below are to be used for the repairs listed in the second part of this document.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Roof Repairs.**

- Investigate roof for leaks – check for watermarks and sunlight and loose sheeting/tiles
- Indicate and report areas to be repaired /replaced. (before and after pictures are required)
- Replace roof sheets/tiles where indicated.
- Replace roof screws and washers.

**ROOF PREPARATION:**

- The roof surfaces must be clean, firm (sound) and thoroughly dry before painting.
- Remove any fungal growth or algae with household bleach (3, 5% solution of sodium hypochlorite) thinned 2 parts bleach to 1 part water by volume. Leave on surface for approximately 1 hr and then scrub with a hard bristle brush to remove all dead growth. Rinse thoroughly with fresh water. Allow to dry. Repair leaks and defective flashing with PLASCON ROOFSEAL MEMBRANE (WRM 1)
- If the sheeting is new galvanised iron then remove fabricators pre-treatment oil, grease and any other contaminants with GALVANISED IRON CLEANER (GIC 1). Hose and scrub down with a hard bristle brush and fresh water and repeat cleaning process until a water break-free surface is obtained. Prime with GALVANISED IRON PRIMER (GIP 1).
- If the sheeting is unpainted and weathered: Remove oil,
grease, white rust or any other contaminants with GALVANISED IRON CLEANER (GIC 1) to achieve a water break-free surface. Rinse thoroughly with fresh water. Then prime with GALVANISED IRON PRIMER (GIP 1).

Areas showing red rust must be abraded back to bright metal, patch primed with PLASCOSAFE 18 PRIMER (EMS 18) and then the whole surface primed with GALVANISED IRON PRIMER (GIP1).

If the roof sheeting was previously painted and weathered, clean with a high pressure water jet to remove all loose paint, chalk and dirt. Alternatively, clean with wire brushing, scraping, sanding, etc. and then scrub down with hard bristle brush and water. Treat any bare areas as described above.

If previously painted and in poor condition:

Strip the roof surface completely. Restore powdery and friable surfaces to a sound condition before painting by applying BONDING LIQUID (CVI 14) to the substrate. Allow to dry for at least 4 hrs @ 23 °C. Apply NUROOF ACRYLIC ROOF PAINT (TRP) within 48 hrs.

**ROOF COATING:**

Apply NUROOF ACRYLIC ROOF PAINT (TRP) by brush or roller. It can be sprayed using airless spraying equipment without thinning.

Paint roofs where indicated.

Do not dilute-ready for use.

Surface temp. Must be between 10 and 50 degrees Celsius.

Ambient temp. Must be between 5 and 40 degrees Celsius.

Humidity must be between 10% and max 85%.

Drying time: Touch dry 30min at 23 degrees Celsius.
Recoating: 2 hours at 23 degrees Celsius.

Dry to handle: 1 hour at 23 degrees Celsius.

**Caution:**

- DO NOT mix with any other paint, including other galvanised iron primers.
- Do not overcoat with two-pack polyurethanes, epoxies and cellulose nitrate paints.
- Observe over coating times. Must be coated within 7 days after preparation.
- Avoid painting during inclement weather or if temperature is below 5 °C.

**REPAIRS TO FLASHINGS AND HOLES IN THE ROOF SHEETING:**

Use Plascon Multiseal/Roofseal/Roof Primer sealer with membrane: (sealing for flashing and holes-indicated arias)

All surfaces must be clean, firm and thoroughly dry before painting.

Apply **Plascon multiseal** by brush or roller (indicated arias) and build up to a thickness of 1 mm in 3 coats, allowing 4 hours to dry between coats.

**REPAIRS TO GUTTERS AND DOWN PIPES:**

- Remove damaged galvanized gutters where indicated.
- Supply and install PVC gutters as per spec.
- Supply and install PVC downpipes.
- Supply and install PVC downpipes.

**REPAIRS TO CEILING & CORNICES:**
- Remove damaged ceilings and Supply and install new Rhinoboard ceiling boards.
- Ceiling joints to be done with Rhino tape and Rhinolite.
- Supply and install cornices.

**Painting of ceilings and cornices:**
Apply a coat of Plascon Universal undercoat (UC 1).

Apply two to three coats as required.

Paint ceilings with ‘Plascon One Coat Ceiling Paint ’- apply 2 coats.

<table>
<thead>
<tr>
<th><strong>Plascon Metal care solution:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Clean</strong> the metal surface before coating to get rid of dirt or grease. Use Plascon Metalcare Rust Converter &amp; Primer: A two – in – one direct to rust primer for mild steel. No need to remove rust or use a primer as the product neutralisers the rust to be painted directly over.</td>
</tr>
<tr>
<td><strong>Prime – Metalcare galvanised Iron Primer</strong> (GIP1) Promotes adhesion between the topcoat and substrate-protecs galvanised iron surfaces.</td>
</tr>
<tr>
<td><strong>Paint – Metalcare Silvershine Aluminium</strong> (ASS 1) Solvent – based topcoat for pipes, gates, fences and structural steel.</td>
</tr>
</tbody>
</table>

**REPAIRS TO WALLS.**

Prepare walls to be painted as indicated:

**Fungal/algae/mildew growth:**
- scrub affected area with household bleach-mixed 1 part beach to 2 parts water. After 1 hour brush clean – rinse with tap water.

**Damp proofing walls:**
- Remove all paint to bare plastering by scraping and/or grinding.
- Repair plaster defects with polycell masonry patching plaster.
- Brush on 3 coats of Plascon Dampseal, thinning the 1st coat 30% with mineral turpentine. Allow overnight drying between coats.
**Peeling:**
- Remove paint back to a firm edge by scraping and sanding.
- Feather edge with 100 grit sandpaper and ensure surface is dry and dust free.
- Patch-prime with plaster primer.
- Allow to dry.

**Repairs to wall cracks as follows:**

**Hairline cracks-(1mm)**
Prime with **Plascon plaster primer**.

Brush or roll **Plascon multiseal** thinned 10% with water, over hairline cracks and allow to dry.

Plaster cracks-less than 4mm
Open crack to a minimum of 3mm wide and deep.
Remove dust and prime with plaster primer.
Fill cracks with **Polyfilla** using a scraper, smooth off whilst still wet.
Sand smooth after 8 hours.

**Paint indicated interior and exterior walls with:** **Mat Super Acrylic Polvin paint. The colour will be indicated on site.**

**Preparation of wall:**
- Remove loose and flaking paint back to a sound substrate and a firm edge by scraping and sanding. Spot bare areas with appropriate primer.
- Clean with **Polycell sugar soap powder** cleaner solution to remove all contaminants and chalked material.
- Apply a coat of **Plascon Universal Undercoat (UC 1)**.
- Apply at least 2-3 coats Super Acrylic Polvin matt
### Tiling:

Floor Tiles specification:

Use non-slip tiles supplied by the Tile Warehouse FS Glen Eagles – 6009149683024

Tile details - Ceramic South point T MA 300x300—Maria)

### Lighting:

Must comply with the lighting requirements of **SANS 10142**:

The wiring of premises Part1: Low-voltage installations.

#### Internal lighting:

Provide adequate lighting over work surfaces and insure the luminaires are positioned correctly to avoid working in your own shadow.

Install Flush fittings (surface mounted) - 2 tubes1200x100x121 -36W low brightness light fittings complete with diffusers, 5 amp leads and fluorescent light tubes – use **Slimline 16mm (T5) tubes** for new installations – give higher efficacy and reduce luminaire size. HF ballasts for florescent tubes, although more expensive, avoid flicker and provide additional energy saving of 15-20%.

Install Ceiling fitting – 60W-ES-180x1 light pingrip gallery with iced or frosted glass. Use compact fluorescent lamps (168x27)

9W = 600Im = 60W

Install Recessed fittings – downlighter Tungsten halogen lamps-150 12V with transformer - Silica coated/clear 12V Drop Bulbs (80x45)

#### External lighting:
All external light fittings should be enclosed and waterproofed.

Install Bulk-head fittings 250 x 100W-ES/BC– type directional round – Low pressure sodium (SOX) lamps to be used – most efficient light source but they have poor colour rendering properties.

<table>
<thead>
<tr>
<th>AGI MAXIMA ALUMINIUM HINGE DOORS or “similar approved”</th>
</tr>
</thead>
<tbody>
<tr>
<td>DUROWIN steel windows &amp; doors “or similar approved”</td>
</tr>
<tr>
<td>– residential steel windows –</td>
</tr>
</tbody>
</table>

**Note:**

Contractors to make use of the general specifications listed above when preparing their quotations.

Quote for the compilation of a safety plan.

Quote for the supply of protective equipment/clothing for the workforce.

**NB** Quote for the issuing of an electrical certificate of compliance on completion of the project.

Include *Certificate of Compliance* for electrical installation work done + inspection reports.

**Entrance Gate:**

Remove indicated fence – compact and enforce aria to install runner.

Supply and install heave duty runner (painted) – to be concreted into ground (300mm x 300mm 40MPa).

Supply and install heavy duty sliding gate complete with lock points (painted).
<table>
<thead>
<tr>
<th><strong>Guard house:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Supply and install electrical point to accommodate light fittings and double plug point – cable trench at least 600mm deep – 100mm concrete to cover cable.</td>
<td></td>
</tr>
<tr>
<td>Supply and lay concrete slab (25MPa) 3m x 3m x 200mm high where indicated.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Flammable Liquid Store:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Carefully remove indicated water pipe – move 2m away from indicated building and re-install with metal tap box.</td>
<td></td>
</tr>
<tr>
<td>Supply and lay concrete slab 1.2m around building, 3m x 2m in front of entrance with lip to flow water away. (25MPa smooth finish)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Standby Room:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Tile floor with non-slip tiles.</td>
<td></td>
</tr>
</tbody>
</table>

8m x 8m

Supply and install branding complete.

Remove all current electrical points. Supply and install new DB/plug points/light switches where indicated.

Supply and install 2 x double socket outlet complete where indicated.

Supply and install Rhino board ceilings complete.

Paint ceiling.

Supply and install new wiring for light fittings complete.

Supply and install Aerolite.

Supply and install Flush fittings (surface mounted) - 2 tubes (1200x100x121) - 36W low brightness light fittings complete with diffusers, 5 amp leads and fluorescent light tubes – use **Slimline 16mm (T5) tubes** for new installations – give higher efficacy and reduce luminaire size. HF ballasts for fluorescent tubes, although more expensive, avoid flicker.

x4
and provide additional energy saving of 15-20%.

Supply and install dry walling and door complete where indicated to create TV room (painted)

<table>
<thead>
<tr>
<th>Store Room (Staff meeting room):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seal <strong>entire</strong> store building roof complete.</td>
</tr>
<tr>
<td>Remove indicated doorframe/door complete.</td>
</tr>
<tr>
<td>Brick up with matching brickwork.</td>
</tr>
<tr>
<td>Supply and install window frame/windows complete (978mm x 1302mm – SS42 painted )</td>
</tr>
<tr>
<td>Move electrical supply point (box and DB complete) to indicated aria. Supply and install new DB where indicated.</td>
</tr>
<tr>
<td>Carefully remove all indicated walls.</td>
</tr>
<tr>
<td>Screed floor-20MPa with a smooth finish.</td>
</tr>
<tr>
<td>Paint floor – poxy heavy duty paint.</td>
</tr>
<tr>
<td>Carefully cut out sections where indicated to accommodate new entrance and 4 x window frames.</td>
</tr>
<tr>
<td>Install lintels to support building structure.</td>
</tr>
<tr>
<td>Carefully remove door and security gate where indicated – to be bricked up with matching brickwork.</td>
</tr>
<tr>
<td>Supply doorframe - Install door and security gate where indicated.(treated and painted)</td>
</tr>
<tr>
<td>Supply and install window frames/windows complete (978mm x 1302mm – SS42 painted) x 3 where indicated.</td>
</tr>
<tr>
<td>Remove indicated fence complete – prepare aria for concrete slab.</td>
</tr>
<tr>
<td>Move water point – to supply water to kitchenette.</td>
</tr>
<tr>
<td>Supply and install plumbing complete to accommodate kitchenette.</td>
</tr>
<tr>
<td>Supply and install 150L geyser complete.</td>
</tr>
<tr>
<td>Supply and lay concrete slab where indicated (2m x 2m x 200mm – 25MPa flowing water away from building/doorway.</td>
</tr>
<tr>
<td>Supply and install metal frame awning complete (painted) with PVC IBR sheeting.</td>
</tr>
<tr>
<td>Remove all current electrical points. Supply and install new plug points/light switches where indicated.</td>
</tr>
<tr>
<td>Supply and install 1 x double socket outlet complete where indicated. (To accommodate a microwave oven and a kettle in the kitchen.)</td>
</tr>
<tr>
<td>Build stand for stove – 1m x 1m x 200mm high – tiled.</td>
</tr>
<tr>
<td>Indicated stove to be move – to be installed completely as per site brief.</td>
</tr>
<tr>
<td>All electrical conduits to be chased into walls.</td>
</tr>
<tr>
<td>Plaster and paint walls (smooth finish):</td>
</tr>
<tr>
<td>Hack with chipping hammer to create rough service. Apply spatter dash layer prior to first coat of plaster. Spatter dash mix – 1 part cement to 1 ½ parts sand with enough water for a pourable consistency. Replace some water with bonding liquid + - 30 %</td>
</tr>
<tr>
<td>Plastering to consist of two coats of plaster. ± 150mm plaster to be removed from existing plaster all around the door and window openings. Bonding liquid to be used when bonding the new plaster onto the existing structure to reduce shrinkage cracks.</td>
</tr>
<tr>
<td>Supply and install kitchen cupboard with sink where indicated.(as per site meeting)</td>
</tr>
<tr>
<td>Cupboard finish-Veneer wood.</td>
</tr>
<tr>
<td>Kick plate-tiled.</td>
</tr>
<tr>
<td>Door and drawer fronts-veneer square line.</td>
</tr>
<tr>
<td>Worktop-laminate.</td>
</tr>
<tr>
<td>4 x cupboards.</td>
</tr>
<tr>
<td>Sink-double bowl stainless steel.</td>
</tr>
<tr>
<td>Task Description</td>
</tr>
<tr>
<td>----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Sink mixer-swivel.</td>
</tr>
<tr>
<td>Tile splash back aria – 1.5m x 4m</td>
</tr>
<tr>
<td>Tile 1.5m in front of kitchen cupboard and stove with non-slip tiles.</td>
</tr>
<tr>
<td>Supply and install brandering.</td>
</tr>
<tr>
<td>Supply and install Rhino board ceilings complete.</td>
</tr>
<tr>
<td>Paint ceiling.</td>
</tr>
<tr>
<td>Supply and install new wiring for light fittings complete.</td>
</tr>
<tr>
<td>Supply and install Aerolite.</td>
</tr>
<tr>
<td>Supply and install Flush fittings (surface mounted) - 2 tubes</td>
</tr>
</tbody>
</table>

**Entrance Ramp:**

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supply and build up (enlarge) ramp – 2m x 2m x 1.2m 30MPa rough surface as per site meeting.</td>
<td></td>
</tr>
<tr>
<td>Supply and build up slopes – 4m x 2m x 1.2m 30MPa rough surface as per site meeting.</td>
<td></td>
</tr>
</tbody>
</table>

**Store Room:**

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remove all current electrical points/conduits/light fittings.</td>
<td></td>
</tr>
<tr>
<td>Supply and install new plug points/light switches/fittings/conduits where indicated.</td>
<td></td>
</tr>
<tr>
<td>Indicated walls to be demolished and removed.</td>
<td></td>
</tr>
<tr>
<td>Indicated vertical metal support beams to be removed.</td>
<td></td>
</tr>
</tbody>
</table>
Supply and install horizontal metal support beams with L and U joints complete to support the roof structure.

All metal surfaces to be treated and painted.

Cement wash walls (smooth finish) inside out – then paint as per site meeting.

Screed floor 25MPa smooth surface – create a flow point.

Paint floor – poxy heavy duty paint.

Supply and install airbricks where indicated – water flow.

Supply and install Flush fittings (surface mounted) - 2 tubes 1200x100x121 -36W low brightness light fittings complete with diffusers, 5 amp leads and fluorescent light tubes – use Slimline 16mm (T5) tubes for new installations – give higher efficacy and reduce luminaire size. HF ballasts for florescent tubes, although more expensive, avoid flicker and provide additional energy saving of 15-20%.

### SPECIAL CONDITION/S:

- All quotations to be presented on the Supplier Company’s letterhead, with date and signature of authorized supplier representative.
- Quotations handwritten on this form will be rejected.
- Quotations to be submitted with the JCP Request for Quotation Form (RFQ)
- All quotations received after the RFQ closing date will not be accepted.
- All dimensions to be checked on site.
- Insure that safety plan/equipment/clothing pricing are included in quotation.
- The closing date for submission of quotation as indicated.
- Address: Building Services Office, 12 Glencoe Road, Springfield.
- Quotations to be presented as per the following format:

<table>
<thead>
<tr>
<th>Item No</th>
<th>Item Description</th>
<th>Unit</th>
<th>Quantity</th>
<th>Material Price</th>
<th>Labour Price</th>
<th>Total Price</th>
</tr>
</thead>
</table>

X8
DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state∗.

2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest.

3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

   3.1 Full Name: …………………………………………………………………………

   3.2 Identity Number: …………………………………………………………………

   3.3 Company Registration Number: …………………………………………………

   3.4 Tax Reference Number: …………………………………………………………

   3.5 VAT Registration Number: ………………………………………………………

   3.6 Are you presently in the service of the state• YES / NO

∗ MSCM Regulations: “in the service of the state” means to be –
(a) a member of –
   (i) any municipal council;
   (ii) any provincial legislature; or
   (iii) the national Assembly or the national Council of provinces;
(b) a member of the board of directors of any municipal entity;
(c) an official of any municipality or municipal entity;
(d) an employee of 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);
(e) a member of the accounting authority of any national or provincial public entity; or
(f) an employee of Parliament or a provincial legislature.
3.6.1 If so, furnish particulars.

………………………………………………………………

3.7 Have you been in the service of the state for the past twelve months? YES / NO

3.7.1 If so, furnish particulars.

………………………………………………………………

………………………………………………………………

3.8 Do you, have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?

3.8.1 If so, furnish particulars. YES / NO

………………………………………………………………

………………………………………………………………

3.9 Are you, aware of any relationship (family, friend, other) between a bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? YES / NO

3.9.1 If so, furnish particulars

………………………………………………………………

………………………………………………………………
3.10 Are any of the company’s directors, managers, principle shareholders or stakeholders in service of the state? YES / NO

3.10.1 If so, furnish particulars.

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

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

3.11 Are any spouse, child or parent of the company’s directors, managers, principle shareholders or stakeholders in service of the state? YES / NO

3.11.1 If so, furnish particulars.

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

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

CERTIFICATION

I, THE UNDERSIGNED (NAME) .................................................................

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT.

I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

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

Signature Date

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

Position Name of Bidder
PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2011

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, 2011.

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 R1 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R1 000 000 (all applicable taxes included).

1.2 The value of this bid is estimated to exceed/not exceed R1 000 000 (all applicable taxes included) and therefore the 80/20 system shall be applicable.

1.3 Preference points for this bid shall be awarded for:

(a) Price; and
(b) B-BBEE Status Level of Contribution.

1.3.1 The maximum points for this bid are allocated as follows:

<table>
<thead>
<tr>
<th>POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.3.1.1 PRICE</td>
</tr>
<tr>
<td>1.3.1.2 B-BBEE STATUS LEVEL OF CONTRIBUTION</td>
</tr>
</tbody>
</table>

Total points for Price and B-BBEE must not exceed 100

1.4 Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an Accounting Officer as contemplated in the Close Corporation Act (CCA) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.5 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

2.1 “all applicable taxes” includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;

2.2 “B-BBEE” means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;

2.3 “B-BBEE status level of contributor” means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

2.4 “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 services, works or goods, through price quotations, advertised competitive bidding processes or proposals;

2.5 “Broad-Based Black Economic Empowerment Act” means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);

2.6 “comparative price” means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;

2.7 “consortium or joint venture” 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;

2.8 “contract” means the agreement that results from the acceptance of a bid by an organ of state;

2.9 “EME” means any enterprise with an annual total revenue of R5 million or less.

2.10 “Firm price” means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;

2.11 “functionality” means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;

2.12 “non-firm prices” means all prices other than “firm” prices;

2.13 “person” includes a juristic person;

2.14 “rand value” means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
2.15 "**sub-contract**" means the primary contractor’s assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract;

2.16 “**total revenue**” bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the Government Gazette on 9 February 2007;

2.17 “**trust**” means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and

2.18 “**trustee**” means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

3. **ADJUDICATION USING A POINT SYSTEM**

3.1 The bidder obtaining the highest number of total points will be awarded the contract.

3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts;

3.3 Points scored must be rounded off to the nearest 2 decimal places.

3.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.

3.5 However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality.

3.6 Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

4. **POINTS AWARDED FOR PRICE**

4.1 **THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS**

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

\[
Ps = 80 \left(1 - \frac{Pt - P_{\text{min}}}{P_{\text{min}}} \right) \quad \text{or} \quad Ps = 90 \left(1 - \frac{Pt - P_{\text{min}}}{P_{\text{min}}} \right)
\]

Where

\[
Ps = \text{Points scored for comparative price of bid under consideration}
\]

\[
Pt = \text{Comparative price of bid under consideration}
\]

\[
P_{\text{min}} = \text{Comparative price of lowest acceptable bid}
\]
5. Points awarded for B-BBEE Status Level of Contribution

5.1 In terms of Regulation 5 (2) and 6 (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:

<table>
<thead>
<tr>
<th>B-BBEE Status Level of Contributor</th>
<th>Number of points (90/10 system)</th>
<th>Number of points (80/20 system)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>10</td>
<td>20</td>
</tr>
<tr>
<td>2</td>
<td>9</td>
<td>18</td>
</tr>
<tr>
<td>3</td>
<td>8</td>
<td>16</td>
</tr>
<tr>
<td>4</td>
<td>5</td>
<td>12</td>
</tr>
<tr>
<td>5</td>
<td>4</td>
<td>8</td>
</tr>
<tr>
<td>6</td>
<td>3</td>
<td>6</td>
</tr>
<tr>
<td>7</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>8</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Non-compliant contributor</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

5.2 Bidders who qualify as EMEs in terms of the B-BBEE Act must submit a certificate issued by an Accounting Officer as contemplated in the CCA or a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA’s approval for the purpose of conducting verification and issuing EMEs with B-BBEE Status Level Certificates.

5.3 Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.

5.4 A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.

5.5 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.

5.6 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
5.7 A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.

5.8 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

6. BID DECLARATION

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

7. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3.1.2 AND 5.1

7.1 B-BBEE Status Level of Contribution:……….. = …………..(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or a Registered Auditor approved by IRBA or an Accounting Officer as contemplated in the CCA).

8 SUB-CONTRACTING

8.1 Will any portion of the contract be sub-contracted? YES / NO (delete which is not applicable)

8.1.1 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? YES / NO (delete which is not applicable)

9 DECLARATION WITH REGARD TO COMPANY/FIRM

9.1 Name of company/firm: …………………………………………………………………………………………………………………

9.2 VAT registration number: …………………………………………………

9.3 Company registration number: ………………………………………………………………………

9.4 TYPE OF COMPANY/ FIRM

☐ Partnership/Joint Venture / Consortium
☐ One person business/sole propriety
☐ Close corporation
☐ Company
☐ (Pty) Limited
[TICK APPLICABLE BOX]

9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

……………………………………………………………………………………………………………………………………………………………………..

……………………………………………………………………………………………………………………………………………………………………..
9.6 COMPANY CLASSIFICATION

☐ Manufacturer
☐ Supplier
☐ Professional service provider
☐ Other service providers, e.g. transporter, etc.
[TICK APPLICABLE BOX]

9.7 Total number of years the company/firm has been in business? ………………………………………

9.8 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-BEE status level of contribution indicated in paragraph 7 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 paragraph 7, 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 contribution 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) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, 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. ………………………………………

……………………………………

SIGNATURE(S) OF BIDDER(S)

2. ………………………………………

DATE:………………………………

ADDRESS:………………………………………………

…………………………………………………………