

DR. PIXLEY KA ISAKA SEME LOCAL MUNICIPALITY



REQUEST FOR QUOTATIONS (RFQ)

RFQ 20/2025: APPOINTMENT OF SERVICE PROVIDER FOR THE CONSTRUCTION OF IMPROVED SANITATION TOILETS AS AND WHEN REQUIRED.

Administrative enquiries : Ms. M Ralinotsi
Tel : 017 734 6163
E-mail : melodyr@pixleykaseme.gov.za

Technical enquiries : Ms. MN Mabhengu
Tel : 017 734 6135
E-mail : mendym@pixleykaseme.gov.za

Tenderer's Name : _____

Bid Price Excl. Vat : _____

Value Added Tax @ 15% : _____

Total Price Incl. Vat : _____

CLOSING DATE: TUESDAY, 22 APRIL 2025 AT 12:00

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MBD 1**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DR PIXLEY KA ISAKA SEME LOCAL MUNICIPALITY					
RFQ NO:	20/2025	CLOSING DATE:	22 April 2025	CLOSING TIME:	12:00
DESCRIPTION	APPOINTMENT OF SERVICE PROVIDER FOR THE CONSTRUCTION OF IMPROVED SANITATION TOILETS AS AND WHEN REQUIRED				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT

Dr Pixley ka Isaka Seme Local Municipality Offices (Entrance Foyer)					
Cnr Adelaide Tambo Street and Dr Nelson Mandela Drive					
Volksrust					
2470					
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes <input type="checkbox"/> No	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	R
SIGNATURE OF BIDDER	DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED			
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
DEPARTMENT	BUDGET AND TREASURY DEPARTMENT	DEPARTMENT	INFRASTRUCTURE AND TECHNICAL SERVICES
CONTACT PERSON	Ms. M. Ralinotsi	CONTACT PERSON	Ms. MN Mabhengu
TELEPHONE NUMBER	017 734 6100	TELEPHONE NUMBER	017 734 6135
FACSIMILE NUMBER	086 6302209	FACSIMILE NUMBER	086 6302209
E-MAIL ADDRESS	melodyr@pixleykaseme.gov.za	E-MAIL ADDRESS	mendym@pixleykaseme.gov.za

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
<p>1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.</p> <p>1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR ONLINE</p> <p>1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.</p>
2. TAX COMPLIANCE REQUIREMENTS
<p>2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.</p> <p>2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.</p> <p>2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.</p> <p>2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.</p> <p>2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.</p> <p>2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.</p> <p>2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.</p>
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS
<p>3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>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 ABOVE.</p>

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

DR PIXLEY KA ISAKA SEME LOCAL MUNICIPALITY



REQUEST FOR QUOTATIONS

Proposals are hereby invited from accredited service providers to submit quotations as detailed in the below table:

RFQ NO	PROJECT NAME	ENQUIRIES	CLOSING DATE & TIME
RFQ 20/2025	APPOINTMENT OF SERVICE PROVIDER FOR THE CONSTRUCTION OF IMPROVED SANITATION TOILETS AS AND WHEN REQUIRED	Ms. M. Ralinotsi / Ms. M.N. Mabhengu Tel: 017 734 6100	22 April 2025 at 12:00 PM

RFQ documents are obtainable from Friday 11 April 2025 from the Municipal Reception free of charge and on the municipal website www.pixleykaseme.gov.za. Quotations will be evaluated in terms of 80/20 preference point system. **NB failure to submit the following documents will result to disqualification: Completed RFQ documents must be accompanied by the proof of registration on the CSD; certified copy of ID's for company directors or members, copy of tax clearance certificate, copy of company registration certificate, BBBEE Certificate, Municipal account for rates and services or a signed copy of a lease agreement if leasing a property attached with municipal rates and services where applicable, all MBD forms completed in full.**

Duly completed documents must be sealed in an envelope clearly marked: "MUNICIPAL MANAGER, DR PIXLEY KA ISAKA SEME LOCAL MUNICIPALITY, RFQ NO. AND PROJECT NAME (as indicated in the table above) - CLOSING DATE: as indicated in the table above must be placed in the tender box at Dr Pixley Ka Seme Local Municipality offices, c/o Adelaide Tambo Street & Dr Nelson Mandela Drive in Volksrust not later than the date as indicated in the table above where proposals will be opened in public.

Late quotations or proposals, incomplete RFQ documents and per email or fax will not be accepted and the Dr Pixley Ka Isaka Seme Local Municipality does not bind itself to accept the lowest or any tender. Dr Pixley Ka Isaka Seme Local Municipality reserves itself the right to accept a tender as a whole or in part.

MA NGCOBO

MUNICIPAL MANAGER

Notice Number: 27/2025

4. TERMS OF REFERENCE

4.1. PURPOSE

The purpose of the Terms of Reference (TOR) is to provide the specifications and clarification on the works that needs to be executed to improve the sanitation toilet for the community in Vukuzakhe Ward 1. This TOR will also act as an invitation of prospective bidders for the execution/rendering of the above-mentioned services/goods to drive financial management discipline including promotion of a good public procurement system that subscribes to transparency, efficiency, competitive, cost effective, fairness, integrity and equity ensuring that the Accounting Officer undertakes the procurement processes in line with the Municipal Finance Management Act (MFMA).

The purpose of the project is to construct improved sanitation toilets in Ward 1 as part of the Municipality's ongoing efforts to enhance access to basic sanitation services. The project aims to address the existing sanitation backlogs, improve public health and hygiene, and uphold the dignity of residents living in areas with inadequate or non-functional toilet facilities. By implementing this intervention, the Municipality seeks to promote sustainable human settlements and contribute to the broader goals of service delivery and community well-being.

4.2. BACKGROUND

The municipality want the people to have an access to adequate sanitation is a fundamental human right and a key component of public health, safety, and environmental sustainability. Several areas within Wards 1, 9, 10, and 11 continue to experience challenges related to poor sanitation infrastructure, including the use of pit latrines and aging or damaged sanitation systems. These challenges pose serious health risks, particularly to vulnerable groups such as children, the elderly, and people living with disabilities.

In response to these challenges, the Municipality has prioritized the construction of improved sanitation toilets to ensure that all residents have access to safe, dignified, and hygienic sanitation facilities. This intervention forms part of the broader service delivery mandate and aligns with the objectives of the Municipal Integrated Development Plan (IDP) and the national sanitation policy.

The construction of improved sanitation toilets will also assist in eradicating the use of unsafe pit toilets and reduce the risk of waterborne diseases. The project will be implemented on an "as and when required" basis, allowing the Municipality to respond flexibly to urgent sanitation needs in these wards.

4.3. SCOPE OF WORKS

The appointed service provider will be responsible for the Construction of Improved Sanitation Toilets on an "as and when required" basis. The works to be carried out includes the supply of equipment, materials and labour for the successful completion of the works within constraints of time, cost and quality. The scope of work shall include, but is not limited to, the following:

4.3.1 Site Assessment and Preparations.

- 4.3.1.1 Conduct site inspections to assess ground conditions, accessibility, and readiness.
- 4.3.1.2 Clear the designated areas and prepare sites for construction

4.3.2 Supply and Delivery of Materials

- 4.3.2.1 Procure and deliver all necessary construction materials, including concrete slabs, bricks/blocks, roofing materials, toilet seats, plumbing fittings, and approved superstructures.
- 4.3.2.2 Ensure all materials used comply with relevant SANS and municipal standards.

4.3.3 Construction of Sanitation Toilets

- 4.3.3.1 Construct improved VIP (Ventilated Improved Pit) toilets or waterborne sanitation systems, where applicable.
- 4.3.3.2 Toilets must be designed with appropriate ventilation, privacy, and durability.
- 4.3.3.3 Each unit must include a handwashing facility where water supply is available.

4.3.4 Plumbing and Drainage Works

- 4.3.4.1 Install plumbing fixtures and ensure proper connection to existing water and sewer infrastructure or septic system, where available.
- 4.3.4.2 Ensure all installations are leak-free and comply with municipal plumbing regulations.

4.3.5 Health and Safety Compliance

- 4.3.5.1 Implement all necessary Occupational Health and Safety (OHS) measures during construction.
- 4.3.5.2 Provide workers with personal protective equipment (PPE).
- 4.3.5.3 Ensure safe working conditions for both workers and community members.

4.3.6 Quality Assurance and Supervision

- 4.3.6.1 Maintain quality control throughout the project lifecycle.
- 4.3.6.2 Submit weekly progress reports, and site photos to the Municipal Project Manager.
- 4.3.6.3 Cooperate with municipal representatives for monitoring and inspections.

4.3.7 Completion and Handover

- 4.3.7.1 Finalize each toilet structure to a clean, operational, and user-ready condition.
- 4.3.7.2 Conduct final inspections and snag list clearance.
- 4.3.7.3 Submit completion certificates for each toilet delivered and constructed.
- 4.3.7.4 Submit any relevant documentation where applicable.

4.4 Deliverables

The deliverables for this project shall be:

- 4.4.1 Site Assessment Reports
- 4.4.2 Shop drawings and coordinates.
- 4.4.3 Construction of Improved Sanitation Toilets
- 4.4.4 Material Supply Records
- 4.4.5 Progress report
- 4.4.6 Completion and Handover Certificates.
- 4.4.7 Final Project Close-Out Report

4.5 EVALUATION CRITERIA

FUNCTIONALITY EVALUATION

MINIMUM SCORE 60

MAXIMUM SCORE 100

NB: FAILER TO OBTAIN MINIMUM SCORE WILL RESULT IN DISQUALIFICATION.

FUNCTIONALITY CRITERIA

CATEGORY	FUNCTIONAL CRITERIA	POINTS ALLOCATION
i	Experience of the bidder	35
ii	Key personnel qualifications and experience	35
iii	List of Plant	30
TOTAL		100

(i) EXPERIENCE OF THE BIDDER (35 POINTS)

The Bidder must submit proof of successfully completed similar projects, i.e. construction of toilets works. (Copies of Appointment Letters and Completion Certificates must be attached).

TARGETED GOALS	POINTS ALLOCATION
Bidder has submitted no information or inadequate information to determine scoring levels	0
Bidder has successfully completed at least 1 similar project with a project value of R300 000,00 or more	7
Bidder has successfully completed at least 2 similar projects with a project value of R300 000,00 or more	14

Bidder has successfully completed at least 3 similar projects with a project value of R300 000,00 or more	21
Bidder has successfully completed at least 4 similar projects with a project value of R300 000,00 or more	28
Bidder has successfully completed at least 5 similar projects with a project value of R300 000,00 or more	35

Note: 7 points per project

(ii) KEY PERSONNEL QUALIFICATIONS AND EXPERIENCE (35 POINTS)

The Bidder must submit Proposed Team Structure, identifying Site Agent, Site Foreman and Safety Officer as key personnel. (Copies of CVs and certified copies of qualifications certificates must be attached).

KEY PERSONNEL	TARGETED GOALS	POINTS ALLOCATION
Site Agent NQF level 6 or Higher in Civil Engineering	No information or inadequate information submitted to determine scoring level	0
	Site Agent with NQF 6 or Higher in Civil Engineering and 1 – 2 years of relevant similar project experience with 2 completed projects	10
	Site Agent with NQF 6 or Higher in Civil Engineering and more than 3 years of relevant similar project experience with 4 completed projects or more	15
Site Foreman NQF Level 4 or Higher in Civil Engineering	No information or inadequate information submitted to determine scoring level	0
	Site Foreman with NQF 4 or Higher in Civil Engineering and 1 – 2 years of relevant similar project experience with 2 completed projects	5
	Site Foreman with and NQF 4 or Higher in Civil Engineering and more than 3 years of relevant similar project experience with 4 completed projects or more	10
Safety officer SAMTRAC accredited qualification	No information or inadequate information submitted to determine scoring level	0
	Safety officer with SAMTRAC accredited qualification and 1 – 2 years of relevant construction experience with 2 completed projects	5
	Safety officer with SAMTRAC accredited qualification and more than 3 years of relevant construction experience with 4 completed projects or more	10

(iii) LIST OF PLANT AND EQUIPMENT (30)

Bidders are expected to have the following minimum plant: TLB, Flat Bed Truck and LDV Bakkie. (Registration documents of plant owned or letter of intent to rent the relevant plant

with registration documents must be attached)

TARGETED GOALS	POINTS ALLOCATIONS
No relevant documents attached	0
1 x TLB	10
1 x Flat Bed Truck	10
1 x LDV Bakkie	10
Total	30

- a) Dr Pixley Ka Isaka Seme Local Municipality reserves the right to contact references submitted by the bidder.
- b) Bids that do not achieve a minimum score of 60% for functionality will not be evaluated further and will not proceed to the next stage of the Bid Evaluation process.

Please note should any of the nominated staff be replaced, the successfully appointed service provider will be required to ensure that such replacements must have equivalent criteria as above and this need to be approved by Dr Pixley Ka Isaka Seme Local Municipality.

4.6 PRICING SCHEDULE

DESCRIPTION	UNIT	QTY	PRICE	TOTAL
SITE CLEARANCE				
SCHEDULED ITEMS				
Clear and grub	m2	70		
Take down and reinstate existing fences	m2	60		
Dismantle and remove pipelines, electricity transmission lines, cables, etc	m2	153		
Demolish and remove structures/buildings and dismantle steelwork, etc	Sum	1		
Transport materials and debris to unspecified sites and dump (Provisional)	m3.km	20		
TOTAL BROUGHT FORWARD				

EARTHWORKS (SMALL WORKS)				
SCHEDULED ITEMS B				
Excavation				
a) Excavate in all materials and use for embankment or backfill or dispose as ordered				
i) Toilet Pit	m3	0		
ii) Reduced levels under floors	m3	4		
b) Extra-over for items above				

i) Intermediate excavation	m3	90		
ii) Hard rock excavation	m3	45		
c) Excavate and dispose of unsuitable material from trench bottom	m3	45		
Overhaul				
a) Limited overhaul (Provisional)	m3	40		
Particular Items				
a) Shore trench opposite structure or services	m3	10		
b) Temporary works: Control water inflow				
i) Provide equipment	Sum	1		
ii) Operate and maintain	Days	10		
iii) Remove equipment	Sum	1		
Earth filling obtained from the excavation and / or prescribed stock piles on site compacted to 95% Mod				
a) Backfilling the bottom of toilet pits and around	m3	0		
b) Under floors and steps	m3	45		
Provision of bedding				
a) Selected granular material	m3	50		
House Connection				
Section: Sewer pipework				
110mm dia., UPVC Class 12, rodding eye and necessary connection	m	90		
House Connection (Water)				
Long connection to 18m at a depth of 0.3m	m	30		
Short connection to 6m at a depth of 0.3m	m	12,5		
Installation of house connection (all necessary fittings)	No	18		
TOTAL BROUGHT FORWARD				

DESCRIPTION	UNIT	QTY	PRICE	TOTAL
CONCRETE (SMALL WORKS)				
SCHEDULED FORMWORK ITEMS C				
Rough	m2	0		
Smooth	m2	0		
		-		
SCHEDULED REINFORCEMENT ITEMS				
Ref.193 High-Tensile Welded Mesh	m2	0		
SCHEDULED CONCRETE ITEMS				
Class 15/19 Concrete (slab)	m3	0		
Blinding layer	m3	2		
Class 15/19 Concrete (Superstructure Slab)	m3	0		
Unformed Surface Finishes				
a) Wood-floated finish	m2	0		
b) Steel-floated finish	m2	0		
TOTAL BROUGHT FORWARD				

DESCRIPTION	UNIT	QTY	PRICE	TOTAL
SCHEDULED ITEMS D (WATERBORNE TOILETS)				
(Supply & Install) Provide Structural Precast Panel Toilets with stainless steel doors and all accessories - To be approved by the Municipality	No	15		
Inclusive of erection of - On site training on installation and assembly of the units end user education	No	0		
NB: The 2 years of servicing or maintenance must be included				
TOTAL BROUGHT FORWARD				

SUMMARY SCHEDULE

ITEM	DESCRIPTION	AMOUNT
Section A	SITE CLEARANCE	
Section B	EARTHWORKS (SMALL WORKS)	
Section C	CONCRETE (SMALL WORKS)	
Section D	TOILET STRUCTURES	
	SUB - TOTAL	
	VAT @ 15%	
	TOTAL CARRIED TO FORM OF OFFER	

NAME OF BIDDER.....

SIGNATURE.....DATE.....

NB: The successful bidder(s) will be appointed in terms of:

PRICING INSTRUCTIONS

- 1 The General Conditions of Contract, the Contract Data, the Specifications (including the Project Specifications) shall be read in conjunction with the Bill of Quantities.
- 2 The Bill comprises items covering the Contractor's profit and costs of general liabilities and of the construction of Temporary and Permanent Works.

Although the Bidder is at liberty to insert a rate of his own choosing for each item in the Bill, he should note the fact that the Contractor is entitled, under various circumstances, to payment for additional work carried out.

Clause 8 of each Standardized Specification, and the measurement and payment clause of each Particular Specification, read together with the relevant clauses of the Project Specifications, all set out which ancillary or associated activities are included in the rates for the specified operations.

- 3 Descriptions in the Bill of Quantities are abbreviated and may differ from those in the Standardized and Project Specifications. No consideration will be given to any claim by the Company submitted on such a basis. Should any requirement of the measurement and payment clause of the appropriate Standardized or Project Specification(s) be contrary to the terms of the Bill the requirement of the appropriate Standardized, Project, or Particular Specification as the case may be, shall prevail.
- 4 The amounts and rates to be inserted in the Bill of Quantities shall be the full inclusive amounts to the Employer for the work described under the several items. Such amounts shall cover all the costs and expenses that may be required in and for the **Construction of Improved Sanitation Toilets in Ward 1** and shall cover the costs of all general risks, profits, taxes (but excluding value-added tax), liabilities and obligations set forth or implied in the documents on which the Bid is based.

- 6 The quantities set out in the schedule of quantities are only approximate quantities. The quantities of work finally accepted and certified for payment, and not the quantities given in the schedule of quantities, will be used to determine payments to the contractor.
- 7 An amount or rate shall be entered against each item in the Bill of Quantities, whether or not quantities are stated. An item against which no amount or rate is entered will be considered to be covered by the other amounts or rates in the Bill.

The Bidder shall also fill in a rate against the items where the words "rate only" appear in the amount column. Although no work is foreseen under these items and no quantities are consequently given in the quantity column, the stated rates shall apply should work under these items actually be required.

Should the Bidder group a number of items together and bid one sum for such group of items, the single stated sum shall apply to that group of items and not to each individual item, or should he indicate against any item that full compensation for such item has been included in another item, the rate for the item included in another item shall be deemed to be nil. The stated rates, prices and sums shall, subject only to the provisions of the Conditions of Contract, remain valid irrespective of any change in the quantities during the execution of the Contract.

Rates quoted are fixed and quoted in ZAR currency; and shall not in any way be affected by rand/dollar exchange rate or any currency.

- 8 The quantities of work as measured and accepted and certified for payment in accordance with the Conditions of Contract, and not the quantities stated in the Bill of Quantities, will be used to determine payments to the Contractor. The validity of the Contract shall in no way be affected by differences between the quantities in the Bill of Quantities and the quantities certified for payment.
- 9 For the purposes of this Bill of Quantities, the following words shall have the meanings hereby assigned to them:

Unit: The unit of measurement for each item of work as defined in the Standardized, Project or Particular Specifications

Quantity: The number of units of work for each item

Rate: The payment per unit of work at which the Bidder bids to do the work. Should be quoted in ZAR currency only

Amount: The quantity of an item multiplied by the bided rate of the (same) item.
Should be quoted in ZAR currency only

Sum: An amount bided for an item, the extent of which is described in the Bill of Quantities, the Specifications or elsewhere, but of which the quantity of work is not measured in units, should be quoted in ZAR currency only.

1. The units of measurement indicated in the Bill of quantities are metric units. The following abbreviation may appear in the Bill of Quantities.

No = No

% = Percentage

Prov Sum = Provisional Sum

4.7 BRIEFING SESSION

There will be no briefing session.

4.8 MANDATORY COMPLIANCE

The following compulsory documents must be accompanied with the tender, and failure to provide such documentations shall constitute automatic disqualification:

1. Completed RFQ documents must be accompanied by the proof of registration on the CSD,
2. Certified copy of ID's for company directors or members,
3. Copy of tax clearance certificate,
4. Copy of company registration certificate,
5. BBBEE Certificate,
6. Municipal account for rates and services or a signed copy of a lease agreement if leasing a property attached with municipal rates and services where applicable,
7. all MBD forms completed in full.
8. CIDB Grading 1CE or Higher

4.9 EVALUATION OF BIDS

All tenders will not be subjected to functionality evaluation. The 80/20-point system shall apply whereby a contract will be allocated to a tenderer in accordance with the Preferential Procurement Policy Framework Act, Act No 5 of 2000; Section 2(1)(d)(i), Preferential Procurement Regulation 2022. and as in line with Dr Pixley Ka Isaka Seme Local Municipality SCM policy. 80 points will be allocated in respect of price and 20 points of specific goals. All bidders must be registered on the Central Supplier Database (CSD)

4.10 REVIEW PROCESS

- Documents submitted on time by bidder shall not be returned and shall remain the property of the municipality.
- All bids duly lodged will be evaluated in accordance with the evaluation criteria.

4.11 LATE BIDS

Bids received late shall not be considered and maybe returned to the bidder is possible. A bid will be considered late if it is received one second after the closing date and time thereafter.

4.12 NON-COMMITMENT

- The municipality is not bound to accept any of the bids submitted.
- The municipality reserves the right to withdraw or amend these terms of reference by notice in writing to all parties who have received the terms of reference prior the closing date.
- The cost of preparing bids will not be reimbursed.
- Dr Pixley Ka Isaka Seme Local Municipality is not obliged to appoint the bidder with the lowest price but will consider the bidder scoring the highest number of points in line with the set criteria.
- Dr Pixley Ka Isaka Seme Local Municipality reserves the right not to make any appointment for this tender

4.13 ENQUIRES

All administrative enquires related to the content of the Terms of Reference may be directed to Ms. M Ralinotsi (email address: melodyr@pixleykaseme.gov.za) and technical enquiries to Ms. M Mabhengu (email address: mendym@pixleykaseme.gov.za).

MBD 4- DECLARATION OF INTEREST

- 1. No bid will be accepted from persons in the service of the state*.
- 1. 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 positioning 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

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? YES/NO

3.8.1 If so, furnish particulars.

.....

.....

.....

*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.

3.9 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 2022**

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

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

1. GENERAL CONDITIONS

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

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

1.2 To be completed by the organ of state

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

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

or

90/10

$$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right) \text{ or } P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{min} = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOMEGENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

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

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

Where

- P_s = Points scored for price of tender under consideration
- P_t = Price of tender under consideration
- P_{max} = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

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

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

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

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Enterprises that are at least 51% black-owned	5	
Enterprises that are at least 51% women-owned	5	
Enterprises that are at least 51% youth-owned	5	
Locality (Within the Municipal Jurisdiction)	5	
TOTAL	20	

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 *audialteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

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

3.2.1. POINTS AWARDED FOR PRICE

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

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

Where

- P_s = Points scored for price of tender under consideration
- P_t = Price of tender under consideration

Pmax = Price of highest acceptable tender

5. POINTS AWARDED FOR SPECIFIC GOALS

4.3. 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:

4.4. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

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

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Enterprises that are at least 51% black-owned	5	
Enterprises that are at least 51% women-owned	5	
Enterprises that are at least 51% youth-owned	5	
Locality (Within the Municipal Jurisdiction)	5	
TOTAL	20	

DECLARATION WITH REGARD TO COMPANY/FIRM

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

4.4. Company registration number:

4.7. 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]

4.8. 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:

- v) The information furnished is true and correct;
- vi) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- vii) 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;
- viii) 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:

.....

.....

DECLARATION OF BIDDER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality’s / municipal entity’s supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury’s Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audialterampartem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury’s website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p>The Register for Tender Defaulters can be accessed on the National Treasury’s website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <input type="checkbox"/>

4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

**CERTIFY THAT THE INFORMATION FURNISHED ON THIS
DECLARATION FORM TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN
AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.**

.....

Signature

.....

Date

.....

Position

.....

Name of Bidder

