WINNIE MADIKIZELA MANDELA LOCAL MUNICIPALITY

TENDER NO: WMM – LM 19/02/26/02 WMS

BID DESCRIPTION: EXTENSION OF WASTE MANAGEMENT SERVICES

Issued and Prepared by:

Supply Chain Management Office

Winnie Madikizela Mandela Local Municipality

P.O. Box 12

Bizana

4800

NAME OF TENDERER	
ADDRESS	
TELEPHONE NUMBER	
AVERAGE BID PRICE	
CSD NUMBER	

PLEASE NOTE:

- Each page of the tender document and schedules thereto must be initialed by the relevant authorized person in order for the document to constitute a proper contract between the Municipality and the Tenderer.
- On acceptance of the tender by the Municipality, the forms and schedules attached hereto shall be deemed to be the Conditions of Contract between the parties.
- Failure to complete all blank spaces in the forms and to attend to the other details mentioned therein may render the tender liable to rejection.

(1) DETAILS OF BIDDER

FULL NAMES	
COMPANY/ENTERPRISE REGISTRATION NO. OR ID NO.	
POSTAL ADDRESS	
PHYSICAL ADDRESS	
TELEPHONE NO.	
CELL NO. OF CONTACT PERSON	
FAX NO.	
E-MAIL ADDRESS	
CONTACT PERSON	
VAT REGISTRATION NO.	

WINNIE MADIKIZELA MANDELA LOCAL MUNICIPALITY
RE-ADVERT

NO	PROJECT NAME	CONTRACT NUMBER	CLOSING DATE
1.	Extension of Waste Management Services	WMM-LM 19/02/26/02 WMS	14 December 2026 @12h00

Bids are hereby invited from suitably qualified and accredited service providers who are interested to submit their tender responses for the above-mentioned projects for Winnie Madikizela-Mandela Local Municipality.
Bid documents are available to be downloaded from e-tender portal website on www.etenders.gov.za at no cost
Bids should score a minimum of 70% points on the functionality evaluation in order to be considered for further evaluation.
Bids will be evaluated on the **80/20** preferential points system

Failure to submit the following document(s) completed in full will render the bid not responsive:

- A completed original document issued by the municipality
- CIPC Registration Documents, Certified ID Copy(ies) of Director(s) (not older than 3 months), proof of CSD Registration
- A valid Tax PIN printout provided by SARS
- Fully completed and signed bid documents MBD1, MBD4, MBD6.1, MBD 6.2, MBD 6.4, MBD 8 and MBD 9
- A signed certification/letter by the bidder confirming that no undisputed municipal accounts are overdue by more than 30 days and no account has not been declared as well as proof thereof.
- Evaluation Criteria: 80 = Price, 20 = Specific Goals as per the attached MBD 6.1 respectively
- In case of a joint venture, valid Tax Pin printouts of all partners should be submitted as well as a signed agreement by all parties clearly indicating the lead partner
- The Minimum Threshold for Local Content for the above-mentioned Project is 100%
- Annual Financial Statement for the past three (3) Years

Advert Date: 13 November 2026
Publication: Local/Provincial Newspaper, Municipal Website, e-tender portal.

Closing Date: All tenders must be emailed to tenders.scm@mbizana.gov.za by no later than the date and time stated above after which they will be opened.
The municipality will only consider bids submitted on the original bid documentation provided by the municipality. All tenders must be clearly marked the Name of the project and Reference number indicated above. Failure to do so, your tender may not be considered. Any unsigned alterations in the BOQ/Quotation/Pricing schedule to the tender document shall render the submission invalid.
The municipality will not consider any bids over R1 million from bidders who have not registered for VAT or submitted proof that they have registered before the closing date of the bid/s in this notice.

No late, hand delivered, incomplete or facsimile bids will be accepted for consideration. The only or lowest bid received shall not necessarily be accepted. Winnie Madikizela-Mandela Local Municipality reserves the right to accept part of or the full bid. For technical enquiries, please contact Manager: Social and Indigent Services, Ms N.Xoko @ 082 370 7404 during working hours Email: xokon@mbizana.gov.za Supply Chain Management related enquiries, please contact Mr Z. Khala at 079 886 0942 email: khalaz@mbizana.gov.za / info.scm@mbizana.gov.za during working hours

……
Mr. L. Mahlaka
Municipal Manager

LETTER OF CONSENT

Business Name and Address

_____

_____

_____

_____

_____

The Municipal Manager
Winnie Madikizela-Mandela Local Municipality
P.O. Box 12
Bizana
4800
Sir/Madam

Granting of authority to request information from any legal entity relevant to this Bid

I/we acknowledge that the information herein contained shall constitute the basis on which my/our Bid is to be considered. I/we grant approval that any source regarding this Bid may be fully investigated and that all such information shall be of material value to Winnie Madikizela-Mandela Local Municipality and directly relevant to the consideration of my/our Bid.

I/we (Name and Surname of Company Representative/s) _____

grant my/our consent to such source to provide confidential information.

I/we warrant that all the information herein contained is to the best of my/our knowledge and belief true and correct in all material respects and I/we am /are not aware of any information which, should it become known to the Winnie Madikizela-Mandela Local Municipality, would affect the consideration of my/our Bid in any way. The Winnie Madikizela-Mandela Local Municipality wishes to inform you that all information regarding your personal matters is treated as strictly confidential.

Please tick the appropriate box.

	I/We hereby consent to the above
	I/We hereby withhold consent and fully understand the implications and ramifications of my/our decision and will not hold the Winnie Madikizela-Mandela Local Municipality responsible for not considering my/our Bid.

Signature: …… Date: ……..

Name and Surname (Witness) ……Signature: ……Date……

(3) INVITATION TO BID

MBD 1
PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (*NAME OF MUNICIPALITY/ MUNICIPAL ENTITY*)					
BID NUMBER:		CLOSING DATE:		CLOSING TIME:	
DESCRIPTION					
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

BID RESPONSE DOCUMENTS MAY BE SENT VIA EMAIL TO THE EMAIL ADDRESS PROVIDED BELOW OR AS PER TENDER REQUIREMENTS

TENDERS.SCM@MBIZANA.GOV.ZA **for tenders above R300 000 inclusive of VAT**
OR
QUOTES.SCM@MBIZANA.GOV.ZA **for quotations below R300 000 but above R30 000 inclusive of VAT**

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:		
PEOPLE LIVING WITH DISABILITY [TICK APPLICABLE BOX]	☐ Yes ☐ No		MILITARY VETERAN		☐ Yes ☐ No	
[DOCUMENTARY PROOF/ SWORN AFFIDAVIT (FOR PEOPLE LIVING WITH DISABILITIES) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR TARGETED GOALS]						
ARE YOU THE ACCREDITED REPRESENTATIVE **IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?**	☐Yes ☐No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR **THE GOODS /SERVICES /WORKS OFFERED?**		☐Yes ☐No [IF YES, ANSWER 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		CONTACT PERSON	
CONTACT PERSON		TELEPHONE NUMBER	

TELEPHONE NUMBER		FACSIMILE NUMBER	
FACSIMILE NUMBER		E-MAIL ADDRESS	
E-MAIL ADDRESS			

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 ONLINE**

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.

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 VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.

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.

2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.

2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.

2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.

2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

3.1.	IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
3.2.	DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
3.3.	DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
3.4.	DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO
3.5.	IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO

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

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: .....

(4) EVALUATION CRITERIA

This bid will be subjected to functionality assessment. The bidder must score a minimum of 70 points to proceed to the second stage. It is expected that all the clothing that will be provided by the bidder will all be new and no second-hand products will be accepted. The bidder must indicate in writing that all the clothing will be new. It is expected that the protective clothing will be delivered to the Municipality in 6 weeks after receiving and accepting the appointment letter failing which the bidder will be deemed to be in breach of Contract. The protective clothing must be provided in the colours and print specified.

1.1 Tenderer's MUST tender on all sizes per item to be considered for evaluation. Should any tenderer fail to tender on all sizes and all products, your tender will be disqualified.

1.2 Tenders will be evaluated on a comparative basis, which is the reason for the design of the tender specification and additional schedules (if applicable).

1.3 Local Content- Preferential Procurement Regulations, 2011 (Regulation 9) makes provision for the promotion of local production and content.

1.4 Regulation 9.(1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.

5.5 The requirement for all the goods in this tender is a 100% local content requirement and if any product cannot be found locally, this must be specified when bidders submit tenders.

2. CONDITIONS OF APPOINTMENT

Municipality will provide all relevant information available for the purpose of successfully completing the project. The quoted amount must cover for all the costs that will ensure full completion of the project. The appointed service

provider must after signing the acceptance letter communicate with the relevant official as specified in the appointment letter to show the products that will be delivered and confirm sizes of the employees before the actual delivery be done by the supplier.

3. PAYMENT

7.1 The method and conditions of payment to be made to the supplier under this contract shall be specified.

7.1 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract.

7.2 Payments shall be made by the purchaser within thirty (30) days after submission of an invoice, statement or claim by the supplier.

8 PRICING REQUIREMENTS

8.1. Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid.

8.2 Tender prices must be in ZAR Currency (Rand) and you will need to supply a separate sheet of pricing each item for all 24 months.

9 DELIVERY

9.1 Delivery Address: Goods must be delivered to: The Winnie Madikizela Mandela Local Municipality, 51 Winnie Madikizela Mandela Street, Bizana.

9.2 Goods to be delivered from 08H00 to 16H30 between Monday and Thursday, and 08H00 to 15h30 on Fridays. Delivery must not exceed six (6) weeks from the date of the official instruction issued by the Municipality. All tendered prices must include the cost of delivery and off-loading at the municipal stores. Deliveries will be made strictly in accordance with municipal instructions.

10 QUALITY AND QUANTITY

10.1 All materials offered in terms of this Tender shall comply with the latest relevant Codes of the South African Bureau of Standards (SABS).

10.2 Guarantee periods and what does not constitute guarantee must be clearly indicated. Protective Clothing must be of quality standard and must be replaced within 48 hours of guarantee period after defect has been

noticed.

10.3 Non-compliance with the agreed service delivery could lead to breach of contract and the supplier Will be liable for any expenses incurred as effect thereof.

11 CONTRACT LENGTH

11.1 The envisaged contract will be for a maximum period of 24 months.

11.2 The contract is subjected to quartely performance review.

12. AWARDING OF TENDER

12.1 WMMLM reserves the right not to accept the lowest tender or any tender in part or in whole.

12.2 WMMLM reserves the right to award this tender to an emerging black enterprise company.

13. RESERVATION OF RIGHTS BY WMMLM

13.1 WMMLM reserves the right not to accept the lowest priced tender or any tender, whether in part or in whole.

13.2 On the date that the contract awards, the contracts agreed between WMMLM and the selected Service Providers pursuant to this will come into effect and shall be binding on the Service Provider.

14. KEY PERFORMANCE INDICATORS

14.1 Timeous delivery of the correct quantities as per order of items as stipulated in Par. 5.

14.2 Quality of product as stipulated in Section B: Specifications of this document.

14.3 The Service Provider will be notified if the KPI's are not met.

14.4 If the Service Provider cannot submit satisfactory reasons why the KPI's was not met, the contract may be cancelled and the Service Provider might be blacklisted.

15. ACCOUNTABILITY

15.1 The Service Provider is accountable to the Client for the execution of the Scope of Work detailed in the Terms of Reference

(5) CONTRACT FORM (TO BE FILLED IN BY WINNIE MADIKIZELA MANDELA MUNICIPALITY)

By signing this *Contract Form* Winnie Madikizela Mandela Municipality (also referred to as the 'Purchaser'):

1. accepts your bid under reference number **WMM LM 19/02/26/02 WMS** awarded on the_____for the **EXTENSION OF WASTE MANAGEMENT SERVICES**

2. Undertakes to make payment for the goods/services delivered in accordance with the terms and conditions ofthe contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.

ITEMNO.	AVEREAGE UNIT PRICE (VAT INCL)	DELIVERY PERIOD	POINTS CLAIMEDFOR B- BBEE

SIGNED AT_____ON THIS THE_____DAY OF_____20_____

_____

Signature(s)

_____

Print name(s):
(Municipal Manager)

_____

Date

WITNESSES

1. ……

2. ……

DATE
……

(6) PRICE SCHEDULE

N.B: Winnie Madikizela Mandela Municipality will only accept firm prices.

Non-firm prices (including prices subject to rates of exchange variations) will not be considered.

ALL PRICES TO QUOTED RATE / UNIT PRICE AS PER THE ATTACHED ITEMS SHEET, FAILURE THEREOF WILL RESULT TO NON-RESPONSIVESS OF THE BIDDER.

CONDITIONS OF TENDER

1.1.1. Actions

The Employer and each Tenderer submitting a tender offer shall comply with these conditions of tender. In their dealings with each other, they shall discharge their duties and obligations as set out with integrity, and behave equitably, honestly and transparently.

1.1.2. Tender Documents

The documents issued by the employer for the purpose of tender offer are listed in the tender data.

1.1.3. Interpretation

1.1.3.1. The tender data and additional requirements contained in the tender schedules that are included in the returnable documents are deemed to be part of these conditions of tender.

1.1.3.2. These conditions of tender, the tender data and tender schedules which are only required for tender evaluation purposes, shall not form part of any contract arising from the invitation to tender.

1.1.4. Communication and employer's agent

Each communication between the employer and a tenderer shall be to or from the employer's agent only, and in a form that can be read, copied and recorded. Writing shall be in the English language. The employer shall not take any responsibility for non-receipt of communications from or by a

Tenderer. The name and contact details of the employer's agent are stated in the tender data. If it happens that the tenderer puts in a wrong information on the tender data which leads to him/her not receiving communication from the employer then that's not the employer's fault and the tenderer shall take full responsibility for that.

1.1.5. The employer's right to accept or reject any tender offer

1.1.5.1. The employer may accept or reject any variation, deviation, tender offer, or alternative tender offer, and may cancel the tender process and reject all tender offers at any time before to the formation of a contract. The employer shall not accept or incur any liability to a tenderer

1.1.5.2. For such cancellation and rejection, but will give reasons for such action upon written request to do so.

1.1.5.3. After the cancellation of a tender process or the rejection of all tender offers the employer may abandon the proposed procurement and re-issue a similar tender notice and invitation tender not less than six months after the closing date for tender offers or have it performed in another manner at any time.

1.2. Tenderer's obligations

1.2.1. Eligibility

Submit a tender offer only if the tenderer complies with the criteria stated in the tender data and the tenderer, or any of his principals, is not under any restriction to do business with the employer.

1.2.2. Cost of tendering

Accept that the employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer satisfy requirements. Cost breakdown must be provided for the purpose of pricing.

1.2.3. Check documents

Check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.

1.2.4. Confidentiality and copyright of documents

Treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.

1.2.5. Reference documents

Obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, conditions of contract and other publications, which are not attached but which are incorporated into the tender documents by reference.

1.2.6. Acknowledge addenda

Acknowledge receipt of addenda to the tender documents, which the employer may issue, and if necessary apply for an extension to the closing time stated in the tender data, in order to take the addenda into account. The addendum must be part of the submission.

1.2.7. Site visit and clarification meeting

Attend, where required, a site visit and clarification meeting at which tenderers may familiarize themselves with aspects of the proposed work, services or supply and raise questions.

1.2.8. Seek clarification

Request clarification of the tender documents, if necessary, by notifying the employer at least five working days before the closing time stated in the tender data.

1.2.9. Insurance

The extent of insurance to be provided by the Tenderer must be for the full cover required in terms of the conditions of contract identified in the contract data. The tenderer is advised to seek qualified advice regarding insurance. The tenderer must provide a **letter of good standing from Department of Labour.**

1.2.10. Pricing the tender offer

1.2.10.1. Include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT)), and other levies payable by the successful tenderer, such duties, taxes and levies being those applicable 14 days before the closing time stated in the tender data.

1.2.10.2. Show VAT payable by the employer separately as an addition to the tendered total of the prices.

1.2.10.3. Provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data.

1.2.10.4. State the rates and prices in Rand unless instructed otherwise in the tender data. The conditions of contract identified in the contract data may provide for part payment in other currencies.

1.2.11. Alterations to documents

Not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations. Erasures and the use of masking fluid are prohibited. The original tender document must be returned as it without any alterations. Where the tenderer wants to add supporting documents then they can be submitted separately or attached to this document with a stapler or any other acceptable means. All the pages of the document must be initialled at the bottom

of the page. This document must not be altered and must be returned as it is. Even the binding method must not be altered at all.

1.2.12. Alternative tender offers

1.2.12.1. Submit alternative tender offers only if a main tender offer, strictly in accordance with all the requirements of the tender documents, is also submitted. The alternative tender offer is to be submitted with the main tender offer together with a schedule that compares the requirements of the tender documents with the alternative requirements the tenderer proposes.

1.2.12.2. Accept that an alternative tender offer may be based only on the criteria stated in the tender data or criteria otherwise acceptable to the employer.

1.2.13. Submitting a tender offer

1.2.13.1. Submit a tender offer to provide the whole of the works, services or supply identified in the contract data, unless stated otherwise in the tender data.

1.2.13.2. Return all returnable documents to the employer after completing them in their entirety, either electronically (if they were issued in electronic format) or by writing in black ink.

1.2.13.3. Sign the original and all copies of the tender offer where required in terms of the tender data. The employer will hold all authorized signatories liable on behalf of the tenderer. Where tenderers propose to contract as a joint venture, the signatories shall clearly state which party is the lead partner, and the Employer shall hold that partner liable for the purposes of the tender offer.

1.2.14. Information and data to be completed in all respects

Accept that tender offers, which do not provide all the data or information requested completely and in the form required, may be regarded by the employer as non-responsive. All the pages of the tender document must be filled in and initialled at the bottom failing which it will be deemed incomplete.

1.2.15. Closing time

1.2.15.1. Ensure that the employer receives the tender offer at the address specified in the tender data not later than the closing time stated in the tender data. Proof of posting shall not be accepted as proof of delivery. The employer shall accept tender offers submitted by e-mail unless stated otherwise in the tender data.

1.2.15.2. Accept that, if the employer extends the closing time stated in the tender data for any reason, the requirements of these conditions of tender apply equally to the extended deadline.

1.2.16. Tender offer validity

1.2.16.1. Hold the tender offer(s) valid for acceptance by the employer at any time during the validity period stated in the tender data after the closing time stated in the tender data.

1.2.16.2. If requested by the employer, consider extending the validity period stated in the tender data for an agreed additional period.

1.2.17. Clarification of tender offer after submission

Provide clarification of a tender offer in response to a request to do so from the employer during the evaluation of tender offers. This may include providing a breakdown of rates or prices and correction of arithmetical errors by the adjustment

of certain rates or item prices (or both). No change in the total of the prices or substance of the tender offer is sought, offered, or permitted. The total of the prices stated by the tenderer shall be binding upon the tenderer.

1.2.18. Provide other material

1.2.18.1. Provide, on request by the employer, any other material that has a bearing on the tender offer, the tenderer's commercial position (including notarized joint venture agreements), referencing arrangements, or samples of materials, considered necessary by the employer for the purpose of a full and fair risk assessment. Should the tenderer not provide the material, or a satisfactory reason as to why it cannot be provided, by the time for submission stated in the employer's request, the employer may regard the tender offer as non-responsive.

1.2.18.2. Dispose of samples of materials provided for evaluation by the employer, where required.

1.2.19. Non-disclosure

Not disclose to tenderers, or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of tender offers, the final evaluation price and recommendations for the award of a contract, until after the award of the contract to the successful tenderer.

1.2.20. Grounds for rejection and disqualification

Determine whether there has been any effort by a tenderer to influence the processing of tender offers and instantly disqualify a tenderer (and his tender offer) if it is established that he engaged in corrupt or fraudulent practices.

1.2.21. Test for responsiveness

Determine, on opening and before detailed evaluation, whether each tender offer properly received:

a) meets the requirements of these Conditions of Tender,

b) has been properly and fully completed and signed, and

c) is responsive to the other requirements of the tender documents.

d) Complete tender document where all the pages are signed and initialled.

A responsive tender is one that conforms to all the terms, conditions, and specifications of the tender documents without material deviation or qualification. A material deviation or qualification is one which, in the Employer's opinion, would: detrimentally affect the scope, quality, or performance of the works, services or supply identified in the Scope of Work, change the Employer's or the tenderer's risks and responsibilities under the contract, or affect the competitive position of other tenderers presenting responsive tenders, if it were to be rectified.

Reject a non-responsive tender offer and not allow it to be subsequently made responsive by correction or withdrawal of the non-conforming deviation or reservation.

1.2.22. Arithmetical errors

Check responsive tender offers for arithmetical errors, correcting them in the following manner:

a) Where there is a discrepancy between the amounts in figures and in words, the amount in words shall govern.

b) If a bill of quantities (or schedule of quantities or schedule of rates) applies and there is an error in the line-item total resulting from the product of the unit rate and the quantity, the line-item total shall govern, and the rate shall be corrected.

Where there is an obviously gross misplacement of the decimal point in the unit rate, the line-item total as quoted shall govern, and the unit rate will be corrected.

c) Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the tenderer's addition of prices, the total of the prices shall govern and the tenderer will be asked to revise selected item prices (and their rates if a bill of quantities applies) to achieve the tendered total of the prices.

Consider the rejection of a tender offer if the tenderer does not correct or accept the correction of his arithmetical errors in the manner described above.

1.2.23. Clarification of a tender offer

Obtain clarification from a tenderer on any matter that could give rise to ambiguity in a contract arising from the tender offer.

1.2.24. Acceptance of tender offer

1.2.24.1. Accept tender offer only if the tenderer satisfies the legal requirements stated in the Tender Data.

1.2.24.2. Notify the successful tenderer of the employer's acceptance of his tender offer by completing and returning one copy of the form of offer and acceptance before the expiry of the validity period stated in the tender data, or agreed additional period.

1.2.24.3. Providing the form of offer and acceptance does not contain any qualifying statements, it will constitute the formation of a contract between the employer and the successful tenderer as described in the form of offer and acceptance.

1.2.25. Notice to unsuccessful tenderers

After the successful tenderer has acknowledged the employer’s notice of acceptance, the employer shall not notify other tenderers that their tender offers have not been accepted.

1.2.26. Prepare contract documents

The tender documents, in its entirety, shall form the basis of the contract. If necessary, revise documents that shall form part of the contract and that were issued by the employer as part of the tender documents to take account of:

a) addenda issued during the tender period,

b) inclusion of some of the returnable documents,

c) other revisions agreed between the employer and the successful tenderer, and

d) the schedule of deviations attached to the form of offer and acceptance, if any.

1.2.27. Issue final contract

Prepare and issue the final draft of contract documents to the successful tenderer for acceptance as soon as possible after the date of the employer's signing of the form of offer and acceptance (including the schedule of deviations, if any). Only those documents that the conditions of tender require the tenderer to submit, after acceptance by the employer, shall be included. Unless otherwise stated, or agreed to in writing, the duly completed “Form of Offer and Acceptance”, completed and signed by both parties, will constitute the final contract.

1.2.28. Complete adjudicator's contract

Unless alternative arrangements have been agreed or otherwise provided for in the contract, arrange for both parties to complete formalities for appointing the selected adjudicator at the same time as the main contract is signed.

1.2.29. Provide copies of the contracts

Provide to the successful tenderer the number of copies stated in the Tender Data of the signed copy of the contract as soon as possible after completion and signing of the form of offer and acceptance.

2. GENERAL CONDITIONS OF OFFER

2.1. BIDDERS MUST SATISFY THEMSELVES REGARDING THE CONDITIONS OF OFFER AND PARTICULARS

2.1.1. The bidder must, on submission of an offer, be regarded to have satisfied himself as to all the conditions and particulars of the offer.

2.2. FULL ACCEPTANCE OF CONDITIONS

2.2.1. The bidder shall be regarded as having read and understood the General Conditions and the submission of his offer shall be assumed to show his total acceptance of it.

2.2.2. Any special conditions regarding the contract should be contained in the specifications concerning the contract, should supplement the General Conditions and be annexed to them. Provided that such special conditions be valid only if they are contrary to the General Conditions.

2.2.3. Subject to the above sub-clauses, the bidder may restrict one or more of the conditions, but If his offer is accepted, no restriction of any condition shall be part of his contract with the municipality, unless, on submission of his offer, he has indicated, specifically, in writing, with regard to each and every condition he wishes to restrict, the number of the condition and the degree to which it should be restricted.

2.3. CONTRADICTIONS

2.3.1. If in the contract, any contradictions, ambiguities or lack of concurrence appear to be present in the description, measurements, quality or quantities, the contractor should, before he/she begins to execute the contract concerned or that part of it where such irregularities appear to be present, refer the matter for a decision to the representative of the municipality.

2.4. DEVIATIONS

2.4.1. If the bidder offers goods that deviate or differ from the specifications, such deviation should be indicated and described clearly in the offer.

2.5. BREACH OF CONTRACT

2.5.1. If it appears to the municipality that the contractor is not executing the contract in accordance with its true purpose and intention, or if the delivery period has lapsed, or if the contractor is in default or has breached the contract in any other way, then the municipality may order the contractor in writing to redeem the default or breach of contract within the period fixed in the written warning and, if the contractor neglects to redeem it within the said period, then the municipality will be at liberty, without prejudice to any of its contractual rights, to execute the work the contractor has neglected to perform, or to take away the whole contract or a part thereof from the contractor and place an order for it with someone else. The contractor shall be liable for any loss suffered by the municipality on account of steps taken by municipality in terms of this clause.

2.6. PAYMENT

2.6.1. Unless otherwise indicated in supplementary or special conditions of contract, payment shall be made as follows:

2.6.1.1. WMMLM shall pay for the services rendered by the contractor within thirty (30) days and in line with the municipal Accounts Payable Policy after the end of the month in which the service was rendered, provided the contractor deliver a valid invoice containing the relevant VAT numbers (*VAT Exempted), for the services within that period and in accordance with the municipal deadlines with regards to cut-off dates for creditors.

2.7. PARTICULARS TO BE FURNISHED

2.7.1. No offer shall be considered unless it is fully completed in ink and accompanied by enough information that makes it possible to judge whether the tendered goods meet the specifications or not.

2.7.2. If the required particulars are not furnished in full, the offer may be regarded as being non-compliant with proposal requirements.

2.8. OCCUPATIONAL HEALTH AND SAFETY LEGISLATION

2.8.1. The Contractor shall always be required to adhere and act within the ambit of the occupational health and safety policy of Winnie Madikizela Mandela Local Municipality (WMMLM).

2.8.2. The Contractor agree to carry out the work in terms of the O.H&S.-Act in order to regulate the scope of the work.

2.8.3. The parties hereby agree in terms of Section 37(2) of OHS to the arrangements and procedures between them to ensure compliance by the Contractor with the provisions of OHS.

2.9. DUTY TO REPORT

2.9.1. The Contractor shall be obliged to report to the Municipality in writing anything in relation to the work or the site where it is being executed which could reasonably be regarded as unhealthy or unsafe.

2.10. CANCELLATION OF OFFER AND/OR CONTRACT

If it is found that an offer or contractor-

2.10.1. Has offered, promised or given anyone who had to do with the inviting of offers or the allocation of a contract, any remuneration, fees, bonus, discount, or other inducement in connection with the acquisition or execution of a contract.

2.10.2. Is not executing a contract in a satisfactory manner.

2.10.3. Is not adhering to the provisions of the General Conditions or of any other special conditions of contract that may apply.

2.10.4. Is acting in a fraudulent or improper manner or in bad faith toward municipality –

2.10.4.1. Then municipality may disqualify the bidder immediately or cancel the contract, after considering all the circumstances and without prejudice to any other legal remedy to his / her disposal in respect of:

a) any loss and/or damage suffered, and;

b) Any additional costs or expenses incurred in that the WMMLM had to invite new offers or accept a less favourable offer, or whatever.

2.11. CONTRACT LENGTH

2.11.1. The envisaged contract will be for a maximum period of 24 months.

2.11.2. The contract is subjected to quarterly performance review.

3. OVERVIEW AND SCOPE OF WORK

3.1. INTRODUCTION

3.1.1. Community Services Department is the custodian of upholding to Section 24 of the Constitution of South Africa, which mandates that every citizen has a right to a clean and healthy environment and a responsibility to keep it clean for the benefit of the present and future generations. This right place an obligation on municipalities, especially the locals to promote and ensure sound waste management practices that safeguard the environment and human health.

3.1.2. The municipality is currently in a process of appointing a reputable Service Provider(s) to take the overall responsibility of Waste Management Services at 7 new identified Wards (Ward 4, 6, 7, 9, 26, 22 and 29), as means of ensuring effectiveness and efficient delivery of waste management services. The service provider(s) is/are required to manage the total waste management services and deliver on the mandate of collection, transportation and safe disposal of all waste streams except for medical and hazardous waste collected in such Wards.

3.1.3. The municipality has adopted a system of establishment of Waste Collection Sites in Wards as means of extending waste service, central points are identified and Waste Collection Sites will be established for community to dispose off their waste. The municipality is responsible for site establishment, which includes purchasing, installation and maintenance of cages, building of concrete slabs, cleaning resources, grass cutting services to all sites, fencing of sites and installation of pedestrian gates. All PPE required to be provided to beneficiaries by the service provider and that includes:

- Overalls
- Safety Boots
- Sun Hat
- Reflector Vest
- Rain Coat/Suits
- Warm Jacket
- PVC Gloves
- Dust masks

3.1.4. The successful service provider will be appointed with a view of setting targets for reducing waste to the disposal site through recycling and continually measuring and monitoring overall performance. The hierarchy of waste management shall be strongly emphasized to achieve an environmentally sound waste minimization and prevention plan using effective and efficient management practices and technology expertise.

3.1.5. The Municipality intends to adopt eco-friendly measures and green technologies as part of their general business philosophy. The successful service provider must display both cost savings and sustainable business practices and ensures that it promotes conservation of natural resources and decrease the negative environmental impacts.

3.1.6. The successful service provider will perform all tasks in strict compliance to the National Environmental Management: Waste Act 59 of 2008 (NEM:WA no. 59 of 2008), and all applicable government legislation pertaining to Waste Management Services as well as all relevant amendments thereafter.

3.1.7. The service will be required to undertake cleaning and transportation of waste from the 7 Wards (Ward 4, 6, 7, 9, 26, 22 and 29) utilising his/her approved own transportation for the duration of the contract.

3.1.8. The service provider will be required to:

- ✓ Appoint 15 Ward-Based Beneficiaries in ward 4, 6, 7, 9, 26, 22 and 29.

- ✓ 30 Contract Beneficiaries as General Workers to work in the CBD during all public holidays and week-ends for the entire project duration.
- ✓ 2 Supervisors to work during Weekends and Public Holidays.
- ✓ 1 Data Collector
- ✓ Appoint 1 Project Manager with Project Management Certificate and Waste/Environmental Related experience.

3.2. PRIMARY OPERATIONAL OBJECTIVES OF THIS TENDER

3.2.1. Appoint an experienced waste management service provider as indicated in this tender.

3.2.2. The service provider to be appointed must display an unquestionable track record and experience with positive feedback from their existing and previous clients.

3.2.3. The service provider that the municipality will contract for this service must make use of equipment which supports the preservation of the environment includes recycling plans and complies with all the regulations of Republic of South Africa.

3.2.4. The service provider must contribute to reporting in the Waste Information System to track on a monthly basis the volumes of the various waste streams generated, the volumes of recyclables and the reduction of waste to landfill/dump site.

3.2.5. The specification and frequency scheduled below, serves as a general concept for all areas and as a guideline to minimum requirements, but may be adjusted in accordance with the municipal requests, mutual arrangements, or to ensure a better service.

3.2.6. Potential service provider must provide proof of experience in the waste management services industry.

3.2.7. The potential service provider to ensure that proper precautionary measures must be taken to ensure that no general waste is strewn while the waste transportation are in transit. He/she must ensure that the area surrounding the waste collection sites are cleaned up at all times.

3.3. RESPONSIBILITIES OF THE CONTRACTOR/SERVICE PROVIDER

3.3.1. All waste is collected from collection points during collection days for sorting and/or disposal.

3.3.2. All waste collection sites are to be kept clean and beautified.

3.3.3. All vehicles used for transportation and collection services must be suited to the task and must be kept clean and sanitized, the municipality reserves the right to inspect and approve waste transporters.

3.3.4. Non-recycled waste must be disposed and recyclable waste must be kept for a reasonable period.

3.3.5. The “cradle to cradle” principle must be followed in disposing of waste correctly, i.e. the contractor is responsible for the correct and safe disposal of waste right up to the end of the waste stream.

3.3.6. Keeps statistics, minutes and other records required by legislation on files and available for inspection by the municipal auditors/whoever in authorities

3.3.7. Proper records and statistical data of all collections must be kept up to date for inspection/audit purposes when needed.

3.3.8. Keep all records of disposal required by legislation and forward necessary disposal certificates on a monthly basis to the municipality.

4. SITE VISIT

4.1. A site visit is highly recommended as per request in respect of this tender.

4.2. The Purpose of the site visit shall be to enable the prospective bidders to acquaint themselves with the requirements relating to the services and areas to be serviced so as to ensure accuracy when bidding.

4.3. Following are the proposed Wards and allocation of resources:

WARDS	VILLAGE	DESCRIPTION OF SERVICE PER AREA/VILLAGE
Ward 4:	VILLAGE A VILLLAGE B	2 storage areas 3 beneficiaries Collection of waste
Ward 6	VILLAGE A VILLLAGE B	2 storage areas 2 beneficiaries Collection of waste
Ward 7:	VILLAGE A VILLLAGE B	2 storage areas 2 beneficiaries Collection of waste
Ward 9	VILLAGE A VILLLAGE B	2 storage areas 3 beneficiaries Collection of waste
Ward 26:	VILLAGE A VILLLAGE B	2 storage areas 2 beneficiaries Collection of waste
Ward 22:	VILLAGE A VILLLAGE B	2 storage areas 2 beneficiaries Collection of waste
Ward 29:	VILLAGE A VILLLAGE B	2 storage areas 2 beneficiaries Collection of waste

4.4. TYPES OF GENERAL WASTE TO BE COLLECTED AND DISPOSED:

4.4.1. Current general waste disposal includes,

- ✓ Mixed papers
- ✓ Cardboards
- ✓ Glass bottles and jars
- ✓ Tins/cans
- ✓ Plastics
- ✓ Metals
- ✓ Wet food stuff
- ✓ Garden waste
- ✓ Broken builders' rubbles
- ✓ Broken glass panes
- ✓ Electric waste

5. DEATILED SCOPE OF WORK

5.1. Personnel:

- Employment of 52 contract beneficiaries (16 Ward-Based Beneficiaries responsible for Ward Cages-Waste Collection Sites, 30 beneficiaries responsible for weekends and public holidays, 1 Project Manager for overseeing the entire project, 2 Drivers responsible to work during public holidays, weekends and some weekdays as instructed, 1 Data collector to collect & capture waste collection data in all the Wards and weekends and 2 Supervisors responsible for supervision). All beneficiaries (Ward- Based Beneficiaries and those contracted for weekends and public holidays) will be responsible to clean and maintain the collection sites in 7 different Wards as well as inside the CBD including its surroundings during public holidays and weekends.
- Ward Based beneficiaries (16 beneficiaries) will work 5 days a week and 4 hours a day, that means they will be paid for hourly rate.
- Data collector and Project Manager works 5 days a week.
- Driver will work during week days, weekends and public holidays.
- Other beneficiaries (30 beneficiaries contracted for weekends and public holidays, 2 Supervisors, 1 Driver and 1 Project Manager) will work 8 hours during the days they will be working.

5.2. Provision of Transportation of Waste from Collection Sites in 7 Wards to EXT 3 Disposal Site i.e. Ward 4, 6, 7, 9, 26, 22 and 29.

The successful service provider will be responsible for:

- Provision of 8-ton truck with appropriate support to accommodate waste.
- Provision of 4-ton truck with appropriate support to accommodate waste.
- Provision of 1.3-ton truck with appropriate support to accommodate waste.
- 1-ton Long base Bakkie with appropriate support to accommodate waste.

N.B All vehicles provided should be road worthy, suitable to transport waste e.g. caged and will be taken for test before commencement of works. The above vehicles can work in all 32 Wards wherever the is need and in that case, the service provider is required to consider Department of Transport Tariffs for KM travelled outside the wards listed in this document.

5.3 Provision of stipend to the PSC members per sitting, per month and lunch. PSC to sit on a monthly/quarterly basis for discussions of progress, challenges and resolutions encountered for the month/quarter.

5.4 UIF and COIDA compensation to employees as per Department of Labour. This is a requirement as per Department of Labour, that employees be compensated at the end of contract.

5.5 Provision non-accredited training (First Aid & Occupational Health and Safety Training) to employees as well as Waste Management Training NQF Level 2. Both trainings to be conducted yearly.

5.6 Provision of medical check-ups to all employees at the beginning of every 12 months so as to ensure safeness of employees during and after the contract ends.

6. BILL OF QUANTITIES & PRICING INSTRUCTIONS

1) GENERAL

a) The pricing instructions describe the criteria and assumptions which will be assumed in the Contract that the Bidder has considered when developing his prices.

b) The Bills of Quantities record the Contractor's rates for providing supplies, services, removals, transportation, storage, disposal + treatment, and other works in accordance with the Scope of Work.

c) The terms of payment are established in the contract data.

d) The Bidder's obligations in pricing the bid-offer and the Employer's undertakings in the checking and correction of arithmetical errors is confirmed here-with.

2) DOCUMENTS MUTUALLY EXPLANATORY

a) The documents forming the Contract are to be taken as mutually explanatory of one another.

b) The Bill of Quantities forms an integral part of the Contract Documents and shall be read in conjunction with all Conditions of the contract.

7. PRICING SCHEDULE – RATES

The rates must be calculated per item for each year, must be all inclusive and must include VAT for VAT vendors.

N.B. Service Provider will be paid as per work done in each month.

ITEM No.	DESCRIPTION OF SERVICE	UNIT PRICING	YEAR 1	YEAR 2
7.1	**PERSONNEL:**			
	Project Manager (rate per day) **Requirements:** Project Management Certificate and Waste/Environmental Related experience. **N.B:** PM will have to be full time at work, i.e. (5 days a week).	Each		
	Data Collector (rate per day) **Requirements:** Grade 12 and Computer Literacy certificate or equivalent **N.B:** Data Collector will have to be full time at work, i.e. (5 days a week).	Each		
	Supervisor (rate per hour) – Normal Day. **Requirements:** Grade 10, 2 Years' Experience and Resident of Bizana. **N.B:** For the entire duration of the project**.**	Each		
	Supervisor (rate per hour) – Weekend & Public Holiday. **Requirements:** Grade 10, 2 Years' Experience and Resident of Bizana. **N.B:** For the entire duration of the project.	Each		
	Driver (rate per day) – Weekend & Public Holiday. **Requirements:** EC Driver's license, 2 Years' Experience and Resident of Bizana. **N.B:** For the entire duration of the project.	Each		
	Driver (rate per day) – Normal days req**uirements:** EC Driver's license, 2 Years' Experience and Resident of Bizana. **N.B:** For the entire duration of the project.	Each		
	General Worker (rate per hour) – Normal Day.	Each		

	Requirements: Resident of the Ward and be strong enough to execute tasks. **N.B:** payment to consider current EPWP administerial rates			
	General Worker (rate per hour) – Weekends & Public Holiday. **Requirements:** Resident of WMMLM and be strong enough to execute tasks. **N.B:** payment to consider current EPWP administerial rates	Each		
7.2	**Provision of Personal Protective Equipment (PPE)**			
	Overall (2 piece)	Each		
	Rain suit	Each		
	Warm Jacket	Each		
	T-Shirt	Each		
	Safety boots	Each		
	Sun hat	Each		
	Pair of gumboots	Each		
	Pair of PVC gloves	Each		
	Reflector vest	Each		
	Dust masks	Per box of 100		
7.2	**TRANSPORTATION OF WASTE FROM WARD 4, 6, 7, 9, 26, 22 AND 29 TO EXT 3 DISPOSAL SITE.**			
	WARD 4:		**YEAR 1**	**YEAR 2**
	4-Ton Truck	Rate per day		
	1,3 Ton Truck	Rate per day		
	1 Ton-Long Base Bakkie	Rate per day		
	WARD 6:		**YEAR 1**	**YEAR 2**
	4-Ton Truck	Rate per day		
	1,3 Ton Truck	Rate per day		
	1 Ton-Long Base Bakkie	Rate per day		
	WARD 7:			
	4-Ton Truck	Rate per day		
	1,3 Ton Truck	Rate per day		
	1 Ton- Long Base Bakkie	Rate per day		
	WARD 9:			

	4-Ton Truck	Rate per day		
	1,3 Ton Truck	Rate per day		
	1 Ton- Long Base Bakkie	Rate per day		
	WARD 26:			
	4-Ton Truck	Rate per day		
	1,3 Ton Truck	Rate per day		
	1 Ton- Long Base Bakkie	Rate per day		
	WARD 22:		**YEAR 1**	**YEAR 2**
	4-Ton Truck	Rate per day		
	1,3 Ton Truck	Rate per day		
	1 Ton- Long Base Bakkie	Rate per day		
	WARD 29:			
	4-Ton Truck	Rate per day		
	1,3 Ton Truck	Rate per day		
	1 Ton- Long Base Bakkie	Rate per day		
7.3	8 Ton Truck (Price quoted to be for Ward 1)	Rate per day		
7.4	Provision of stipend to the PSC members per sitting, per QUATERLY and lunch.	Rate per month		
7.5	UIF and COIDA compensation to employees as per Department of Labour.	Per person		
7.6	Provision non-acredited trainings (First Aid & Occupational Health and Safety & Waste Management. Training) to employees. Both trainings to be conducted yearly.	Per person		
7.7	Provision of medical check-ups to all employees at the beginning of every 12 months	Per person		
7.8	**Project Management Fees** (to include all costs associated at providing works)	Per month		

NB: Year 1 & Year 2 refer to the first twelve (12) months commencing on the date of appointment and second 12 months thereafter.

8. EVALUATION CRITERIA

The bids will be evaluated in two stages, namely:

- Stage 1 – Functionality
- Stage 2 – Price and BBBEEE Points

Only Bidders who score 70% or more on stage 1 will be evaluated further and therefore eligible for the award.

Functionality Category and Description	**Points Allocation**
1. Experience	**40**
Project Capability and Related Experience: Bidders shall provide signed appointment letters and traceable reference letters that are within 3 months for previous experience in waste management projects/project management work or any related work to the value of R2 000 000.00 or above. 4 appointment letters and 4 reference letters/referral letter to be attached. 4 appointment letters and reference letters =40 points 2 appointment letters and reference letters = 20 points 1 appointment letter and reference letter = 10 points	40
2. Availability of all required waste transportation	**Maximum 30**
2.1 **Proof of Ownership for all required vehicles (Logbook must be attached as proof either in the name of the director/s or name of the company)**	
8 Ton Truck	5
4 Ton Truck	5
1,3 Ton Truck	10
1 ton Long Base Bakkie	10
2.2 **Lease of Hire Agreement for all required vehicles (Logbooks in the name of the lease must be attached)**	
8 Ton Truck	2.5
4 Ton Truck	2.5
1,3 Ton Truck	5
1 ton Long Base Bakkie	5
2. Methodology: Detailed methodology with the following headings:	**30**
1. Site Establishment-2 points 2. Scope of work-2 points 3. Quality Management includes relevant qualifications for the Project Manager (NQF level 4 in Environmental Management/Science/Waste Management certificate-20 points) AND CV 4. Risk Management & Communication Plan-4 Points 5. Time frames & Delivery period-2 points	**30**

N.B: Only Bidders who score 70% or more on stage 1 will be evaluated further and therefore eligible for the recommendation.

WINNIE MADIKIZELA-MANDELA LOCAL MUNICIPALITY
REHABILITATION AND MAINTENANCE OF DISPOSAL SITE FOR 24 MONTHS

9. RETURNABLE DOCUMENTS

RECORD OF ADENDA TO BID DOCUMENTS (Notice to Bidders)

We confirm that the following communications received from the Employer before the submission of this Bid offer, amending the Bid documents, have been considered in this Bid offer:

	Date	Title or Details
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Attach additional pages if more space is requested

SIGNED ON BEHALF OF BIDDER: .....

Name of Bidder_____ Bid Number_____

Closing Date_____ Closing Time_____

Offer to be valid for_____days from the closing date of the bid _____

Does the offer comply with the specification(s)? YES/NO

If not to specification, indicate deviation(s) _____

Period required for delivery _____

Basis Delivery: Firm/not firm

NB: Failure to adhere and provide information on the above, will render your bid as non-responsive.

(8) CONDITIONS OF TENDER

ALL TENDER CONDITIONS AND/OR INSTRUCTIONS SET OUT BELOW MUST BE STRICTLYADHERED TO, FAILING WHICH THIS TENDER SUBMISSION WILL BE DECLARED NON- RESPONSIVE.

6.1 No tender will be considered unless emailed to Winnie Madikizela Mandela Municipality on tenders.scm@mbizana.gov.za.

6.2 Any portion of the tender document not completed will be interpreted as 'not applicable'. Notwithstanding the foregoing, failure to complete any compulsory portion of the tender documentmay result in the tender being declared non-responsive.

6.3 The municipality reserves the right to accept:

6.3.1 the whole tender or part of a tender or any item or part of any item, or to accept more than one tender (in the event of a number of items being offered), and municipality is not obliged to acceptthe lowest or any tender;

6.3.2 a tender which is not substantially or materially different from the tender Specification.

6.4 The municipality shall not consider tenders that are received after the closing date and time forsuch a tender.

6.5 The municipality will not be held responsible for any expenses incurred by Tenderers in preparing and submitting tenders.

6.6 The municipality may, after the closing date, request additional information or clarification oftenders in writing.

6.7 A Tenderer may request in writing, after the closing date, that the tender offer be withdrawn. Suchwithdrawal will be permitted or refused at the sole discretion of the municipality after consideration of the reasons for the withdrawal.

6.8 The municipality reserves the right to adjust arithmetical errors in the extension of rates and totalsin the quote, and the bidder will be informed of the effect of any corrections on his quotation sum prior to the award of the contract. In no case will quoted rates be adjusted when correcting such errors.

6.9 Telegraphic quotations or quotations by facsimile will not be accepted for consideration except forthe instance as indicated above where the employer needs to have amendments to the quotation.

6.10 Resolutions and Authorities

A tender submitted:

6.10.1 by a registered company may not be considered unless accompanied by a resolution by the Directors of the company authorizing the tender to be made and the signatory to sign the tender on the company's behalf **{(17) Authority to Sign Bid Document on page 72 to be completed};**

6.10.2 by a registered close corporation may not be considered unless accompanied by written authorityfrom all the members of the close corporation authorizing the tender to be made and the signatory to sign the tender on the close corporation's behalf **{(17)**

Authority to Sign Bid Document on page 72 to be completed};

6.10.3 by a partnership/consortium/joint venture may not be considered unless accompanied by writtenfrom all parties to the partnership/consortium/joint venture authorising the tender to be made andthe signatory to sign the tender on the partnership/consortium/joint venture's behalf.

6.11 Partnerships/Consortiums/Joint Ventures

In the case of partnerships/consortiums/joint ventures, a copy of the partnership/consortium/jointventure agreement must be submitted with the tender document.

6.12 Validity Period

6.12.1 Any tender submitted shall remain valid, irrevocable and open for written acceptance by the municipality for ***a period of 90 days*** from the closing date or for such extended period as may beapplicable.

6.12.2 The tender amount will not be amended during the aforesaid validity period.

6.12.3 The aforesaid validity period may be extended by the municipality provided that the originalvalidity period has not expired, and that all bidders are given an opportunity to extend suchperiod. Any such extension shall be agreed to by a bidder in writing.

6.12.4 Bidders who fail to respond to such a request before the validity of their tender expires, or whodecline such a request shall not be considered further in the evaluation process.

6.12.5 In the event that an appeal in terms of the Systems Act 32 of 2000, is received, the validity periodof the tender shall be deemed to be extended until finalisation of the appeal; unless the bidder has requested in writing that its tender be withdrawn. The provisions in respect of withdrawal as set out in clause 6.8 above will apply to such withdrawal.

6.13 Unauthorized alterations and additions in the nature of statement of interpretation of this biddocument must be avoided. If any such amendments are made or if the bid document is notproperly completed, it will cause the bid to be invalid. Any point of difficulty or doubt must becleared with the municipality. Should any query be found to be of any significance, the municipality will inform all bidders accordingly.

6.14 Tax clearance

6.14.1 No award shall be made to a person whose tax matters have not been declared to be in order bythe South African Revenue Service (SARS).

6.14.2 Tenderers are therefore required to obtain a valid Tax Clearance Certificate from the local SARSoffice where such Tenderer is registered for income tax/VAT purposes.

6.15 The municipality will publish the results of this bid on the municipal website.

9) GENERAL CONDITIONS OF CONTRACT

General Conditions of Contract

NOTES:

The purpose of this document is to:

(i) Draw special attention to certain general conditions applicable to government Bids,contracts and orders; and

(ii) To ensure that clients be familiar with regard to the rights and obligations of all partiesinvolved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculinealso mean in the feminine and neuter.

- The General Conditions of Contract (GCC) will form part of all Bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately forevery Bid (if applicable) and will supplement the GCC. Whenever there is a conflict, the provisions in the SCC shall prevail.

TABLE OF CLAUSES

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2. Application
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34. Amendments of contracts
35. Prohibition of restricted practices

General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:

1.1 “Closing time” means the date and hour specified in the tender documents for the receiptof Tenders.

1.2 “Contract” means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachmentsand appendices thereto and all documents incorporated by reference therein.

1.3 “Contract price” means the price payable to the supplier under the contract for the full andproper performance of his contractual obligations.

1.4 “Corrupt practice” means the offering, giving, receiving, or soliciting of anything of valueto influence the action of a public official in the procurement process or in contract execution.

1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidizedby its government and encouraged to market its products internationally.

1.6 “Country of origin” means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognizednew product results that is substantially different in basic characteristics or in purpose or utility from its components.

1.7 “Day” means calendar day.

1.8 “Delivery” means delivery in compliance of the conditions of the contract or order.

1.9 “Delivery ex stock” means immediate delivery directly from stock actually on hand.

1.10 “Delivery into consignees store or to his site” means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of thecontract or order, the supplier bearing all risks and charges involved until the goods areso delivered and a valid receipt is obtained.

1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative inthe RSA at lower prices than that of the country of origin and which have the potential toharm the local industries in the RSA.

1.12 ” Force majeure” means an event beyond the control of the supplier and not involving thesupplier’s fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

1.13 “Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder and includes collusive practice among Bidders (prior to or after Tender submission) designedto establish Tender prices at artificial non-competitive levels and to deprive the bidder ofthe benefits of free and open competition.

1.14 “GCC” means the General Conditions of Contract.

1.15 “Goods” means all of the equipment, machinery, and/or other materials that the supplier

is required to supply to the purchaser under the contract.

1.16 "Imported content" means that portion of the tender price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plusfreight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the goods covered by the Tender will be manufactured.

1.17 "Local content" means that portion of the tender price, which is not included in theimported content provided that local manufacture does take place.

1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.

1.19 "Order" means an official written order issued for the supply of goods or works or therendering of a service.

1.20 "Project site," where applicable, means the place indicated in tender documents.

1.21 "Purchaser" means the organization purchasing the goods.

1.22 "Republic" means the Republic of South Africa.

1.23 "SCC" means the Special Conditions of Contract.

1.24 "Services" means those functional services ancillaries to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance andother such obligations of the supplier covered under the contract.

1.25 "Supplier" means the successful bidder who is awarded the contract to maintain andadminister the required and specified service(s) to the State.

1.26 "Tort" means in breach of contract.

1.27 "Turnkey" means a procurement process where one service provider assumes total responsibility for all aspects of the project and delivers the full end product / servicerequired by the contract.

1.28 "Written" or "in writing" means hand-written in ink or any form of electronic or mechanicalwriting.

2. Application

2.1 These general conditions are applicable to all Tenders, contracts and orders including Tenders for functional and professional services (excluding professional services related to the building and construction industry), sales, hiring, letting and the granting or acquiring of rights, butexcluding immovable property, unless otherwise indicated in the tender documents.

2.2 Where applicable, special conditions of contract are also laid down to cover specific goods, services or works.

2.3 Where such special conditions of contract are in conflict with these general conditions, the specialconditions shall apply.

3. General

3.1 Unless otherwise indicated in the tender documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a Tender. Where

applicable a non-refundable fee for documents may be charged.

3.2 Invitations to Tender are usually published in locally distributed news media and on the Winnie Madikizela Mandela Municipality website.

4. Standards

4.1 The goods supplied shall conform to the standards mentioned in the tender documents and specifications.

5. Use of contract documents and information inspection

5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

5.2 The supplier shall not, without the purchaser's prior written consent, make use of any documentor information mentioned in GCC clause 5.1 except for purposes of performing the contract.

5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.

5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patent Rights

6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

6.2 When a supplier developed documentation / projects for the Winnie Madikizela Mandela Municipality, the intellectual, copy and patent rights or ownership of such documents or projects will vest in the Winnie Madikizela Mandela Municipality.

7. Performance security

7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.

7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.

7.3 The performance security shall be denominated in the currency of the contract or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:

(a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the tenderdocuments or another form acceptable to the purchaser; or

(b) a cashier's or certified cheque

7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified.

8. Inspections, tests and analyses

8.1 All pre-tender testing will be for the account of the bidder.

8.2 If it is a Tender condition that goods to be produced or services to be rendered should at any stage be subject to inspections, tests and analyses, the bidder or contractor's premises shall be open, at all reasonable hours, for inspection by a representative of the purchaser or organization acting on behalf of the purchaser.

8.3 If there are no inspection requirements indicated in the tender documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.

8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the goods to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.

8.5 Where the goods or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such goods or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.

8.6 Goods and services which are referred to in clauses 8.2 and 8.3 and which do not comply withthe contract requirements may be rejected.

8.7 Any contract goods may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected goods shallbe held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with goods, which do comply with the requirements of the contract. Failing such removal the rejected goods shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute goods forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected goods, purchase such goods as may be necessary at the expense of the supplier.

8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 22 of GCC.

9. Packing

9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shallbe sufficient to withstand, without limitation, rough handling during transit and exposure toextreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, and in any subsequent instructionsordered by the purchaser.

10. Delivery and documents

10.1 Delivery of the goods and arrangements for shipping and clearance obligations shall be made by the supplier in accordance with the terms specified in the contract.

11. Insurance

11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or

damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified.

12. Transportation

12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified.

13. Incidental Services

13.1 The supplier may be required to provide any or all of the following services, including additionalservices, if any:

(a) performance or supervision of on-site assembly and/or commissioning of the suppliedgoods;

(b) furnishing of tools required for assembly and/or maintenance of the supplied goods;

(c) furnishing of a detailed operations and maintenance manual for each appropriate unit ofthe supplied goods;

(d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve thesupplier of any warranty obligations under this contract; and

(e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly,start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

14.1.1 As specified, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and

b) in the event of termination of production of the spare parts:

i. advance notification to the purchaser of the pending termination, in sufficient time to permit thepurchaser to procure needed requirements; and

ii. following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from anyact or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loadingin the source country, whichever period concludes earlier, unless specified otherwise.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified, the purchaser

may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment

16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified.

16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract.

16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.

16.4 Payment will be made in Rand unless otherwise stipulated.

17. Prices

17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his Tender, with the exception of any priceadjustments authorized or in the purchaser's request for Tender validity extension, as the case may be.

18. Variation orders

18.1 In cases where the estimated value of the envisaged changes in purchase does not vary more than 15% of the total value of the original contract, the contractor may be instructed to deliver thegoods or render the services as such. In cases of measurable quantities, the contractor may be approached to reduce the unit price, and such offers may be accepted provided that there is no escalation in price.

19. Assignment

19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract,except with the purchaser's prior written consent.

20. Subcontracts

20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under these contracts if not already specified in the Tender. Such notification, in the original Tender or later,shall not relieve the supplier from any liability or obligation under the contract.

21. Delays in the supplier's performance

21.1 Delivery of the goods and performance of services shall be made by the supplier in accordancewith the time schedule prescribed by the purchaser in the contract.

21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, it's likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with orwithout the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.

21.3 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the goods are required, or the supplier's services are not readily available.

21.4 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCCClause 22, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the application of penalties.

21.5 Upon any delay beyond the delivery period in the case of a goods contract, the purchaser shall, without cancelling the contract, be entitled to purchase goods of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and toreturn any goods delivered

later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to itsother remedies under the contract, deduct from the contract price, as a penalty, a sum calculatedon the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice ofdefault sent to the supplier, may terminate this contract in whole or in part:

(a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract,or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;

(b) if the supplier fails to perform any other obligation(s) under the contract; or

(c) if the supplier, in the judgement of the purchaser, has engaged in corrupt or fraudulent practicesin competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure,upon such terms and in such manner, as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

24. Antidumping and countervailing duties and rights

24.1 When, after the date of Tender, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or antidumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, afterthe said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favorable difference shall on demand be paid forthwith by the supplierto the purchaser or the purchaser may deduct such amounts from moneys (if any) which may otherwise be due to the supplier in regard to goods or services which he delivered or rendered, oris to deliver or render in terms of the contract or any other contract or any other amount which may be due to him.

25. Force Majeure

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liablefor forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative meansfor performance not prevented by the force majeure event.

26. Termination for insolvency

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if thesupplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the purchaser.

27. Settlement of Disputes

27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplierin connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or

difference by mutual consultation.

27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party ofhis intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

28. Limitation of Liability

28.1 Should it not be possible to settle a dispute by means of mediation, it may be settled in a SouthAfrican court of law.

28.2 Notwithstanding any reference to mediation and/or court proceedings herein,

(a) the parties shall continue to perform their respective obligations under the contract unlessthey otherwise agree; and

(b) the purchaser shall pay the supplier any monies due the supplier for goods delivered and / or services rendered according to the prescripts of the contract.

28.3 except in cases of criminal negligence or wilful misconduct, and in the case of infringementpursuant to Clause 6;

a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to paypenalties and/or damages to the purchaser; and

b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply tothe cost of repairing or replacing defective equipment.

29. Governing language

29.1 The contract shall be written in English. All correspondence and other documents pertaining tothe contract that is exchanged by the parties shall also be written in English.

30. Applicable law

30.1 The contract shall be interpreted in accordance with South African laws, unless otherwisespecified.

31. Notices

31.1 Every written acceptance of a Tender shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his Tender or to the address notified later by him in writing and such posting shall bedeemed to be proper service of such notice

31.2 The time mentioned in the contract documents for performing any act after such aforesaid noticehas been given, shall be reckoned from the date of posting of such notice.

32. Taxes and duties

32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and othersuch levies imposed outside the purchaser's country.

32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred untildelivery of the contracted goods to the purchaser.

32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to theaward of a Tender SARS must have certified that the tax matters of the preferred bidder are inorder.

32.4 No contract shall be concluded with any bidder whose municipal rates and taxes and municipalservices charges are in arrears.

33. Transfer of contracts

33.1 The contractor shall not abandon, transfer, cede assign or sublet a contract or part thereofwithout the written permission of the purchaser

34. Amendment of contracts

34.1 No agreement to amend or vary a contract or order or the conditions, stipulations or provisions thereof shall be valid and of any force unless such agreement to amend or vary is entered into in writing and signed by the contracting parties. Any waiver of the requirement that the agreement toamend or vary shall be in writing, shall also be in writing.

35. Prohibition of restricted practices

35.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, isprohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding.

35.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser mayrefer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in section 59 of the Competition Act No. 89 of 1998.

35.3 If a bidder(s) or contractor(s) has / have been found guilty by the Competition Commission of therestrictive practice referred to above, the purchaser may, in addition and without prejudice to anyother remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

(10) DECLARATION OF INTEREST- STATE EMPLOYEES

DECLARATION OF INTEREST

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

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.

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

3.1 Full Name of bidder or his or her representative:……..

3.2 Identity Number: …….

3.3 Position occupied in the Company (director, trustee, hareholder[2]):……..

3.4 Company Registration Number: …….

3.5 Tax Reference Number:……

3.6 VAT Registration Number: ……

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? **YES / NO**

3.8.1 If yes, furnish particulars. ….……

……..

[1]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.

[2] Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

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

3.9.1 If yes, furnish particulars.……..……..

……

3.10 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**

3.10.1 If yes, furnish particulars.
……

3.11 Are you, aware of any relationship (family, friend, other) between

any other 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**

3.11.1 If yes, furnish particulars

……

……

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.12.1 If yes, furnish particulars.

……

……

3.13 Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders in service of the state? **YES / NO**

3.13.1 If yes, furnish particulars.

……

……

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. **YES / NO**

3.14.1 If yes, furnish particulars:

……..

……

4. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

CERTIFICATION

I, THE UNDERSIGNED (NAME) ……
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT. I ACCEPT THAT THE MUNICIPALITY MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

…….. ……..
Signature **Date**

…….. ……
Capacity **Name of Bidder**

(11) PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2

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

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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 90/10 preference point system.

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

c) Either the 90/10 or 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	
SPECIFIC GOALS	
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**

$$Ps = 80\left(1 - \frac{Pt - P\,min}{P\,min}\right) \quad \text{or} \quad Ps = 90\left(1 - \frac{Pt - P\,min}{P\,min}\right)$$

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 or 90 points is allocated for price on the following basis:

80/20 **or** **90/10**

$$Ps = 80\left(1 + \frac{Pt - P\,max}{P\,max}\right) \quad \text{or} \quad Ps = 90\left(1 + \frac{Pt - P\,max}{Pmax}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = 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 (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
South African	1.5	3		
Black	1.5	3		
Women	1.75	3.5		
Youth	1.75	3.5		
Leaving with disability	1.75	3.5		
Military Veterans	1.75	3.5		
Total Points Allocated	**10**	**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 *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: ……

……

……

……

(12) DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Municipal Bidding Document (MBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2017, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

1.1. Preferential Procurement Regulations, 2017 (Regulation 8) make provision for the promotion of local production and content.

1.2. Regulation 8.(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.

1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two-stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and targeted goals.

1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.

1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

LC = [1 - x / y] * 100

Where
x is the imported content in Rand
y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) on the date of advertisement of the bid as indicated in paragraph 3.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on http:/www.thedti.gov.za/industrial development/ip.jsp at no cost.

1.6. A bid may be disqualified if this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation;

2. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

Description of services, works or goods	Stipulated minimum threshold
_____	_____%
_____	_____%
_____	_____%

3. Does any portion of the goods or services offered have any imported content?
(***Tick applicable box***)

YES		NO	

3.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.resbank.co.za

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	**Rates of exchange**
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

4. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

LOCAL CONTENT DECLARATION
(REFER TO ANNEX B OF SATS 1286:2011)

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID NO. .....

ISSUED BY: (Procurement Authority / Name of Institution): .....
NB

1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on http://www.thedti.gov.za/industrial_development/ip.jsp. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, ... (full names),
do hereby declare, in my capacity as ....
of .....(name of bidder entity), the following:

(a) The facts contained herein are within my own personal knowledge.

(b) I have satisfied myself that:

(i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and

(c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.
The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E.

(d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.

(e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

WITNESS No. 1 _____ **DATE: _____**

WITNESS No. 2 _____ **DATE: _____**

(13) PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2001

LOCAL CONTENT OF PRODUCTS

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES SPECIFIED IN CLAIM FORM MBD 6.1 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2001

1. Regulation 12(1) of the Preferential Procurement Regulations makes provision for the promotion of locally manufactured products within the preference point systems.

SPECIFIC GOAL	POINTS ALLOCATED
The stimulation of the S.A economy by procuring locally Manufactured products.	……

2. Preference points may only be claimed for products, which will be manufactured (fabricated, processed or assembled), in the Republic of South Africa. In cases where production has not yet commenced at time of bid closure, evidence shall be produced that at the time of bid closure, the bidder was irrevocably committed to local production of the product.

3. "**Local content"** means that portion of the bid price, excluding Value Added Tax (VAT), which is not included in imported content, **provided that local manufacture does take place**.

4. "**Imported content"** means that portion of the bid price represented by the costs of components, parts or materials which have been or are still to be imported (whether by the bidder or his suppliers or sub-contractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duties, sales duties, or other similar taxes or duties at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies for which a bid has been submitted are manufactured.

5. BID INFORMATION

Bidders who wish to claim points in respect of this goal must furnish the information in paragraph 7 below.

6. POINTS CLAIMED

Indicate whether point(s) allocated for this goal is (are) claimed. Yes / No

7. INFORMATION WITH REGARD TO LOCAL MANUFACTURE

Indicate in the table below which product(s) [item number(s)] is/are manufactured locally against the % local content of each product / item in relation to the bid price (exclusive of VAT). Points claimed must be indicated in the "points claimed" column.

Percentage local content in relation to bid Price	Indicate item numbers	Points Allocated	Points Claimed
10 % - 30 %			
31 % - 60 %			
61 % or more			

8. BID DECLARATION

I/we, the undersigned, who warrants that he/she is duly authorised to do so on behalf of the firm declare that points claimed, based on the local content of the product(s) above, qualifies the firm for the point(s) shown and I / we acknowledge that:

(i) The information furnished is true and correct.

(ii) In the event of a contract being awarded as a result of points claimed, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct.

(iii) If the claims are found to be incorrect, the purchaser, in addition to any other remedy it may have -

(a) recover all costs, losses or damages it has incurred or suffered as a result of that person's conduct; and

(b) 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;

WITNESSES:

1. ……

2. ……

……..
SIGNATURE (S) OF BIDDER (S)

DATE: ……

(14) DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

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	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? (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 *audi alteram partem* rule was applied). **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.**	Yes ☐	No ☐
4.1.1	If so, furnish particulars:		
4.2	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)? **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.**	Yes ☐	No ☐
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 ☐	No ☐
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 ☐	No ☐
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 ☐	No ☐
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**

(15) CERTIFICATE OF INDEPENDENT BID DETERMINATION

1. This Municipal Bidding Document (MBD) must form part of all bids[1] invited.

2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).[2] Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.

3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:

a. take all reasonable steps to prevent such abuse;

b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and

c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.

4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.

5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

[1] Includes price quotations, advertised competitive bids, limited bids and proposals.

[2] Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

_____

(Bid Number and Description)

in response to the invitation for the bid made by:

_____

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of:_____that:

(Name of Bidder)

1. I have read, and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
    (a) has been requested to submit a bid in response to this bid invitation;
    (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
    (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. 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[3] will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
    (a) prices;
    (b) geographical area where product or service will be rendered (market allocation)
    (c) methods, factors or formulas used to calculate prices;
    (d) the intention or decision to submit or not to submit, a bid;
    (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
    (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. 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] 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.

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....	.....
Signature	Date
.....	.....
Position	Name of Bidder

(16) TRACK RECORD OF TENDERING ENTITY

The following is a Statement of Work of similar nature recently successfully executed by me /ourselves: previous letters of appointment need to be attached. Signature compulsory below.

Employer	Contact Personand Telephone Number	Nature of Work	Value of Work (inclusive of VAT)	Date Delivered Expected tobe Completed

SIGNATURE: .....…….. DATE: .....

(of person authorised to sign on behalf of the Bidder)

(16) DEMONSTRETED EXPERIENCE

NAME OF TENDERING ENTITY	AREA OF SPECIALISATION	RELEVANT EXPERIENCE	EXPERIENCE- FROM DATE to DATE

(17) AUTHORITY TO SIGN BID DOCUMENT RESOLUTION BY DIRECTORS / MEMBERS:

Resolution for completion by Directors (if the Bidder is a (Pty) Ltd or Ltd) or Members (if theBidder is a CC)

NAME OF TENDERER:_____

Meeting held at _____
(Place)
On_____(date)

RESOLVED THAT:

1. The Bidder submits a bid to the Winnie Madikizela Mandela Municipality in respect of Bid No: **WMM-LM 19/02/26/02 WMS Extension of Waste Management Services**

2. Mr/Ms_____in his/her capacity as_____and who will sign as follows:

_____
(SPECIMEN SIGNATURE)

be, and is hereby, authorised to sign the tender and any and all other documents and/or correspondencein connection with and relating to the tender, as well as to sign any contract and or all documentation resulting from the award of the tender.

Note: The resolution must be signed by all the directors /members of the Tenderer. Should the space provided below not be sufficient for all directors/members to sign, please attach a separate sheet to this schedule in the same format.

No	Name	Capacity	Signature
1			
2			
3			
4			
5			

C1.1 FORM OF OFFER AND ACCEPTANCE

OFFER

The Employer, identified in the acceptance signature block, has solicited offers to enter into a Contract for Extension of Waste Management Services

SERVICES: EXTENSION OF WASTE MANAGEMENT SERVICES
The tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the tenderer, deemed to be duly authorized, signing this part of this form of offer and acceptance, the tenderer offers to perform all of the obligations and liabilities of the Service Provider under the Contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of Contract identified in the Contract Data.

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS

……..
.....

.....

.....……Rand (in words);

R…….....…… (in figures)

This offer may be accepted by the Employer by signing the acceptance part of this form of offer and acceptance and returning one copy of this document to the tenderer before the end of the period of validity stated in the tender data, whereupon the tenderer becomes the party named as the Service Provider in the conditions of Contract identified in the Contract Data.

Signature:……**Name**: ……..

Capacity:
……

For the tenderer: ……

……
….

(Name and domiciliumcitandi of organization)

Name and Signature of Witness:……**Date**:……..

Acceptance

By signing this part of this form of offer and acceptance, the Employer identified below accepts the tenderer's offer. In consideration thereof, the Employer shall pay the Service Provider the amount due in accordance with the conditions of Contract identified in the Contract Data. Acceptance of the tenderer's offer shall form an agreement between the Employer and the tenderer upon the terms and conditions contained in this agreement and in the Contract that is the subject of this agreement.

The terms of the Contract, are contained in:

Part C1 Agreements and Contract Data, (which includes this agreement)

Part C2 Pricing Data (see volume 2)

Part C3 Scope of work.

and drawings and documents or parts thereof, which may be incorporated by reference into Parts C1 to C3 above.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the tender schedules as well as any changes to the terms of the offer agreed by the tenderer and the Employer during this process of offer and acceptance, are contained in the schedule of deviations attached to and forming part of this agreement. No amendments to or deviations from said documents are valid unless contained in this schedule, which must be signed by the authorised representative(s) of both parties.

The tenderer shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the Employer's agent (whose details are given in the Contract Data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of Contract identified in the Contract Data. Failure to fulfill any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed, signed copy of this document, including the schedule of deviations (if any). Unless the tenderer (now Service Provider) within five working days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding Contract between the parties.

Signature(s): ……..

Name(s)……..

Capacity: **MUNICIPALITY MANAGER**

FOR WINNIE MADIKIZELA MANDELA LOCAL MUNICIPALITY, 51 WINNIE MANDELA STREET, BIZANA, 4800

(Name and domiciliumcitandi of organization)

Name and Signature of Witness: …… Date: …….

OFFICIAL STAMP:

Schedule of Deviations

Notes:

1. The extent of deviations from the tender documents issues by the Employer before the tender closing date is limited to those permitted in terms of the conditions of tender.
2. A tenderer's covering letter shall not be included in the final Contract document. Should any matter in such letter, which constitutes a deviation as aforesaid, become the subject of agreements reached during the process of offer and acceptance, the outcome of such agreement shall be recorded here.
3. Any other matter is arising from the process of offer and acceptance either as a confirmation, clarification or change to the tender documents and which it is agreed by the Parties becomes an obligation of the Contract shall also be recorded here.
4. Any change or addition to the tender documents arising from the above agreements and recorded here shall also be incorporated into the final draft of the Contract.

1 Subject _____

Details _____

2 Subject _____

Details _____

3 Subject _____

Details _____

4 Subject _____

Details _____

By the duly authorized representatives signing this schedule of deviations, the Employer and the tenderer agree to and accept the foregoing schedule of deviations as the only deviations from and amendments to the documents listed in the tender data and addenda thereto as listed in the tender schedules, as well as any confirmation, clarification or changes to the terms of the offer agreed by the tenderer and the Employer during this process of offer and acceptance.

It is expressly agreed that no other matter whether in writing, oral communication or implied during the period between the issue of the tender documents and the receipt by the tenderer of a completed signed copy of this Agreement shall have any meaning or effect in the Contract between the parties arising from this agreement.

For the tenderer:

Signature(s):…… **Name(s)**:……

Capacity: …….

FOR TENDERER:

……

……

(Name and domiciliumcitandi of organization)

Name and Signature of Witness:……..Date: ……..

Signature(s): ……..

Name(s)……..

Capacity: **MUNICIPALITY MANAGER**

FOR WINNIE MADIKIZELA-MANDELA LOCAL MUNICIPALITY, 51 WINNIE MANDELA, BIZANA , 4800

(Name and domiciliumcitandi of organization)

Name and Signature of Witness: …… Date: …….

OFFICIAL STAMP:

SCHEDULE P – BID CHECKLIST

Winnie Madikizela-Mandela Local Municipality Individual bid documents will have the typical bid check list as an attachment. This list is to assist all bidders to submit complete bids.

Tick

Bidders are to check the following points before the submission of their bid:

1. All pages of the bid document have been read and initialed by the bidder. ☐

2. All pages requiring information have been completed in black ink. ☐

3. The Pricing Schedule has been checked for arithmetic correctness. ☐

4. All sections requiring information have been completed. ☐

5. The bidder has submitted the following documentation:
   - valid tax clearance (with SARS PIN printout) ☐
   - municipal billing clearance certificate (and a Signed declaration letter by the bidder) ☐
   - company registration / CK document (certified copy) ☐
   - Certified ID Copies (not more than 3 months old) ☐

(20) COMPANY PROFILE