INVITATION TO SUBMIT A PROPOSAL FOR REQUIREMENTS OF THE SOUTH AFRICAN BUREAU OF STANDARDS (SABS)

RFP NUMBER: 202150

DESCRIPTION: SUPPLY, INSTALLATION AND COMMISSION OF BRAKE TESTING SYSTEM (CATEGORY M, N AND O)

COMPULSORY BRIEFING SESSION: 30 NOVEMBER 2026 @ 11:00am
Briefing VENUE: MS TEAMS (LINK BELOW)

Microsoft Teams meeting

Join:

https://teams.microsoft.com/meet/386478543728796?p=fsyHHAihhrQZ1mpbm0

Meeting ID: 386 478 543 728 796 5
Passcode: JF9gb3ut

CLOSING DATE: 14 DECEMBER 2026

CLOSING TIME: 11:00am

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THE FOLLOWING PARTICULARS MUST BE FURNISHED
(FAILURE TO DO SO MAY RESULT IN YOUR PROPOSAL BEING DISQUALIFIED)

NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	(CODE)		(NUMBER)	
FACSIMILE NUMBER	(CODE)		(NUMBER)	
CELLPHONE NUMBER				
E-MAIL ADDRESS				
VAT REGISTRATION NUMBER				

HAS AN ORIGINAL AND VALID TAX CLEARANCE CERTIFICATE BEEN SUBMITTED?	YES or NO
HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED?	YES OR NO

IF YES, WHO WAS THE CERTIFICATE ISSUED BY?

AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) ☐

A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS) ☐

A REGISTERED AUDITOR ☐

[TICK APPLICABLE BOX]

NAME OF AUTHORISED PERSON	
SIGNATURE OF BIDDER	
CAPACITY UNDER WHICH THIS BID IS SIGNED	
DATE	

1. Intent

The South African Bureau of Standards (SABS) is inviting experienced and reputable (Suppliers) Bidders to submit proposals for the **supply, install and commission of brake testing system (Category M, N and O).**

2. Confidentiality

This document may not be used for any purpose by the Bidder other than for developing their response to it, and all reasonable efforts must be taken by the Bidder to ensure confidentiality of any information provided. This document and any other information of a confidential nature provided to the Bidder during the Request for Proposal (RFP) process are to be covered by the non-disclosure agreement signed between the SABS and the Bidder.

3. Procedural compliance

3.1 Intent to respond

An interested Bidder is required to advise the SABS of its intention to submit a proposal by completing and returning the "Intention to Respond" form (Appendix B) no later than **14 December 2026**. Should a party decide not to respond to this RFP, you are requested to continue to treat the information as confidential in perpetuity.

3.2 Responsibility for costs

Under no circumstances shall the SABS accept any responsibility whatsoever for any of the Bidder's costs associated with the preparation and/or submission of its Bid/Proposal, including any costs incurred by the Bidder prior to the signature, by both parties, of an agreement resulting from a successful bid.

3.3 Amendments to the RFP

Amendments to this document shall only be effective if agreed by the SABS and confirmed in a written addendum to the RFP. The SABS reserves the right to modify the scope of this document at any time prior to and after the award of the tender.

3.4 Delivery of proposals or bids

The Bidder is responsible for ensuring that the Bid/Proposal is submitted and delivered on time to Tenders.Lerato@sabs.co.za . The SABS undertakes that the Bids/Proposals shall be stored in a secure place, opened at the same time and not before the deadline for submission.
Note: The above email address should only be used for submission of proposals. No clarity seeking questions should be send to this email address. (see 4.2 below)

3.5 No obligation to proceed

The SABS reserves the right to discontinue the RFP process at any time prior to the formation of the envisaged agreement and will give written reasons for the cancellation upon written request to do so. The SABS, its subsidiaries, shareholders, advisors, directors, employees, representatives including the SABS Representative shall not be liable for any losses, claims or damages of whatsoever nature or howsoever arising that may be sustained by a Bidder or any other person as a result of its participation or any amendment, termination or suspension of the process set out in this RFP or its exclusion from participating in the tender process at any point. It is an express term that SABS shall in no way be liable

for any indirect/consequential damages, loss of profits, etc. suffered by the Bidder during the RFP process, award, negotiating and/or contracting phase.

After any cancellation of the tender process or the rejection of all tenders due to non-compliance with the thresholds, SABS may abandon the proposed work and services, have it performed in any other manner, or re-issue a similar invitation to tender at any time.

3.6 No contract

Bidders shall note that this RFP does not commit the SABS to any course of action resulting from the receipt of Bids/Proposals and the SABS may, at its discretion, reject any Bid/Proposal that does not conform to instructions and specifications that are contained herein or select a Bidder based upon its own unique set of criteria. SABS also reserves the right not to select a Bidder/award the tender. The SABS does not become bound by any obligations prior to the signature, by both parties, of an agreement - to be negotiated, resulting from a successful bid.

Nothing in this document shall be construed as a contract between the parties and no communication, whether verbal or written, by the SABS personnel or agents during the course of this process shall create such a contract in respect of the requirements specified in this RFP.

SABS shall not be liable for any fees incurred due to any work done/services performed by the Bidder prior to signature, by both parties, of an agreement resulting from a successful bid.

3.7 Validity of proposals

The proposal shall remain valid for a period of one hundred and twenty (120) days from the submission date, where after such proposal expires. SABS retains the right, but is under no obligation, to request Bidders to extend the validity periods of their proposals, prior to expiry thereof. Such request, if any, shall be in writing. The Bidder is not obliged to extend the validity period.

3.8 Intellectual Property

The Bidder undertakes that the SABS retains ownership of all Intellectual property rights on all material and processes developed that relate to the service provided for and on its behalf by the Bidder. The Bidder undertakes to transfer all said Intellectual Property Rights, whether registered and / or unregistered, to the SABS, including undertaking to sign all forms necessary to affect such transfer.

4. General Instructions

4.1 Assumptions

The SABS has endeavoured to provide sufficient guidance to inform Bidders' Bids/Proposals. However, it may be necessary to make some assumptions. Where assumptions have been made these must be documented in the Bid/Proposal. The SABS accepts no responsibility for assumptions made by the Bidder.

4.2 Requests for clarification/additional information

Requests for additional information, questions or issues fundamental to the quality or clarity of the response should be submitted using the 'Request for Proposal Enquiry' (Appendix N). Additional information will be provided at the discretion of the SABS. The SABS also reserves the right to provide the same information to all other interested Bidders.

4.3 Contact information

All enquiries regarding this RFP must be e-mailed to Lerato.Monyepao2@sabs.co.za . Bidders must not contact any other SABS personnel regarding this RFP as this may lead to disqualification of the bid. Also note that any canvassing by Bidders regarding this RFP will result in disqualification.

4.4 Timescale

The proposed timescales for the RFP process are indicated below.

Item	Milestone	Date
1	Date of RFP advertisement	20 November 2026
2	Compulsory Briefing session **Microsoft Teams meeting** **Join:** https://teams.microsoft.com/meet/3864785437287965?p=fsyHHAihhrQZ1mpbm0 Meeting ID: 386 478 543 728 796 5 Passcode: JF9gb3ut	30 November 2026 @ 11:00am
3	Final Date for Bidders to submit consolidated requests for clarification (Questions) Questions to be send to Lerato.Monyepao2@sabs.co.za	02 December 2026
4	SABS clarification. (Not further clarification after this date)	07 December 2026
5	Proposal Submission Date Proposals to be send to Tenders.Lerato@sabs.co.za	14 December 2026, 11:00am
6	Evaluation of proposals	TBA
7	Awarding of Tender (Next BAC seating)	TBA

4.5 Management summary

This section should be submitted as a separate document. The information to be provided in the Management Summary shall include, but not be limited to the following items.
o Company profile o Completed 'Statement of compliance' (Appendix K)

4.6 Presentations

The SABS reserve the right to request bidders to present for clarification.

4.7 Clarification and inspections

The SABS may submit clarification in writing on specific tender aspects to obtain a better understanding of the received bid/s. This may also include possible inspections of the Bidder's premises at an agreed upon date and time.

4.8 Submitting a response

4.8.1 Instructions on submissions of Bids

- Proposals/ Bids are to be submitted by closing date and time as stipulated on page 1.
- Proposals/ Bids must be submitted **electronically** to Tenders.Lerato@sabs.co.za indicating the tender **reference number** and **description on the subject**. **Maximum size 14MB.**
- Proposals/ Bids must be submitted on **PDF Files** (compressed zipped folder if necessary).
- Proposals/Bids submitted **via a link and/or "we transfer" will not be accepted.**
- Bidders are advised to submit/send their bid responses at least 15 minutes prior to the 11:00 AM deadline to avoid any Information Technology (IT) network congestions or technical challenges in this regard which may result in bid responses being received late**.**
- SABS will not be held responsible for any security breaches and interception of tender/bid responses by third parties outside the SABS's IT network domain.
- The responsibility for on-time submission rests entirely with the Bidders.
- **Late submissions will NOT be accepted.**
- **The above email address should only be used for submission of proposals. No clarity seeking questions should be send to this email address.**

4.8.2 Proposal format

Each proposal shall include a detailed description of the Bidder's capabilities with regard to the requirements set out in **Appendix A and Section 5.3** of the Mandatory Evaluation and **5.4** Technical Evaluation.

4.8.3 Central Supplier Database (CSD) Registration

Service providers and suppliers who wish to render services to SABS will no longer register at SABS directly. Suppliers will have to register on National Treasury Central Supplier Database (CSD) as per National Circular No 3 of 2015/6 – Central Supplier Database;
National Treasury will maintain the database for all suppliers for Government and its institutions; and
All existing and prospective suppliers are requested to register on the CSD by accessing the National Treasury website at www.CSD.gov.za.

5. Evaluation

5.1 Returnable documents

Bidders must provide the following administrative compliance documents. [TICK APPLICABLE BOX]

NO	APPENDIX AND ANNEXURE	TICK
1	Appendix A Scope of Work	
2	Appendix B Quotation/Pricing Requirement	

3	Appendix C Intention to Respond	
4	Appendix D SBD 4 Bidder's Disclosure	
5	Appendix E Signed Non-disclosure agreement	
6	Appendix F SBD 6.1 Preference points claim form in terms of the Preferential procurement Regulation 2022	
7	Appendix G SBD 1	
8	Appendix H CSD Report / Proof of banking details for international suppliers	
9	Appendix I BBBEE/ Sworn affidavit (**claim specific goals)**	
10	Appendix J Management Summary (including Statement of Compliance)	
11	Annexure K Statement of Compliance	
12	Appendix L Page 2 of the RFP Document	
13	Appendix M Audited Financial Statements	
14	Appendix N Signed Technical Specification Checklist	
15	Appendix O Request for Proposal Enquiry	

5.2 Disqualifying criteria is as follows:

- Bidders who do not meet all the requirements as specified on the RFP document scope of work will not be evaluated any further.
- Bidders whose solution is encumbered by any Intellectual Property rights, whether registered and / or unregistered, including but not limited to Copyrights, Patents, Know-How, Registered Designs, Trademarks, Trade Secrets and the like, will not be considered for award of the bid.
- Bidders who make a misrepresentation on the above 2 points or any other material fact.

5.3 Technical Evaluation Process

Stage 1: Mandatory Requirements
Instruction and evaluation criteria

a) The bidder must comply with ALL the requirements as per the Mandatory Requirements below by providing substantiating evidence in the form of documentation or information, failing which it will be regarded as "NOT COMPLY".
b) The bidder must provide a unique reference number (e.g. chapter, section, page number) to locate substantiating evidence in the bid response.
c) The bidder must comply with ALL the Mandatory Requirements for the bid response to proceed to the next stage of the evaluation.

Mandatory Requirements	Substantiating evidence of compliance (Used to evaluate bid)	Evidence Reference (To be completed by the bidder)
1. Compliance of the Technical Specification		
The bidder must provide a proposal that meets all the technical specification as detailed on page 10	The bidder's technical proposal must fully responds to the specifications and confirms that their proposal is 100% aligned to the technical specifications under section on of Appendix A.	*Provide a unique reference to locate substantiating evidence in the bid response (e.g*

	Supported by the submission of product certificate, or technical data, or brochure with technical specification of the brake testing system.	*chapter, section, page number)*
2. Maintenance Plan		
The bidder must demonstrate ability to maintain and aftersales support.	The bidder must submit a three-year maintenance plan with confirmation that the service provider will be able to provide online and physical support when required.	*Provide a unique reference to locate substantiating evidence in the bid response (e.g chapter, section, page number)*
3. Import and Export Experience		
The bidder must have proven experience in handling international shipments of equipment(s).	Bidder must submit evidence of import/export experience by including a list with contact details of a minimum of 2 equipment's successfully delivered. List should include but not limited to: clients name, clients country, name of equipment etc.	*Provide a unique reference to locate substantiating evidence in the bid response (e.g chapter, section, page number)*

Stage 2: Functionality Evaluation

Bids will be evaluated in terms of functionality based on the criteria stipulated below:

Functionality

no.	Selection Criteria		
	Functionality will be measured on a scale of 1-5. V.Poor:1, Poor:1, Average:2, Good:3, V.Good:4, Excellent:5	**sub weight**	**Weight**
1	**Company Track Record**		**50%**
	The bidding company must demonstrate experience on similar type of work (supply and delivery of automotive brake testing measuring equipment) successfully completed. Bidder must submit contactable reference letters and/or completion certificate not older than 5 years counting from the date the letter or certificate was created and/or signed. Each reference letter or completion certificate must include but not limited to the following: • Description of the service or delivery provided • Contact details (email and contact number) • Signed by an authorized official • Signature date		
	No similar type of service and/or reference letter	0	
	1 reference letter	1	
	2 reference letters	3	
	3 or more reference letters	5	
2	**Technical Support (Key Resource)**		**20%**
	The bidder must provide a detailed CV and proof of certificate of the technical resource responsible for the installation of the brake testing system. The CV must clearly indicate the number of years relevant experience in automation and electronics supported by automation certificate.		
	No CV, Certificate and/or relevant experience	0	
	1 year relevant experience + trade certificate	1	
	2 years relevant experience + trade certificate	2	
	3 years relevant experience + trade certificate	3	
	4 years relevant experience + trade certificate	4	
	5 years relevant experience + trade certificate	5	
3	**Delivery Schedule and Timelines**		**30%**

	Bidders must provide a detailed delivery schedule including but not limited to the activity descriptions, durations, key milestones and delivery timelines (schedule must include estimated delivery time).		
	No delivery schedule submitted	0	
	Delivery schedule with written confirmation of delivery within more than 140 working days of receiving the purchase order	1	
	Delivery schedule with written confirmation of delivery between 131 - 140 working days of receiving the purchase order	2	
	Delivery schedule with written confirmation of delivery between 121 - 130 working days of receiving the purchase order	3	
	Delivery schedule with written confirmation of between 91 - 120 working days of receiving the purchase order	4	
	Delivery schedule with written confirmation of between 1 - 90 working days of receiving the purchase order	5	
			100%
Minimum threshold is 70%			

Only bidders that meet the minimum threshold of 70% will be evaluated further on preference point system.

6. Preference Point System (Price and Specific Goals)

Bids will be evaluated in terms of the Preferential Procurement Regulation of 2022, where either 80/20 or 90/10 preference points system (price and specific goals) will be used. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

7. Feedback on Proposals

Once the recommendation to the Bid Adjudication Committee has been approved, the successful and unsuccessful bidder(s) will be notified in writing.

Successful bidder/s will be issued with a notification letter. Such notification does not constitute an agreement. The award is wholly subject to the successful Bidder entering into a duly signed contract with SABS.

8. Contracting

Successful bidder(s) will be required to enter a contract with the SABS. A formal Agreement will be signed with the successful bidder and SABS further reserves the right to amend, alter or delete clauses relating to, but not limited to insurance, indemnity, undertaking, guarantees, Intellectual Property, service levels and / or tax compliance.

SABS shall not be liable for any costs expended by the bidder prior to any formal agreement being signed. **It is therefore imperative that NO SERVICES are rendered prior to the formal agreement becoming effective.**

SABS reserves the right to request the service provider to provide a **Retention Bond** equivalent to the full contract value as security for the due performance and successful completion of the contractual obligations. The Retention Bond shall remain valid until all project deliverables have been completed, accepted by SABS, and the project has reached formal completion in accordance with the terms and conditions of the contract.

Appendix A – Scope of Work

Supply, install, commission and integrate a complete brake testing system for trucks, truck tractors, trailers, semi-trailers and vehicle combinations. The system shall be suitable for conducting the applicable brake performance measurements and tests in accordance with SANS 20013/ECE R13 and the associated applicable requirements.

The proposed solution shall be a complete, operational system. The service provider shall be responsible for all equipment, accessories, software, installation resources, integration, commissioning, calibration, training and supporting documentation required for the system to perform its intended function.

1. **Applicable and Reference Documents**
    a) SANS 20013 – Uniform provisions concerning the approval of vehicles of categories M, N and O with regard to braking, including the applicable current edition/amendments.
    b) National Road Traffic Act, 1996 (Act 93 of 1996), and applicable Regulations.

2. **Requirements**
    a) Supply of a complete truck and trailer brake testing system.
    b) Supply a truck head (Horse)
        - Have ABS capabilities.
        - Double rear Axle that can couple category O trailers for testing
        - Automatic Transmission,
        - Diesel engine capacity 10 - 12 Liters
        - Ball-type towing hitch coupling and fifth-wheel coupling
    c) The system shall provide the measurement, acquisition, processing, storage and reporting functions necessary to support the applicable SANS 20013/ECE R13 brake tests. The supplier shall clearly identify the proposed test methodology and demonstrate how the proposed system satisfies the requirements.

3. **Technical Specification**

As a minimum, the proposed system shall provide or accommodate the following functions:

- Measurement of vehicle speed during the brake test.
- Measurement of vehicle longitudinal deceleration/braking performance.
- Measurement of brake system pressure(s), as applicable to the vehicle and test procedure.
- Measurement of wheel speed or equivalent parameters where required for the applicable test, including assessment of wheel lock/ABS behaviour where applicable.
- Measurement and/or integration of vehicle mass and axle loads.
- Synchronized acquisition of all measured test parameters.
- Real-time monitoring of relevant test parameters during testing.
- Recording and secure storage of raw test data.
- Processing and calculation of applicable braking performance results.
- Graphical presentation of test results.
- Automatic generation of test reports identifying the vehicle, test conditions, measured results and applicable pass/fail assessment.
- Export of raw and processed data in commonly usable electronic formats.
- Suitable portable equipment, cables, sensors, adaptors, fittings, mounting arrangements and protective cases.
- All computer hardware, communication equipment and software licences required for normal operation.
- The supplier shall state the measurement range, accuracy, resolution, sampling rate, calibration requirements and environmental operating limits for each measurement channel/instrument

offered.

- The system shall be capable of testing the vehicle configurations for which it is intended. The supplier shall state the maximum vehicle mass, axle load, number of axles and other limitations of the proposed system.

4. **Delivery**

The service provider is responsible for delivery to SABS, packaging, shipping, offloading and installation including all related resources. Any modifications required at the SABS test facility for safe and effective operation of the system must be identified in the quotation and accommodated by the service provider. Conditions

Where integration with existing SABS equipment, computers, test infrastructure or data systems is required, the supplier shall include all necessary hardware, software, interfaces and engineering services. The service provider shall indicate the warranty period, maintenance schedules, recommended calibration intervals, software support arrangements and supply all supporting documents including manuals.

A proposed solution on how to achieve the requirements described in this document must be submitted to SABS.

The proposed solution shall include sufficient technical information for SABS to assess the suitability of the complete system. The supplier shall clearly identify any deviations, limitations, assumptions or additional requirements.

The supplier shall not rely on the vehicle manufacturer's speedometer or other unverified vehicle parameters where an independent measurement is required for a valid test.

All measurement equipment that affects the validity of test results shall be supplied with valid, traceable calibration documentation. The supplier shall state the proposed calibration arrangements and intervals.

The supplier shall provide a demonstration of the complete system during commissioning and shall demonstrate representative testing before final acceptance.

Incoterms® 2020 – Delivered at Place (DAP) to SABS Headoffice.

5. **Installation**

The service provider shall install and integrate the complete brake testing system at the designated SABS facility. Installation shall include all mechanical, electrical, electronic, software and communication requirements necessary for a fully functional system. The supplier shall provide an installation method statement and identify any site requirements, including electrical supply, mounting points, test area requirements, communication requirements and any required modifications, before installation.

All installation work shall be completed by suitably competent personnel and shall leave the test facility safe, clean and ready for operation.

6. **Commissioning**

The supplier is expected to be available to ensure that the equipment functions according to the requirements of this specification. Commissioning shall include functional checks of all sensors and instruments, verification of data acquisition and synchronization, software configuration, calibration/verification checks, representative brake testing and demonstration of report generation. The supplier shall provide commissioning results and a

signed commissioning record for acceptance by SABS. Part of commissioning will be done at Gerotek test track, it is the responsibility of the service provider to book the test track with Gerotek.

7. **Training**

The service provider is responsible for training the personnel in the laboratory. Training shall include, as a minimum:

- System start-up, shutdown and general operation.
- Preparation of a vehicle for testing.
- Installation, connection and removal of sensors and measurement equipment.
- Sensor zeroing/checks and basic verification procedures.
- Selection and execution of the applicable brake test.
- Monitoring of test parameters and identification of invalid tests.
- Data storage, retrieval, export and report generation.
- Basic troubleshooting and fault identification.
- Routine maintenance and care of the equipment.
- Applicable test procedures and correct use of the system for SANS 20013 testing.
- Training to be provided to 5x people in the lab

8. **Required Documents Post Award**

All necessary documentation shall be supplied in English, in electronic format and, where requested by SABS, in hard copy.

- User/operator manual.
- Technical and service manual.
- Installation and commissioning documentation.
- System architecture and equipment list.
- Electrical/wiring and connection diagrams, where applicable.
- Sensor and instrument datasheets.
- Software manual and licence information.
- Calibration certificates and calibration procedures.
- Maintenance schedule.
- Troubleshooting guide.
- Recommended spare-parts list.
- Factory/site acceptance test documentation, where applicable.
- Training material.
- Warranty documentation.

Appendix B
Quotation

Quotation should include a clear reference to the above technical specifications. Bidders should submit their detailed proposals in line with the specified scope of work and technical specifications

Quotation must include but not limited to the following:

- The prices must be fixed for a period of 120 days after the closing date
- Delivery to SABS Groenkloof
- Training
- Commissioning at SABS Groenkloof and Gerotek test track
- Transportation cost (If applicable)
- Prices should be in South African Rand and be fixed. Where foreign currencies are involved, the bidder should make provision for forward cover
- Bidders are required to refer to the RFP document for detailed scope of work before submitting the quotation
- Prices must be quoted in South African Rand, inclusive of all applicable TAXES.

Appendix C
Intention to respond to the Request for Proposal

We hereby accept / decline your Request for Proposal.

Company:_____

Company Representative:_____

Position/Title: _____

Signature:_____

Please state a brief reason for declining this Request for Proposal_____
_____
_____
_____
_____

Appendix D

SBD4 BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

1.1 Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

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

2. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution? **YES/NO**

2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	**Identity Number**	**Name of organ of state**

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

2.3.1 If so, furnish particulars:

……
……

2.4 Does the bidder or any of its directors/trustees/shareholders members/partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise, whether or not they are bidding for this contract? **YES/NO**

2.4.1 If so, indicate all companies registered in the CSD in the table below:

Supplier registration number (MAAA)	**Status (active/inactive/deleted)**

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification**.**

3 GENERAL DECLARATION

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

3.1 I have read and I understand the contents of this disclosure.

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found to be false.

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any

competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

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

I CERTIFY THAT THE ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

…… ……

Signature Date

…… ……..

Designation Name of bidder

Appendix E

NON-DISCLOSURE AGREEMENT

THIS AGREEMENT is made BETWEEN
The South African Bureau of Standards (SABS), an organisation established in terms of section 2 of the Standards Act (29 of 1993), whose registered office is at 1 Dr Lategan Road, Groenkloof, Pretoria, 0001, South Africa.

AND _____("the Bidder"),
Registration Number: _____ whose registered office is at
_____
_____
(Hereinafter referred to as the "parties")

WHEREAS in the course of discussions and/or negotiations with the South African Bureau of Standards, the Bidder has received, or may receive in future, information relating to **202150** for the South African Bureau of Standards and other related information hereinafter referred to as "Confidential Information". "Confidential information" shall include, but not be limited to any information disclosed by the SABS and / or any of its their affiliates, employees, agents, representatives, subcontractors and consultants to the Bidder, its employees, agents, representatives and consultants, whether orally, in writing, by graphic, pictorial or electronic format, which information includes but is not restricted to Business information, including know how, commercial and technical aspects of products, processes and services; status and capabilities of the SABS' business; The SABS or its subcontractors' marketing and planning programs, products specifications, Service specifications, plans, drawings, test results and findings; financial, operational and technical data; and particular types of technologies and inventions, that already currently exist or that the SABS wishes to be developed, which could be subject to intellectual property rights, whether registered and/or unregistered.

Therefore, the parties wish to agree as follows:

1. The Bidder undertakes to keep strictly secret and confidential all confidential information relayed or transmitted to it in any manner or form and will not divulge any part of the Confidential Information directly or indirectly to any person, firm or entity (other than such of its employees who have a need to know the Confidential Information for the purposes of fulfilling the Bidder's obligation to the South African Bureau of Standards).

2. The Bidder undertakes to not make copies of the Confidential Information or otherwise disseminate any of the Confidential Information (except as may be required to fulfil specific obligations towards South African Bureau of Standards) without South African Bureau of Standards express prior written consent.

3. This agreement applies to information whether or not such information is marked as or appears to be confidential and whether or not such information is of commercial use to South African Bureau of Standards or any other party.

4. This agreement shall not apply to information which: -

(a) the Bidder can show had been lawfully received by it prior to disclosure under this agreement.

(b) is in the public domain or becomes so otherwise than through breach of this agreement;

(c) was disclosed to the Bidder by a third party who was under no obligation of confidence in respect thereof;

5. The Bidder further undertakes that the South African Bureau of Standards retains ownership of all Intellectual property rights on all material and processes developed that relate to the service provided for and on its behalf by the Bidder. The Bidder undertakes to transfer all said Intellectual Property Rights, whether registered and / or unregistered, to the SABS, including undertaking to sign all forms necessary to affect such transfer.

6. The Bidder acknowledges that the confidentiality obligations extend from signature of this agreement and survive the termination of the tender process, whether the Bidder is successful or not.

IN WITNESS WHEREOF the parties hereto have executed this agreement in duplicate.

Signed at……. ……on this……day of ……2026

On behalf of the South African Bureau of Standards ……. ……. (signature) Lerato Monyepao (Supply Chain Management)

Witness 1. …….. Witness 2. ……..

Signed at…… on this……. day of ……..2026

Signed on behalf of the Bidder, duly authorised thereto..... (signature)

..... (name) ..... (title)

Witness 1. …….. Witness 2. ……..

To: Tenders.Lerato@sabs.co.za

Appendix F

SBD 6.1

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

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

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

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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**

a) 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: Either

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

OR

	POINTS
PRICE	90
SPECIFIC GOALS	10
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**

$$Ps = 80\left(1 - \frac{Pt - Pmin}{Pmin}\right) \text{ or } Ps = 90\left(1 - \frac{Pt - Pmin}{Pmin}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1. **POINTS AWARDED FOR PRICE**

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

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

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

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.*)**

Specific Goal	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)
Persons historically disadvantaged on the basis of race	100% black ownership	5	10		
	75% - 99% black ownership	4	8		
	60% - 74.99% black ownership	3	6		
	51% - 59.99% black ownership	2	4		
	1% - 50.99% black ownership	1	2		
	0% black ownership	0	0		
Persons historically disadvantaged on the basis of gender	100% black women ownership	4	6		
	51% - 99% black women ownership	2	4		
	1% - 50.99% black women ownership	1	2		
	0% black women ownership	0	0		
Persons historically disadvantaged on the basis of disability	100% owned by persons living with disabilities	2	4		
	51% - 99% owned by persons living with disabilities	1	2		
	0% - 50.99% owned by persons living with disabilities	0	0		

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: ……

……

……

Appendix G

SBD 1

PART A

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (*NAME OF DEPARTMENT/ PUBLIC ENTITY***)**					
BID NUMBER:	RFP 202150	CLOSING DATE:	14 DECEMBER2026	CLOSING TIME:	11:00am
DESCRIPTION	SUPPLY, DELIVERY AND INSTALLATION OF BRAKE TESTING SYSTEM				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT *(STREET ADDRESS)*					
ELECTRONIC SUBMISSION					

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO		**TECHNICAL ENQUIRIES MAY BE DIRECTED TO:**	
CONTACT PERSON	LERATO MONYEPAO	CONTACT PERSON	LERATO MONYEPAO
TELEPHONE NUMBER	012 428 6055	TELEPHONE NUMBER	012 428 6055
E-MAIL ADDRESS	Lerato.monyepao2@sabs.co.za	E-MAIL ADDRESS	Lerato.monyepao2@sabs.co.za

SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		**OR**	CENTRAL SUPPLIER DATABASE No:	

B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] ☐ Yes ☐ No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] ☐ Yes ☐ No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]			
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐Yes ☐No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR **THE GOODS /SERVICES /WORKS OFFERED?**	☐ Yes ☐ No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS			
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			☐ YES ☐ NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?			☐ YES ☐ NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?			☐ YES ☐ NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?			☐ YES ☐ NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?			☐ YES ☐ NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.			

SBD1

PART B - TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.

1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**

1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

2. TAX COMPLIANCE REQUIREMENTS

2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.

2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.

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

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

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

2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE

CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF BIDDER: ……

CAPACITY UNDER WHICH THIS BID IS SIGNED: ……

(Proof of authority must be submitted e.g. company resolution)

DATE: …….

Appendix H
CSD REPORT

Appendix I – BBBEE Certificate/Sworn Affidavit (Claim Specific Goals)

Appendix J
Management Summary

Appendix K

Statement of Compliance to the Request for Proposal

Company Name: _____

Proposed Service: _____

It is hereby confirmed that the proposal response to the SABS' RFP is fully compliant with all points with the exception of the specific issues outlined below:

_____
_____
_____
_____
_____
_____
_____
_____

Signed:_____(Authorised Signatory)

Name: _____

Position:_____

Date:_____

Appendix L
Page 2 of tender document

APPENDIX M
AUDITED FINANCIAL STATEMENT

Appendix O
Request for Proposal Enquiry

To: Lerato.Monyepao2@sabs.co.za **From:**
_____

Questions:

Answers:

To: Lerato.Monyepao2@sabs.co.za