DEPARTMENT

MUNICIPAL PLANNING

DIRECTORATE

ENVIRONMENTAL AND SUSTAINABILITY MANAGEMENT

DIVISION

BIODIVERSITY AND CONSERVATION

PROCUREMENT DOCUMENT

SERVICES

Documents are to be obtained, free of charge, in electronic format, from the National Treasury's eTenders website or the eThekwini Municipality's website.

Tender No: 36532-7N

Title: INANDA FOREST AND GRASSLAND RESTORATION

CLARIFICATION MEETING AND QUERIES

Clarification Meeting: A Compulsory Clarification Meeting will be held at 11:00, on 2026-11-30, in Boardroom 213, 2nd Floor, ETA Building. Questions and answers from the clarification meeting will be consolidated and posted on the website for the benefit of all tenderers by 21 January 2027.

Queries can be addressed to: Aveer Banwarilal/Lindo Dlamini; Tel: 031 3227133 / 031 3227153; Email: Supplier.selfservice@durban.gov.za

General / Contractual: Thembelihle Mlokoti; Tel: 013-311-7382; eMail: Thembelihle.Mlokoti@durban.gov.za

Technical: Errol Douwes; Tel: 031-311-7952; eMail: Errol.Douwes@durban.gov.za

DELIVERY OF TENDERS

Sealed Tenders, addressed to the City Manager and marked with the Tender Number, are to be placed in the Tender Box **located in the ground floor foyer of the Municipal Buildings, 166 KE Masinga Road (Old Fort Rd), Durban** (and not any other municipal department):Tenderers are to also make an electronic submission via the eThekwini Municipality JDE System (ESP Module)

ESP Queries: Contact: Lindo Dlamini: Tel: 031-322-7133 / 031-322 7153
Email: supplier.selfservice@durban.gov.za

Closing Date: Friday, 29 January 2027

Time: 11:00am

FACSIMILE, eMAIL or POSTED TENDERS WILL NOT BE ACCEPTED

Issued by:

ETHEKWINI MUNICIPALITY

Deputy Director: BIODIVERSITY MANAGEMENT

Issued: November 2026

Document Version: 01/12/2025

NAME OF TENDERER: .....

Tender Price: R .....

VAT Registered: YES / NO
(circle applicable)

PROCUREMENT DOCUMENT (Services)

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SECTION 1: GENERAL INFORMATION

YOU ARE HEREBY INVITED TO TENDER FOR REQUIREMENTS OF THE ETHEKWINI MUNICIPALITY

TENDER No.: 36532-7N

DESCRIPTION: **INANDA FOREST AND GRASSLAND RESTORATION**

CLOSING DATE / TIME: Friday, 29 January 2027 at 11:00am

All tenders must be submitted on official tender documentation issued (in electronic format) by the eThekwini Municipality from:

- the National Treasury's eTenders website (https://www.etenders.gov.za/), or
- the eThekwini Municipality's website (https://www.durban.gov.za/pages/business/procurement).

Electronically downloaded documentation should be printed by the tenderer.

- Bidders must submit a "hard copy" submission to the Tender Box located in the ground floor foyer of the Municipal Buildings, 166 KE Masinga Road (Old Fort Rd), Durban and an electronic submission via Supplier Self Service (ESP). Notwithstanding the electronic submission, a tender offer will only be deemed valid if the "hard copy" submission has been made. The "hard copy" submission will be deemed to be the ruling version. Bidders are responsible for resolving all access rights and submission queries before the tender closing date. Tender closing date and time remain unchanged

Tenderers are required to be registered on the **National Treasury Central Supplier Database** (CSD) as a service provider. In the case of a Joint Venture, this requirement will apply individually to each party in the Joint Venture.

Registration on the **eThekwini Municipality's Database** can be done via website:
https://ethekwinivendor.durban.gov.za/ and on **ESP:**supplier.selfservice@durban.gov.za

Tenderers should ensure that tenders are delivered timeously to the correct address as stated in the Conditions of Tender. If a tender is late, it will not be accepted for consideration.

The Municipality will consider a tender submitted in response to this request for tender to be an offer from your company to perform the supply on the basis of that tender. Accordingly, please review the attached General and Special Terms and Conditions which will form the basis for any supply arrangement entered into between the Municipality and your company.

The Municipality is seeking tenders from potential suppliers only and makes no representation or promise in relation to procuring work from a supplier or supplier. The Municipality will not be responsible for any costs associated with preparing and submitting a tender.

The Municipality does not bind itself to accept the lowest or any tender. It reserves the right to accept the whole or any part of a tender to place orders. Bidders shall not bind the Municipality to any minimum quantity per order. The successful Tenderer (s) shall be bound to provide any quantities stipulated in the specification.

The successful tenderer will be required to fill in and sign a written Contract Form (MBD 7).

NB: NO TENDER WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE
(as defined in Regulation 44 of the Local Government: Municipal Supply Chain Management Regulations).

THE FOLLOWING PARTICULARS MUST BE FURNISHED
(Failure to do so may result in your tender being disqualified)

Name of Tenderer: .....

Postal Address: .....

Street Address: .....

E-Mail Address: .....

Telephone Number:				-				-							
Cell phone Number:				-				-							
Facsimile Number:				-				-							

	Circle Applicable
Is your entity registered on the **eThekwini Municipality's supplier database**?	YES / NO
• **If YES insert** your PR Number:	**PR** .....
Is your entity registered on the **National Treasury Central Supplier Database** (CSD)?	YES / NO
• **If YES, insert** your MAAA Number:	**MAAA** .....
Insert a SARS Tax Compliance Status PIN	.....
Is your entity VAT registered?	YES / NO
• **If YES insert** Vat Registration Number:	.....
Has a **Declaration of Municipal Fees** been submitted?	YES / NO
Has a **Declaration of Interest** (MBD 4) been submitted?	YES / NO
Has a **Declaration for Procurement Above R10 Million** (MBD 5) been submitted?	YES / NO
Has a **Preference Points Claim** (MBD 6.1) been submitted?	YES / NO
Has a **Declaration of Bidder's Past SCM Practices** (MBD 8) been submitted?	YES / NO
Has a **Certificate of Independent Bid Determination** (MBD 9) been submitted?	YES / NO
Are you the accredited representative in South Africa for the services offered? **If YES, enclose proof** at the back of the tender submission.	YES / NO

Signature of Tenderer: ..... Date: .....

Name / Surname: ..... (in block capitals)

Capacity under which this tender is signed: .....

SECTION 2 : CONDITIONS OF TENDER – (Services)
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SPECIAL / ADDITIONAL CONDITIONS OF TENDER

STANDARD CONDITIONS OF TENDER (Services)

1. DEFINITIONS

General:

(1) Defined words / phrases are printed in Italic font.
(2) Definitions apply to the singular as well as the plural.
(3) Any reference to the masculine gender shall be taken to include the feminine and any reference to the feminine gender shall be taken to include the masculine.
(4) The words "bid" and "tender", and "bidder" and "tenderer" can be used interchangeably.
(5) All definitions as defined in the ***General Conditions of Contract*** are applicable to these ***Standard Conditions of Tender***. These definitions include:

- "Closing time"
- "Contract"
- "Contract Price"
- "Corrupt practice"
- "Countervailing duties"
- "Country of origin"
- "Day"
- "Delivery"
- "Delivery ex stock"
- "Delivery into consignees store or to his site"
- "Dumping"
- "Force majeure"
- "Fraudulent practice"
- "GCC"
- "Goods"
- "Imported content"
- "Local content"
- "Manufacture"
- "Order"
- "Project site"
- "Purchaser"
- "Republic"
- "SCC"
- "Services"
- "Supplier"
- "Tort"
- "Turnkey"
- "Written" or "in writing"

(6) **Bid or Tender**: The offer submitted in respect of an invitation to submit such an offer.
(7) **Bidder or Tenderer**: An entity (company, close corporation, partnership, joint venture, sole proprietor) which submits a *bid/tender*.
(8) **Municipality**: The eThekwini Municipality, as represented by the duly authorised delegate, official or committee.
(9) **SCT:** Special Conditions of Tender (found in Section 3).
(10) **Week**: A period of seven (7) consecutive *days*.
(11) **Material Deviation**: A material deviation or qualification is one which, in the *Municipality's* opinion, would:
  (a) Detrimentally affect the scope, quality, or performance of the services or supply identified in the Scope;
  (b) Significantly change the *Municipality's* or the *Tenderer's* risks and responsibilities under the contract; or
  (c) Affect the competitive position of other *Tenderers* presenting responsive *tenders*, if it were to be rectified.

2. CONDITIONS OF TENDER & CONTRACT

The specification will be governed by the ***Standard Conditions of Tender*** (Services), ***Special Conditions of Tender (SCT)***, ***General Conditions of Contract (GCC)*** (Government Procurement General Conditions (July 2010), as amended by National Treasury Circular 52 dated 30 July 2010), the ***Special Conditions of Contract (SCC)***, the ***Occupational Health and Safety Act*** (Act No. 85 of 1993), and the ***eThekwini Code of Conduct***.

Complete Acceptance of Conditions

Unless otherwise expressly stipulated in a letter covering the *tender*, every *Tenderer* shall be deemed to have waived, renounced, and abandoned any conditions printed or written upon any stationery used for the purpose of, or in connection with, the submission of their *tender*, which are in conflict with the ***General Conditions of Contract*** and ***Special Conditions of Contract***. *Tenderers* are advised that any *material divergences / qualifications* from the official Conditions or Specification will render their *tenders* liable to disqualification.

3. TENDER INFORMATION

(1) **General**
  (a) *Tenders* will be liable for rejection unless made out on the official tendering documentation.
  (b) Any alterations effected upon any of the tendering documents must be clearly shown by means of a hand written (black, non-erasable ink), or typed, entry and must be signed in full by the *Tenderer*. **The use of correction fluid is not permitted**.
  (c) *Tenderers* may submit alternative solutions that, in the *Tenderer's* opinion, are to the *Municipality's* advantage economically and technically. Full technical details of the alternative *tender(s)* shall be submitted with the tender documents. Alternative *tender(s)* shall be submitted separately.

(2) **Obtaining Tender Documentation**

All tenders must be submitted on official tender documentation issued, in electronic format, by the eThekwini Municipality. Electronically downloaded documentation (obtainable free of charge) should be printed and suitably bound by tenderer.

(3) **Queries Relating to this Tender**

Queries can be directed to the person / Department as stated in the ***SCT***.

(4) **Briefing Session (Clarification Meeting)**

Details of the briefing session are stated in the ***SCT***.
Failure to attend a compulsory briefing session will invalidate the *tender*. *Tenderers* must sign the attendance list in the name of the tendering entity. Tenders will only be evaluated from those tendering entities appearing on the attendance list.

(5) **Closing Date and Delivery of Tender Submissions**

Sealed *tenders* made out on the enclosed Official Tender Form, which shall be signed by or on behalf of the *Tenderer* , and addressed to the City Manager, marked with the appropriate Tender number, must be placed in the **Tender Box** as stated in the ***SCT*** not later than the **date and time** as stated in the ***SCT***, where after they will be opened publicly.

All tender documents **must** be placed directly into the Tender Box and should not be delivered to any other Municipal Department. *Bidders* are advised that *tenders* submitted by post, fax or email **will not** be considered. All couriered documents must be placed directly into the Tender Box and should not be delivered to any other Municipal Department.

Any *tender* received after the closing date and time stated for the receipt thereof **shall not** be accepted for consideration and shall be returned to the *Tenderer*.

(6) **Tender Validity and Withdrawal of Tenders**

Tenders must remain valid for a period of 120 days following the date on which the Tenders are opened, or during such other period as may be specified in the ***SCT***. The *Municipality* may, during the period for which *tenders* are to remain open for acceptance, authorize a *Tenderer* to withdraw their *tender* in whole or in part on condition that the *Tenderer* pays to the *Municipality* on demand, a sum of one thousand Rand (R1,000.00). The *Municipality* may, if it thinks fit, waive payment of such sum in whole or in part.

4. **RETURNABLE SCHEDULES, FORMS, CERTIFICATES**

Each *Tenderer* shall complete fully and accurately the following documents and submit these documents with the *tender*:

(1) **Authority of Signatory:** In terms of Clause 4(5)(c) of the Conditions of Tender.

(2) **Tax Compliance Status PIN / Tax Clearance Certificate:** SARS has introduced a new Tax Compliance Status System. Tenderers can submit a Tax Compliance Status PIN (TCS PIN) instead of an original Tax Clearance Certificate. This TCS PIN can be used by third parties to certify the taxpayer's real-time compliance status.

(3) **Declaration of Municipal Fees:** Only those *Bidders* whose municipal fees are fully paid, or those that have concluded acknowledgement of debt agreements with the *Municipality*, are eligible to *tender*.

All Bidders must sign the Declaration of Municipal Fees returnable form, declaring that their municipal fees are in order or that acknowledgement of debt agreements have been concluded, and include the relevant account numbers in the declaration. Failure to include account numbers or sign will invalidate the *tender*. The completion of the declaration is also applicable to *Bidders* outside of the eThekwini Municipal Area.

(4) **Declaration with respect to the Occupational Health and Safety Act:** Acceptance of undertaking in terms of the Occupational Health and Safety Act (Act 85 of 1993) and the relevant Regulations.

(5) **Municipal Biding Documents** (which includes):

(a) **MBD 4:** Declaration of Interest: All Bidders are to sign the Declaration of Interest wherein they declare any relationship that may exist with an official of the Municipality involved in the evaluation process.

Regulation 44 of the Supply Chain Management Regulations states that a Municipality or Municipal Entity may not make any award to a person:

(i) Who is in the service of the state;
(ii) If that person is not a natural person, of which any Director, Manager, Principal, Shareholder or Stakeholder is a person in the service of the state; or
(iii) Who is an advisor or consultant contracted with the Municipality or municipal entity.

Should a contract be awarded, and it is subsequently established that Regulation 44 has been breached, the Municipality shall have the right to terminate the contract with immediate effect.

(b) **MBD 5:** Declaration for Procurement Above R10 Million (if applicable): For all procurement expected to exceed R10 million (all applicable taxes included), tenderers must complete this questionnaire.

(c) **MBD 6.1**: Preference Points Claim Form: For the awarding of Preference Points, Bidders are required to complete the attached MBD 6.1 form and return it with their tender submission. Failure on the part of a tenderer to complete and submit this form will be interpreted to mean that preference points for **Specific Goals** are not claimed.

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

(d) **MBD 8**: Declaration of Bidders Past Supply Chain Management Practices Form: This form serves as a declaration to be used by municipalities and municipal entities in ensuring that when services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.

(e) **MBD 9**: Certificate of Independent Bid Determination: Section 4(1)(b)(iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms if it involves collusive tendering or tender rigging. In order to give effect to this, the Certificate of Bid Determination must be completed and submitted with the tender.

(5) **Official Tender Form** (see Section 9)

(a) Legal Status of Tenderer

It is essential for the purpose of entering into a legal contract that *Bidders* state on the Official Tender Form, under "Name and Address of Tenderer ", their full legal status:

(i) the full registered name of the company making a *tender*; or

(ii) if the *Tenderer* is a person conducting business under a recognised trading name then:

- State the name of the person(s);
- State recognised trading name; and
- State whether an owner, co-owner, proprietor, etc.

(b) **Signing of Official Tender Form**

Failure of a *Tenderer* to complete, in its entirety, and sign the Official Tender Form will invalidate the *tender*.

(c) **Authority of Signatory**

Bidders are to complete and sign the Authority of Signatory returnable document, and attach the required additional documents.

(d) **Differences or Discrepancies**

Should there be any difference or discrepancy between the prices or price contained in the Official Tender Form and those contained in any covering letter from the Tenderer, the prices or price contained in the Official Tender Form shall prevail.

(6) **Any additional Schedules, Forms, or Certificates as stated in the *SCT*.**

5. INFORMATION TO BE SUPPLIED REGARDING SUB-CONTRACTORS

Bidders are to state in their *tenders*, or covering letters, whether, if the contract were to be awarded to them, the whole of the work would be executed by them in their own workshop / factory. If the answer is in the negative, they are required to state which part(s) would be handed to sub-contractors and the name and address of such sub-contractors.

6. SAMPLES

Bidders may be required to state where samples of the full range of products can be inspected or be required to submit samples for inspection prior to the closing date of the *tender*.

7. MANUFACTURERS

The names of the manufacturers of the equipment offered must be stated in the *tender*.

Bidders who are not manufacturers, accredited distributors, or agents must provide a valid agreement / Joint Venture Agreement, entered into with the manufacturer, accredited distributors, or agents, with their submission. This agreement must meet all the requirements as laid down in the *tender* document, and must cover the contract period.

8. CLARIFICATION

The Head: Supply Chain Management Unit, or an authorized representative, may request clarification or further information on any aspect of the *tender*. The *Tenderer* **must** supply the requested information within the time specified. Failure to comply will render the *tender* non-responsive.

9. PRICING

Bidders would be precluded from this *tender* if their pricing structure deviates from the Official Tender Form.

(1) **Nett Prices**

prices shall be quoted in South African currency (Rand) after deduction of any brokerage or discount allowed to the Municipality.

(2) **Unit Prices**

ders shall quote only one price in respect of each item. Such price is to hold good for the full duration of the contract period, being subject to variation only in accordance with specified criteria, as stated in the ***Conditions of Contract***.

(3) **Firm Tenders**

ders may submit firm prices for each 12 month period. These prices shall be free from all fluctuations, including any statutory increases.

(4) **Value Added Tax (V.A.T)**

Prices exclusive and inclusive of VAT must be stated separately on the Official Tender Form.

10. ESTIMATED QUANTITIES

The estimated quantities are set out in Section 8 : Bill of Quantities / Schedule of Rates/Activities which forms part of the official tender documents. The quantities are stated purely for the information of the *Bidders* and are in order to ascertain an estimated total contract price. The *Supplier* will, however, be bound to supply whatever quantity or quantities the *Municipality* may actually require, and may exceed, or be less than, the estimated quantities stated.

11. DELIVERY, RISK, PACKAGES, ETC

(1) Unless otherwise provided, all goods are to be supplied only against the form of order issued by the *Municipality*.

(2) *Bidders* shall quote a unit price which shall include delivery to the specified delivery point, as stated in the ***SCT.***

(3) The risk in all goods purchased by the *Municipality* under the contract shall remain with the *Supplier* until such goods shall have been duly delivered.

(4) *Bidders* shall clearly state the period within which delivery will be made after receipt of the official order, as this may be material in the adjudication of the *tender*.

12. **RATES OF EXCHANGE**

(1) Where the goods are imported the *Supplier* shall, within seven days of date of official Purchase Order, arrange through their bankers for the foreign commitment to be covered forward down to the Rand in order to fix the rate of exchange. The *Supplier* shall notify the *Municipality* as soon as possible thereafter regarding the rate which has been fixed on such forward exchange.

Any increase or decrease between the basic rate of exchange as at a date seven days prior to the date of closing of *tenders* and that existing at the date of establishment of the forward exchange cover within the period stipulated above shall be paid or deducted by the Municipality. Upon the failure of the *Supplier* to arrange forward exchange cover, the *Supplier* shall be liable should there be any increase in the basic rate of exchange occurring after the last mentioned date.

The bank charges incurred in obtaining the forward exchange cover shall be for the *Municipality's* account.

(2) The *Supplier* shall on request:
(a) Submit documentary proof of the rate of exchange; and
(b) When an adjustment is claimed in terms of this sub-clause, whether by the *Supplier* or the *Municipality*, submit documentary proof to the satisfaction of the Deputy City Manager: Treasury in respect of such claim.

13. **IMPORT PERMITS**

(1) In order to minimise special importation, *Bidders* should, where possible, have recourse to local suppliers and / or manufacturers.
(2) *Bidders* must state whether their *tender* is dependent upon the issue of a special import permit or whether they are able to supply the goods by making use of the import facilities available to them.
(3) In the event of a tender being dependent upon the issue of a special import permit, application for such special import permit shall be made by the Tenderer , unless otherwise provided for in the ***SCT***.

14. **EVALUATION PROCESS**

The procedure for evaluation of responsive Tender Offers will be in accordance with the eThekwini Municipality's current SCM Policy and the Preferential Procurement Policy Framework Act (5 of 2000), and the Preferential Procurement Policy Framework Act Regulations (November 2022).

Details of additional evaluation criteria, if applicable, are stated in the *SCT*.

Evaluation points for price and preference will only be calculated for *Bidders* who comply with the contractual and technical specification, and if applicable, have attained the minimum Functionality Score as stated in the ***SCT***.

The evaluation process of responsive *tenders* will be as follows:

- Score each *tender* in respect of the financial offer made and preferences claimed (if any);
- Calculate the total number of evaluation points (T_{EV}) in accordance with the following formula:
  $\mathbf{T_{EV} = N_{FO} + N_P}$ where: $\mathbf{N_{FO}}$: is the number of evaluation points awarded for the financial offer; and $\mathbf{N_P}$: is the number of evaluation points awarded for preferences claimed.
- Rank *tenders* from the highest number of evaluation points to the lowest.
- Recommend the *Tenderer* with the highest number of evaluation points for the award of the contract, unless there are compelling and justifiable reasons not to do so.
- Rescore and re-rank all *Bidders* should there be compelling and justifiable reasons not to recommend the *Tenderer* with the highest number of evaluation points, and recommend the *Tenderer* with the highest number of evaluation points, unless there are compelling and justifiable reasons not to do so, and the process set out in this sub-clause is repeated.

(1) **Evaluation points awarded for the financial offer:**

Reference is to be made to the Special Conditions of Tender (***SCT)***, and returnable form 5(c) in Section 4.

INCOME-GENERATING CONTRACTS

The financial offer will be scored using the formula:

$$N_{FO} = W\left(1 + \frac{Pt - Pmax}{Pmax}\right)$$

GOODS and SERVICES

The financial offer will be scored using the formula:

$$N_{FO} = W\left(1 - \frac{Pt - Pmin}{Pmin}\right)$$

Where the value of W is:
(a) **80** where the financial value inclusive of VAT of one or more responsive *tenders* offers have a value that equals or is less than R 50,000,000.

(b) **Pmax** is the comparative offer of the most favourable comparative offer (highest acceptable tender).

(c) **Pmin** is the comparative offer of the most favourable comparative offer (lowest acceptable tender).

(d) **Pt** is the comparative offer of the *tender* offer under consideration.

(2) **Evaluation points awarded for preference:**

The **Specific Goals** for Preference Points are specified in the ***SCT***.

15. **BRIBERY AND COMMUNICATION WITH COUNCILLORS / OFFICIALS**

(1) **Bribery**

No *Tenderer* shall offer, promise or give to any person or person connected with a *tender* or the awarding of a contract, any gratuity, bonus or discount etc, in connection with the obtaining of a contract.

(2) **Communication, Councillors and Officials**

A *Tenderer* shall not in any way communicate with a member of the *Municipality* or with any official of the *Municipality* on a question affecting any contract for the supply of goods or for any work, undertaking or services which is the subject of a *tender* during the period between the closing date for receipt of *tenders* and the dispatch of the written notification of the *Municipality's* decision on the award of the contract; provided that a *Tenderer* shall not hereby be precluded:

(a) At the request of the Head: SCM Unit, or an authorized representative, from furnishing him with additional information or with a sample or specimen for testing purposes or otherwise from giving a demonstration so as to enable the recommendation to the Bid Committee on the award of the contract to be formulated;

(b) From obtaining from the Head : SCM Unit, or an authorised representative, information as to the date upon which the award of the contract is likely to be made, or, after the decision upon the award has been made by the *Municipality* or any Committee to which the *Municipality* has delegated its powers, information as to the nature of the decision or such information as was publicly disclosed at the opening of *tenders* or from submitting to the Accounting Officer in writing any communication relating to their *tender* or the award of the contract or a request for leave to withdraw their *tender*; and

(c) Provided further that nothing contained herein shall be construed so as to prevent information being sought and obtained from an Official in regard to any decision taken at an open Municipal meeting, or any Committee to which the *Municipality* has delegated its powers.

A contravention of subsection (1) and / or (2), or an attempt to contravene such subsection, shall be reported to the Accounting Officer, who may on receipt of such report disqualify the *tender* of the *Tenderer* concerned.

16. **NEGOTIATIONS WITH PREFERRED BIDDERS**

The *Municipality* reserves the right to invoke Regulation 24 of Municipal Finance Management Act if required.

(1) The Accounting Officer may negotiate the final terms of a contract with *Bidders* identified through a competitive tendering process as preferred *Bidders*, provided that such negotiation:

- Does not allow any preferred *Tenderer* a second or unfair opportunity;
- Is not to the detriment of any other *Tenderer* ; and
- Does not lead to a higher price than the *tender* as submitted.

(2) Minutes of such negotiations must be kept for record purposes.

(3) Such negotiation may be delegated by the Accounting Officer.

17. **CANCELLATION OF TENDER PROCESS**

The municipality is entitled to cancel the tender at any time before the award of a tender and the decision to cancel the tender shall be published in the same manner in which the original tender invitation was advertised. The Municipality shall, in no way, be liable for any damages whatsoever, including, without limitation, damages for loss of profit, in any way connected with the cancellation of this bid.

18. **ACCEPTANCE OF BID**

(1) The *Municipality* does not bind itself to accept the lowest or any *tender*, and reserves the right to accept the whole or any part of a *tender* to place orders.

(2) The *Municipality* reserves the right to accept more than one technically and contractually compliant *tender* for part or the whole of the contract and to place orders on the price and availability.

(3) *Bidders* shall not bind the *Municipality* to any minimum quantity per order.

(4) The successful *Tenderer (s)* shall be bound to provide any quantities stipulated in the specification.

(5) Tenders will only be accepted on condition that:

(a) The *tender* is signed by a person authorised to sign on behalf of the *Tenderer* .

(b) A valid (at time of close of tenders), original, Tax Clearance Certificate OR Tax Compliance Status PIN is included with the *tender* submission. Both should have sufficient validity to ensure the process is adequately covered;

(c) A *Tenderer* who submitted their *tender* as a Joint Venture has included an acceptable Joint Venture Agreement and a B-BBEE Certificate pertaining to the Joint Venture with their *tender*.

(6) Financial Standing: The Head: Supply Chain Management reserves the right to require *Bidders* to submit evidence that their financial standing is adequate to meet their obligations under the contract should they be successful.

(7) Change of Ownership or Major Policy: Where it is known to a *Tenderer* that a change in ownership or major policy (of the tendering entity) will occur, or is likely to occur, during a specified contract period, the scope and effect thereof must be fully defined in a covering letter to be submitted with the *tender*.

(8) Purchase of Goods From Other Sources: Nothing contained in this contract shall be held to restrain the *Municipality* from purchasing from persons other than the *Supplier*, any of the goods described or referred to in this contract, if it shall in its discretion think fit to do so.

(9) Capability and Breach of Contract: Tenderers that do not have the capability of undertaking this enquiry in terms of the requirements of the contract or have been in breach of contract previously will not be considered.

19. **PAYMENT and FACTORING**

Payment conditions will be as per the ***Conditions of Contract***.

Payment will be made only to the *Supplier(s).* Factoring arrangements will not be accepted.

20 **APPEALS**

In terms of Regulation 49 of the Municipal Supply Chain Management Regulations persons aggrieved by decisions or actions taken by the *Municipality*, may lodge an appeal within 14 days of the decision or action, in writing to the *Municipality*. The appeal (clearly setting out the reasons for the appeal) and queries with regard to decision of award are to be directed to the office of the City Manager, attention:

Ms. S. Pillay, P.O. Box 1394, Durban, 4000;
eMail: Simone.Pillay@durban.gov.za.

SECTION 3: SPECIAL / ADDITIONAL CONDITIONS OF TENDER

3.1 SPECIAL CONDITIONS OF TENDER (SCT)

The ***Standard Conditions of Tender*** (Services) make several references to the ***Special Conditions of Tender*** *(SCT)* for details that apply specifically to this tender. The ***Special Conditions of Tender*** shall have precedence in the interpretation of any ambiguity or inconsistency between it and the ***Standard Conditions of Tender***.

Each item below is cross-referenced to the clause in the ***Standard Conditions of Tender*** to which it mainly applies.

SCT 3(1) **TENDER INFORMATION: General**

The tender document comprises of a cover page and 62 pages.

SCT 3(2) **TENDER INFORMATION: Obtaining Tender Documentation**

Documents are issued by the eThekwini Municipality electronic format.

Electronically downloaded documentation is obtainable from:

- the National Treasury's eTenders website
  - (https://www.etenders.gov.za/), or
- the eThekwini Municipality's website
  - (https://www.durban.gov.za/pages/business/procurement).

The entire document should be printed on A4 paper (one sided), and suitably bound by the tenderer.

SCT 3(3) **TENDER INFORMATION: Queries Relating to this Tender**

General and Contractual Queries are to be directed to:

Thembelihle Mlokoti; Tel: 013-311-7382; eMail: Thembelihle.Mlokoti@durban.gov.za

Technical Queries are to be directed to:

Errol Douwes; Tel: 031-311-7952; eMail: Errol.Douwes@durban.gov.za

SCT 3(4) **TENDER INFORMATION: Briefing Session**

A Compulsory Clarification Meeting will be held at 11:00, on 2026-11-30, in Boardroom 213, 2nd Floor, ETA Building. Questions and answers from the clarification meeting will be consolidated and posted on the website for the benefit of all tenderers by 21 January 2027

SCT 3(5) **TENDER INFORMATION: Closing Date and Delivery of Tender Submissions**

1. Tenderers are hereby advised to submit the following, no later than **Friday, *29-01-2027* 11:00 am**:

   a) A signed **hard copy** of the Tender Document that is sealed, addressed to the City Manager and clearly marked with the Tender Number. This **hard copy** shall be deposited into the Tender Box **located in the ground floor foyer of the Municipal Buildings at 166 KE Masinga Road (Old Fort Rd), Durban**; and

   b) An **electronic copy** of the Tender Document, identical to that of the signed **hard copy**, via the eThekwini Municipality JDE System (ESP Module).

2. Notwithstanding the submission of the **electronic copy** of the Tender Document via the JDE System (ESP Module):

a) The Tender Offer shall only be deemed valid if the **hard copy** submission has been made; and

b) The **hard copy** submission shall take precedence and be utilised for the evaluation of Tenders.

3. In the event of any ambiguity or inconsistency within the **hard copy** submissions, eThekwini Municipality reserves the right to verify the information by comparing the **hard copy** with the corresponding **electronic copy**. Subsequently, if the **electronic copy** is found not to be identical to the **hard copy**, the Tender Offer shall be deemed invalid.

4. Tenderers shall ensure all access rights and submission queries related to the JDE system are resolved prior to the closing date.:

BID VIEWING, TENDER DOCUMENT DOWNLOAD AND BID SUBMISSION PROCESS

5. The following link must be followed for login, to view advertised bids, and to submit a bid advertised by eThekwini Municipality.

   https://rfq.durban.gov.za/jde/E1Menu.maf

   All queries related to the JDE system shall be directed to:

   ESP Queries:Lindo Dlamini

   Tel: 031-3227133 / 031-3227153

   Email: supplier.selfservice@durban.gov.za

   ESP Technical Queries: Jabulane Chauke:

   Tel: 031 322 9535

   Email: Jabulani.chauke@durban.gov.za

SCT 3(6) **TENDER INFORMATION: Tender Validity and Withdrawal of Tenders**

1. Tenders must remain valid for a period of 120 days following the date on which the Tenders are opened. This period is referred to as the **original validity period**.

2. In addition to the original validity period, Tenders may be requested to remain valid for acceptance for a further period, unless the Municipality is advised otherwise by the bidder in writing.

3. eThekwini Municipality reserves the right to request confirmation of Tender validity at any time during such a further period.

SCT 4 (6) **RETURNABLE SCHEDULES, FORMS, CERTIFICATES**

There are no additional returnable schedules, forms, certificates

SCT 14 **EVALUATION PROCESS**

14.1 Price and Preference

The procedure for the evaluation of responsive tenders is **PRICE AND PREFERENCE** in accordance with the Employer's current SCM Policy, the Preferential Procurement Policy Framework Act (5 of 2000), and the Preferential Procurement Policy Framework Act Regulations (2022).

The **80/20** preference points system will be applied. The Formula used to calculate the **Price Points (max. 80)** will be according to that specified Regulation 4.1.

Reference is to be made to **Returnable Form: 5(c) MBD 6.1: Preference Points Claim**.

14.2 Broad-Based Black Economic Empowerment (SCM Policy Section 52.5)

The provisions of the SCM Policy: **Section 52.5: Broad-Based Black Economic Empowerment** shall apply. Reference is to be made to **Returnable Form: T2.2.6: MBD 6.1: Preference Points Claim**

A maximum of either 20 tender evaluation Preference Points will be derived from points claimed for their B-BBEE Status Level of Contributor, as indicated on their B-BBEE Status Level Verification Certificates, on **Returnable Form: 5C: MBD 6.1**, in accordance with the table below.

80/20 Preference Points System	
B-BBEE Level Contributor	**Preference Points**
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-Compliant	0

14.3 FUNCTIONALITY

Functionality is to be used as a threshold. Tender offers that fail to score the minimum number of evaluation points for Functionality will be rejected as non-responsive. Functionality criteria will be scored using the following method:

FUNCTIONALITY and Prompts for Judgement	MAX SCORE
STAGE 1	
1. CAPACITY **1.1. Approach and Methodology**	**30**
An implementation methodology is provided that contains: a.) A generic summary of intended project activities b.) A detailed step-by-step (sequential) implementation plan that outlines all major project activities, including tree planting and the control of invasive alien plants (covering manual, mechanical, and herbicide methods), with timelines and resource allocation. c.) A staffing plan presented in a table, with key staff designations, reporting lines, assigned responsibilities, and the proposed team size. d.) A detailed budget breakdown, with explanations for all costed items and activities. The budget must align with the Municipality's pricing guidelines in the quantities and pay-rates for labour to be aligned with the national minimum wage rate,. e.) A risk mitigation plan, aligned to the project duration and budget constraints, clearly outlines how potential risks, delays, and unforeseen events will be managed.	
1.2 Equipment	**15**
a.) The bidder listed the tools, equipment and vehicles that are intended to be used during the contract. b.) The bidder listed the minimum required tools, equipment and vehicles and confirms intention to either i.) rent tools and equipment and includes evidence of all quotes and/or rental agreements for these, OR ii.) provides documented evidence of ownership* of tools and equipment. Examples of minimum required tools and equipment include 10 x slashers,10 x hand saws, 10 x cane knives, first aid kit. c.) The bidder demonstrates that additional resources (over and above the minimum required) are owned and readily available. d.) The bidder demonstrates that additional resources (over and above the minimum required) are owned and readily available and provides details of contingency arrangements for the provision and use of relevant back-up resources are provided.	
2. EXPERIENCE	

~~**2.1 Company Experience**~~	~~**25**~~
a.) The bidder provided documented and verifiable evidence** of having undertaken at least two projects in forest restoration and alien plant control within the past ten years. b.) The bidder provided documented and verifiable evidence** of having undertaken at least three projects in forest restoration and alien plant control within the past ten years. c.) The bidder provided documented and verifiable evidence** of having undertaken at least four projects in forest restoration and alien plant control within the past ten years. d.) The bidder provided documented and verifiable evidence** of having undertaken at least five projects in forest restoration and alien plant control within the past ten years.	
2. 2 Experience and Expertise of key staff	
The tenderer must submit the following for Coordinator: i.) Copies of minimum NQF-level qualifications, CVs with traceable referees, copies of other relevant training certificates and professional memberships, that demonstrate up-to-date knowledge in environmental, ecological or natural resource management. Prompts for Judgement include: a.) Project Coordinator has NQF Level 6 Qualification in Environmental and Conservation studies, but no more than 1 years' experience managing infield operations and providing technical support in Invasive Alien Plant Control Programmes and Forest Restoration Programmes. b.) Project Coordinator has NQF Level 6 Qualification in Environmental and Conservation studies, but no more than 2 years' experience managing infield operations and providing technical support in Invasive Alien Plant Control Programmes and Forest Restoration Programmes. c.) Project Coordinator has NQF Level 6 Qualification in Environmental and Conservation studies, but no more than 3 years' experience managing infield operations and providing technical support in Invasive Alien Plant Control Programmes and Forest Restoration Programmes. d.) Project Coordinator has NQF Level 6 Qualification in Environmental and Conservation studies, and 4 or more years' experience managing infield operations and providing technical support in Invasive Alien Plant Control Programme and Forest Restoration Programmes.	**15**
The tenderer must submit the following for Administrator: i.) Copies of minimum NQF-level qualifications, CVs with traceable referees, copies of other relevant training certificates a). Administrator has NQF Level 5 Qualification in administrative studies but no more than 1 years' experience in undertaking basic administrative work. b.) Administrator has NQF Level 5 Qualification in administrative studies but no more than 2 years' experience in undertaking basic administrative work in ecological or natural resource management including Invasive alien plants control programmes and forest restoration programmes. c.) Administrator has NQF Level 5 Qualification in administrative studies but no more than 3 years' experience in undertaking basic administrative work in ecological or natural resource management including Invasive alien plants control programmes and forest restoration programmes. d.) Administrator has NQF Level 5 Qualification in administrative studies but no more than 4 years' experience in undertaking basic administrative work in ecological or natural resource management including Invasive alien plants control programmes and forest restoration programmes.	**15**
TOTAL	**100**

* Evidence of ownership of tools and equipment can include copies of invoices/ purchase receipts/ asset register, or a signed affidavit. Evidence of ownership of vehicles includes copies of the logbook.

** Evidence of a company's experience includes a list of previous work contracts, with contract (rand) values, official purchase orders, or contract awards and client reference letters on letterheads with contact details.

FUNCTIONALITY and Prompts for Judgement	**MAX SCORE**
STAGE 2	
Price: overall budget of the project	80
BEE: empowerment status	20
GRAND TOTAL	**100**

ACT 2: EVALUATION OF FUNCTIONALITY WILL BE BASED ON THE FOLLOWING INDICATORS

QUALITY CRITERIA	SUB CRITERIA	INDICATORS				
		Not responsive (Score 0%)	**Poor (Score 40%)**	**Satisfactory (Score 70%)**	**Good (Score 90%)**	**Excellent (100%)**
CAPACITY	**1.1 Approach and Methodology**	The tenderer has only covered 1 of the 5 methodology criteria	The tenderer covered 2 out of 5 of the criteria listed under 'Approach and Methodology' in the above table.	The tenderer covered 3 out of 5 criteria listed under 'Approach and Methodology' in the above table.	The tenderer covered 4 out of 5 criteria listed under 'Approach and Methodology' in the above table.	The tenderer covered 5 out of 5 criteria listed under 'Approach and Methodology' in the above table.
	1.2 Equipment	The tenderer has not achieved any of the criteria for "Equipment".	The tenderer achieved item (a) listed under "Equipment" in the above table.	The tenderer achieved item (b) listed under "Equipment" in the above table.	The tenderer achieved item (c) listed under "Equipment" in the above table.	The tenderer achieved item (d) listed under "Equipment" in the above table.
EXPERIENCE	**2.1 Company Experience**	The tenderer has not achieved any of the criteria for Company Experience	The tenderer achieved item (a) listed under Company Experience in the above table.	The tenderer achieved item (b) listed under Company Experience in the above table.	The tenderer achieved item (c) listed under Company Experience in the above table.	The tenderer achieved item (d) listed under Company Experience in the above table.

2.2 Experience and Expertise of key staff **Criterion: Project Organogram and Experience of Key Staff**		
	1 X Project Coordinator	**1 x Project Administrator**
Not responsive (Score 0%)	The tenderer has not met any of the criteria for Experience of Key Staff	The tenderer has not met any of the criteria for Experience of Key Staff
Poor (Score 40%)	a.) Project Coordinator has NQF Level 6 Qualification in Environmental and Conservation studies, but no more than 1 years' experience managing infield operations and providing technical support in Invasive Alien Plant Control Programmes and Forest Restoration Programmes.	a). Administrator has NQF Level 5 Qualification in administration studies but no more than 1 years' experience in ecological or natural resource management including Invasive alien plants control programs and forest restoration programmes.
Satisfactory (Score 70%)	b.) Project Coordinator has NQF Level 6 Qualification in Environmental and Conservation studies, but no more than 2 years' experience managing infield operations and providing technical support in Invasive Alien Plant Control Programmes and Forest Restoration Programmes.	b.) Administrator has NQF Level 5 Qualification but no more than 2 years' experience in undertaking basic administrative work in ecological or natural resource management including Invasive alien plants control programs and forest restoration programmes.
Good (Score 90%)	c.) Project Coordinator has NQF Level 6 Qualification in Environmental and Conservation studies, but no more than 3 years' experience managing infield operations and providing technical support in Invasive Alien Plant Control Programmes and Forest Restoration Programmes.	c.) Administrator has NQF Level 5 Qualification but no more than 3 years' experience in undertaking basic administrative work in ecological or natural resource management including Invasive alien plants control programmes and forest restoration programmes.
Excellent (Score 100%)	d.) Project Coordinator has NQF Level 6 Qualification in Environmental and Conservation studies and 4 or more years' experience managing infield operations and providing technical support in Invasive Alien Plant Control Programmes and Forest Restoration Programmes.	d.) Administrator has NQF Level 5 Qualification and 4 or more years' experience in undertaking basic administrative work in ecological or natural resource management including Invasive alien plants control programs and forest restoration programmes.

SCT 20 **COMPLAINTS AND OBJECTIONS**

In terms of Section 49 of the Ethekwini SCM Policy any person aggrieved by the decisions taken in the implementation of the SCM System may lodge within 14 days of notification, a written objection against the decision of the following:

The City Manager
Attention: Ms S Pillay **(E-Mail: Simone.Pillay@durban.gov.za)**
P O Box 1394
DURBAN
4000

Please be advised that any objection to this decision will only be processed upon receipt of a non-refundable administration fee of R6,131.00 including VAT as stipulated in the municipality's SCM Policy approved on 30/09/2025 as well as the municipal budget for the financial year 2026/27. An objection will only be considered upon receipt of proof of payment of this fee. This amount must be paid into the following bank account as a real-time payment:

EThekwini Municipality
FNB – 631 6574 6331
Reference Number: *36532-7N*

3.2 ADDITIONAL CONDITIONS OF TENDER (ACT)

ACT 1 **ELIGIBILITY – CSD REGISTRATION**

Tenderers are required to be registered on the National Treasury Central Supplier Database (CSD) as a service provider. In the case of a Joint Venture, this requirement will apply individually to each party in the Joint Venture. Tenderers not so registered, at time of closing of tenders, will not be eligible to submit tenders.

The Tenderer's CSD Supplier Number (starting with "MAAA") is to be provided on the information table in Section 1.

Tenderers who wish to register on the CSD may do so via web address https://secure.csd.gov.za.

SECTION 4: RETURNABLE TENDER DOCUMENTS

The required returnable documents are as detailed in Section 2 (Clause 4): "Returnable Schedules, Forms, Certificates" of the Conditions of Tender / Special Conditions of Tender.

1) Authority of Signatory
2) Tax Compliance Status PIN / Tax Clearance Certificate
3) Declaration of Municipal Fees
4) Declaration with respect to The Occupational Health and Safety Act
5(a) MBD 4: Declaration of Interest
5(b) MBD 5: Declaration for Procurement Above R10 Million
5(c) MBD 6.1: Preference Points Claim
5(d) MBD 8: Declaration of Bidder's Past Supply Chain Management Practices

5(e) MBD 9: Certificate of Independent Bid Determination

The Tender Form can be found in Section 9: “Official Tender Form”, and any additional schedules, forms, certificates can be found in Section 10: “Annexures”.

1) AUTHORITY OF SIGNATORY

Reference is made to the Conditions of Tender: Clause 4(5)(c).

Indicate the status of the tenderer by ticking the appropriate box hereunder.

COMPANY		CLOSE CORPORATION		PARTNERSHIP		JOINT VENTURE		SOLE PROPRIETOR	
Refer to Notes at the bottom of the page									

I / We, the undersigned, being the Chairperson (Company), Member(s) (Close Corporation), Partners (Partnership), Sole Owner (Sole Proprietor), Lead Partner (JV), in the company / business trading as:

…….....

hereby authorise Mr/Mrs/Ms …….....

acting in the capacity of .....

to sign all documents in connection with the tender for Contract No. **36532-7N** and any contract resulting from it on our behalf.

NAME	ADDRESS	SIGNATURE	DATE

Notes

Tenderers are to include, at the back of their tender submission document, a printout of the following documents:

If a Company : a “Resolution of the Board” in this regard.
If a Joint Venture : a “Power of Attorney” signed by the legally authorised signatories of all the partners to the Joint venture.

2) **TAX COMPLIANCE STATUS PIN / TAX CLEARANCE CERTIFICATE**

SARS has introduced a new Tax Compliance Status System. Tenderers can submit a Tax Compliance Status PIN (TCS PIN) instead of an original Tax Clearance Certificate. This TCS PIN can be used by third parties to certify the taxpayer's real-time compliance status.

Separate Tax Clearance Certificates / TCS PINs are required for each entity in a Joint Venture.

The TCS PIN(s) are to be entered on the information table in **SECTION 1: GENERAL INFORMATION.**

Tenderers are to include, at the back of their tender submission document, a printout of their Tax Compliance Status PIN (TCS PIN) OR an original Tax Clearance Certificate.

Failure to include the required document will make the tender submission non-responsive.

*I, the undersigned, who warrants that they are authorised to sign on behalf of the Tenderer, confirms that the information contained in this form is within my personal knowledge and is to the best of my belief both true and correct, **and that the requested documentation has been included in the tender submission**.*

NAME (Block Capitals): _____ **Date**

SIGNATURE: ....

3) DECLARATION OF MUNICIPAL FEES

I, the undersigned, do hereby declare that the Municipal fees of

.....

(full name of Company / Close Corporation / partnership / sole proprietary/Joint Venture)

(hereinafter referred to as the TENDERER) are, as at the date hereunder, fully paid or an Acknowledgement of Debt has been concluded with the Municipality to pay the said charges in instalments.

The following account details relate to property of the said TENDERER:

Account	Account Number: to be completed by tenderer.
Consolidated Account No.	
Electricity	
Water	
Rates	
Other	

I acknowledge that should the aforesaid Municipal charges fall into arrears, the Municipality may take such remedial action as is required, including termination of any contract, and any payments due to the Contractor by the Municipality shall be first set off against such arrears.

- Where the TENDERER'S place of business or business interests are outside the jurisdiction of eThekwini Municipality, a copy of the accounts/agreements from the relevant municipality must be attached (to the back inside cover of this document).

- Where the tenderer's Municipal Accounts are part of their lease agreement, then a copy of the agreement, or official letter to that effect is to be attached (to the back inside cover of this document).

Tenderers are to be include, at the back of their tender submission document, a printout of the above account's and or agreements signed with the municipality.

Failure to include the required document will make the tender submission non-responsive.

NAME (Block Capitals): ---------- **Date**

SIGNATURE: _____ ----------

4) DECLARATION WITH RESPECT TO THE OCCUPATIONAL HEALTH AND SAFETY ACT

Definitions

The Act: The Occupational Health and Safety Act No 85 of 1993 (as amended by the Occupational Health and Safety Amendment Act No 181 of 1993), and any associated / applicable Regulations.

Declaration by Tenderer

1. I, the undersigned, hereby declare and confirm that I am fully conversant with the Act.

2. I hereby declare that my company has the competence and the necessary resources to safely carry out the work / supply / services under this contract in compliance with the Act, and the Employer's / Purchaser's / Client's Health and Safety Specifications.

3. I hereby undertake, if my tender is accepted, to provide on request a suitable and sufficiently documented Health and Safety Plan which plan shall be subject to approval by the Employer / Purchaser / Client.

4. I hereby confirm that adequate provision has been made in my tendered rates to cover the cost of all resources, actions, training and all health and safety measures envisaged in the Act, and that I will be liable for any penalties that may be applied by the Employer / Purchaser / Client for failure to comply with the provisions of the Act.

5. I agree that my failure to complete and execute this declaration to the satisfaction of the Employer / Purchaser / Client will mean that I am unable to comply with the requirements of the Act and accept that my tender will be prejudiced and may be rejected at the discretion of the Employer / Purchaser / Client.

NAME (Block Capitals): _____ **Date**

SIGNATURE: _____ _____

5(a) MBD 4: DECLARATION OF INTEREST

NOTES
MSCM Regulations: "**in the service of the state**" means to be:
(a) a member of:
  (i) any municipal council.
  (ii) any provincial legislature.
  (iii) the national Assembly or the national Council of provinces.
(b) a member of the board of directors of any municipal enterprise.
(c) an official of any municipality or municipal enterprise.
(d) an employee of any national or provincial department, national or provincial public enterprise 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 enterprise.
(f) an employee of Parliament or a provincial legislature.

"**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.

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

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

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

3.1 Name of enterprise	
Name of enterprise's representative	
3.2 ID Number of enterprise's representative	
3.3 Position enterprise's representative occupies in the enterprise	
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 / sole proprietors / partners in partnerships, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below. In the case of a joint venture, information in respect of each partnering enterprise must be completed and submitted.

	Circle Applicable	
3.8 Are you presently in the service of the state?	YES	NO

If yes, furnish particulars:
……

……

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

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

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

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

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

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

If yes, furnish particulars:

……

……

4 The names of all directors / trustees / shareholders / members / sole proprietors / partners in partnerships, their individual identity numbers and state employee numbers must be indicated below. In the case of a joint venture, information in respect of each partnering enterprise must be completed and submitted

Full Name	Identity No.	State Employee No.	Personal income tax No.
Use additional pages if necessary			

I, the undersigned, who warrants that they are authorised to sign on behalf of the Tenderer, confirms that the information contained in this form is within my personal knowledge and is to the best of my belief both true and correct.

NAME (Block Capitals): **Date**

SIGNATURE:

5(b) **MBD 5: DECLARATION FOR PROCUREMENT ABOVE R10 MILLION**
(ALL APPLICABLE TAXES INCLUDED)

For all procurement expected to exceed R10 million (all applicable taxes included), bidders must complete the following questionnaire.

		Circle Applicable	
1.0	Are you by law required to prepare annual financial statements for auditing?	YES	NO
1.1	**If YES, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years.**		
2.0	Do you have any outstanding undisputed commitments for municipal services towards any municipality for more than three months or any other service provider in respect of which payment is overdue for more than 30 days?	YES	NO
2.1	If NO, this serves to certify that the bidder has no undisputed commitments for municipal services towards any municipality for more than three months or other service provider in respect of which payment is overdue for more than 30 days.		
2.2	If YES, provide particulars. …… ……		
3.0	Has any contract been awarded to you by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract?	YES	NO
3.1	If YES, provide particulars. …… ……		
4.0	Will any portion of services be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality / municipal entity is expected to be transferred out of the Republic?	YES	NO
4.1	If YES, provide particulars. …… ……		

If required by 1.1 above, tenderers are to include, at the back of their tender submission document, a printout of their audited annual financial statements.

I, the undersigned, who warrants that they are authorised to sign on behalf of the Tenderer, confirms that the information contained in this form is within my personal knowledge and is to the best of my belief both true and correct, ***and, if required, that the requested documentation has been included in the tender submission****.*

NAME (Block Capitals): ..... **Date**

SIGNATURE: ....

5(c) MBD 6.1: PREFERENCE POINTS CLAIM) (SCMP 52.5: Broad-Based Black Economic Empowerment)

This form serves as a claim form for preference points for **Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution**. **Reference is to be made to the Special Conditions of tender: SCT 14**

1.0 GENERAL CONDITIONS

1.1 The relevant **Preference Points System (80/20)** applicable to this bid is stated in the **Special Conditions of tender: SCT 14**

1.2 Failure on the part of a bidder to fill in and/ or sign this form, and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS), or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA), or sworn affidavits in the case of Exempted Mico Enterprises or Qualifying Small Enterprises, together with the bid, will be interpreted to mean that preference points for **B-BBEE Status Level Of Contribution** are not claimed.

1.3 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2.0 ADJUDICATION USING A POINT SYSTEM

2.1 The bidder obtaining the highest number of total points will be recommended for the award of the contract.

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

2.3 Points scored will be rounded off to the nearest 2 decimal places.

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

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

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

3.0 POINTS AWARDED FOR PRICE

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

80/20 Procurement System

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

Where: Ps = Points scored for comparative price of bid under consideration
Pt = Comparative price of bid under consideration
Pmin = Comparative price of lowest acceptable bid

4.0 POINTS ALLOCATED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION

4.1 Preference points must be claimed by a bidder for attaining the **B-BBEE Status Level of Contribution** in accordance with the applicable table below:

80/20 Preference Points System	
B-BBEE Level Contributor	**Preference Points**
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-Compliant	0

4.2 All bidders must submit **B-BBEE Status Level of Contribution Certificates**, issued by either verification agencies accredited by the South African Accreditation System (SANAS), or by registered auditors approved by the Independent Regulatory Board for Auditors (IRBA), or sworn affidavits in a case of an Exempted Micro Enterprise (EME) or a Qualifying Small Enterprise (QSE).

4.3 Any enterprise with an annual Total Revenue of R 10 million or less qualifies as an Exempted Micro-Enterprise.

4.4 Exempted Micro-Enterprises are deemed to have B-BBEE Status of "Level Four Contributor" having a B-BBEE procurement recognition of 100% in terms of the Codes of Good Practice.

4.5 An Exempted Micro Enterprise (EME) with at least 51% black ownership qualifies as a Level 2 contributor with BBBEE level of 125% in terms of the Codes of Good Practice.

4.6 An Exempted Micro Enterprise with 100% black ownership qualifies as a Level 1 contributor with BBBEE level of 135% in terms of the Codes of Good Practice.

4.7 An Exempted Micro Enterprise that is regarded as a specialized enterprise with at least 75% black beneficiaries qualifies as a Level 1 contributor with BBBEE level of 135% in terms of the Codes of Good Practice.

4.8 An Exempted Micro Enterprise that is regarded as a specialized enterprise with at least 51% black beneficiaries qualifies as a Level 2 contributor with BBBEE level of 125% in terms of the Codes of Good Practice.

4.9 A Qualifying Small Enterprise (QSE) with at least 51% black ownership qualifies as a Level 2 contributor.

4.10 A QSE with 100% black ownership qualifies as a Level 1 contributor.

4.11 A QSE that is regarded as a specialized enterprise with at least 51% black beneficiaries qualifies as a Level 2 contributor with BBBEE level of 125% in terms of the Codes of Good Practice.

4.12 A QSE with less than 51% black ownership is required to submit a BBBEE level verification certificate issued by a BBBEE verification professional.

4.13 A Trust, consortium or joint venture:

(a) must submit a B-BBEE status level certificate in order to qualify for points;
(b) may qualify for points as an unincorporated entity provided, that they submit their consolidated scorecard is prepared for separate tender; and
(c) where no consolidated scorecard exists, the weighted average (in accordance with participation percentages) must be used and rounded off to the nearest status level.

4.14 Gazetted Sector Codes supersede Generic Codes.

5.0 SUB-CONTRACTING

5.1 B-BBEE points must not be awarded to a tenderer who intends sub-contracting more than 25% of the value of

the contract to an enterprise that does not qualify for at least the points that such contractor qualifies for, unless the intended sub-contractor is an EME who has the ability and capability to execute the contract.

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

5.3 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 prescribed minimum threshold.

6.0 BID DECLARATION

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

B-BBEE Status Level of Contribution	Tenderer's Preference Points Claim (maximum of 10 or 20 points)
Points claimed must be in accordance with the relevant table reflected in paragraph 4.1 and must be substantiated by means of a B-BBEE Status Level of Contribution Certificate issued by a verification agency accredited by the South African Accreditation System (SANAS), or by registered auditors approved by the Independent Regulatory Board for Auditors (IRBA), or sworn affidavits in a case of an Exempted Micro Enterprise (EME) or a Qualifying Small Enterprise (QSE).	

Tenderers are to include, at the back of their tender submission, their B-BBEE Status Level of Contribution Certificate.

I, the undersigned, who warrants that they are authorised to sign on behalf of the Tenderer, confirms that the information contained in this form is within my personal knowledge and is to the best of my belief both true and correct, ***and, if required, that the requested documentation has been included in the tender submission****.*

NAME (Block Capitals): .....

Date .....

SIGNATURE: .....

5(c) MBD 6.1: PREFERENCE POINTS CLAIM
In terms of THE PREFERENTIAL PROCUREMENT REGULATIONS (2022)

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

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

1.0 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).

1.2 The applicable preference point system for this tender is the **80/20 preference point system**.

1.3 Preference Points for this tender shall be awarded for:

- **Price** and **Specific Goals**: 80 and 20 (specific goals), in terms of 1.2 above.
- The total Preference Points, for Price and Specific Goals, is 100.

1.4 Failure on the part of the tenderer to submit the required proof or documentation, in terms of the requirements in the (Special) Conditions of Tender for claiming **Specific Goal** preference points, will be interpreted that preference points for **Specific Goals** are not claimed.

1.5 The Municipality 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 of preferences, in any manner required by the Municipality.

2.0 DEFINITIONS

2.1 "**tender**" means a written offer in the form determined by an organ of state in response to an invitation to provide services through price quotations, competitive tendering process or any other method envisaged in legislation.

2.2 "**price**" means an amount of money tendered for services, and includes all applicable taxes less all unconditional discounts.

2.3 "**rand value**" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes.

2.4 "**tender for income-generating contracts**" means a written offer in the form determined by Municipality 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 Municipality and a third party that produces revenue for the Municipality, 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.

2.5 "**the Act**" means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3.0 FORMULA FOR CALCULATION OF PREFERENCE PRICE POINTS

3.1 PROCUREMENT OF SERVICES

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

80 / 20 Points System

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

Where:
Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration
Pmin = Price of lowest acceptable tender

4.0 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 **points claimed** for the goal(s) stated in **Table 1** below, as supported by proof/ documentation stated in the **Conditions of Tender**:

5(d) MBD 8: DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

1.0 This Municipal Bidding Document must form part of all bids invited.

2.0 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.

3.0 The bid of any bidder may be rejected if that bidder, or any of its directors have:

a) abused the 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) wilfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years.
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).

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

		Circle Applicable	
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 YES, provide 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 YES, provide 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 YES, provide particulars.

……

……

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 YES, provide 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

4.5.1 If YES, provide particulars.

……

……

I, the undersigned, who warrants that they are authorised to sign on behalf of the Tenderer, confirms that the information contained in this form is within my personal knowledge and is to the best of my belief both 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.

NAME (Block Capitals): **Date**

SIGNATURE:

5(e) MBD 9: CERTIFICATE OF INDEPENDENT BID DETERMINATION

NOTES

[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 services for purchasers who wish to acquire services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

[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.

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

2.0 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.

3.0 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.

4.0 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**.

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

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:

(Name of Bidder)

that:

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.
   (c) provides the same 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.
   (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.

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.

NAME (Block Capitals): ---------- **Date**

SIGNATURE: _____ ----------

SECTION 5: CONDITIONS OF CONTRACT

GOVERNMENT PROCUREMENT: CONDITIONS OF CONTRACT (July 2010)

The ***Conditions of Contract*** are the ***General Conditions of Contract*** as published by the National Treasury titled "Government Procurement: General Conditions of Contract (July 2010), as amended by National Treasury Circular 52 dated 30 July 2010, hereinafter referred to as ***GCC***.

THE NATIONAL TREASURY

Republic of South Africa

GOVERNMENT PROCUREMENT:

GENERAL CONDITIONS OF CONTRACT

July 2010

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1. Definitions

The following terms shall be interpreted as indicated:

1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.

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 attachments and 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 and proper performance of his contractual obligations.

1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to 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 subsidized by 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 recognized new 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 the contract or order, the supplier bearing all risks and charges involved until the goods are so delivered and a valid receipt is obtained.

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

1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier'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 bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the 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 bidding 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, plus freight 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 bid will be manufactured.

1.17 "Local content" means that portion of the bidding price, which is not included in the imported 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 the rendering of a service.

1.20 "Project site," where applicable, means the place indicated in bidding 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 ancillary 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 and other such obligations of the supplier covered under the contract.

1.25 "Supplier" means the successful bidder who is awarded the contract to maintain and administer 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 / service required by the contract.

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

2. Application

2.1 These general conditions are applicable to all bids, contracts and orders including bids 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, but excluding immovable property, unless otherwise indicated in the bidding 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 special conditions shall apply.

3. General

3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.

3.2 Invitations to bid are usually published in locally distributed news media and on the municipality/municipal entity website.

4. Standards

4.1 The goods supplied shall conform to the standards mentioned in the bidding 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 document or 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 municipality / municipal entity, the intellectual, copy and patent rights or ownership of such documents or projects will vest in the municipality / municipal entity.

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 bidding documents 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-bidding testing will be for the account of the bidder.

8.2 If it is a bid 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 bidding 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 with the 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 shall be 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 shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size 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 instructions ordered 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 additional services, if any:

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

(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 of the 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 the supplier 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 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 the purchaser 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 any act 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 loading in 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 bid, with the exception of any price adjustments authorized or in the purchaser's request for bid 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 the goods 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 this contracts if not already specified in the bid. Such notification, in the original bid 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 accordance with 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, its 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 or without 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 GCC Clause 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 to return 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 its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on 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 of default 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 practices in 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.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the supplier as having no objection and proceed with the restriction.

23.5 Any restriction imposed on any person by the purchaser will, at the discretion of the purchaser, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the purchaser actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

(i) the name and address of the supplier and / or person restricted by the purchaser;

(ii) the date of commencement of the restriction

(iii) the period of restriction; and

(iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Antidumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping 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, after the 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 favourable difference shall on demand be paid forthwith by the supplier to 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, or is 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 liable for 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 means for 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 the supplier 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 supplier in 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 of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

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

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

(a) the parties shall continue to perform their respective obligations under the contract unless they 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. Limitation of Liability

28.1 Except in cases of criminal negligence or wilful misconduct, and in the case of infringement pursuant 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 pay penalties 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 to the 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 to the 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 otherwise specified.

31. Notices

31.1 Every written acceptance of a bid 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 bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice.

31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has 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 other such levies imposed outside the purchaser's country.

32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery 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 the award of a bid SARS must have certified that the tax matters of the preferred bidder are in order.

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

33. Transfer of Contracts

33.1 The contractor shall not abandon, transfer, cede assign or sublet a contract or part thereof without 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 to amend or vary shall be in writing, shall also be in writing.

35. Prohibition of restrictive 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, is prohibited 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 may refer 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 0f 1998.

35.3 If a bidder(s) or contractor(s) has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other 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.

SECTION 6: SPECIAL / ADDITIONAL CONDITIONS OF CONTRACT

The ***Conditions of Contract*** make reference to the ***Special Conditions of Contract (SSC)*** for details that apply specifically to this bid. The ***Special Conditions of Contract*** shall have precedence in the interpretation of any ambiguity or inconsistency between it and the ***Conditions of Contract***.

Each item below is cross-referenced to the clause in the ***Conditions of Contract*** to which it mainly applies.

SCC 1.2 **CONTRACT**

This contract is a 36-month contract

SCC 7.1 **PERFORMANCE SECURITY**

The liability of the Performance Security shall be Nil.

SCC 11.1 **INSURANCE**

- Proof of insurance for vehicles and equipment for third party claims must be submitted by the service provider at a date to be determined by both parties prior to the commencement of the contract.
- A written undertaking to comply with the requirements of the Occupational Health and Safety Act (Act 85 of 1993) and other applicable legislation to be submitted prior to the commencement of the contract.
- Copies of letters of Good Standing from the Department of Labour as required in terms of the Occupational Health and Safety Act (Act 85 of 1993). These to be lodged with the Head: Development Planning, Environment and Management prior to the commencement of the contract.

SCC 12.1 **TRANSPORTATION**

Vehicles to be used by staff for operational purposes must be road worthy (with a service history). Furthermore, the said vehicles must be well suited for driving on gravel roads. A first aid kit and fire extinguisher are required to be always kept in each vehicle during working hours.

SCC 16.1 **PAYMENT**

The Contractor shall submit to the Department concerned a detailed account which shall reflect the identifying number of each item / service. Payment will be made on this account when checked and substantiated by the authorised official.

Payment for services received and accepted by the Municipality shall be made no later than 30 days after submission of invoice or claim, provided however that all the terms of the contract are duly complied with.

Payment will be made only to the supplier. Factoring arrangements will not be accepted.

SCC 17 **PRICES**

Prices are fixed for the duration of the contract.

SCC 21.1 **DELAYS IN THE SUPPLIER'S PERFORMANCE**

Performance delays noted within the first 3 months of the contract will be communicated to the service provider in writing, and interventions will be discussed with the service provider (i.e., engagements with business support).

A service level agreement will be entered into with the service provider.

Service Provider must submit monthly report within the first week of the following month.

SCC 22.1 **PENALTIES**

If the supplier fails to deliver any or all of the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price (as a penalty):

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- A penalty of 5% of invoice value for failure to perform

ADDITIONAL CONDITIONS OF CONTRACT

ACC1 PERFORMANCE MONITORING & ASSESSMENT OF SERVICE PROVIDERS

For contract awards that are greater than R10m, the Contractor shall be subjected to "Performance Monitoring" assessments in terms of the applicable Section of the Council's current Supply Chain Management Policy.

ACC2 SATISFACTORY PERFORMANCE

The supplier shall employ for the purpose of this contract only such personnel as are careful and competent and the Municipality shall be at liberty to object to and require the supplier to remove from the job forthwith any person, including supervisory staff, employed by the supplier who, in the opinion of the Municipality, misconducts himself/herself or is incompetent or negligent in the proper performance of his/her duties and such person shall not again be employed upon this contract without the permission of the Municipality.

ACC3 OCCUPATIONAL INJURIES AND DISEASES ACT

This act replaces the Workmen's Compensation Act:

The supplier **shall, before commencement of work, produce documentary proof to the Deputy Municipal Manager, Treasury: Finance that he has complied in all respects with the provisions of the Occupational Injuries and Diseases Act**. The supplier undertakes that he/she will perform and comply with all provisions of the Occupational Injuries and Diseases Act and more particularly that he/she will render all returns and pay all assessments for which he/she is liable in terms of such Act.

ACC4 DAMAGE TO PERSONS AND PROPERTY

(1) The supplier **shall** indemnify and keep indemnified the Council against any claim for death, injury, damage or loss to any person or property whatsoever in respect thereof or in relation thereto.

(2) The supplier enters into this contract as an independent contractor and shall be solely liable in respect of any claim for death, injury, damage or loss to any person or property whatsoever in respect thereof or in relation thereto.

ACC5 EMPOWERMENT REQUIREMENT

Service provider must provide a detailed plan of how
a) Un-Accredited training on Invasive Alien Plant Identification & Control, as well as
b) skills development on the management of Invasive Alien Plant management will be achieved.

TERMS OF REFERENCE
Forest and Grassland Restoration at iNanda Mountain (36 Months)

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1. Background and Project Context
INanda Mountain is located in the northern inland region of eThekwini Municipality, immediately north of iNanda Dam. The mountain comprises steep southern slopes covered in scarp forest and a plateau supporting KwaZulu-Natal Sandstone Sourveld grassland (a critically endangered vegetation type).
The site forms part of the Municipality's climate adaptation and biodiversity stewardship programme and functions as a regional headwater system, contributing to water security and ecological resilience. Restoration interventions have been underway on this site since 2010, and include indigenous tree planting, alien plant clearing, grassland rehabilitation, and community-based nursery development. Over 200,000 indigenous trees have already been planted across the broader restoration footprint.
This tender seeks to continue and forest and grassland restoration over a 36-month contract period.

2. Legislative and Policy Framework
The project shall comply with, *inter alia*:

- National Forests Act (Act 84 of 1998)
- National Environmental Management: Biodiversity Act (Act 10 of 2004)

- EPWP guidelines and reporting requirements
- Occupational Health and Safety Act
- Municipal Integrated Development Plan
- Municipal Climate Protection Programme objectives

3. Project Objectives

3.1 Environmental Objectives

- Restore and maintain scarp forest structure and biodiversity.
- Protect and rehabilitate KwaZulu-Natal Sandstone Sourveld grassland.
- Control invasive alien plant species.
- Enhance water security through improved catchment integrity.
- Reduce fire risk and soil erosion.

3.2 Socio-Economic Objectives

- Create local employment opportunities.
- Support small enterprise development.
- Facilitate skills development and accredited training where feasible.
- Support community-based plant growers.

4. Description of the Project Area

The project is located within Wards 2 and 3 under Amaphephetheni and AmaQadi traditional authorities.

- Total hectares under contract over the 36-month period includes 300 ha forest and 200 ha grassland (see Annexure 6).

5. Contract Duration

The contract shall be for a period of 36 months from date of appointment.

6. Scope of Works

This contract is primarily a labour-based service contract, where pricing is driven by the provision of adequate staffing capacity over the full contract period, rather than by fixed rates per hectare or per unit output. The Municipality requires a suitably resourced and stable team to be employed throughout the duration of the contract, with operational activities adapted seasonally and spatially in response to site conditions and management priorities.

The following are the workstreams required:

6.1 Workstream 1: Scarp Forest Restoration and Maintenance

Activities include:

- Enrichment planting of locally 5000 indigenous plants in each year of the project. These may include locally indigenous shrubs, herbs, and climbers to be planted (See Annexure 3). The procurement of plants from plant growers (see Workstream 4) shall be managed and paid by the appointed service provider as part of their contracted price.
- Replacement of mortalities.
- Aftercare including ring weeding and protection.

- Suppression of invasive regrowth within restoration blocks.
- Monitoring forest structure progression.

6.2 Workstream 2: Grassland Management (KwaZulu-Natal Sandstone Sourveld)
Activities include:

- Maintenance of approximately 200 ha of grassland.
- Implementation of fire management (incl. 10 ha tracer belts, within the grassland).
- Alien plant control within grassland areas.
- Erosion repair and slope stabilization.
- Prevention of woody encroachment.

6.3 Workstream 3: Invasive Alien Plant (IAP) Control
Activities include:

- Mechanical and chemical control of invasive species (see Annexure 4).
- Riparian clearing.
- Follow-up clearing.
- Reporting on 200 ha cleared annually and species targeted.
- Emerging weed detection and reporting.

Herbicide application must comply with municipal guidelines.

6.4 Workstream 4: Plant Grower and Small Enterprise Development
Activities include:

- Identify at least 12 local plant growers and provide technical support and quality control.
- Encourage market diversification.
- Facilitate SMME subcontracting where appropriate.

NOTE: In order to promote fair and sustainable participation of local plant growers, the following guideline prices apply: These are for indigenous plants, grown from seed, and supplied under this contract. The values represent indicative minimum expected prices. Tenderers may propose higher rates if justified by plant size, quality, or supply constraints.

- Tree seedlings (height of 30cm): R 20.00 each
- Shrub seedlings (height of 30cm): R 20.00 each
- Herbaceous plants (height of 15cm): R10.00 each

Prices do not constitute fixed unit rates payable by the Municipality and are applicable only to healthy, site-appropriate planting material that meets the quality specifications in Annexure 3.

6.5 Workstream 5: Research and Monitoring Support
Activities include:

- Facilitate reasonable access to researchers.
- Assist with basic data collection where agreed.
- Provide administratively and operational support on municipal biodiversity monitoring initiatives.

NOTE: The Municipality reserves the right to instruct the service provider to reallocate teams or redirect operational activities to different areas within the broader project landscape, including

adjacent or newly affected areas, provided such instruction remains within the overall scope of this contract. Such reallocation shall not constitute a variation to the contract value, where staffing levels and contract duration remain unchanged.

7. Deliverables and Performance Outputs

The following constitute measurable deliverables:

1. Approved Site Management Plan (within 4 weeks of appointment).
2. Annual Implementation Plan and Budget.
3. Monthly operational reports (including GIS shapefiles).
4. Quantified planting outputs (number of plants and hectares).
5. Quantified alien clearing outputs (m^2 or ha cleared).
6. Grassland management outputs (hectares maintained).
7. EPWP-compliant employment statistics.
8. Annual performance report.
9. Final close-out report at end of contract.

NOTE: Meetings, compliance with safety regulations, and staffing are contractual obligations and not deliverables.

8. Planning and Reporting Requirements

Monthly reports must include:

- Operational maps and shapefiles.
- Species planted.
- Area treated (forest/grassland/IAP).
- Employment and training statistics.
- EPWP reporting format (person-days, demographics).
- Financial summary.

Reports due within 5 working days of month-end.

9. Employment and EPWP Compliance

The service provider shall:

- Employ 100% local labour from Wards 2 (65% eMaphephetheni) and 3 (35% AmaQadi).
- Align wages with national minimum wage legislation. *Failure to comply will result in disqualification*.
- Maintain EPWP-compliant employment records with demographics, person-days, training data.
- Report on person-days created.

NOTE: The staffing capacity proposed in the tender shall be maintained on a continuous basis, and normal working hours per day (e.g. 8 hours each day, Mondays through to Fridays) for the duration of the contract, unless otherwise agreed in writing by the Municipality. Staffing capacity should include: supervisors, chainsaw operators, drivers and restoration workers. A guideline suggestion of team composition and numbers are as follows:

- **Oversight, Administration and Liaisons:**
    - 1x Project coordinator (anticipated to be allocated 15 days not full time)

- 1x Admin (anticipated to be allocated 10 days a month (not full time)
- 1x Community Liaison Officer (anticipated to be allocated 10 days a month (not full time)

- **Team working at the iNanda Mountain Grassland (AmaQadi Section):**
  The team is suggested to comprise of the following at a minimum:
  - 1 Driver
  - 4 unskilled field workers
- **Teams within the iNanda Mountain Forest (eMaphephetheni Section):**
  The team is suggested to comprise of the following at a minimum:
  - 1 Driver
  - 6 unskilled field workers
  - 3 skilled workers (Chainsaw/Brush cutter/ herbicide applicator & operators)

10. Community Liaison and Stakeholder Engagement

- Engage traditional authorities and councillors.
- Appoint a Community Liaison Officer.
- Facilitate grievance mechanisms.
- Obtain municipal approval for public communications.

11. Training and Skills Development

The service provider shall provide practical un- accredited training in:

- Herbicide application
- Alien plant identification
- Indigenous plant identification
- Operator training
- Health and safety awareness

Annual training summaries required.

12. Health and Safety Requirements

- Provide PPE and tools.
- Conduct safety briefings.
- Maintain Health & Safety file.
- Ensure COIDA compliance.
- Ensure vehicle roadworthiness.

13. Equipment, Vehicles and Materials

- Two suitable vehicles (A 4x2 with 210mm ground clearance is adequate for grassland areas; A 4x4 may be required to access some parts of the forest).
- Provide herbicide storage compliant with regulations.
- Provide tools and equipment necessary.
- Provisional sums are included in the BOQ

14. Meetings and Contract Management

The service provider must:

- Attend monthly progress meetings.
- Circulate meeting minutes within 5 working days.
- Ensure that any variation orders are processed in terms of SCM processes.

15. Insurance and Legal Compliance

The service provider must:

- Maintain professional indemnity insurance.
- Maintain public liability insurance with a minimum of 1 Million Rand cover.
- Provide proof of insurance.
- Ensure compliance with OHASA and COIDA.

16. Annexures

To include:

- Annexure 1: Schedule of company's experience
- Annexure 2: eThekwini Municipality Best Environmental Guideline
- Annexure 3: Approved Species List
- Annexure 4: Invasive Alien Plant Species List
- Annexure 5: Herbicide Guidelines
- Annexure 6: GIS Maps and Boundaries
- Annexure 7: Reporting Templates
- Annexure 8: EPWP Reporting Format

SECTION 8: BILL OF QUANTITIES / SCHEDULE OF RATES / ACTIVITIES

Tenderers are required to price the Bill of Quantities based on the overall cost of providing the required staffing, equipment, materials, and operational support necessary to deliver the scope of services over the contract period. Prices are not required to be calculated on a per-hectare or per-unit-output basis and should reflect the tenderer's proposed staffing model and cost structure.

Item	Description / Item Code	Unit of Measure	Estimated Quantity Required	Rate	* Price Year 1 (excl)		* Price Year 2 (excl)		* Price Year 3 (excl)	
					R	c	R	c	R	c
1	Project coordinator (Salaried employee)	Persons	1							
2	Administrator (Salaried employee)	Persons	1							
3	Community Liaison (Salaried employee)	Persons	1							
4	Unskilled Labour Wages (for 10 people)	Persons	10							
5	Skilled Labour Wages (5 people)	Persons	5							
6	Payroll Beneficiaries UIF/WCF/SDL/Funeral	Percentage	6%							
7	Operational Cost (admin, stationery, petty cash)	Prov. Sum / year	1	R 32,000.00	R 32,000.00		R 33,920.00		R 38,126.08	
8	Transport	Km / year	1	R 4.95	R 78,408.00		R 83,112.48		R 93,418.43	
9	Transport standing fee	Prov. Sum / year	1	R 79,200.00	R 79,200.00		R 83,952.00		R 94,362.05	
10	Training Courses	Prov. Sum / year	1	R 71,175.00	R 71,175.00		R 75,445.50		R 84,800.74	
11	Trees and other plants for planting	Prov. Sum / year	1	R 100,000.00	R 100,000.00		R 106,000.00		R 119,144.00	
12	Chemicals – Herbicide (gel-based)	Prov. Sum / year	1	R 65,800.00	R 65,800.00		R 69,748.00		R 78,396.75	
13	PPE	Prov. Sum / year	1	R 86,610.00	R 86,610.00		R 91,806.60		R 103,190.62	
14	Hand Tools	Prov. Sum / year	1	R 26,565.00	R 26,565.00		R 28,158.90		R 31,650.60	

Item	Description / Item Code	Unit of Measure	Estimated Quantity Required	Rate	* Price Year 1 (excl)		* Price Year 2 (excl)		* Price Year 3 (excl)	
					R	c	R	c	R	c
15	Machinery hire (brush-cutters, chainsaws)	Prov. Sum / year	1	R 24,000.00	R 24,000.00		R 25,440.00		R 28,594.56	
16	Overhead & Company Margin (10%)	% per year	1	10%						

		Year 1		Year 2		Year 3	
Sub-Totals (excl. VAT) :							

Sub-Total (excl. VAT) = Year1 + Year 2 + Year 3:		
VAT:		
Total (incl. VAT). To be carried forward to the Tender Form on next page:		

SECTION 9 : OFFICIAL TENDER FORM

Part A: OFFER BY TENDERER - In response to **Tender Number : 36532-7N** I / we hereby offer to supply the services detailed hereunder in accordance with the Technical Specification, and subject to the Standard and Special Conditions of Tender (Services), and General and Special Conditions of Contract, which accompanied your Tender (with which I / we acknowledge myself / ourselves to be fully acquainted) at the price stated below, or in the case of individual rates are indicated in Section 8 : Bill Of Quantities / Schedule of Rates / Activities.

QUOTATION PRICE EXCLUSIVE OF VAT	VAT AMOUNT	QUOTATION PRICE INCLUSIVE OF VAT
R	**R**	*** R**
*** AMOUNT IN WORDS (incl. VAT):**		
.....		

I / We hereby agree that this tender will hold good and remain open for acceptance as specified in the Conditions of Tender or during such other period as may be specified in the Special Conditions of Tender.

eThekwini Vendor Portal Registration Number: **PR**

C.S.D Registration Number: **MAAA**

S.A.R.S Pin Number:

Completion of the following is compulsory. Failure to declare the following will invalidate your offer.

Declaration of Interest

Are any of the entity's directors, managers, principle shareholder or stakeholders currently in the service of the state or have been in the service of the state in the past twelve (12) months? ☐ Yes ☐ No				
Is any spouse, child or parent of the entity's directors, managers, principle shareholder or stakeholder currently in the service of the state or have been in the service of the state in the past twelve (12) months? ☐ Yes ☐ No				
Name of entity's member	**Position in Entity**	**Name of Relative (if applicable)**	**Name of State Institution**	**Nature of Relationship**
Do you or any other directors, managers, principle shareholder or stakeholder of your entity have any relationship (spouse, family, friend, associate) with persons in the service of the state and/or who may be involved with the evaluation of this quotation? If yes please furnish particulars below ☐ Yes ☐ No				
Name of entity's member	**Position in Entity**	**Name of Relative (if applicable)**	**Name of State Institution**	**Nature of Relationship**

Refer to the Consolidated MBD Documents in Section 4(d) for the definition of "in service of the State"

*** Signature :** _____ *** Name** *(capitals)*: _____

Date: _____ **Capacity:** _____

*** Name of Business:** _____ **Tel:** _____

Address: _____ **Fax:** _____

_____

*** Denotes Mandatory Information**

Failure to complete the Mandatory Information and sign this Tender Form will invalidate the tender

Part B: ACCEPTANCE BY PURCHASER - The Purchaser, as represented by the following Official, hereby accepts the Tenderer's offer in terms of the Conditions of Tender, Specifications, and Conditions of Contract.

Signature: **Name** *(capitals)*:

Date: **Capacity:**

SECTION 10: ANNEXURES

SCHEDULE OF COMPANY'S EXPERIENCE

The following is a statement of work recently (within the past 5 years) undertaken by the bidding company.

NAME AND ADDRESSOF EMPLOYER	CONTACT PERSONAND TELEPHONE NUMBER	NATURE OF WORK	VALUE OF WORK (inclusive of VAT)	START & END DATE

eThekwini Municipality: Best Environmental Practice Guidelines

For Restoring Ecosystems, Controlling Invasive Alien Plants, and Other Activities in Natural Areas

Purpose of this Guideline

These guidelines aim to promote best environmental practices when undertaking work in natural areas or other sensitive environments within eThekwini Municipality, particularly in the control of invasive alien plants (IAPs). Such work often occurs in ecosystems of high conservation value, including grasslands, forests, and wetlands, which are vulnerable to environmental degradation.

Background

Durban lies within the Maputaland-Pondoland-Albany biodiversity hotspot — one of only 36 global biodiversity hotspots recognised for their exceptional levels of plant and animal diversity, much of which is found nowhere else on Earth. These natural areas provide vital ecosystem services, such as reducing soil erosion, improving water quality, supporting pollinators, and regulating local climates. Healthy ecosystems also play a critical role in buffering against extreme weather events. In recent years, Durban has experienced increasingly severe flooding, consistent with predictions of climate change impacts. Maintaining the integrity of natural areas — by minimising damage during invasive alien plant control and other activities — is essential not only for conserving biodiversity but also for strengthening climate resilience and safeguarding infrastructure and communities from future environmental risks.

Key Environmental Principles

1. Protect Indigenous Biodiversity
   - Minimise disturbance to indigenous vegetation, especially understory plants in forested areas.
   - It is not acceptable to indiscriminately clear or damage all forest understory vegetation.
2. Prevent Soil Erosion
   - Avoid creating roads or paths that cut straight down slopes or across contours.
   - Steep or sandy areas are particularly vulnerable.
3. Protect Fauna and Flora
   - Avoid disturbing, harming or trampling indigenous fauna.
   - Confirm plant species identification before control measures are applied.
4. Minimise Site Disturbance
   - Leave the site in as natural a state as possible.
   - Avoid noise pollution, particularly near residential areas.
5. Vehicle Use & Site Cleanliness
   - Vehicles must be roadworthy and free of oil or fuel leaks.
   - Drive slowly to minimise soil gouging.
   - No littering or fouling of the work site is permitted.
6. No Unauthorized Harvesting
   - The collection or removal of fauna or flora for medicinal or any other purposes is strictly prohibited.

7. Safety Considerations

- Ensure public safety at and around the work site.
- Adhere to occupational health and safety standards

Relevant Legislation to be Observed

1. National Forests Act, 1998 (Act No. 84 of 1998)

- Section 12(1): Empowers the Minister to declare Protected Trees.
- Latest List of Protected Tree Species:
  - Government Notice No. 3006, Government Gazette No. 49761 (13 December 2023)

2. National Environmental Management: Biodiversity Act, 2004 (Act No. 10 of 2004)

- Threatened or Protected Species (TOPS) Regulations that lists species as Critically Endangered, Endangered, Vulnerable, or Protected. The latest TOPS List is in:
  - Government Notice No. 255, Government Gazette No. 43126 (14 March 2020)
- Alien and Invasive Species (AIS) Regulations
  - This legislation regulates the management and control of invasive species in South Africa to prevent their spread and associated environmental damage.

Summary of Contractor Responsibilities

Responsibility	Required Action
Indigenous Flora & Fauna	Avoid disturbance, confirm species ID before clearing
Site Cleanliness	No littering, minimal disturbance
Vehicle Management	No leaks, slow driving, minimise soil damage
Prohibited Actions	No harvesting of plants/animals
Site Rehabilitation	Leave site in a natural, stable condition
Legislation Compliance	Observe all relevant environmental laws

ANNEXURE 3

List of species for planting

Scientific name	Common name	IsiZulu name
Albizia adianthifolia	Flat-crown Albizia	uMgadankawu
Chaetachme aristata	Thorny Elm	uMkhovothi
Ziziphus mucronata	Buffalo Thorn	umlahlankosi
Ficus craterostoma	Forest Fig	uMthombo
Vangueria infausta	Wild Medlar	uMtulwa
Erythrina caffra	Coral Tree	uMsinsi
Syzygium cordatum	Water berry	uMdoni
Bridelia micrantha	Mitzeeri	uMhlalimakhwabe
Ficus sur	Broom Cluster Fig	umKhiwane
Millettia grandis	Umzimbeet	uMsimbithi
Aloidendron barberae	Tree Aloe	iNhlaba
Sclerocarya birrea	Marula	uMganu
Brachylaena discolor	Coast silver oak	iPhahla
Cordia caffra	Septee saucer-berry	uMnovunovu
Canthium inerme	Turkey-berry	uMvuthwamini
Spirostachys africana	Tamboti	uMthombothi

ANNEXURE 4

List of target invasive alien species for clearing

	Species name	**Common name**	Category
	Arundo donax	Giant reed	1b
	Campuloclinium macrocephalum	Pompom weed	1b
	Canna indica	Indian shot	1b
	Casuarina equisetifolia	Horsetail tree	2
	Cestrum laevigatum	Inkberry	1b
	Chromolaena odorata	Triffid weed	1b
	Dolichandra unguis-cati	Cat claw creeper	1b
	Eucalyptus grandis	Saligna gum	1b
	Lantana camara	Tickberry	1b
	Melia azedarach	Syringa berry	1b
	Mirabilis jalapa	Marvel of Peru	1b
	Morus alba	Common mulberry	3
	Passiflora subpeltata	White passion-flower	1b
	Pennisetum purpureum	Napier grass	1b
	Psidium guajava	Guava	3
	Ricinus communis	Castor oil plant	2
	Rivina humilis	Bloodberry	1a
	Schinus terebinthifolius	Brazilian pepper tree	1b
	Senna didymobotrya	Peanut butter cassia	3
	Senna occidentalis	Stinking weed	1b
	Solanum mauritianum	Bugweed	1b
	Stachytarpheta cayennensis	Blue snakeweed	3
	Tecoma stans	Yellow bells	1b
	Tithonia diversifolia	Mexican sunflower	1b
	Early Detection & Rapid Response		

ANNEXURE 5

Herbicide Use Guidelines for Contractors

eThekwini Municipality – Restoration Ecology Section

1. Approved Herbicides

Contractors are required to use only the following products (brand equivalents are locally available):

- Gel Herbicide - Active ingredients: Picloram + Triclopyr - Application: For cut stumps, frill cuts, or direct stem treatment.
- Liquid Herbicide - Active ingredients: Triclopyr (20L formulation) - Application: Foliar spray or spot-spray on regrowth and smaller invasive plants.
- Liquid Herbicide - Active ingredients: Picloram + Fluroxypyr mix (with Actipron surfactant) - Application: Foliar spray or spot-spray on regrowth and smaller invasive plants.

2. Key Application Methods

- Cut Stump: Saw or lop the plant close to ground level. Immediately apply gel to the outer ring of the cut surface, just inside the bark.
- Frill / Stem Treatment: Make linked cuts or shallow angled holes in the bark, apply gel directly into cuts.
- Foliar Spray: Apply liquid herbicide evenly to actively growing leaves until “just before run-off.” Best for dense regrowth or smaller plants. Use Actipron where specified.
- Scrape & Paint: For large woody vines—scrape a strip of bark to expose sapwood, then apply herbicide.

3. Do’s & Don’ts

Do’s

- Read and follow product labels exactly (concentration, timing, safety).
- Wear full protective gear: overalls, rubber gloves, face shield/mask, and boots.
- Apply only in calm weather; stay upwind of spray.
- Treat stumps immediately after cutting—delay reduces effectiveness.
- Use dyes (if available) to mark treated plants.
- Use clean water for mixing—avoid river water with sediment or high pH.
- Stage clearing to prevent soil erosion and weed reinvasion.
- Dispose of empty containers safely; triple-rinse before disposal.

Don’ts

- Do not spray during rain, strong winds, extreme heat, drought, or when plants are stressed.
- Do not overspray—use only the recommended dosage. Overuse wastes herbicide and may cause resistance.
- Do not use diesel as a carrier for foliar sprays.
- Do not apply herbicides near wetlands, streams, or open water.
- Do not leave open containers unattended.
- Do not damage or remove indigenous vegetation unnecessarily.

4. Safety & Legal Notes

Herbicide use in South Africa is regulated under the Fertilizers, Farm Feeds, Agricultural Remedies and Stock Remedies Act, 1947 (Act No. 36 of 1947) and its associated Regulations (as amended). In terms of this legislation, any person applying herbicides for reward (i.e. as a contractor) or in the course of business, trade, industry, or public service must be:

- Registered as a Pest Control Operator (PCO), or
- Work under the direct supervision of a registered PCO.
- Registration is administered by the Department of Agriculture, Land Reform and Rural Development (DALRRD).
- To qualify for registration, applicants must complete training recognised by the Registrar in terms of Act 36 of 1947.
- Municipal Requirements (in addition to national legal requirements):

- All personnel undertaking herbicide application must receive formal training in herbicide handling, mixing, calibration, safety, and environmental protection.
- The Municipality may provide site-specific control instructions and herbicide prescriptions for each reserve or project area.

Each reserve is ecologically unique and typically supports a different suite of invasive species. Herbicide selection and application methods may therefore vary by site.

5. Quick Reference: When to Use What

Method	Herbicide	Best For
Cut stump / frill	Gel (Picloram + Triclopyr)	Trees, woody shrubs, resprouting stems
Foliar spray	Triclopyr OR Picloram + Fluroxypyr + Actipron	Young plants, coppice regrowth, dense infestations
Scrape & paint	Gel	Large woody vines or creepers

6. Additional Municipal Guideline Resources

It is important to realise that the above 5 sections are *very* basic guidelines. Please ensure you also consult the following additional resources are available from the Municipality:

1. Eco-File Fact Sheet

An introductory resource explaining invasive alien plants, their impacts, and basic control principles for landowners and community members.

2. Invasive Alien Plant Control Booklet

A comprehensive technical reference covering herbicide selection, control methods, environmental considerations, and best practice guidelines. Intended for reserve managers, conservancy members, contractors, and officials.

3. “Beautiful but Dangerous” Poster Series

Educational posters highlighting key invasive species. Available in print and PDF format.

For queries or clarification, contact the Restoration Ecology Section, eThekwini Municipality.

ANNEXURE 6

Maps and Summary of forest and grassland extents

Although the map shows extents in hectares slightly more than what are in the table below, this tender is not based on pricing per hectare or per tree. Instead it is based on a labour-based service contract, where pricing is driven by the provision of adequate staffing capacity over the full contract period. The Municipality reserves the right to instruct the service provider to reallocate teams or redirect operational activities to different areas within the broader project landscape, including adjacent or newly affected areas, provided such instruction remains within the overall scope of this contract.

Total project size (ha)	**Forest** (ha)	**Grassland** (ha)	**Number of plants per year to be planted**	**Alien plant control target per year** (ha)	**Grassland tracer belt preparation per year** (ha)
500	300	200	5000	200	10

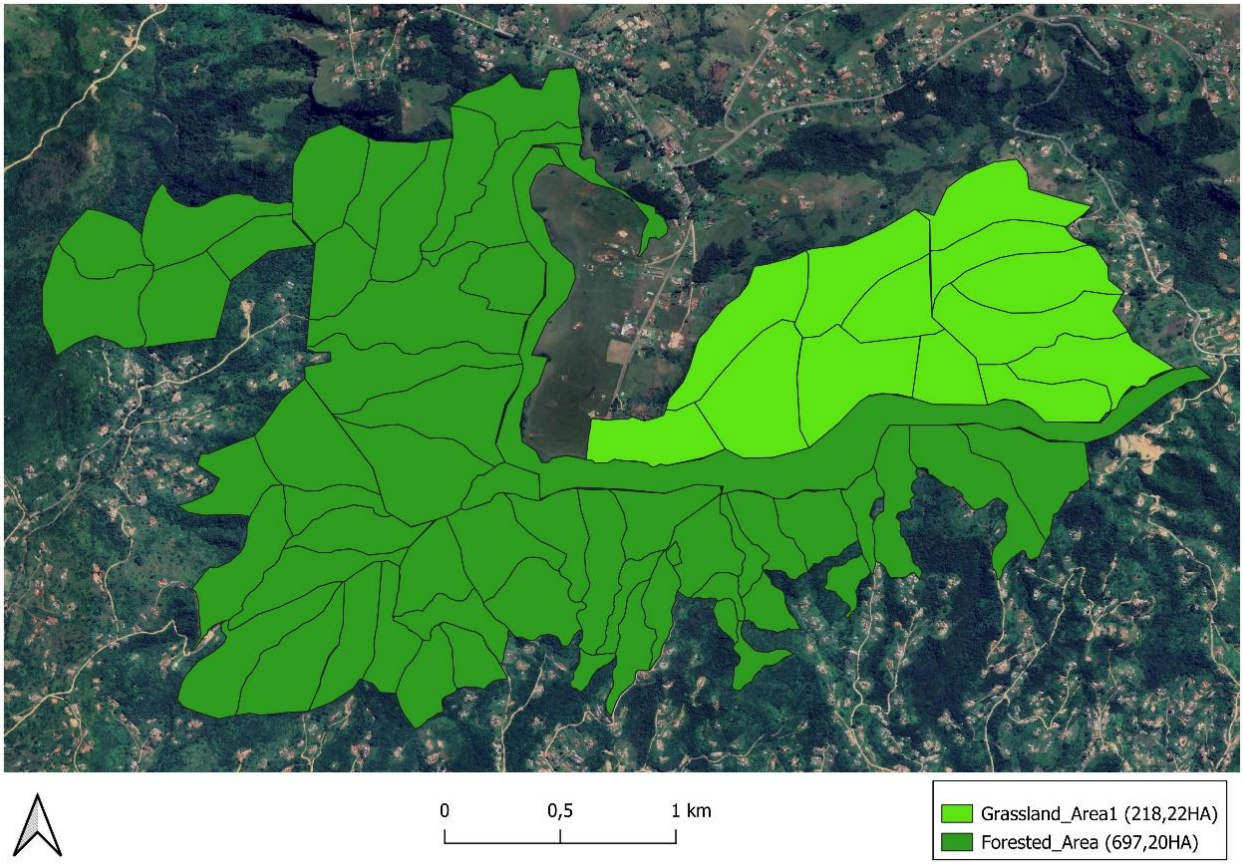


Figure 1: INanda Mountain site map