Supplier Park Development Company SOC Ltd t/a
Automotive Industry Development Centre
Your partner in becoming globally competitive

AUTOMOTIVE INDUSTRY DEVELOPMENT CENTRE – BID DOCUMENT

BID NUMBER: AIDC_T05_2026/27

ISSUE DATE: 27 November 2026

BID TITLE: INVITATION TO BIDDERS WITH CIDB GRADING OF 3EB OR 3ME OR HIGHER FOR THE ANNUAL SERVICE AND MAINTENANCE OF DIESEL GENERATORS FOR 36 MONTHS AT THE SUPPLIER PARK DEVELOPMENT COMPANY SOC LTD T/A AIDC FOR THE FOLLOWING DIFFERENT SITES, NAMELY:

1) AUTOMOTIVE SUPPLIER PARK (ROSSLYN)
2) WINTERVELD ENTERPRISE HUB (WINTERVELD)
3) CHAMDOR HUB (KRUGERSDORP)
4) ALEXANDRA AUTOMOTIVE HUB (JHB)

BRIEFING SESSION DATE: 07 December 2026

BRIEFING SESSION TIME: 10:00 AM

CLOSING DATE: 21 December 2026

CLOSING TIME: 11:00 AM

BID VALIDITY PERIOD: 90 DAYS

Compulsory Briefing Session: Yes ☑ **No** ☐

Briefing Session Venue: Automotive Supplier Park, 30 Helium Road, Rosslyn 0200

Bidder's details	
Company name:	
Company registration no.:	
CSD registration no.:	
Contact person:	
Tel. number:	
Cell number:	
Email address:	

OVERALL PROJECT COST (excluding VAT)	**R** _____
VALUE ADDED TAX (VAT)	**R** _____
TOTAL BID PRICE (as indicated on SBD 3. (All Applicable Taxes Included)	**R** _____

1. NOTICE TO BIDDERS

This original published document:

a) May not be altered in any way.

b) Must be completed in black ink and the relevant handwriting to be eligible.

c) Bidders are to attach all returnable documents as required.

d) The binding method is to be appropriate, and bidders are encouraged to avoid submission of loose pages.

2. STANDARDS APPLICABLE TO THIS DOCUMENT

a) CIDB

Standard for uniformity in engineering and construction works contracts, August 2019

b) SANS 10403: 2003

Formatting and compilation of construction procurement documents.

c) *The JBCC Minor Works Agreement Edition 5.3 (June 2024)*

d) The contents of this document, as presented.

e) SANS 10845-3

Standard conditions of tender.

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THE TENDER

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PART T1: TENDERING PROCEDURES

T1.1 TENDER NOTICE AND INVITATION TO TENDER

T1.1 TENDER NOTICE AND INVITATION TO TENDER

Bids are hereby invited from experienced service providers for the Annual Service and Maintenance of Diesel Generators for 36 months at the Supplier Park Development Company SOC Ltd t/a AIDC.

Tender No	Project Description	CIDB Grading	Compulsory Meeting	Closing Date
BID NO: AIDC_T05_2026/27	INVITATION TO BIDDERS WITH CIDB GRADING OF 3EB OR 3ME OR HIGHER FOR THE ANNUAL SERVICE AND MAINTENANCE OF DIESEL GENERATORS FOR 36 MONTHS AT THE SUPPLIER PARK DEVELOPMENT COMPANY SOC LTD T/A AIDC FOR THE FOLLOWING DIFFERENT SITES, NAMELY: 1) AUTOMOTIVE SUPPLIER PARK (ROSSLYN) 2) WINTERVELD ENTERPRISE HUB (WINTERVELD) 3) CHAMDOR HUB (KRUGERSDORP) 4) ALEXANDRA AUTOMOTIVE HUB (JHB)	3EB OR 3ME OR HIGHER	07 December 2026	21 December 2026

Bidders must download a copy of the bid document and supporting annexures on the following websites:

GGDA - www.ggda.co.za ,AIDC - www.aidc.co.za and National e-Tender Portal: www.etenders.gov.za, free of charge.

Duly completed bid documents and supporting documents together with the bid document must be sealed in an envelope clearly marked **"BID NO: AIDC_T05_2026/27 INVITATION TO BIDDERS WITH CIDB GRADING OF 3EB OR 3ME OR HIGHER FOR THE ANNUAL SERVICE AND MAINTENANCE OF DIESEL GENERATORS FOR 36 MONTHS AT THE SUPPLIER PARK DEVELOPMENT COMPANY SOC LTD T/A AIDC."** with the name of the bidder and shall be placed in the bidbox at AUTOMOTIVE INDUSTRY DEVELOPMENT CENTRE at 30 HELIUM STREET, ROSSLYN, before 11:00AM on the closing date of **21 December 2026.**

Procurement Enquiries: **SCM Department at Tel: (012) 564 5001, Email: aidctenders@aidc.co.za**

T1.2 TENDER DATA

T1.2 TENDER DATA

The conditions of tender are the standard conditions of tender as contained in SANS 10845-3 Construction procurement, Part 3: Standard conditions of tender that apply to this tender.

The tender data shall be read with the standard conditions of tender in order to expand on the tenderer's obligations and the employer's undertakings in administering the tender process in respectof the project under construction.

The Tender Data hereafter shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Tender.

Clause Number	
	The conditions of tender are those contained in the published by the CIDB standard for uniformity for construction procurement, Board Notice 136 Government Gazette No 38960 of 10 July 2015, and as amended from time to time (see www.cidb.org.za) The standard condition of tender makes several references to the Tender Data for details that apply specifically to this tender. The tender data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the standard conditions of the tender. Each item of data given below is cross-referenced to the clause in the above-mentioned standard conditions of tender.
F.1.1	The Employer is: THE SUPPLIER PARK DEVELOPMENT COMPANY SOC LTD T/A AIDC**, 30 HELIUM STREET, ROSSLYN**
F.1.2	For this contract, a single-volume approach is adopted. The tender documents issued by the employer have been compiled under the headings as outlined in the CIDB standard for uniformity in construction procurement and therefore comprise **THE TENDER** **Part 1 Tendering Procedures** T1.1 Tender Notice and Invitation to Tender T1.2 Tender Data **Part 2 Returnable Documents** T2.1 Returnable Documents (Mandatory) T2.2 Returnable Documents (Administration) T2.3 Returnable for Quality Criteria T2.4 Certificate for Tender Compliance

	THE CONTRACT **Part 1 Agreement and Contract Data** C1.1 Form of Offer and Acceptance C1.2 Contract Data C1.3 Agreement in Terms of the Occupational Health and Safety **Part 2 Pricing Data** C2.1 Pricing Instructions C2.2 Schedule of Quantities
	Part 3 Scope of Work C3.1 Mandate C3.2 Background to the Tender C3.3 Tender Scope Objective C3.4 Tender Scope C3.5 Health and Safety **Part 4 Site Information** C4 Project Location **Appendices** Annexure A SHEQ Specification Annexure B: POPIA Compliance—Personal Information Processing Form Annexure C Value Added Tax (VAT) Annexure D Reporting Unethical Conduct Annexure E: Integrity Pact
F.1.4	The Employer's Agent is N/A Name: Tel: E-mail:

F.2.1	Only those tenderers who satisfy the following eligibility criteria and who provide the required evidence in their tender submissions are eligible to submit tenders and have their tenders evaluated: a) CIDB registration Only those tenderers who are registered with the CIDB or are capable of being registered prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered or a value determined in accordance with Regulation 25 (1B) or 25 (7A) of the Construction Industry Development Regulations for a 5SF of construction work, are eligible to have their tenders evaluated. Tenderers registered as potentially emerging enterprises but with a CIDB contractor grading designation lower than a contractor grading designation determined in accordance with the sum tendered or a value determined in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations are not eligible to have their tenders evaluated. Joint ventures are eligible to submit bids provided that (1) Every member of the joint venture is registered with the CIDB. (2) The lead partner has a contractor grading designation in the **2EB OR 2 ME OR HIGHER** class of construction work; and The combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for **3EB OR 3ME OR HIGHER** of construction work or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations.
F2.2.1	The bidder accepts that, unless otherwise stated in the tender data, the employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer comply with requirements.
F.2.3	The bidder is to check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.
F.2.4	The bidder is to treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.
F.2.6	The bidder Acknowledges receipt of addenda to the tender documents, which the employer may issue, and if necessary, apply for an extension to the closing time stated in the tender data, in order to take the addenda into account.
F.2.7	The bidder is to attend, where required, a clarification meeting at which tenderers may familiarize themselves with aspects of the proposed work, services, or supply and raise questions. Details of the meeting(s) are stated in the tender data.

F.2.10	F.2.10.1 Bidder to include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT)), and other levies payable by the successful tenderer, such duties, taxes, and levies being those applicable before the closing time stated in the tender data. F.2.10.3 The bidder is to provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data. F.2.10.4 The bidder is to state the rates and prices in Rand unless instructed otherwise in the tender data.
F.2.11	The bidder shall not make any alterations or additions to the tender documents, except to comply with instructions issued by the employer, or necessary to correct errors made by the tenderer All signatories to the tender offer shall initial all such alterations.
F.2.12	Alternative tenders are not applicable for this tender.
F.2.13	1.1. **The Supplier Park Development Company (SOC) Ltd trading as AIDC considers this tender and all related information, either written or verbal, which is provided to the respondent, to be proprietary to AIDC. All information contained in any subsequent documentation shall be marked "COMPANY CONFIDENTIAL".** 1.2. Bids must be delivered by the stipulated time to the correct address. Late bids will not be accepted for consideration. 1.3. **All bids must be submitted on the official forms provided (not to be retyped) or in the manner prescribed in the bid document.** 1.4. All the documentation submitted in response to this invitation to bid must be in English. 1.5. The bidder should verify the numbers of the pages of this document to satisfy themselves that none are missing or duplicated. No liability will be accepted by AIDC regarding anything arising from the fact that pages are missing or duplicated. 1.6. **Bidders are required to reference/index their bid documents, insert proper file divisions and ensure that bid supporting documents are attached.** 1.7. **Tender** responses should be submitted as follows: **PRINTED ORIGINAL TENDER DOCUMENT + 1 COPY ON USB/MEMORY STICK** in a sealed envelope/package endorsed **"AIDC_T05_2026/27",** with the service provider's details on the back of the envelope or on the front. The sealed envelope/package must be placed in the bid box at the Main Entrance Gate, Automotive Supplier Park, 30 Helium Road, Rosslyn X2, **by the closing date and time. BEC will consider hard copies for evaluation, and bidders must ensure that the USB is a copy of the hard copy.** 1.8. **The closing date, company name, and the return address must also be endorsed on the back of the properly sealed envelope (or side of a properly sealed package).** If a courier service company is being used for delivery of the bid document, the bid description must be endorsed on the delivery note/courier packaging to ensure that documents are delivered into the AIDC's Bid Box. The courier must accept responsibility for ensuring that the bid documents are properly deposited into the

bid box, and the AIDC accepts no responsibility in this regard.

1.9. All bid documents must be submitted in hard copy in the bid box. Where a bid document is not in the bid box at the time of the bid closing, such a bid document will be regarded as a late bid. Late bids will not be considered

1.10. **BID DOCUMENTS NOT PROPERLY SEALED: AIDC will not be held responsible for bids that are not properly sealed.**

1.11. Amended bids may be made in an envelope marked "Amendment to bid no **"AIDC_T05_2026/27"** to represent the original document as the "replacement bid" and should be placed in the bid box before the closing date and time. An amended bid without original bid documents deposited in the AIDC's Bid Box will not be considered. In such a case, only the amended bid document will be assessed per the bid criteria of this tender bid request. Under no circumstances will the AIDC use, or can the service provider rely on, any information as contained in the original bid documents once replaced.

1.12. The bidder is responsible for all the costs that they might incur related to the preparation and submission of the bid document.

1.13. AIDC reserves the right not to accept the lowest bid price of any bid in part or in whole. It normally awards the contract to the service provider who proves to be fully capable of handling the contract in terms of outputs and services that are advantageous to the aims, goals, and objectives of the AIDC.

1.14. AIDC reserves the right, at its sole discretion, not to award or consider bidders with (or who had) litigation against the AIDC or who have been blocked for poor performance.

1.15. This bid is subject to the Preferential Procurement Policy Framework Act, 2000 and the Preferential Procurement Regulations, 2022, the General Conditions of Contract (GCC) and, if applicable, any other special conditions of the contract.

1.16. Responses to this tender received from a service provider will be valid for **120 days** counted from the closing date of the tender.

1.17. **The successful bidder will be required to fill in and sign a written contract form (SBD7).**

1.18. Respondents are to note that the Local Content commitments made by the successful respondent(s) will be incorporated as a term of the contract and monitored for compliance. Should the successful Respondent fail to meet its Local Content obligations, non-compliance penalties shall be applicable. Breach of Local Content obligations also provides SPDC SOC LTD t/a AIDC cause to terminate the contract in certain cases where material non-compliance with Local Content requirements is not achieved.

F.3.11 The bid will be evaluated in terms of the evaluation criteria stipulated in the tender documentation and AIDC shall appoint an evaluation panel of not less than three people.

1. This bid will also be evaluated in terms of the following stages:
   a) Administration criteria (Stage 1)
   b) Evaluation for mandatory (compliance) criteria (Stage 2)
   c) Evaluation in terms of functionality (Quality) (Stage 3)
   d) Evaluation in terms of 80/20 preference point system (Stage 4)

Stage 1

Compliance with administration criteria evaluation.

Refer to T2.1 Returnable Documents (Mandatory)

Refer to T2.2 List of Returnable Documents (Administration)

Stage 2

Evaluation for mandatory (compliance) criteria - Technical Compliance Requirements: all documents to be submitted.

STAGE 2: Evaluation for mandatory Compliance Requirements	**All documents to be submitted**
Bidders copy of CIDB Valid registration Grading with **3EB OR 3ME OR HIGHER** (Submit proof of registration or SRC number for CIDB on-line validation). Or Fully Completed Form with CRS Number (Form P: Registration with CIDB) NB: AIDC shall validate submission using the CIDB online platform.	Disqualified if not submitted
Project Key Personnel: **1. Qualified Trade Artisan (Diesel Mechanic) -** Attach Valid Trade Test Certificate **2. Qualified Trade Artisan (Electrician) -** Attach Valid Trade Test Certificate NB: All submitted documentation are subject to verification by AIDC. Documents that are forged will immediately result in disqualification.	Disqualified if all 2x listed requested documents are not submitted
Joint Venture or Consortium (where applicable) ➢ A structured and duly signed joint venture or consortium agreement by all parties, with full details of the joint venture or consortium parties outlining the lead partner.	Disqualified if not submitted

Stage 3

Functionality and Capability Requirements

Refer to T2.3 Returnable For (Quality Criteria)

Stage 4

Preference Point System Evaluation:

The Department will apply the 80/20 preference point system in accordance with Regulation 4 of the Preferential Procurement Regulations, 2022 (as published in the Government Gazette No. 47452 on 04 November 2022), effective from 16 January 2023.

The points will be allocated as follows:

PREFERENCE POINT SYSTEM	POINTS
Price	**80**
Specific Goals (refer to SBD 6.1 requirements below)	**20**
Total points for Price and Preference Points	**100**

Bidders who fail to submit valid B-BBEE credentials, SBD 6.2 - Declaration Certification, and claim points on SBD 6.1 will forfeit their preference points.

F.2.13.6	A two-envelope system will not be followed for this tender
F.2.16	The tender offer validity period is for **90 days.**
F.2.18	The tenderer will be required to submit a fully priced Pricing Schedule as provided in the tender documents
F.3.13.1	The tender offer will only be accepted if: a) The tenderer or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (No. 12 of 2004), as a person prohibited from doing business with the public sector.

PART 2: RETURNABLE DOCUMENTS

T2.1 RETURNABLE DOCUMENTS (MANDATORY)

PART T2.1: RETURNABLE DOCUMENTS (MANDATORY)

1. Failure to fully complete and sign the **compulsory** returnable documents shall render such a tender offer unresponsive.

2. Tenderers shall note that their signatures appended to each returnable form **represent a declaration thatthey vouch for the accuracy and correctness of the information provided**, including the information provided by candidates proposed for the specified key positions.

3. Notwithstanding any check or audit conducted by or on behalf of the employer, the information provided inthe returnable documents is accepted in good faith and as justification for entering into a contract with a tenderer. **If subsequently any information is found to be incorrect, such a discovery shall be taken as willful misrepresentation by that tenderer to induce the contract**. In such an event, the employer has the discretionary right under contract condition 9.2 to terminate the contract.

   The tenderer must complete the following returnable schedules:

   Returnable Documents are required for Tender evaluation purposes

COMPULSORY TENDER DOCUMENTS (Tender offer unresponsive if not fully complete & returned)	
FORM A	CERTIFICATE OF ATTENDANCE AT CLARIFICATION MEETING
FORM J	REGISTRATION ON THE NATIONAL TREASURY CENTRAL SUPPLIER DATABASE
FORM L	AUTHORITY OF SIGNATORY
FORM N	PROOF OF GOOD STANDING WITH THE COMPENSATION COMMISSIONER
FORM P	REGISTRATION WITH CIDB
SBD 4 (Bidder's Disclosure)	DISQUALIFIED IF THE DECLARATION IS NOT COMPLETED IN FULL, SUBMITTED AND SIGNED
INTEGRITY PACK	DISQUALIFIED IF THE INTEGRITY PACK DECLARATION IS NOT SUBMITTED AND SIGNED
PRICING SCHEDULE	COMPLETED PRICE SCHEDULE ALL MENTIONED ITEMS (RATES, HEALTH & SAFETY, PRELIMINARIES & GENERAL, AND ECT.) MUST BE PRICED AS PRESCRIBED PRICING SCHEDULE MUST BE FULLY COMPLETED & SIGNED INCOMPLETE COMPLETED PRICING SCHEDULE WILL BE DISQUALIFIED
RETURNABLE FOR QUALITY CRITERIA	
FORM Q	COMPANY EXPERIENCE IN RELATION TO SCOPE OF WORKS
FORM T	KEY PERSONNEL EXPERIENCE AND QUALIFICATIONS
CERTIFICATE FOR TENDER COMPLIANCE	
FORM U	SCHEDULE OF TENDER COMPLIANCE

T2.2 RETURNABLE DOCUMENTS (ADMINISTRATION)

T2.2 CHECKLIST FOR RETURNABLE DOCUMENTS (ADMINISTRATION)

Documents required for this BID	Comments	Submitted (Yes /No) FOR OFFICE USE ONLY
Other Returnable Documents		
POPIA Compliance - Personal Information Processing Form	Must be duly completed and signed	
SBD 6.1 (Preferential Points Claim Form) The preferential procurement targets will be followed out of 20 points. Points will be awarded for specific goals related to this tender. The total points obtained will be used to evaluate 80/20, where 80 points are assigned to price and the remaining 20 points are assigned to a specific goal. Bidder must attach supporting documents listed below and complete SBD 6.1 in full (To be completed by the tenderer), a bidder who fails to complete in full or complete incorrectly SBD 6.1 to claim points for specific goals will receive a score of zero for that goal.	To be fully completed to claim points. Bidders who fail to complete the SBD 6.1 correctly and fail to provide proof substantiating their claim for allocated points for each specific goal, will forfeit such points.	
Proof of Valid Public Liability insurance or valid Letter of intent for insurance to the value of R2 000 000 million or above N/B: Submitted document must be valid at the time of submission of a tender	To be submitted within 7 working days upon acceptance of an award letter.	
Value Added Tax (VAT) - Notice of Registration issued by SARS. VAT compliance requirements can be obtained from the following SARS link: • https://www.sars.gov.za/types-of-tax/value-added-tax/obligations-of-a-vat-vendor/	Bidders to submit SARS VAT Notice of Registration. Bidders who are not registered for VAT must. declare that their turnover does not exceed the VAT threshold over a 12-month period failing which they would have to register for VAT. Tax status is to be verified at the award stage.	

BIDDERS TO ENSURE THAT THEY COMPLY WITH THE BELOW REQUIREMENTS:

1. **Bid Documents must be completed with an ink pen or typed.**
2. **No correction pen and/or correction fluid is allowed.**
3. **All changes must be scratched out and a signature appended next to each change.**
4. **Bidders must duly complete and submit all the required pages of the Bid Document. Failure to provide the necessary supporting documentation/evidence required may result in the bidder forfeiting evaluation points or being disqualified, depending on the stipulated evaluation criteria requirements.**
5. **The certification of documents must not be older than six (6) months from date of bid closure and must comply with the requirements outlined in the Justices of the Peace and Commissioners of Oaths Act, No 16 of 1963 and its Regulations promulgated in Government Notice GNR 1258 of 21 July 1972 Justices of the Peace and Commissioners of Oaths Act, No. 16 of 1963.**
6. **Bid documents must be secured together, preferably bound or contained in a lever arch file, as Supplier Park Development Company SOC LTD t/a Automotive Industry Development Centre will not take any responsibility for any loss of documents as a result of not being properly secured upon submission.**

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL **SBD 6.1**

PROCUREMENT REGULATIONS 2022

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

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

1. GENERAL CONDITIONS

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

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

1.2 **To be completed by the organ of state**

(*Delete whichever is not applicable for this tender*).

a) The applicable preference point system for this tender is the 80/20 preference point system.
b) The 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

(a) Price; and

(b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

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

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

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

2. DEFINITIONS

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

(b) **"Price"** means an amount of money tendered for goods or services and includes all applicable taxes less all unconditional discounts.

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

(d) **"Tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

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

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

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

Where?

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

80/20

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

Where?

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

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

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

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

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

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

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

Bidder must attach supporting documents listed below and complete below where it reads (To be completed by the tenderer), a bidder who fails to complete in full or complete incorrectly to claim points for specific goals will receive a score of zero for that goal.

The specific goals allocated points in terms of this tender	Supporting evidence for meeting preferential procurement targets (bidder to provider the below supporting evidence to claim allocated points for each specific goal)	Number of points Allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE status contributor level 1, 2, 3 or 4.	Valid affidavit (as issued by DTI/or CIPC), must be an original or certified copy or a certified copy of SANAS accredited verification certificate.	Level 1 – 10 points Level 2 – 7.5 points Level 3 – 5 points Level 4 – 2.5 points	
51% owned by black people who are youth	Attach certified ID copy of the owner, not older than 6 months.	10 points	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm…….

4.4. Company registration number: ……...

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

i) The information furnished is true and correct.

ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.

iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct.

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

(a) Disqualify the person from the tendering process.

(b) Recover costs, losses or damages it has incurred or suffered as a result of that person's conduct.

(c) Cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation.

(d) Recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

(e) Forward the matter for criminal prosecution, if deemed necessary.

.....

SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: .....

DATE: .....

LOCAL CONTENT DECLARATION

(REFER TO ANNEX B OF SANS 1286:2017)

Local Content Declaration by Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive or Senior Member/person with management responsibility (Close Corporation, Partnership or Individual)

In respect of bid no: ……

Issued by (procurement authority/name of institution): …….

NB

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

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

I, the undersigned, ……..... (full names),

do hereby declare, in my capacity as …… …….

of .....(name of bidder entity), the following:

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

(b) I have satisfied myself that:

- The goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SANS 1286:2017; and

(c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SANS 1286:2017, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SANS 1286:2017	R
The stipulated minimum threshold for local content (paragraph 2 above)	
Local content %, as calculated in terms of SANS 1286:2017	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.

The local content percentages for each product have been calculated using the formula given in clause 3 of SANS 1286:2017, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E.

(d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SANS 1286:2017.

(e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SANS 1286:2017, may result in the Procurement Authority / Institution imposing any

or all of the remedies as provided for in Regulation 14 of the Preferential Procurement Regulations, 2022 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

Signature: _____ **Date:** _____

Witness no. 1 _____ **Date:** _____

Witness no. 2 _____ **Date:** _____

BIDDERS DISCLOSURER **SBD4**

1. PURPOSE OF THE FORM

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

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

2. BIDDER'S DECLARATION

2.1 Is the bidder, or any of its directors/trustees / shareholders/members / partners or any person having a controlling interest1 in the enterprise,

employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/directors/directors/directors/trustees/shareholders/members/ partners or any person having a controlling interest in the enterprise, in the table below.

Full Name	Identity Number	Name of State institution

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

2.2.1 If so, furnish particulars:

1 the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

……

……

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

2.3.1 If so, furnish particulars:

……

……

3 DECLARATION

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

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

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect.

3.3 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 consortium2 will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements, or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

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

3.5 There have been no consultations, communications, agreements, or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder

2 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.

was not involved in the drafting of the specifications or terms of reference for this bid.

3.6 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT. I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

…… ……

Signature Date

…… ……

Position Name of bidder

FORM A: CERTIFICATE OF ATTENDANCE AT CLARIFICATION MEETING

INVITATION TO BIDDERS WITH CIDB GRADING OF 3EB OR 3ME OR HIGHER FOR THE ANNUAL SERVICE AND MAINTENANCE OF DIESEL GENERATORS 36 MONTHS AT THE SUPPLIER PARK DEVELOPMENT COMPANY SOC LTD T/A AIDC FOR THE FOLLOWING DIFFERENT SITES, NAMELY:

1) **AUTOMOTIVE SUPPLIER PARK (ROSSLYN)**
2) **WINTERVELD ENTERPRISE HUB (WINTERVELD)**
3) **CHAMDOR HUB (KRUGERSDORP)**
4) **ALEXANDRA AUTOMOTIVE HUB (JHB)**

Notes to Tenderer:

1. Unless the attendee's name, details and signature also appear on the attendance register, this Certificate of Attendance shall not be accepted, and the tender's offer shall be deemed non- responsive.

This is to certify that I, ...

representative of (tenderer) .....

Telephone number .....

e-mail .....

attended the clarification meeting on (date) .....

I further certify that I am satisfied with the description of the works and the explanation given by the AIDC Representative at the clarification meeting, and I fully understand the extent of the works to be done as specified for the execution of this contract.

Signature of Representative: _____

Name and Signature of AIDC SCM Representative: _____

Name and Signature of AIDC Project Manager: _____

FORM H: SARS Tax Compliance Status (TCS) PIN

ATTACH VALID TAX COMPLIANCE STATUS (TCS)

The Tax Compliance Status (TCS) must be submitted together with the tender.

In tenders where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Compliance Status (TCS) PIN.

FORM J: REGISTRATION ON NATIONAL TREASURY CENTRAL SUPPLIER DATABASE

The tenderer shall provide a printed copy of the Active Supplier Listing on the National Treasury Central Supplier Database. (www.treasury.gov.za). Tenderers who are not registered on the Central Supplier Database should attach proof of their application for registration (refer to Tender Data Clause 4.1). In the case of a Joint Venture, a printed copy of the Active Supplier Listing must be provided for each member of the Joint Venture.

Name of Contractor:

.....

Central Supplier Database Supplier Number:

.....

Affix Proof of the National Treasury Central Supplier Database registration to this page (Full CSD Registration Report required, not the CSD Summary Report)

FORM L: AUTHORITY OF SIGNATORY

Details of person responsible for tender process:

Name:

Contact number: ----------

Office address: ----------

Signatories for close corporations and companies shall confirm their authority by attaching to this form **a duly signed and dated original or certified copy on the Company Letterhead** of the relevant resolution of their members or their board of directors, as the case may be.

PRO-FORMA FOR COMPANIES AND CLOSE CORPORATIONS:

"By resolution of the board of directors passed on *(date)*

Mr. . . . . .
. . . . . .

has been duly authorized to sign all documents in connection with the Tender for Contract Number/Name

. . . . . .and any Contract which may arise there from on behalf of

. . . . . .
. . . . . .
(BLOCK CAPITALS) SIGNED ON BEHALF OF THE COMPANY

IN HIS CAPACITY AS .....

DATE .....

FULL NAMES OF SIGNATORY

.....

SIGNATURE .....

AS WITNESSES: 1. NAME .....

SIGNATURE .....

2. NAME .....

SIGNATURE .....

ATTACHED HERETO THE DULY SIGNED AND DATED ORIGINAL OR CERTIFIED COPY OF AUTHORITY OF SIGNATORY ON COMPANY LETTERHEAD

FORM N: PROOF OF GOOD STANDING WITH THE COMPENSATION COMMISSIONER

Notes to tenderer:

1. Discovery that the tenderer has failed to make proper disclosure may result in termination of contract.

2. The tenderer shall attach to this Form evidence that he is registered and in good standing with the compensation fund or with a licensed compensation insurer who is approved by Department of Labour in terms of section 80 of the Compensation for Injury and Disease Act 1993 (COIDA) (Act 130 of 1993).

3. Nature of business to be in line with the terms of reference.

Affix Proof of Good STANDING WITH THE COMPENSATION Commissioner to this page.

FORM P: REGISTRATION WITH CIDB

The tenderer shall provide a printed copy of the Active Contractor's Listing of the CIDB website. (www.cidb.org.za). Tenderers whose CIDB registration expires within 21 days after the close of tender should attach proof of their application for re-registration (refer to Tender Data Clause 4.1). In the case of a Joint Venture, a printed copy of the Active Contractor's Listing must be provided for each member of the Joint Venture, and contractor active status will be validated on-line during evaluation stage.

Name of Contractor: .....

Contractor Grading Designation: .....

CIDB Contractor Registration Number: .....

Expiry Date: .....

T2.3 RETURNABLE FOR QUALITY CRITERIA

FORM Q: COMPANY EXPERIENCE IN RELATION TO SCOPE OF WORKS

The Tenderer will receive a maximum of 60 points based on information provided in this schedule.

The following is a statement of work of similar (Installation/ service and maintenance of diesel generators with a minimum capacity of 100KVA and above) nature and size recently successfully executed by me/ourselves:

1 point will be awarded for projects completed that are of a similar nature, scope, and size to the works required under this tender.

2 The tenderer will be awarded a maximum of **30 points** per 1 x qualifying project with a contract value of R 300 000 or more, provided that the project was completed within the last 10 years.

3 The tenderer will be awarded a maximum of **40 points** per 2 x qualifying project with a contract value of R 300 000 or more, provided that the 2 x projects were completed within the last 10 years.

4 The tenderer will be awarded a maximum of **60 points** per 3 x qualifying projects with a contract value of R300,000 or more, provided that the 3 x projects were completed within the last 10 years.

5 The tenderer must list a minimum of **one (1) or more qualifying projects**, each with a contract value of at least **R300 000.00**, completed within the last **ten (10) years**, demonstrating experience in the installation, servicing and/or maintenance of diesel generators with a minimum capacity of 100 kVA.

Each qualifying project will be awarded points in accordance with the contract-value thresholds specified in Items 2, 3 and 4 above.
For each project claimed, the tenderer must submit the following supporting documentation

a) **Certificate of Practical Completion or Final Completion Certificate or Reference Letter; AND**
b) **The corresponding Award Letter or Purchase Order (PO).**

Points will only be awarded where the submitted documentation adequately confirms the completion and scope of the project. Where negative feedback is received or recorded in respect of a completion certificate, **zero (0) points will be allocated** for that project.

6 Failure to provide all the required information and supporting documentation for a particular project will result in the **forfeiture of all points allocated to that project**.

7 The experience of the Tenderer or joint venture partners in a consortium will be evaluated based on experience in similar projects or similar areas and conditions in relation to the scope of work required for this project.

8 Projects not listed to the below inserted table and without supporting documents will not be considered for evaluation.

Item No	List the Project Name and Provide 1. Practical/Final Completion Certificate/Reference Letter 2. With corresponding Award Letter or Purchase Order (PO). **(Signed by the Client or Engineer or Contractor) from the relevant work executed** (Zero points if none is not listed and attached)	**Contactable Employer: Contact Person and Telephone Number**	**Value of Work** (Inclusive of VAT)	**Date of Completion**
1				
2				
3				
	*Attach additional pages if more space is required			

FORM T: KEY PERSONNEL EXPERIENCE AND QUALIFICATIONS

The Tenderer will receive a maximum of 40 points based on information provided in this Schedule

Notes to tender:

1. The intention of this form is to demonstrate the tender's project structure, as well as the lines of responsibility between members of the project team and the overall company structure. **Attach your own organogram to this form.**
2. Joint Venture tenderers require each element of the venture to submit **a combined organogram** that indicates how the joint venture itself will function, and the proposed share of the work will become a contractual obligation between the members of the joint venture.
3. For all foreign nationals the Tenderer must attach SAQA accreditation and certified proof of work permit.
4. Bidder to submit **Curriculum Vitae (CV)** on this criterion which should be of the same personnel documentation/ qualification submitted on the prequalification.

PROJECT PERSONNEL

i) Project specific organogram (10 Points)

Attach your own organogram to this form.

Project specific organogram with key personnel names and roles of each personnel within the project, including **key personnel as submitted under evaluation for mandatory – (Compliance Requirements)** and more other. As part of the evaluation process, the bidder should suggest the composition and organization of their team:

Project specific organogram	Organogram (Nothing provided or incomplete or not inline)	Organogram With (personnel roles, responsibilities and Names)	Total Points
POINTS	**0**	**5**	**5**

i) Qualified Trade Artisan (Diesel mechanic) with Trade Test Certificate:

As indicated on the submitted organogram,

The Diesel Mechanic is required to have a minimum of 3 years' experience in the Installation/ service and maintenance of diesel generators projects, points to be allocated as indicated below:

YEARS OF EXPERIENCE (per submitted CV)	<2	2	3 and >	Total Points
POINTS	0	10	20	20

ii) **Qualified Trade Artisan (Electrician) with Trade Test Certificate:**

As indicated on the submitted organogram

The Diesel Mechanic is required to have a minimum of 3 years' experience in the Installation/ service and maintenance of diesel generators projects, points to be allocated as indicated below:

YEARS OF EXPERIENCE (per submitted CV)	<2	2	3 and >	Total Points
POINTS	0	5	15	15

N.B: Points to be allocated based on the relevant experience provided on the CVs (CVs should be of the same personnel submitted on pre-qual) provided. The appointed Contractor is to provide such personnel as attached or one with equivalent qualifications and experience. Failure to do so will result in termination of the contract.

ATTACH CV'S AND CERTIFIED QUALIFICATIONS OF KEY PERSONNEL TO THIS PAGE

Note: Only CV's and Qualifications of Key personnel that were named and shown on the organogram to be attached.

COMPETENCE ACHIEVEMENT SCHEDULE (QUALITY)

		MAXIMUM POINTS TO BE ALLOCATED	POINTS CLAIMED BY TENDERER	ALLOCATED POINTS
Company Experience:	Form Q	60		
Key Personnel:	Form T	40		
	Sub- Total	100		
	TOTAL	**100**		

Note:

The total allocated for Quality is 100 points. The minimum threshold required to qualify for the next stage of evaluation is **70 points.** Only those tenders that achieve the minimum threshold will proceed to the price and preference evaluation stage**.**

SUPPLY CHAIN POLICY USING 80/20 PREFERENCE POINT SYSTEM

	MAXIMUM POINTS TO BE ALLOCATED
Price	**80**
Specific Goals	**20**
TOTAL	**100**

T2.4 CERTIFICATE FOR TENDER COMPLIANCE

FORM U: SCHEDULE OF TENDER COMPLIANCE

Note to tenderer:

This Table has been created as an aid to ensure a tenderer's compliance with the completion of the returnable forms and schedules and subsequent placement in the correct envelope.

FORM NO	FORM DESCRIPTION	TICK IF COMPLETED
A	CERTIFICATE OF ATTENDANCE AT CLARIFICATION MEETING	
H	SARS TAX COMPLIANCE STATUS (TCS) PIN	
J	REGISTRATION ON THE NATIONAL TREASURY CENTRAL SUPPLIER DATABASE	
L	AUTHORITY OF SIGNATORY	
N	PROOF OF GOOD STANDING WITH THE COMPENSATION COMMISSIONER	
P	REGISTRATION WITH CIDB	
SBD 4 (Bidder's Disclosure)	DISQUALIFIED IF THE DECLARATION IS NOT COMPLETED IN FULL, SUBMITTED AND SIGNED	
INTEGRITY PACK	DISQUALIFIED IF THE INTEGRITY PACK DECLARATION IS NOT SUBMITTED AND SIGNED	
PRICING SCHEDULE	COMPLETED PRICE SCHEDULE ALL MENTIONED ITEMS (RATES, HEALTH & SAFETY, PRELIMINARIES & GENERAL, AND ECT.) MUST BE PRICED AS PRESCRIBED PRICING SCHEDULE MUST BE FULLY COMPLETED & SIGNED INCOMPLETE COMPLETED PRICING SCHEDULE WILL BE DISQUALIFIED	
Q	COMPANY EXPERIENCE IN RELATION TO SCOPE OF WORKS	
T	KEY PERSONNEL EXPERIENCE AND QUALIFICATIONS	
U	SCHEDULE OF TENDER COMPLIANCE	

PART C1: AGREEMENT AND CONTRACT DATA

C1.1 FORM OF OFFER AND ACCEPTANCE

C1.1: FORM OF OFFER AND ACCEPTANCE

Project Title:	
Tender No:	

OFFER

The Employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the procurement of:

INVITATION TO BIDDERS WITH CIDB GRADING OF 3EB OR 3ME OR HIGHER FOR THE ANNUAL SERVICE AND MAINTENANCE OF DIESEL GENERATORS FOR 36 MONTHS AT THE SUPPLIER PARK DEVELOPMENT COMPANY SOC LTD T/A AIDC FOR THE FOLLOWING DIFFERENT SITES, NAMELY:

1) AUTOMOTIVE SUPPLIER PARK (ROSSLYN)

2) WINTERVELD ENTERPRISE HUB (WINTERVELD)

3) CHAMDOR HUB (KRUGERSDORP)

4) ALEXANDRA AUTOMOTIVE HUB (JHB)

The Tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

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

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

Rand (in words):	
Rand in figures:	R

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

THIS OFFER IS MADE BY THE FOLLOWING LEGAL ENTITY: (cross out block which is not applicable)

Company or Close Corporation:		Natural Person of Partnership:
…….		…….
…….	O R	…….
And: Whose Registration Number is:		Whose Identity Number(s) is/are:
…….		…….
And: Whose Income Tax Reference Number is:		Whose Income Tax Reference Number is/are:
…….		…….

AND WHO IS (if applicable):

Trading under the name and style of: ……

AND WHO IS:

Represented herein, and who is duly authorised to do so, by: Mr/Mrs/Ms: …… In his/her capacity as: ……	**Note:** **A Resolution / Power of Attorney, signed by all the Directors / Members / Partners of the Legal Entity must accompany this Offer, authorising the Representative to make this offer.**

SIGNED FOR THE TENDERER:

Name of Representative	Signature	Date

WITNESSED BY:

Name of Witness	Signature	Date

This Offer is in respect of: (Please indicate with an "X" in the appropriate block)

The official documents..... ☐

The official alternative..... ☐

Own alternative (only if documentation makes provision therefore) ..... ☐

SECURITY OFFERED:

a) The Tenderer accepts that in respect of contracts up to R1 million, a payment reduction of 10% of the contract value (excluding VAT) will be applicable and will be deducted by the Employer in terms of the applicable conditions of contract

b) The Tenderer offers to provide security as indicated below:

i. Cash deposit of 10 % of the Contract Sum. Yes ☐ No ☐

ii. Payment reduction of 10% of the value certified in the payment certificate. Yes ☐ No ☐

iii. A cash deposit of 5% of the Contract Sum and a payment reduction of 5% of the value certified in the payment certificate. Yes ☐ No ☐

iv. Fixed construction guarantee of 5% of the Contract Sum and a payment reduction of 5% of the value certified in the payment certificate. Yes ☐ No ☐

NB. Guarantees submitted must be issued by either an insurance company duly registered in terms of the Short-Term Insurance Act, 1998 (Act 35 of 1998) or by a bank duly registered in terms of the Banks Act, 1990 (Act 94 of 1990) on the pro-forma referred to above. No alterations or amendments of the wording of the pro-forma will be accepted.

The Tenderer elects as its domicile cited et executed in the Republic of South Africa, where any and all legal notices may be served, as (physical address):

……

Other Contact Details of the Tenderer are:

Telephone No…… Cellular Phone No. ……

Fax No ……

Postal address ……

Banker …… Branch ……

Branch Code …… Account number ……

Registration No of Tenderer at Department of Labour ……

CIDB Registration Number: ……

ACCEPTANCE

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

The terms of the contract, are contained in:

Part 1 Agreement and contract data, (which includes this agreement)

Part 2 Pricing data

Part 3 Scope of work.

Part 4 Site information

And drawings and documents or parts thereof, which may be incorporated by reference into Parts 1 to 4 above.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the tender schedules as well as any changes to the terms of the offer agreed by the Tenderer and the Employer during this process of offer and acceptance, are contained in the schedule of deviations attached to and forming part of this agreement. No amendments to or deviations from said documents are valid unless contained in this schedule.

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

Notwithstanding anything contained herein, this agreement comes into effect, if delivered by hand on the day of delivery, or if delivered by courier within two working days after submission by the Employer to the courier services for a door-to-door delivery to the Tenderer, provided that the parties Employer notifies the Tenderer of the tracking number within 24 hours of such submission. Unless the Tenderer (now Contractor) within seven working days of the date of such submission notifies the Employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the.

FOR THE EMPLOYER:

Name of Signatory	Signature	Date

Name of Organisation:	**AIDC - Automotive Industry Development Centre**
Address of Organisation	**Automotive Industry Development Centre** **Automotive Supplier Park** **30 Helium Road, Rosslyn, 0200**

WITNESSED BY:

Name of Witness	Signature	Date

C1.2 CONTRACT DATA

C1.2: CONTRACT DATA

C1.2.1 The JBCC Minor Works Agreement Edition 5.3 (June 2024)

The JBCC Minor Works Agreement published by the Joint Building Contracts Committee for use with The JBCC Minor Works Agreement Edition 5.3 (June 2024) shall be deemed to be applicable.

The JBCC Minor Works Agreement Edition 5.3 (June 2024) Copies of these conditions of contract may be obtained from the Association of South African Quantity Surveyors (011- 3154140), Master Builders Association (011-205-9000; 057-3526269) South African Association of Consulting Engineers (011-4632022) or South African Institute of Architects (051-4474909; 011-4860684; 053-8312003;) or may be purchased from the JBCC.

The JBCC Minor Works Agreement Edition 5.3 (June 2024) makes several references to the Contract Data for specific data, which together with these conditions collectively describe the risks, liabilities and obligations of the contracting parties and the procedures for the administration of the Contract. The Contract Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and The JBCC Minor Works Agreement Edition 5.3 (June 2024).

C1.2.2 CONTRACT DURATION

- The proposed works shall commence immediately on formal contracting.
- The estimated overall contract duration is 36 Months.

C1.2.2 CONTRACT PERFORMANCE

The contractor will sign The JBCC Minor Works Agreement Edition 5.3 (June 2024) Agreement with AIDC. The performance of the Contractor will be discussed on the monthly basis at meetings scheduled to sit at AIDC offices.

Performance Items to be discussed will include:

- The number of site instruction for specific period
- The turnaround time to attend emergency callouts
- Planned vs. Actual progress
- Submission of reports, invoices, and other administration duties
- Payment of invoices

C1.3 AGREEMENT IN TERMS OF THE OCCUPATIONAL HEALTH AND SAFETY ACT, 1993 (ACT NO 85 OF 1993)

C1.4 AGREEMENT IN TERMS OF THE OCCUPATIONAL HEALTH AND SAFETY ACT, 1993 (ACT NO 85 OF 1993)

THIS AGREEMENT made at .....

on this the ..... day of ..... in the year …….....

between AUTOMOTIVE INDUSTRY DEVELOPMENT CENTRE (hereinafter called "the Employer") of the one part, herein represented by

in his capacity as .....

and .....

(hereinafter called "the Mandatory") of the other part, herein represented by .....

.....

in his capacity as .....

WHEREAS the Employer is desirous that certain works be Supplied and has accepted a Tender by the Mandatory for the construction, completion and maintenance of such Works and whereas the Employer and the Mandatory have agreed to certain arrangements and procedures to be followed in order to ensure compliance by the Mandatory with the provisions of the Occupational Health and Safety Act, 1993 (Act 85 of 1993).

NOW THEREFORE THIS AGREEMENT WITNESSETH AS FOLLOWS:

1 The Mandatory shall execute the work in accordance with the Contract Documents pertaining to this Contract.

2 This Agreement shall hold good from its Commencement Date, which shall be the date of a written notice from the Employer or Employer's Agent requiring him to commence the execution of the Works, to either

(a) the date of the Final Approval Certificate issued in terms of Joint building Contracts Committee (hereinafter referred to as "the JBCC"),

(b) the date of termination of the Contract in terms of JBCC

3 The Mandatory declares himself to be conversant with the following:

(a) All the requirements, regulations and standards of the Occupational Health and Safety Act (Act 85 of 1993), hereinafter referred to as "The Act", together with its amendments and with special reference to the following Sections of The Act:

(i) Section 8: General duties of employers to their employees.

(ii) Section 9: General duties of employers and self-employed persons to persons other than employees.

(iii) Section 37: Acts or omissions by employees or Mandatory, and

(iv) Subsection 37(2) relating to the purpose and meaning of this Agreement.

(b) The procedures and safety rules of the Employer as pertaining to the Mandatory and to all his subcontractors.

All the requirements, regulations and standards of the COVID-19 Occupational Health andSafety Measures in Workplaces, COVID-19 (C19 OHS), 2020.

4 In addition to the requirements of JBCC and all relevant requirements, the Mandatory agrees to execute all the Works forming part of this Contract and tooperate and utilize all machinery, plant and equipment in accordance with the Act.

5 The Mandatory is responsible for the compliance with the Act by all his subcontractors, whether or not selected and/or approved by the Employer.

The Mandatory warrants that all his and his subcontractors' workmen are covered in terms of the Compensation forOccupational Injuries and Diseases Act, 1993, which covers, shall remain in force whilst any such workmen are present on site. A letter of good standing from the Compensation Commissioner for this effect must be produced to the Employer upon signature of the agreement.

6 The Mandatory undertakes to ensure that he and/or subcontractors and/or their respective employers will at all times comply with the following conditions:

(a) The Mandatory shall assume responsibility in terms of Section 16.1 of the Occupational Health and Safety Act. The Mandatory shall not delegate any duty in terms of Section 16.2 of this Act without the prior written approval of the Employer. If the Mandatory obtains such approval and delegates any duty in terms of section 16.2 a copy of such written delegation shall immediately be forwarded to the Employer.

(b) All incidents referred to in the Occupational Health and Safety Act shall be reported by the Mandatory to the Department of Labour as well as to the Employer. The Employer will further be provided with copies of all written documentation relating to any incident.

(c) The Employer hereby obtains an interest in the issue of any formal inquiry conducted in terms of section 32 of the Occupational Health and Safety Act into any incident involving the Mandatory and/or his employees and/or his subcontractors.

In witness thereof the parties hereto have set their signatures hereon in the presence of the subscribing witnesses:

SIGNED FOR AND ON BEHALF OF THE EMPLOYER: _____

WITNESS 1_____ 2_____

NAME 1_____ 2 _____

(IN CAPITALS)

SIGNED FOR AND ON BEHALF OF THE MANDATORY: _____

WITNESS 1_____ 2 _____

NAME 1_____ 2_____

(IN CAPITALS)

PART C2: PRICING DATA

C2.1 PRICING INSTRUCTIONS

1 The agreement is based on The JBCC Minor Works Agreement Edition 5.3 (June 2024) Agreement, prepared by The JBCC Minor Works Agreement Edition 5.3 (June 2024) The additions, deletions, and alterations to The JBCC Minor Works Agreement Edition 5.3 (June 2024) Agreement as well as the contract specific variables are as stated in the Contract Data.

2 The prices and rates in the Pricing Schedule are fully inclusive of prices for the work described below the items. Such prices and rates cover all costs and expenses that may be required in and for the execution of the work described in accordance with the provisions of the Scope of Work, and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the Contract Data, as well as overhead charges and profit. These prices will be used as a basis for assessment of payment for additional work that may have to be carried out.

3 Reference to any trademark, name, patent, design, type, specific origin or producer is purely to establish a standard for requirements. Products or articles of an equivalent standard may be substituted.

4 The rates contained in the Pricing Schedule will apply irrespective of the final quantities of the different classes and kinds of work executed.

5 An item against which no price is entered into will be considered to be covered by the other prices or rates in the Pricing Schedule. A single lump sum will apply should a few items be grouped together for pricing purposes.

6 Where any item is not relevant to this specific contract, such item is marked N/A (signifying “not applicable”)

7 The Pricing Schedule is not intended for the ordering of materials. Any ordering of materials, based on the Pricing Schedule, is at the Contractor’s risk.

8 Where the initial contract period is extended, the monthly charge shall be calculated on the basis as set out in 14 but considering the revised period for completing the works.

9 All work is to be constructed using labor-intensive methods.

Payment for items which are designated to be constructed under labor intensively will not be made unless they are constructed using labor-intensive methods. Any unauthorized use of plants to carry out work which was to be done labor intensively will not be condoned and any works soconstructed will not be certified for payment.

10 Labor Intensive Works requirements

The service provider shall, for monitoring purposes, keep weekly records and transit to the Employer data on the following indicators with regards to the project:

- Project budget and planned output according to EPWP requirements were applicable
- Actual Project Expenditure and actual output according to EPWP requirements were applicable
- Planned achieved Labor intensity
- Number of work opportunities created
- Demographics of workers employed

- Wage rate earned on project
- Number of person-days of employment created
- Copies of identity documents ow workers
- Number of people who have attended training including the nature and duration of training provided

11 Pricing Instruction Special Notes.

Note 1: Minimum Local Business Sub-Contracting (where applicable),

- Subcontracts AIDC, in support of Supplier Development and Gauteng Township Economic Development , the bidder should also explore the following:
- A certain % of contract value may be subcontracted to Local Business (applicable to Exempt Micro Enterprise (EME), which is 51% owned by Black within City of Tshwane.

Note 2: AIDC Fiscal Progressive Budget Allocation,

- Project Grand Total Budget will be apportioned throughout the 36 Months duration and/or end of contract value linked to AIDC Fiscal allocated yearly budget.
- Provisional sum budget will be allocated As-And-When Fiscal Years Budget is made available.

Note 3: Public Liability Insurance,

- AIDC duly instructs the successful bidder to provide comprehensive insurance including the losses sustained in production resulting from consequences in construction delays / disturbances / damages for an amount not less than R2 million.

C2.2 SCHEDULE OF QUANTITIES

C2.2.1 PRICING SCHEDULE AS PER SCOPE OF WORK

PRICING SCHEDULE AS PER SCOPE OF WORK – OVERALL PROJECT COST **SBD 3**

Note: Only firm prices in South African Rand ('R') valid for the duration of the contract from the closing date will be accepted.

Name of Bidder ……..…….…… **Bid number: AIDC_T05_2026/27**

Closing Date: 21 November 2026 **Closing Time: 11:00**

BIDDER TOTAL COSTING (ALL COST INCLUSIVE) FROM SBD3 TO BE TRANSFERRED TO THE FIRST PAGE OF THIS TENDER DOCUMENT.

Offer to be valid for the duration of the project (Contract Period)

Detailed costing can be provided to substantiate the pricing schedule

This pricing must refer to the proposed implementation plan

Item No.	Description	In line with detailed Scope specification as detailed in this same document.				
a)	**Diesel generator annual service as per scope of work**	**100kva (Chamdor)**	**100 kva (WEH)**	**150kva (Building C1)**	**270kva (Building F1)**	**400 kva (ALEX)**
1)	*Year One (1)*	R	R	R	R	R
2)	*Year Two (2)*	R	R	R	R	R
3)	*Year Three (3)*	R	R	R	R	R
Total (A) Excl. VAT		***R***	***R***	***R***	***R***	***R***
b)	**Diesel generators annual load tests**	**100kva (Chamdor)**	**100 kva (WEH)**	**150kva (Building C1)**	**270kva (Building F1)**	**400 kva (ALEX)**
	Year One (1)	R	R	R	R	R

	Year Two (2)	R	R	R	R	R
	Year Three (3)	R	R	R	R	R
Total (B) Excl. VAT		**R**	**R**	**R**	**R**	**R**

c) Provision for Emergency (As-and-When)

Item No	Description	UOM	QTY (Estimated for Evaluation)	Rate	Amount
1)	**Provisional Sum** Allow for budgetary allowance to be used specifically to address Rental of Generator, Labor for emergency work and call out (As and when) and unspecified scope requirements. Provisional Sum ONLY to be used as directed by the client and to be measured in accordance with the adjudicated supplied costing at the specific time & period of special scope need. Work for which budgetary allowances are provided will, unless otherwise stated, be measured and valued in accordance with the contract prescript and deducted in whole or in part if not required without any compensation for loss	Item	1	R600 000.00	R600 000.00

	or profit on the said allowances. Provisional sums are net and are for material and equipment supplied and installation by firms of specialists. And the following Capped Profit & Attendance to apply to none pre-stipulated rate and external firms of specialist's involvements: Profit 5% (Capped) Attendance 5% (Capped)				
2)	<u>Rental of Generator</u> For the supply and commissioning of generator including transportation in case of emergency As-and-When required.				
2.1	**<u>Year 1</u>**				
	a) 100kva	P/Day	1	R	R
	b) 100kva	P/Day	1	R	R
	c) 150kva	P/Day	1	R	R
	d) 270kva	P/Day	1	R	R
	e) 400 kva	P/Day	1	R	R

2.2	**Year 2**				
	a) 100kva	P/Day	1	R	R
	b) 100kva	P/Day	1	R	R
	c) 150kva	P/Day	1	R	R
	d) 270kva	P/Day	1	R	R
	e) 400 kva	P/Day	1	R	R
2.3	**Year 3**				
	a) 100kva	P/Day	1	R	R
	b) 100kva	P/Day	1	R	R
	c) 150kva	P/Day	1	R	R
	d) 270kva	P/Day	1	R	R
	e) 400 kva	P/Day	1	R	R
3)	Labor for emergency work and call out (As and when)				
	Emergency call outs (As and when) (estimated for evaluation)				
	a) Skilled Laborer for	p/hr.	1	R	R

	(Normal hour)				
	b) Assistant (Normal hours)	p/hr.	1	R	R
	c) Skilled Laborer for (overtime, weekend, and public holiday)	p/hr.	1	R	R
	d) Assistant for (overtime, weekend, and public holiday)	p/hr.	1	R	R

Total (C) Excl. VAT		R
	Total (A+B+C) Excl. VAT	R
Add	**Compliance with Health, Safety & Occupational File**	R
	Sub-Total	R
	VAT 15%	R
	Grand Total	R

Note: All costs must be included in the bid price**,** including **VAT, travel, delivery, 'complete project solution', Minimum 10-year guarantee and all taxes** where applicable, etc.

Important: If there are any exclusions or added services, those must be clearly indicated.

_____ _____

Signature of Bidder **Date**

PART C3: SCOPE OF WORK

C3.1 MANDATE

The Automotive Industry Development Centre (AIDC) serves to develop the automotive manufacturing sector to globally competitive standards of excellence, through a world-class value proposition which enables effective and sustainable socio-economic growth. The organization was established as a government support centre, to increase the local automotive industry's global competitiveness and to promote Gauteng as the automotive industry investment destination of choice.

The organization is the dedicated developmental agency of the Gauteng Growth and Development Agency (GGDA) in relation to the specific industrial, infrastructure and training needs required by the automotive and allied sector - particularly those based in the Gauteng province.

The AIDC is thus tasked by GGDA with special developmental-oriented projects aimed at retaining and attracting investments in the automotive and allied-related sector with a focus on enterprise development; support BBBEE SMME development, skills development and limited logistical infrastructure in line with the Gauteng provincial government's objectives of transformation, modernization and re-industrialization (TMR). The AIDC also undertakes projects related to the transport and energy sectors, as well as the development of the Auto City in the Northern Corridor.

C3.2 BACKGROUND TO THE TENDER

C3.2.1 INTRODUCTION

The Supplier Park Development Company SOC Ltd trading as AIDC (hereinafter referred to as "AIDC") is a state-owned company (SOC) with all its shares held by the Gauteng Growth and Development Agency (GGDA), an agency of the Department of Economic Development of the Gauteng Province. The company was established to primarily provide support to the SA Automotive and Allied Industry, in its drive for global competitiveness.

The FMM department's mandate encompasses a range of functions required to ensure that buildings infrastructure perform as originally designed and constructed to support organizational requirements of the AIDC.
As per the Occupational Health and Safety Act, 1993 requirement, a safe working environment without risks to the health of occupants of buildings should be reasonably always maintained.

The department thus promptly needs to address/ close the gaps impeding the respective daily operation of our tenants by improving their facilities to acceptable standards and to sustain the usefulness and value of AIDC properties.

Power outages are often the result of harsh weather, such as high winds, lightning strikes, or ice buildup, cable theft, cable faults etc. Part of the disaster preparedness strategy, AIDC took it upon themselves to install standby generators at ASP as well as WEH to curb the risk of loss of production during power failure - Electrical power outages are unavoidable and can increase in both frequency and duration.

The installed standby generators are normally utilized for the purposes of supplying electrical power when the mains supply has failed, been switched off by the supplier for maintenance purposes or if the above-mentioned factors occur. Therefore, the service/maintenance is a key consideration for any generator to ensure that they operate at the maximum efficiency and to increase the reliability of our power systems.

C3.3 TENDER SCOPE OBJECTIVES

The aim is to request from potential service providers to submit a tender for the once-off annual maintenance, services and repairs of diesel stand-by generators within the AIDC premises (ASP, Winterveld, Chamdor and Alexandra) to ensure long equipment life and satisfactory performance of the stand-by generators.

Bidders/ Service providers must be registered with CIDB Grading 3EB OR 3ME OR HIGHER.

The repair and maintenance shall comply with but not limited to the following regulations:

a) SANS 10400: The application of the National Building Regulations.

b) Electrical machinery - Electrical Machinery Regulations

c) Electrical installation - Electrical Installation Regulations

d) Fire safety - Applicable national/local fire regulations and municipal requirements

e) Environmental - Applicable environmental, air-quality, waste and municipal requirements Exhaust emissions, noise, waste oil, contaminated filters, fuel spills and nuisance

f) SABS Standards

g) SANS 10142-1, SANS 8528, SANS 60034, SANS IEC 60947 and the OHSA as applicable generator

h) The Occupational Health and Safety Act, Act No. 85 of 1993

i) Applicable Local Municipal By-Laws and Regulations

C3.4 TENDER SCOPE

The Supplier Park Development Company SOC LTD T/A AIDC serves to develop the automotive manufacturing sector to globally competitive standards of excellence, through a world-class value proposition which enables effective and sustainable socio-economic growth. The organization was established as a government support centre, to increase the local automotive industry's global competitiveness and to promote Gauteng as the automotive industry investment destination of choice.

The organization is the dedicated developmental agency of the Gauteng Growth and Development Agency (GGDA) in relation to the specific industrial, infrastructure and training needs required by the automotive and allied sector - in particular those based in the Gauteng province.

The AIDC is thus tasked by GGDA with special developmental-oriented projects aimed at retaining and attracting investments in the automotive and allied-related sector with a focus on enterprise development; support BBBEE SMME development, skills development and limited logistical infrastructure in line with the Gauteng provincial government's objectives of transformation, modernization and re-industrialization (TMR). The AIDC also undertakes projects related to the transport and energy sectors, as well as the development of the Auto City in the Northern Corridor.

Service/maintenance procedures/instruction Details to include but not limited to the following:

A. GENERAL SERVICE/MAINTENANCE:

1) Check calibration of all gauges.
2) Drain generator of lubricating oil and replace with new.
3) Drain all coolant from system and replace with a mixture of 60% clean fresh water and 40% inhibited ethylene glycol or to accord with manufacturer's instructions.
4) Perform all tasks as recommended by the manufacturer.
5) Check drive belts and fan for wear, tension and alignment, replace re-align as required.
6) Check and clean alternator ventilation arrangement.
7) Check operation of coolant heaters.
8) Drain sludge from fuel tank.
9) Inspect injectors and service as necessary.
10) Inspect condition of all hoses and belts.
11) Replace and tighten as necessary.
12) Inspect tube gauge and prime bearing housing.
13) Service and/or replace busy gear if necessary.
14) Inspect all points requiring greasing including alternator bearings and grease as required.
15) Ensure all electrical connections are clean and secure.
16) Operate the various isolators and switchgear to ensure correct operation.

17) Check level of oil in storage tank and report on level.
18) Run up generator at full load for a minimum of one hour.
19) Check the voltage and current of each phase in turn and that the voltage and frequency are being maintained, record and report.
20) Check security of engine base plate.
21) Check condition of oil supply pipework and storage tanks.
22) Check operation of oil transfer pumps.
23) Ensure battery cover is clear of the battery ventilation plugs.
24) Check engine for any damage and report on condition.
25) Clean engine of any dust or dirt.
26) Check injector pump drives for wear and tightness, connect if loose.
27) Check operation of sump heater, replace if defective.
28) Check operation of fuel transfer pump, report if not functional
29) Repairs and maintenance to finishes are obligated by wear and tear, preventative maintenance etc. and only parts that are suitable in respects shall be used.
30) The timeous repairs and replacement of obsolete items to reduce breakdowns, down time, unplanned maintenance and consequently maintain optimal building infrastructure operation.
31) The provision of maintenance site registers, keeping accurate records of all maintenance activities, planned repairs and routine safety related operational tests for submission to the AIDC Facilities Manager.
32) The provision on request by AIDC facilities Manager generated computer reports detailing a history of callouts, repairs and break-down repairs.
33) To alert and advise the AIDC Facilities Manager in writing of any repairs and replacement required to existing assets deemed necessary. No repairs or maintenance work shall be undertaken without permission from the AIDC Facilities Manager or AIDC duly appointed consultants.

B. GENERATORS SPECIFICATIONS:

BUILDING F1 – CENTRAL HUB OFFICE			
	Diesel Motor	**Electrical Generator**	**Generator Controller**
Make	**John Deere**	**Magna Plus Synchronous AC generator**	**Lovato gen-set unit**
Type	**DT(1675F)**	**432PSL6210**	**RGAM**
Serial Number		**656510-1204**	
Size	**8.2 L, 6 Cylinder Diesel Turbo**	**270 KVA**	
Max Power		**216 KW**	

Max Load		390 Amp	24 mil Amp
Volts	24 Volt DC (Bat)	400 Volt AC	12 Volt DC
BUILDING C1			
	Diesel Motor	Electrical Generator	Generator Controller
Make	John Deere	Malo Marelli Generator	Lovato
Type	Power Tech	MJB 250 MA 4	RGAM-10
Serial Number	CD6068H765464	MR 20220	
Size	6.8 L 6 Cylinder Diesel Turbo	150 KVA	
Max Power			
Max Load		216 Amp	24 mill Amp
Volts	12 Volt DC (Bat)	400 Volt AC	12 Volt DC
WINTERVELD ENTERPRISE HUB			
	Diesel Motor	Electrical Generator	Generator Controller
Make	Deutz Diesel	Enga	Smart Gen
Type	WP 4D 1008200	EG 225 – 801	
Ser - Nu		152894	
Size		100 KVA	
Max Power			
Max Load		144 Amp	24 mill Amp
Volts	24 Volt DC (Bat)	400 Volt AC	24 Volt DC
CHAMDOR HUB			
	Diesel Motor	Electrical Generator	Generator Controller
Make	AKSA		Smart Gen
Type	APD 110C	AK480	
Ser - Nu		78394668	
Size		100 KVA	
Base Rating			

Max Load		**144 Amp**	**24 mill Amp**
Volts	**24 Volt DC (Bat)**	**400 Volt AC**	**24 Volt DC**

ALEXANDRA AUTOMOTIVE HUB (JHB)	
	Diesel Motor
Make	**ELEGEN**
Type	**HC.1444F1**
Ser - Nu	**X17E194621**
Base Rating kva	**400**
Base Rating kw	**320**
Phase	**3**
Voltage	**400**

C. STANDBY POWER GENERATOR SWITCHGEAR:

1) Inspect switchboard for cleanliness and check that all switchgear access panels and doors are closed and secured. Where cleaning is necessary all external dust and dirt should be removed. Use cleaning cloths of material which is free from loose fiber and metallic threads. If brushes or blower nozzles are used, they must not contain any metallic materials.
2) Check that all switch room firefighting equipment is serviceable and available for use (only if applicable).
3) Make an internal inspection of fuse switches and isolators proceeding for individual switches as follows:
    - **i.** Check that switch interior is clean.
    - **ii.** Examine for evidence of arcing.
    - **iii.** Check fixed and moving contacts for burn or flash marks.
    - **iv.** Ensure that linkages and fixings are secure.
    - **v.** Inspect contact springs examining for breakage and check spring pressure (see individual switch manufacturer's instructions).
    - **vi.** Examine contact supports for damage or distortion.

D. BATTERIES SERVICE/MAINTENANCE - LEAD ACID UNSEALED:

Details Report on undertaking the following:

Inspecting and checking ventilation to battery room is adequate report if remedial action is required:

1) Execute capacity tests in accord with manufacturer's instructions, record results.
2) Test and record specific gravity of electrolyte top up as necessary.
3) Inspect for leakage or excessive discharge through vents, replace defective units indicating such symptoms, check charging arrangements. Ensure vents are unobstructed.
4) Clean and check for tightness of all connections lightly coat with petroleum jelly.
5) Check condition of battery stands, clean and resurface if corroded to match existing undamaged sections.
6) Check labelling of positive and negative is present.
7) Note: Tools used for maintenance must be insulated to SABS standard on handling, protective clothing and eye shields must be worn.

E. OIL STORAGE TANKS:

1) Inspect external/internal surfaces and seams for signs of leaks, corrosion, pitted places or breakdown of coating.
2) Remove traces of water or sludge from inside of tank.
3) Fit new gasket when replacing manhole.
4) Check operation of low- and high-level alarms together with float control linkage.
5) Check accuracy of contents gauge and recalibrate if required against tank dip reading.
6) Check operation of oil shut off valve and associated linkage.
7) Clean oil strainers and renew gaskets.
8) Check bund enclosures and report condition.
9) Check the condition of insulation and make good if damaged.

REQUIREMENTS SUMMARY

- Compile/complete Service check list and hand to AIDC representative.
- Any additional repair works & faults finding during above service/maintenance shall be quoted separately.
- All service report to be signed by AIDC Maintenance representative as a symbol/sign of job done satisfactory & verification of material/spares replaced.
- Period to complete service/maintenance (Max 10 X Days from date of official issued AIDC order)

AIDC SITE PROCEDURE:

The following site procedures will apply:

- AIDC reserves the right of admission.
- In terms of section 14 of the Occupational Health and Safety Act It is your duty and responsibility to adhere to all OH&S requirements.
- Admission to this ASP site is strictly controlled as required by the Occupational Health and Safety Act.
- Obey all warning and information signs and pictograms - especially those relating to the use of protective clothing and equipment
- Report any accident or incident to the AIDC Facilities Team on 012 564 3010
- The site area may sometimes contain moving vehicles, and equipment please proceeds with caution to avoid accidents.
- Observe all fire precautions and fires may only be lit in designated areas.
- You will need to report and register your team at the AIDC maintenance Office (Helpdesk/clerk of works or project manager) prior to entering/leaving the ASP property.

F. CALL OUT RESPONSE - TIMES

a) The appointed contractor should ensure at any time of the day or night, seven (7) days a week, inclusive of statutory holidays, for the duration of contract, that competent staff is available to timeously attend call-outs including emergencies.

b) The response times to emergency callouts, including site investigations, making safety and completion of repairs, shall be within the time period as set below:

Call Out Response – Turnaround Time	Emergency (Working Hours)	Emergency (After Working Hours)
4 Hrs	Repairs Completed Within 24hours	Repairs Completed Within 24hours

G. WORKMANSHIP

a) The appointed contractor shall employ only competent personnel, including artisans to perform service and maintenance of diesel generators work.

b) The work shall be executed using the latest technology, trends, and best practices in accordance with building regulations to the satisfaction of AIDC. All remedial work or poor workmanship shall be rectified at the cost of the contractor.

c) The appointed contractor shall remain responsible for completing maintenance of the services diesel generators.

C3.5 HEALTH AND SAFETY

C3.6.1 HEALTH AND SAFETY REQUIREMENTS AND PROCEDURES

Before starting work on site, the Contractor shall appoint a health and Safety Officer inwriting and give a copy of the letter of appointment to the Employer.

The Health and Safety Specification is attached as Appendix B and must be referred to when compiling the Health and Safety Plan.

Construction Regulations, 2014

The Contractor shall be required to comply with the Occupational Health and Safety Act, 1993: Construction Regulations, 2014 (the regulations) as promulgated in the applicable Government Gazette. Non-compliance with these regulations, in any way whatsoever, will be an adequate reason for suspending the Works.

The Contractor shall in terms of regulation 5(1) provide a comprehensive health and safety plan detailing his proposed compliance with the regulations, for approval by the Employer.

The Contractor shall always be responsible for full compliance with the approved plan as well as the Construction Regulations and no extension of time will be considered for delays due to non-compliance with the abovementioned plan or regulations.

Payment items are included in the Schedule of Quantities to cover the Contractor's cost for compliance with the OHS Act and the above-mentioned regulations.

COVID-19 Occupational Health and Safety Measures in Workplaces COVID-19 (C19OHS), 2020

The Contractor shall be required to comply with the COVID-19 Occupational Health and safety Measures in Workplaces act: COVID-19 (C19 OHS),2020 for as long as the declaration of a national disaster published in Government Gazette 43096 on 15 March2020 remain in force. Non-compliance with these regulations, in any way whatsoever, will be an adequate reason for suspending the Works or termination of a contract.

C3.6.2 PROTECTION OF THE PUBLIC

The site is accessible to the general public. The Contractor shall ensure that all personnel entering the construction site are fully informed about the dangers, dos and don’ts on the site. The Contractor shall ensure that non-construction personnel are protected within the guidelines of the OH&S Regulations.

C3.6.3 BARRICADES AND LIGHTING

All working spaces shall be securely barricaded at all times in accordancewith the requirements of the applicable OH&S Regulations.

C3.6.4 TRAFFIC CONTROL ON ROADS

The Safety Officer shall take full responsibility for the traffic control in and around the site. The personnel on site shall be fully informed and trained by the Safety Officer regarding the construction traffic and general traffic control.

C3.6.5 MEASURES AGAINST DISEASE AND EPIDEMICS

Necessary measures must be adopted and implement occupational health and safety measures to reduce and eliminate the escalations of infections in workplaces against disease, epidemics and pandemics on site as and when directed by the Department ofLabour.

C3.6.6 AIDS AWARENESS

All construction personnel shall be given an Aids Awareness briefing session by the Safety Officer.

C3.6.7 COVID-19 AWARENESS

All construction personnel should be given an COVID-19 Awareness briefing session by the SafetyOfficer.

PART C4: SITE INFORMATION

C4.1 PROJECT LOCATION

The project is located within the AIDC Site (ASP Rosslyn) under the municipality of the City of Tshwane in the Gauteng Province.

General Information of the above-mentioned sites:

A. Automotive Supplier Park (Rosslyn)

Building Location: Helium Rd, Akasia, Rosslyn, Pretoria North

Building Area of Focus: Buildings C3/C4

Local Authority: City of Tshwane

Geographical location: 30 Helium Road, Rosslyn, Pretoria

Description of main use: Automotive Industrial Park

Site Location:

A satellite image of the site location is shown in Figure 1 below.



Winterveld Automotive Hub

Building Location: Winterveld

Building Area of Focus: Building & Common Area

Local Authority: Tshwane Metro Municipality

Geographical location: Bushveld Rd

Description of main use: Automotive Industrial Park

Site Location:

A satellite image of the site location is shown in Figure 5 below.



Chamdor Automotive Hub

Building Location: Krugersdorp

Building Area of Focus: Building & Common Area

Local Authority: Mogale City

Geographical location: Jacobs St, Chamdor, Krugersdorp

Description of main use: Automotive Industrial Park

Site Location:

A satellite image of the site location is shown in Figure 6 below.



Alexandra AUTOMOTIVE Hub (JHB)

Building Location: Alexandra (JHB)

Building Area of Focus: Building & Common Area

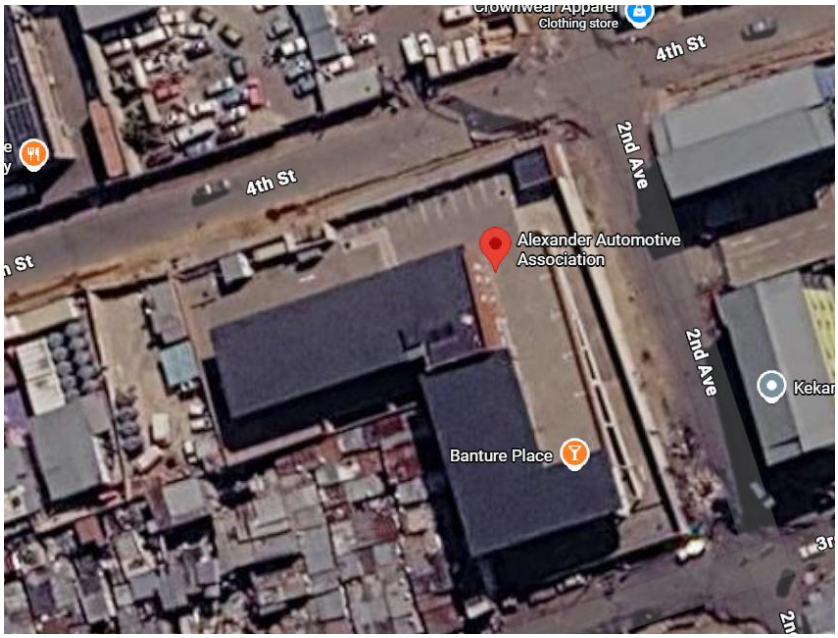
Local Authority: City of Johannesburg

Geographical location: 4th Street, Alexandra

Description of main use: Automotive Industrial Hub

Site Location:

A satellite image of the site location is shown in Figure 6 below.



PART C5: ANNEXURES

ANNEXURE A
SHEQ SPECIFICATION

ANNEXURE B

POPIA COMPLIANCE - PERSONAL INFORMATION PROCESSING FORM

ANNEXURE C
VALUE ADDED TAX (VAT)

ANNEXURE D

REPORTING UNETHICAL CONDUCT

ANNEXURE E
INTEGRITY PACT