Invitation to Bid for the Appointment of a Service Provider

APPOINTMENT OF SERVICE PROVIDER(S) FOR THE SUPPLY AND DELIVERY OF CLEANING MATERIALS AND CONSUMABLES FOR A PERIOD OF THREE (3) YEARS – ARID REGION PARKS

Bid Number:	GNP-028-26
Advert Date	**06 November 2026**
Issuer	South African National Parks
Closing Date and Time	**04 December 2026**
Compulsory Virtual Clarification Meeting	**17 November 2026 @ 11H00 AM** **Venue: Microsoft Teams** **Meeting ID: 371 311 850 776 329 7** **Passcode: xU7n6bY3** **Teams' platform will open at 10h30 to allow members to register and stabilize their network and will close at 11h00. No entry will be allowed from 11h01.**
	Registration Link:
	https://events.teams.microsoft.com/event/1274f9fe-ef5a-4267-bf76-85c9a589c3bd@51356eee-0e68-4724-abe1-4f440cb33114

Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

The bid box is open between 07H30 – 16H00 on Mondays-Friday Only

RECEPTION BUILDING, ARID REGION OFFICES,

BI-LO OFFICE NO.6, 9 GROENWEGPUNT WAY, UPINGTON,8800

(TENDER BOX)

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS – Must not be typed

THIS BID IS SUBJECT TO THE GENERAL CONDITIONS OF CONTRACT ISSUED PER TREASURY REGULATION 16A PUBLISHED IN TERMS OF THE PUBLIC FINANCE MANAGEMENT ACT, 1999 (ACT 1 OF 1999); PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000; AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022

SBD 1 South African National Parks

PART A: INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (*NAME OF DEPARTMENT/ PUBLIC ENTITY*)					
BID NUMBER:	**GNP-028-26**	CLOSING DATE:	**04 December 2026**	CLOSING TIME:	**11:00 AM**
DESCRIPTION	**APPOINTMENT OF SERVICE PROVIDER(S) FOR THE SUPPLY AND DELIVERY OF CLEANING MATERIALS AND CONSUMABLES FOR A PERIOD OF THREE (3) YEARS – ARID REGION PARKS**				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT *(STREET ADDRESS)*					
LOCATION OF TENDER BOX:	**Reception Building, Arid Region Office (Tender Box is open between 07h30 -16h00 on Monday - Fridays Only)**				
PHYSICAL ADDRESS:	**BI-LO Office no.6, 9Groenpunt Way, Upington, 8800**				

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO		**TECHNICAL ENQUIRIES MAY BE DIRECTED TO:**	
CONTACT PERSON	**Prudence Skey**	CONTACT PERSON	**Jan Vilander**
TELEPHONE NUMBER	**054 561 2009**	TELEPHONE NUMBER	**054 561 2031**
E-MAIL ADDRESS	**Kgalagadi.scm@sanparks.org**	E-MAIL ADDRESS	**Kgalagadi.scm@sanparks.org**

SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER	TAX		**OR**	CENTRAL	MAAA

COMPLIANCE STATUS	COMPLIANCE SYSTEM PIN:			SUPPLIER DATABASE No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] ☐ Yes ☐ No	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐Yes ☐No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR **THE GOODS /SERVICES /WORKS OFFERED?**	☐Yes ☐No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?

☐ YES ☐ NO

DOES THE ENTITY HAVE A BRANCH IN THE RSA?

☐ YES ☐ NO

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?

☐ YES ☐ NO

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?

☐ YES ☐ NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?

☐ YES ☐ NO

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

PART B: TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

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

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

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

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

2. TAX COMPLIANCE REQUIREMENTS

2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

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

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

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

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

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

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

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

SIGNATURE OF BIDDER: ……

CAPACITY UNDER WHICH THIS BID IS SIGNED: ……
(Proof of authority must be submitted e.g. company resolution)

DATE: ……..

Bid validity	**Validity Period from Date of Closure:**	180 Days
	The tender proposal shall remain valid for a minimum period of 180 days from the day following the tender closing date. All pricing, including contributions and other recurring costs specified in the proposal, must remain firm and valid throughout this 180-day period.	

CORRESPONDENCES - Queries

Should it be necessary for a bidder to obtain clarity on any matter arising from or referred to in this Request for Bids (RFB) document, please refer queries, in writing, to the contact person(s) listed above in SBD 1 or below. Under no circumstances may any other employee within SANParks be approached for any information. SANParks reserves the right to place responses to such queries on the website.

Any queries regarding the bidding procedure may be directed to:

Department:	Supply Chain Management	
Contact Person:	Mr. Pawl Moyane	Ms. Prudence Skey
Tel:	012 426 5012	054 561 2009
Email Address:	pawl.moyane@sanparks.org	prudence.skey@sanparks.org

CONDITIONS AND INSTRUCTION TO THE BIDDER

1. The Bid forms should not be retyped or redrafted, but photocopies may be prepared and used.
2. Only documents completed in black ink will be accepted. (Black ink should be used when completing Bid documents).
3. Bidders should check the numbers of the pages to satisfy themselves that none is missing or duplicated. SANParks will accept NO liability in regard to anything arising from the fact that pages are missing or duplicated.
4. Counter Conditions: SANParks draws bidders' attention that amendments to any of the Bid Conditions or setting of counter conditions by bidders will result in the invalidation of such bids.
5. Response preparation costs: SANParks is NOT liable for any costs incurred by a bidder in the process of responding to this Bid Invitation, including on-site presentations.
6. Cancellation prior to awarding: SANParks reserves the right to withdraw and cancel the Bid Invitation prior to making an award. The cancellation grounds include insufficient funds, where the award price is outside of the objective determined fair market-related price range or any process impropriety.
7. Collusion, Fraud and corruption: Any effort by Bidder/s to influence evaluation, comparisons, or award decisions in any manner will result in the rejection and disqualification of the bidder concerned.
8. Fronting: SANParks, in ensuring that bidders conduct themselves in an honest manner will, as part of the bid evaluation processes where applicable, conduct or initiate the necessary enquiries/investigations to determine the accuracy of the representation made in the bid documents. Should SANParks establish any of the fronting indicators as contained in the Department of Trade and Industry's "Guidelines on Complex Structures and Transactions and Fronting" during such inquiry/investigation, the onus is on the bidder to prove that fronting does not exist? Failure to do so within a period of 7 days from date of notification will invalidate the bid/contract and may also result in the restriction of the bidder to conduct business with the public sector for a period not exceeding 10 years, in addition to any other remedies SANParks may have against the bidder concerned.

REASONS FOR DISQUALIFICATION

SANParks reserves the right to disqualify any bidders who do not comply with one or more of the following bid requirements and may take place without prior notice to the bidder:

- bidder whose tax matters are not in order (Instruction Note 09 of 2017/2018 Tax Compliance Status will apply);
- Any bidder who fails to indicate the specific Park(s) for which they are bidding will be disqualified from further evaluation.

- submitted incomplete information and documentation according to the requirements of this RFB document;
- submitted information that is fraudulent, factually untrue or inaccurate information;
- received information not available to other potential bidders through fraudulent means;
- failed to achieve the minimum threshold for **functionality requirements** as stipulated in the RFB document;
- misrepresented or altered material information in whatever way or manner;
- promised, offered or made gifts, benefits to any SANParks employee;
- canvassed, lobbied in order to gain unfair advantage;
- committed fraudulent acts; and
- acted dishonestly and/or in bad faith etc.

DISCLAIMERS

SANParks has produced this document in good faith. SANParks, its agents, and its employees and associates do not warrant its accuracy or completeness. To the extent that SANParks is permitted by law, SANParks will not be liable for any claim whatsoever and however arising (including, without limitation, any claim in contract, negligence or otherwise) for any incorrect or misleading information contained in this document due to any misinterpretation of this document. SANParks makes no representation, warranty, assurance, guarantee or endorsement to any provider/bidder concerning the document, whether concerning its accuracy, completeness or otherwise and SANParks shall have no liability towards the responding service providers or any other party in connection therewith.

NB: Important Notice: *Bidders are to be aware of scammers who pose as SANParks employees selling bid documents or offering monetary gratuity in exchange for information or awarding of bids.*

SANParks is in no way selling the bid document, all documents shall be found on the SANParks website and eTender Portal and awarded bids are notified through the website under "bids awarded" and SANParks shall never ask any bidder for monetary gratuity in exchange for information or manipulating outcome of bids.

BID DOCUMENTS

Number of **Hard Copy** bid documents for contract signing	**ONE**
Electronic Copy of the original document in PDF (flash drive) (Must not be password protected)	**ONE**

Bid documents must contain **one original bid document, initialed on each page** thereof and **signed where required.**

A **digital version on USB/Memory stick** containing the bid document and all other supporting documents (fully submitted bid proposal with its attachments) must be provided of all tender documentation within the bid envelope. These serve as the original sets of bid documents and form part of the contract.

CENTRAL SUPPLIER DATABASE – MANDATORY COMPLIANCE

Bidders are required to be registered on the Central Supplier Database (CSD) of National Treasury. Failure to submit the requested information may lead to disqualification. (Please provide proof of registration on the Central Supplier Database).

PROTECTION OF PERSONAL INFORMATION ACT, 4 of 2013 (POPIA)

SANParks adheres to the Protection of Personal Information Act, 4 of 2013 (POPIA) requirements regarding personal information which came into effect 1 July 2021.

As SANParks, we are committed to protecting your privacy and ensuring that personal information collected is used properly, lawfully and transparently.

1. PURPOSE

The purpose of this Request for Bid (RFB) is to appoint one or more suitably qualified service provider(s) for the supply and delivery of cleaning materials, chemicals and consumables to SANParks Arid Region Parks on an as-and-when-required basis for a period of three (3) years.

2. BACKGROUND

South African National Parks (SANParks) is a public entity functioning under National Environmental Management: Protected Areas Act 57 of 2003 (Act 57 of 2003); with the mandate to conserve; protect; control; and manage national parks and other defined protected areas and their biological diversity (Biodiversity). As a public entity, SANParks is also governed by the Public Finance Management Act, Act 1 of 1999 (as amended by Act 29 of 1999), and it is listed as Schedule 3 Part A: public entity.

The primary mandate of SANParks is to expand, protect, conserve, and control the system of national parks, terrestrial and marine, that it is assigned to manage. SANParks currently manages over 4 million hectares of terrestrial and 369 657 ha marine protected biodiversity through a system of 21 National Parks and 10 Marine Protected Areas: (MPAs), representing approximately 67% of state owned terrestrial protected areas and 22% of State Managed MPAs. This places SANParks in an ideal position to not only meaningfully contribute to the protection and sustainable use of the megadiverse biodiversity of South Africa, but also to be a key player in building climate resilience through ecosystem-based mitigation and adaptation.

Our vision is to have a world class system of sustainable National Parks reconnecting and inspiring society. Our mandate is to deliver of Conservation Mandate by Excelling in the Management of a National Park System

Our mission is to develop, expand, manage and promote a system of sustainable national parks that represents biodiversity and heritage assets, through innovation and best practice for the just and equitable benefit of current and future generations.

The Parks under the management of SANParks are divided into 6 regions:

Region	Regional Office	Parks Managed
Arid	Upington	Kgalagadi, Augrabies, Richtersveld, Namaqua, Mokala, Meerkat
Cape	Cape Town	Table Mountain, Agulhas, West Coast, Tankwa Karoo, Bontebok
Garden Route	Knysna	Storms river Mouth (Tsitsikamma), Knysna Forests, Wilderness, Knysna Estuary
Frontier	Port Elizabeth	Addo, Camdeboo, Mountain Zebra, Karoo
Northern	Pretoria, Head Office	Golden Gate, Marakele, Mapungubwe,
Kruger National Park	Skukuza	35 Various Camps
Administrative		Groenkloof (Head Office)

Furthermore, SANParks oversees the management of the parks and provides strategic guidance and support from its Head Office in Pretoria.

3. LEGISLATIVE AND REGULATORY FRAMEWORK

- The bid is subject to the General Conditions of Contract issued per Treasury Regulation 16A published in terms of the Public Finance Management Act, 1999 (Act 1 of 1999); Preferential Procurement Policy Framework Act, 2000; and the Preferential Procurement Regulations, 2022.
- The Special Conditions of Contract are supplementary to that of the General Conditions of Contract. However, where the Special Conditions of Contract conflict with the General Conditions of Contract, the Special Conditions of Contract prevail.
- Bidders are required to be registered on the Central Supplier Database, and the National Treasury shall verify the bidder's tax compliance status through the Central Supplier Database.
- Where Consortia / Joint Ventures / Sub-contractors are involved, each party must be registered on the Central Supplier Database, and their tax compliance status will be verified through the Central Supplier Database.
- Occupational Health & Safety Act No.181 of 1993
- Machinery and occupational safety Act 6 of 1983
- Hazardous Substance Act no.53 of 1992
- Samples must comply with SANS/SABS requirements.

4. BUSINESS UNIT RESPONSIBLE FOR BID

- Tourism Department in Arid Region Parks

5. CONTRACT PERIOD

- The contract shall be valid for a period of thirty-six (36) Month

6. SCOPE OF WORK

The scope of work entails the appointment of suitably experienced and capable service provider(s) for the **supply and delivery of cleaning materials and chemicals**, on an **"as and when required" basis**, to the Arid Region Parks of South African National Parks (SANParks) for a period of **thirty-six (36) months**. ***All prices provided are fixed for the period of the contract.***

The required cleaning materials and chemicals shall be supplied as per the specifications and descriptions provided in the pricing schedule, or equivalent products that meet or exceed the stated requirements.

The service provider(s) must have the capacity and capability to fulfil orders within the required timeframes and deliver the required items in accordance with the specifications, quantities and delivery instructions issued by SANParks.

NB: The services will be required for the following Arid Region Parks: Kgalagadi Transfrontier Park; Augrabies Falls National Park; Namaqua National Park; Mokala National Park; Richtersveld Transfrontier Park, Meerkat National Park.

Delivery Requirements

Delivery shall be made to the respective park(s) as and when required, in accordance with the arrangements and delivery instructions provided by the relevant park.

The applicable delivery address for each park is provided in the **Delivery Address Table** below.

The service provider shall be responsible for ensuring that the ordered goods are delivered to the correct park and designated delivery point, in good condition and within the agreed delivery timeframe.

SANParks does not guarantee any minimum quantity or value of goods to be ordered during the contract period. Orders will be placed based on the operational requirements and availability of funds of the respective parks.

Delivery Address:

- **Note:** Delivery requirements and the applicable delivery address will be communicated to the service provider when an order is placed and shall be in accordance with the requirements of the respective park

No.	Park	Park Physical Address	Delivery Address
1.	Ai-Ais Richtersveld Transfrontier Park	Ai-Ais Richtersveld National Park 1 Marchel Street Sendelingsdrift 8290	Ai-Ais Richtersveld National Park 1 Marchel Street Sendelingsdrift 8290
2.	Augrabies Falls National Park	Augrabies Falls National Park Road R359 Augrabies 8874.	Augrabies Falls National Park Road R359 Augrabies 8874.
3.	Kgalagadi Transfrontier Park	Kgalagadi Transfrontier Park (RSA Side) Twee Rivieren Rest Camp Upington 8800	Kgalagadi Transfrontier Park (RSA Side) Twee Rivieren Rest Camp Upington 8800

4.	Mokala National Park	Mokala National Park off N12 South bound towards Cape Town turn off on Hayfield road Near Modderrivier 8700	Mokala National Park off N12 South bound towards Cape Town turn off on Hayfield road Near Modderrivier 8700
5.	Namaqua National Park	Namaqua National Park BSP Office 55 Charlotte Street Kamieskroon 8241	Namaqua National Park BSP Office 55 Charlotte Street Kamieskroon 8241
6.	Meerkat National Park	Meerkat National Park Swartfontein Offices 74km outside Carnarvon Carnarvon 8925.	Meerkat National Park Offices 9 Joppie Vermeulen Street Carnarvon 8925. Or, Meerkat National Park Swartfontein Offices 74km outside Carnarvon Carnarvon 8925.

Contract: GNP-028-26

BIDDER PARK SELECTION

NB: Bidders are required to clearly indicate, by inserting an “X” in the appropriate column below, each Park for which they are submitting a bid. Bidders may submit a bid for one, more than one, or all of the Parks listed below. Only Parks expressly selected by the bidder will be considered during the evaluation process. Each selected Park will be evaluated independently based on the bidder’s demonstrated capability, capacity, relevant experience and expertise. Failure to indicate a Park will be interpreted as the bidder not submitting a bid for that Park.

Park Categories – Each Park is treated as a separate category for purposes of bidder selection and evaluation.

CATEGORY	ARID REGION PARK	BIDDER’S SELECTION (INSERT “X”)
Category 1	Ai-Ais Richtersveld Transfrontier Park	☐
Category 2	Augrabies National Park	☐
Category 3	Kgalagadi Transfrontier Park	☐
Category 4	Mokala National Park	☐
Category 5	Namaqua National Park	☐
Category 6	Meerkat National Park	☐

Bidder’s confirmation: By selecting a category, the bidder confirms that the bid submitted applies specifically to the selected Park and that the bidder’s capability, capacity, relevant experience and expertise will be evaluated against the requirements applicable to that Park.

Bidder Name: _____

Authorised Representative: _____

Signature: _____

Date: _____

SPECIFICATION REQUIREMENTS				
APPOINTMENT OF SERVICE PROVIDER(S) FOR THE SUPPLY AND DELIVERY OF CLEANING MATERIALS AND CONSUMABLES FOR A PERIOD OF THREE (3) YEARS – ARID REGION PARKS				
Item No.	**Quantity**	**Measurement/Size**	**Description**	
1.	1 Pack	1ply packed - 48's	Toilet paper 1ply -White	• Paper quality – virgin pulp, white • Sheets per roll – 500 • Ply – 1 ply • Sheets size (mm) – 100x110 • Perforated: clear separation at perforations • Quantity – 48 rolls • Specifications – SABS/SANS requirements
2.	1 Pack	2ply packed -48's	Toilet paper 2ply -White	• Paper quality – virgin pulp, white • Sheets per roll – 350 • Ply – 2 ply Unwrapped • Sheets size (mm) – 100x110 • Perforated: clear separation at perforations • Quantity – 48 rolls • Specifications – SABS/SANS requirements

3.	1 Box	25g individually wrapped (144 per box) or equivalent to.	Soap deluxe wrapped 25g	Pleat wrapped guest soaps • Weight – range 16-25g each • Colour – white • Packaging ranges from 144 to 288 units/box • Individually wrapped for freshness and presentation • Deluxe range or equivalent
4.	1	5Litres	Fabric Softener (Assorted) Used for laundry softener and conditioner	• Biodegradable • Long lasting fragrance • Specifications – SABS/SANS requirements
5.	1	25Litres	Fabric Softener (Assorted) Used for laundry softener and conditioner	• Biodegradable
6.	1	25Litres	Dishwashing Liquid thick consistency)	• Thick, high foaming green concentrated liquid • User friendly with no skin irritation • SABS/SANS requirements
7.	1	5Litres	Dishwashing Liquid thick (consistency)	• Thick, high foaming green concentrated liquid • User friendly with no skin irritation • SABS/SANS requirements

8.	1	25Litres	Air freshener - Assorted scents	• SABS/SANS requirements
9.	1	5Litres	Air freshener - Assorted scents	• SABS/SANS requirements
10.	1	10kg	Washing powder industrial – High foam	• Washing powder industrial High foam
11.	1	12.5kg	Washing powder industrial – High foam	• Washing powder industrial High foam
12.	1 Pack	20 single per pack – 40 mic - Black	Refuse bags	Heavy duty black refuse bags • Thickness – range 35 – 40 micron • Packaging – 20 bags per roll/pack • Size (mm) – 750 x 950 • SABS/SANS requirements 3000 bags
13.	1 Pack	Wheely bin heavy duty refuse bags		• Suitable for 240 liters bins • Size mm – 800mm x 400mm x 1300mm • Thickness – 22 to 40 microns • Packaging – range from 5 to 20/pack • SABS/SANS requirements
14.	1 pack	Packed in 3's per pack	Scourer sponges -yellow& green	Yellow & green Scourer sponges • Packed in 3's per pack

15.	1 Pack	Packed in 10's per pack	Dish Swabs 	• 100% cotton • Size (cm) - 35 x 35
16.	1 Pack	Packed in 10's per pack	Dish Cloths 	• 100% cotton • Size (cm) – 45 x 70
17.	1	25Litres	All-purpose/Intensive cleaner -Used on flours, painted walls, plastic, marble ,metal and all hard surfaces.	• All-purpose concentrated / intensive cleaner • Non-corrosive, Ammonia free • Safe to use on floors, metals, plastic, glass, Perspex and all hard surfaces • SABS/SANS requirements
18.	1	5Litres	All-purpose/Intensive cleaner -Used on flours, painted walls, plastic, marble ,metal and all hard surfaces.	• All-purpose concentrated / intensive cleaner • Non-corrosive, Ammonia free • Safe to use on floors, metals, plastic, glass, Perspex and all hard surfaces • SABS/SANS requirements
19.	1 Pack	Packed in 6''s per pack -300ml	Insecticide equivalent to doom or raid	• Odourless

20.	1	25Litres	Floor polish -for all types of floors	• Liquid floor polish
21.		5Litres	Floor polish -for all types of floors	• Liquid floor polish
22.	1	5Litres	Pine disinfectant cleaning gel -Thick consistency -Water based -used for bathrooms and floors	• SABS/SANS requirements
23.	1	Hard brush plastic short handle	Hard brash plastic short handle -used for cleaning braai grids	
24.	1 per set	Toilet Brushes set	Stainless Steel Toilet Brush with Holder	
25.	1	400g	Complete Wooden Handle Mops	• Weight - 400g • Length – standard

				• Standard wooden handle – affixed with a metal bracket
26.	1	500g	Complete Wooden Handle Mops	• Weight - 500g • Length – standard • Standard wooden handle – affixed with a metal bracket
27.	1	400g	Complete Wood handle Brooms -Household soft	• Weight - 400g • Length – standard • Standard wooden handle – affixed with a metal bracket
28.		500g	Wood handle Brooms -Household soft	• Weight - 500g • Length – standard • Standard wooden handle – affixed with a metal bracket
29.	1	Assorted Scents	Urinal P-mats	• Size – standard round • Packaging – 10/box
30.	1	5Litres -Assorted scents	Window Cleaner	• Easy spray on wipes off • Quick dry window cleaner • Removing grease and finger marks • Fragranced • SABS/SANS requirement

31.	1	25Litres -Assorted scents	Window Cleaner	• Easy spray on wipes off • Quick dry window cleaner • Removing grease and finger marks • Fragranced • SABS/SANS requirement
32.	1 pack	Packed in 36's -per pack	Scourer pot galvanized	
33.	1	9Litres -Assorted Colors	Buckets plastic	
34.	1 per set	Dustpan & Brush set -Assorted Colors Medium in size	Dustpan & Brush Set	

35.	1 each	Microfiber Cloths Assorted Colors	Microfiber cloths	
36.	1 each	Ceiling fan duster -Extendable /Long handle -Assorted Colors	Ceiling Fan Duster	
37.	1 each	500MM	Feather Duster Short	
38.	1 each	Packed in 2's -Size Medium - Large - Assorted Colors	Gloves Heavy duty	

39.	1 each	400ml	Disinfectant fogger	
40.	1	5Litres	Sanitizers Spray -Liquid - 70% alcohol based	
41.	1 per pack	Packed in 50's per pack white or green	Disposable Aprons 	• Heavy duty PVC aprons (Dromex or equivalent • Colour – white or green • Suitable for cleaning braais and removal of rubbish
42.	1	Packed in 100's per pack -Assorted colors	Disposable arm sleeves -Assorted colors	
43.	1 each	Spray bottle trigger heads -750ml bottle fit -Assorted colors	Spray Bottle trigger heads	
44.	1 each	750ml – Spray bottle -White	Spray Bottle plastic	

45.	1 Pack	Packed in 25's per pack -25g	Scourer steel wool	
46.	1 Pack	Packed in 50's per pack • 30g sachet	Bleach Powder -To soak /disinfect dish cloths and mops 	• 30 g sachet
47.	1	25Litres	Soft polish fabric softener -Used for towels -fresh fragrance	• Concentrated fabric softener • Long lasting fragrance • SABS/SANS requirements
48.	1	5L	Heavy Duty Detergent -Used for fat stains on linen	• Concentrated heavy duty detergent • Effective degreaser • Removal of stains on fabric • Ammonia, solvent and abrasive free • Specifications – SABS/SANS requirements
49.	1	25L	Heavy Duty Detergent	• Concentrated heavy duty detergent

			-Used for fat stains on linen	• Effective degreaser • Removal of stains on fabric • Ammonia, solvent and abrasive free • Specifications – SABS/SANS requirements
50.	1	Kitchen Bin Liners -Large -600mm x780mm Min -50Litres	Kitchen Bin Liners	
51.	1	750ml	Furniture Oil -Furniture protector	
52.	1	300ml	Multi surface Cleaning Spray	• Mr Min/Pledge/Mr Sheen or equivalent
53.	1 Pack	Pack of 20's (Total of 20 units)	Disposable Dust Mask	

54.	1 Unit	Plastic - Assorted colors	Leave Rake	
55.	1	25Litres	Bleach -Thick consistency	
56.	1	5Litres	Bleach -Thick consistency	
57.	1	Rubber Squeegee - with telescopic handle	1250 x 250 x 90 mm - Rubber – Squeegee - Metal Extendable Handle – 1250mm Nylon mesh covered sponge	
58.	1	5 Litres	Laundry Liquid	Industrial Laundry Liquid • Ideal for industrial equipment (laundry rooms) • High foaming liquid • Biodegradable SABS/SANS approved • Powerful at removing dirt and stains

				• Used in both cold or hot water long lasting fragrance
59.	1	25 Litres	Laundry Liquid	Industrial Laundry Liquid • Ideal for industrial equipment (laundry rooms) • High foaming liquid • Biodegradable SABS/SANS approved • Powerful at removing dirt and stains • Used in both cold or hot water long lasting fragrance
60.	1	Dashboard polish Purpose: Vehicle 2 Litres		• Assorted scents • Leather and Vinyl treatment • Water based – Protects against sun damage
61.	1	Dashboard polish Purpose: Vehicle 5 Litres		• Assorted scents • Leather and Vinyl treatment • Water based – Protects against sun damage

62.	1	Paper Towel		• 1 ply Towel roll • Virgin pulp paper • 150m per roll
63.		Fleet shampoo car wash 5L		• Assorted scents
64.	1	Fleet shampoo car wash 5L		• Assorted scents
65.	1	Household Flock Lined Gloves with Open Cuff (Small, Medium, Large) Colour – yellow or green		

66.	11	Green Scourer Pads (Pack of 10)		

NB: Upon appointment the required quantities shall be delivered as and when required

7. DELIVERABLES

- Supply and delivery of cleaning material for a period of three (03) years, (as and when required)

8. THE SERVICE PROVIDER SHALL DEMONSTRATE THE FOLLOWING COMPETENCIES.

- Ability to deliver the required products within the specified period. 7-14 days delivery after PO

9. COMPLIANCE AND GOVERNANCE VERIFICATION DOCUMENTS (Standard Bidding Documents)

The verification during this phase is to assess the bid responses for purposes of verifying compliance with RFQ requirements, as stipulated below:

- Submission of fully completed SBD1 (Invitation to Bid),
- Submission of a quotation on the company letterhead,
- Submission of fully completed SBD 4 (Bidder's disclosure),
- Submission of fully completed SBD 6.1 (Preference Claim Certificate), accompanied by the relevant documents as proof for the points claimed for specific goal/s,
- Submission of a fully completed SBD 7.2 (Contract form).

NB:BIDDERS TERMS AND CONDITIONS ARE NOT ACCEPTABLE

INTENTION TO SELL	Yes	No
Is the bidder in the process of selling the bidding company?		
Does the bidder have any intension of selling the bidding company within the next 12 months?		
Does the bidder have any intension of selling the bidding company within the next 12 months to 60 months?		

SANParks reserves the right not to award to any bidder who answers any of the questions above "yes" should the bidder be the overall highest points scorer. However, the decision not to award will be on a case-by-case basis.

10. CENTRAL SUPPLIER DATABASE INFORMATION

Bidders are required to be registered on the Central Supplier Database (CSD) of National Treasury. Failure to submit the requested information may lead to disqualification. (Please provide proof of registration on the Central Supplier Database).

11. EVALUATION CRITERIA AND WEIGHTING

The bidder must indicate its compliance / non-compliance to the requirements and should substantiate its response with supporting evidence.

Failure to comply with Mandatory Requirement will lead to the bidder being disqualified and not considered for further evaluation on Functionality requirement and Price and Preference goals.

PHASE 1: MANDATORY REQUIREMENT

MANDATORY REQUIREMENT	Comply	Not Complied
• **Provide MSDS (Material Safety Data Sheet) for the cleaning material items listed.**		
• **Completed Park Selection Schedule**		
• **Attended Compulsory Briefing Session.**		

Phase 2: Technical/Functional evaluation criteria

- In this phase, bidders are required to demonstrate their ability to undertake the required services and provide proof of expertise and resources to provide the required services.
- Bidders must achieve/score a minimum of **70** points out of a possible **100** points to proceed to the second stage/phase of evaluation
- Bidder that fails to achieve/score the minimum threshold of **(70**) points per the functional requirements will be eliminated
- The onus rests with the bidder to supply sufficient information to allow

Selection Criteria		**Evidence Required**	**Scoring Points**	**Scoring Methodology**	
1.	**Financial Capability**				
2.1	Proof of services rendered to value of R300 000.00	Appointment letter/signed contract on client letterhead on completed service rendered with to the value of R300 000.00. Projects in the last 5 years. • The appointment letter must indicate contract description, year awarded/duration of contract and value of the contract, contact details	40	40 Points =	/Appointment letters with a cumulative value of R300 000.00 or above.
				20 Points =	Appointment letters with a cumulative value that is between R150 000.00 and R299 999.00
				10 Points =	Appointment letters with a cumulative value that is between R50 001.00 and R149 999.00.

				0 Points =	0 Points = /Appointment letters with a cumulative value that is less than R50 000.00
2.	**Company Existence**				
3. 2.1	**4. The bidder must demonstrate the company has been in operation for minimum period of three (3) years.**	Proof that company has been in existence for at least three years: - Company profile – Details of company profile Experience in rendering cleaning material services.	30	30 Points =	More than 2 years
				15 Points =	1-2 Years
				0 Points =	Less than 1 Year
5.	**Company References**				
3.1	References	List of minimum three (3) contactable/traceable references that you are currently servicing or have serviced in the past (past 3 years) - Only signed reference letters will be accepted.	15	15 Points =	Three (3) or more reference letters attached in support of the years the company has been rendering - supply of cleaning material services.

		- Company letterhead - Date of services done - Description of services rendered - Contact details		10 Points =	Two (2) reference letters attached in support of the years the company has been rendering - supply of cleaning material services.
				5 Points =	One (1) reference letter attached in support of the years the company has been rendering - supply of cleaning material services.
				0 Points =	No Letters Submitted
	Company delivery capabilities				
	Service Level Agreement	- Service Level Agreement (SLA) - - Turnaround -delivery time	15 Points	15 Points =	**7-14 Days delivery**
				10 Points =	**15-21 Days delivery**
				5 Points =	**22-30 Days delivery**
				0 Points =	**31 or more Days delivery**

12. PRICING

		SPECIFICATION REQUIREMENTS				
		APPOINTMENT OF FOR CLEANING MATERIALS FOR ARID REGION FOR PERIOD OF 3 YEARS.				
Item No.	**Quantity**	**Description Measurement/Size**	**Unit Price in Rand ® (Excluding VAT)**			**Total Price in Rand ® (Excluding VAT)**
			Year 1	**Year 2**	**Year 3**	
1.	1 Pack	Toilet paper 1ply -White - 1ply packed - 48's - White - 500 sheets - Clear separation at perforations - Virgin pulp				
2.	X1 Box 144's	Soap deluxe wrapped 25g				
3.	X1 Box 288's	Soap deluxe wrapped 25g				
4.	1	5Litres - Fabric Softener				

5.	1	25Litres - Dishwashing Liquid				
6.	1	5Litres - Dishwashing Liquid				
7.	1	25Litres - Air freshener - Assorted scents				
8.	1	5Litres - Air freshener - Assorted scents				
9.	1	10kg - Washing powder industrial – High foam				
10.	1	Industrial laundry detergent -5L				
11.	1 Pack	Refuse bags 20 single per pack – 40 mic				
12.	1 pack 3’s	Scourer sponges -yellow& green				
13.	1 Pack 10’s	Dish Swabs				
14.	1 Pack 10’s	Dish Cloths				
15.	1	25Litres - All-purpose used on floors, painted walls, plastic, marble, metal and all hard surfaces				

16.		25Litres intensive cleaner - used on floors, painted walls, plastic, marble, metal and all hard surfaces				
17.	1 Pack 6's	Insecticide (Doom) 300ml or equivalent				
18.	1	25Litres - Floor Liquid polish				
19.	1	5Litres - Floor Liquid polish				
20.	1	5Litres - Pine disinfectant cleaning gel (Non-oil based)				
21.	1	Hard brush plastic short handle -used for cleaning braai grids				
22.	1 per set	Toilet Brushes complete with lid plastic set round - Type				
23.	1	Wood Handle Mops - 400g				
24.	1	Wood Handle Mops - 500g				
25.	1	Wood handle Brooms - 400g				

		-Household soft				
26.	1	Wood handle Brooms - 500g - Household soft				
27.	1	Urinal P-mates - Assorted Scents - Pack/box of 10				
28.	1	25Litres - Window Cleaner -Assorted scents				
29.	1	5Litres - Window Cleaner -Assorted scents				
30.	1 pack	Scourer pot galvanized 36's				
31.	1	9Litres – Buckets with handle - Plastic -Assorted Colors				
32.	1	Stainless Steel Metal Bucket				
33.	1 per set	Dustpan & Brush set - Plastic -Assorted Colors				
34.	1 each	Microfiber Cloths - GREEN, BLUE, RED, YELLOW				

35.	1 each	Ceiling fan duster -Extendable /Long handle -Assorted Colors				
36.	1 each	460MM - Feather Duster Short (Find sizes used)				
37.	11	500MM - Feather Duster Short (Find sizes used)				
38.		Gloves Heavy duty – Small				
39.	1 each	Gloves Heavy duty – Med				
40.	1	Gloves Heavy duty large				
41.	1 each	400ml -Disinfectant fogger				
42.	1	5Litres -Sanitizers spray -Liquid (Alc- %)				
43.	1 Pack	Disposable Aprons -White- 50’s				
44.	1	Disposable arm sleeves -White – 50’s				
45.	1 each	750ml bottle fit -Spray Bottle trigger heads				

46.	1 each	750ml – Spray bottle Plastic				
47.	1 Pack	Scourer steel wool -25g				
48.	1 Pack	Bleach Powder 50's Chlorinate detergent powder -30g				
49.	1	Soft polish fabric softener -25Litres				
50.	1	Soft polish fabric softener -5Litres				
51.	1	Heavy Duty Detergent -25L				
52.	1	Heavy Duty Detergent -5L				
53.	1	Kitchen Bin Liners -Large				
54.	1	Furniture Oil -750ml				
55.	1	Multi surface Cleaning Spray -300ml Mr. Min or equivalent				
56.	1 Pack	Pack of 20's – White Disposable Dust Mask				
57.	1 Unit	Plastic Leave Rake - Green				

58.	1	25Litres - Bleach (Thick Bleach)				
59.	1	- 5Litres - Bleach (Thick Bleach)				
60.	1	Scrubbing brushes				
61.	1 Per KM	Delivery to the park (Include in the scope of work.				
		Total Excluding VAT				
		VAT @ 15%				
		Total Including VAT				
			Total Year 1	Total Year 2	Total Year 3	Total

13. PROTECTION OF PERSONAL INFORMATION ACT, 4 OF 2013 (POPIA)

SANParks adheres to the Protection of Personal Information Act, 4 of 2013 (POPIA) requirements regarding personal information which came into effect 1 July 2021.
As SANParks, we are committed to protecting your privacy and ensuring that personal information collected is used properly, lawfully, and transparently.

14. TIMELINES

The bidder is expected to start the service immediately after PO is issued.

15. FINANCIAL PAYMENT

Payment will be effected in accordance with the PFMA (within 30 days of receipt of invoice) after delivery of goods.

16. FINAL AWARD

SANParks recommends the bidder who has quoted on all the items as required in terms of the RFQ for the contract award subject to the bidder having supplied the relevant administrative documentation and complied in all aspects with the terms and conditions and requirements of the RFQ.

DECLARATION OF INTEREST (SBD 4)

BIDDER'S DISCLOSURE

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 are 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 / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

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.

2.2 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:

……

……

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 I 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

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.

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 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

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

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

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

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1 GENERAL CONDITIONS

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

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

1.2 To be completed by the organ of state

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

(a) The applicable preference point system for this tender is the 90/10 preference point system.

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

(c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

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

(a) Price; and

(b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

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

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

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

2 DEFINITIONS

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

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

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

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

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

2.1 FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

POINTS AWARDED FOR PRICE

THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

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

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

POINTS AWARDED FOR PRICE

THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

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

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

3 POINTS AWARDED FOR SPECIFIC GOALS

3.1 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:

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

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

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.
(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.
***Note to tenderers: The tenderer must indicate how they claim points for each preference point system.*)**

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Documents to be submitted to substantiate points claimed	Number of points claimed (80/20 system) (To be completed by the tenderer)
Promotion of local suppliers/service providers	**Total Points: 20**	• **Municipal rates and/or utilities statement** for the business premises within a Northern Cape municipality, **not older than three (3) months**; **or** • **Valid lease agreement** for the business premises, reflecting the **supplier's business name and physical address** within a Northern Cape municipality.	**(number Only)**

4 DECLARATION WITH REGARD TO COMPANY/FIRM

4.1. Name of company/firm…….

4.2. Company registration number: ……..

4.3. 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]

4.4. 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 3.2, **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 forward the matter for criminal prosecution, if deemed necessary.
(e) forward the matter for criminal prosecution, if deemed necessary

……

SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: ……

DATE: ……

ADDRESS: ……

……

……

SBD 7.2

CONTRACT FORM - RENDERING OF SERVICES

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)……. in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number……..…….. at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid .

2. The following documents shall be deemed to form and be read and construed as part of this agreement:

   (i) Bidding documents, *viz*
   - Invitation to bid;
   - Proof of tax compliance status;
   - Pricing schedule(s);
   - Filled in task directive/proposal;
   - Preference claim form for Preferential Procurement in terms of the Preferential Procurement Regulations;
   - Bidder's Disclosure form;
   - Special Conditions of Contract;

   (ii) General Conditions of Contract; and
   (iii) Other (specify)

3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.

5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT) ……

CAPACITY ……

SIGNATURE ……

NAME OF FIRM ……

DATE ……

WITNESSES

1 ……

2 ……

DATE: ……

SBD 7.2

CONTRACT FORM - RENDERING OF SERVICES

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I……. in my capacity as……..……..
   accept your bid under reference number ……dated……for the rendering of services indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating service delivery instructions is forthcoming.
3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	TOTAL PREFERENCE POINTS CLAIMED	POINTS CLAIMED FOR EACH SPECIFIC GOAL

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT ……ON……..

NAME (PRINT) …….

SIGNATURE ……

OFFICIAL STAMP

WITNESSES

1 …….

2 …….

DATE: ……..