CITY OF TSHWANE METROPOLITAN MUNICIPALITY

RE-ADVERTISEMENT: APPOINTMENT OF A SERVICE PROVIDER FOR THE ONCE-OFF SUPPLY, DELIVERY AND, WHERE APPLICABLE, INSTALLATION AND COMMISSIONING OF TRAINING EQUIPMENT TO THE TSHWANE METRO POLICE DEPARTMENT

QUOTATION NO: Q24-01-2026-27

NAME OF BIDDER: ……..

CSD NUMBER: ……..

VENDOR NUMBER …….
(Compulsory)

Prepared by:
City of Tshwane
Metropolitan Municipality
Tshwane House
320 Madiba Street
PRETORIA
0001
Tel: (012) 358 9999

CLOSING DATE	**24 NOVEMBER 2026**

Only bidders registered on the central supplier database and with CSD Number will be considered for this tender as it is a requirement from National Treasury.

CITY OF TSHWANE

METROPOLITAN MUNICIPALITY

DEPARTMENT: TSHWANE METRO POLICE

BIDS ARE HEREBY INVITED FROM SUPPLIERS FOR THE FOLLOWING BID:

Bid No	Description	Dept.	Contact Officials	Compulsory Briefing Session	Closing date
Q24-01-2026-27	**RE-ADVERTISEMENT: APPOINTMENT OF A SERVICE PROVIDER FOR THE ONCE-OFF SUPPLY, DELIVERY AND, WHERE APPLICABLE, INSTALLATION AND COMMISSIONING OF TRAINING EQUIPMENT TO THE TSHWANE METRO POLICE DEPARTMENT**	TMPD	Josia Masenya (012) 358 0658 josiasma@tshwane.gov.za Sean Bolhuis 012 358 3547 SeanBo@tshwane.gov.za	N/A	24 November 2026 at 10:00

The City of Tshwane is migrating to an e-tender portal.

An e-tender portal is an online publication platform that enables access and response to bid opportunities published by the City of Tshwane. The portal enables interested bidders to download bid documents and respond to the bid through online submission at their convenience before the closing time.

Bidders should therefore not deposit their bid responses in the tender box but respond to the bid on the online platform not later than **10:00 on the 24 November 2026.**

Technical enquiries: Sean Bolhuis (012 358 7003 or seanbo@tshwane.gov.za**)**

Supply Chain enquiries: Josia Masenya at (012) 358 0658 or josiasma@tshwane.gov.za

Bids will remain valid for a period of 90 days after the closing date

- Received after the closing date and time will not be considered. CoT does not bind itself to accept the lowest or any other bid in whole or in part
- Bid documents must be completed using a black pen (not re-typed or scanned)
- Mistakes made on the price schedule must be crossed out in ink and each price alteration must be initialled.
- Price corrections may not be made with correction fluid, such as Tippex or a similar product.
- If correction fluid was used on any specific item price, such an item will not be considered. No correction fluid may be used on a bill of quantities where prices are calculated to arrive at a total amount. If correction fluid was used, the quotation as a whole will be repudiated.
- The Municipality will reject the quotation if corrections are not made in accordance with the above.

INDEX

No	Details	Document	Page
1.	Scope of Work		**Pg. 5 – 13**
2.	Pricing Schedule		**Pg. 14 – 15**
3.	Invitation to Bids	**MBD 1**	**Pg. 16 – 17**
4.	Declaration of Interest	**MBD 4**	**Pg. 18 – 20**
5.	Preference points claimed form	**MBD 6.1**	**Pg. 21 – 26**
6.	Contract form – Rendering of services	**MBD 7.2**	**Pg. 27 – 28**
7.	Declaration of Past Supply Chain Management practice	**MBD 8**	**Pg. 29 – 30**
8.	Certificate of independent bid determination	**MBD 9**	**Pg. 31 – 34**
LIST OF RETURNABLE DOCUMENTS THAT SHOULD FORM PART OF BID DOCUMENT			
9	**Company Registration Certificate**		
10.	**Tax Clearance Certificate or Unique Pin**		
11.	**BBBEE Certificate**		
12.	**Rates and Taxes**		
13.	**CSD summary report**		

COMMUNITY SAFETY

METRO POLICE DEPARTMENT

BID NUMBER

(Q24-01-2026-27)

RE-ADVERTISEMENT: APPOINTMENT OF A SERVICE PROVIDER FOR THE ONCE-OFF SUPPLY, DELIVERY, AND WHERE APPLICABLE, INSTALLATION AND COMMISSIONING, TRAINING EQUIPMENT TO THE CITY OF TSHWANE: METRO POLICE DEPARTMENT (TMPD)

1. INTRODUCTION AND PURPOSE

The City of Tshwane invites quotations for the appointment of a service providers for the once-off supply, delivery, and where applicable, installation and commissioning of training equipment to the City of Tshwane: Metro Police Department (TMPD).

2. BACKGROUND

The Tshwane Metro Police Department (TMPD) is responsible for law enforcement, traffic policing, public safety enforcement, and the training and development of its personnel in accordance with applicable legislation and operational requirements.

To ensure the effective delivery of training programmes and the continuous development of operational competencies, TMPD requires the procurement of specialised training equipment and systems. These systems will support the Department's driver training, firearms training, motorcycle rider training, and simulation-based training programmes.

The proposed equipment is intended to enhance training effectiveness through the use of modern technologies that promote competency-based learning, skills assessment,

performance monitoring, and compliance with applicable legislative and regulatory requirements.

The required training equipment will support the following training objectives:

- Driver fitness assessment and vision screening.
- Firearms handling, marksmanship, tactical decision-making, and use-of-force training.
- Immersive driver training through virtual reality simulation.
- Motorcycle rider skills development and competency assessment.
- Performance monitoring, record keeping, and reporting for training purposes.
- Improved training safety through simulation-based and non-live-fire training solutions.
- Compliance with applicable road traffic, firearms, occupational health and safety, and training standards.

The City seeks solutions that are reliable, technologically current, user-friendly, and suitable for use in a professional law enforcement training environment.

3. COMPLIANCE AND STANDARDS

The appointed service provider shall ensure that all equipment, software, training systems, installation services, calibration services, maintenance services, and related documentation comply with all applicable South African legislation, regulations, standards, and industry best practices.

The following shall apply, where relevant to the equipment offered:

3.1 Legislative Compliance

- National Road Traffic Act, 1996 (Act 93 of 1996) and applicable Regulations.
- Firearms Control Act, 2000 (Act 60 of 2000).
- Occupational Health and Safety Act, 1993 (Act 85 of 1993).
- Electronic Communications and Transactions Act, 2002 (Act 25 of 2002), where applicable.
- Protection of Personal Information Act, 2013 (Act 4 of 2013) for systems storing or processing personal information.
- Any other applicable South African legislation governing training equipment and law enforcement training environments.

3.2 Standards and Certifications

- SANAS-accredited calibration standards where calibration is required.
- ISO/IEC 17025 requirements for testing and calibration activities where applicable.
- Manufacturer-approved installation, servicing, maintenance, and calibration procedures.
- South African Bureau of Standards (SABS) specifications where applicable.
- Road Traffic Management Corporation (RTMC) requirements and guidelines where applicable.
- South African Police Service (SAPS) recognised training requirements for firearms-related systems where applicable.
- Compliance with applicable electrical safety standards for supplied equipment.
- Equipment shall be supplied with all relevant user manuals, certificates, licences, calibration certificates, and warranty documentation.

3.3 Software Requirements

Where software forms part of the proposed solution:

- Software licences shall be supplied on a once-off basis.
- No annual, monthly, subscription, registration, hosting, licensing, or recurring access fees shall be payable by the City.
- All software required for full functionality of the equipment shall be included as part of the complete solution.
- Software updates and patches shall be included during the warranty period at no additional cost.
- Software shall be fully functional and compatible with the supplied hardware.

4. SCOPE OF WORK

4.1 GENERAL REQUIREMENTS

The successful service provider shall provide the once-off supply, delivery, and where applicable, installation, commissioning, calibration, maintenance support, and user training for the training equipment required by the Tshwane Metro Police Department (TMPD).

The scope of work includes, but is not limited to:

- Supply of all equipment specified in this document.
- Delivery of equipment to designated TMPD facilities.
- Installation and commissioning of equipment where applicable.
- System configuration, testing, and operational verification.
- Initial calibration and certification where applicable.
- User and operator training.
- Provision of manuals, technical documentation, software, licences, and warranty documentation.
- Maintenance and support services as specified.
- Provision of calibration services where required.
- Handover of fully operational systems ready for use by TMPD personnel.

4.2 TRAINING EQUIPMENT TO BE SUPPLIED

The service provider shall supply the following equipment:

- Eye Test Machines for Driver Training
- Laser Training Systems for Firearms Training
- Virtual Reality Systems for Driver Training
- Electronic Motorcycle Training Equipment with Rider Action Indication System.

All equipment supplied shall be new, unused, current-production models and shall comply with the minimum technical specifications contained in this document.
The successful bidder may offer equipment exceeding the minimum specifications provided that all proposed equipment remains fully compatible with the intended training environment and operational requirements of TMPD.

4.3 TECHNICAL REQUIREMENTS

4.3.1 ITEM 1: EYE TEST MACHINES FOR DRIVER TRAINING

ITEM DESCRIPTION

Product Name: Eye Test Machines – Driver Training

Purpose: To assess and verify the visual fitness of learner drivers in accordance with the legal standards set out in Regulation 102 of the National Road Traffic Act 93 of 1996.
These machines are used to conduct standardized tests for visual acuity, peripheral

vision, depth perception, and color recognition, ensuring that candidates meet the minimum vision requirements for safe driving.

Note to bidders:

Images are for illustrative purposes only; they are not the actual product to be delivered and do not endorse any specific product.



TECHNICAL SPECIFICATION

DESCRIPTION	REQUIREMENT
Vision Tests	Visual Acuity, Binocular Vision, Peripheral Vision, Depth Perception, Color Recognition
Minimum Standards	Visual Acuity: 6/12 (20/40) per eye; Field of Vision: ≥70° temporal vision per eye
Display Technology	High-resolution digital display (4K optional)
Lighting	Fluorescent or LED illumination simulating daylight conditions
Control Interface	Membrane or digital control panel with remote operation capability
Head Positioning	Electronic head sensor with adjustable foam headrest for accurate alignment
Portability	Compact, lightweight design with optional wheeled carrying case
Power Supply	AC-powered with battery backup options
Data Management	Digital storage of test results, exportable reports, and integration with training systems
Software (if applicable)	Software to be procured once off as part of complete product. No annual/monthly registration, license or access fees must be applicable. Any software updates must be included as part of the complete package.

Compliance	Meets SANAS calibration traceability and ISO/IEC 17025 standards

WARRANTY

Minimum 2-year manufacturer warranty covering parts and labor. Warranty must remain valid under SANAS-accredited calibration procedures.

PROVISION OF MAINTENANCE AND CALIBRATION SERVICES

As part of the product offering, the successful supplier must provide the following services for the contract period:

- Initial Setup and Training:
  - On-site installation and operational training for driver training personnel.
- Scheduled Maintenance:
  - A minimum of two on-site maintenance visits for a 12-month period (every 6 months).
  - Emergency support within 48 hours of reported faults.
- Calibration Services:
  - Two annual calibrations (every 6 months) by a SANAS-accredited technician.
  - Issuance of legally recognized calibration certificates.
  - On-demand recalibration following relocation or suspected inaccuracies.
- Service Documentation:
  - Maintenance logs and calibration records must be provided and stored digitally.
  - All documentation must be suitable for use in legal proceedings.

MANDATORY COMPLIANCE STATEMENT

Bidders are required to submit a signed declaration on official company letterhead along with the proposal confirming that:

- The proposal includes the full provision of maintenance and calibration services for the duration of the contract.
- All calibration activities will be performed by a SANAS-accredited technician authorized to service the proposed equipment.
- A written confirmation from the device manufacturer must accompany the bid, explicitly stating that:

- Calibration by the nominated SANAS-accredited technician is permitted.
- Such calibration will not invalidate any warranties or guarantees associated with the equipment.

PACKAGE CONTENTS

The complete delivery must include:

- Eye Test Machine (fully assembled)
- Standardized test slides or digital modules
- Control panel or remote interface
- All required software.
- Power cables and adapters
- Dust cover and protective casing
- User manuals and training guides
- Digital software for data management
- Calibration certificate (initial)
- Warranty documentation

4.2.2 ITEM 2: LASER TRAINING SYSTEM FOR FIREARMS

ITEM DESCRIPTION

Product Name: Laser Training System – Firearms

Purpose: A safe, effective, and cost-efficient solution for firearms training using laser-based simulation technology. This system must be designed to enhance firearm handling, accuracy, tactical decision-making, and situational awareness without the use of live ammunition. It must support training for law enforcement, security personnel, and licensed firearm users in accordance with the Firearm Control Act, Act 60 of 2000, particularly Sections 9, 120, and 140, which govern competency, training, and lawful use of firearms.

TECHNICAL SPECIFICATION

- Training Modes: Dry-fire simulation, tactical drills, low-light scenarios, judgmental use-of-force simulations.
- Laser Cartridge Compatibility: Multiple calibers (e.g. 9mm, .40 S&W, .223 Rem, .45 ACP).

- Target System: Reactive smart targets with shot detection and scoring feedback.
- Software Integration: Real-time analytics, shot tracking, split times, transition times, and performance metrics.

  IMPORTANT: Software to be procured once off as part of complete product. No annual/monthly registration, license or access fees must be applicable. Any software updates must be included as part of the complete package.
- Display & Interface: Touchscreen control panel or PC-based interface with scenario configuration.
- Power Supply: AC-powered with battery backup; USB charging for portable components.
- Safety Features: No live ammunition required; visual chamber indicators; recoil-free operation.
- Data Management: Digital storage of training sessions, exportable reports, and audit trails.
- Compliance: Recognized by South African Police Service (SAPS) and compliant with Firearm Control Act and SANAS calibration standards.

WARRANTY

Minimum 2-year manufacturer warranty covering parts and labor. Warranty must remain valid under SANAS-accredited calibration procedures.

PROVISION OF MAINTENANCE AND CALIBRATION SERVICES

As part of the product offering, the successful supplier must provide the following services for the contract period:

- Initial Setup and Training:
  - On-site installation and operational training for enforcement training personnel.
- Scheduled Maintenance:
  - A minimum of two on-site maintenance visits per year (every 6 months).
  - Emergency support within 48 hours of reported faults.
- Calibration Services:
  - Two annual calibrations (every 6 months) by a SANAS-accredited technician.
  - Issuance of legally recognized calibration certificates.
  - On-demand recalibration following relocation or suspected inaccuracies.

- Service Documentation:
  - Maintenance logs and calibration records must be provided and stored digitally.
  - All documentation must be suitable for use in legal proceedings.

MANDATORY COMPLIANCE STATEMENT

Bidders are required to submit a signed declaration on official company letterhead along with the proposal confirming that:

- The proposed product is recognized by South African Police Service (SAPS) and compliant with Firearm Control Act.
- The proposal includes the full provision of maintenance and calibration (if applicable) services for the duration of the contract.
- All calibration (if applicable) activities will be performed by a SANAS-accredited technician authorized to service the proposed equipment.
- A written confirmation from the device manufacturer must accompany the bid, explicitly stating that:
  - Calibration (if applicable) by the nominated SANAS-accredited technician is permitted.
  - Such calibration will not invalidate any warranties or guarantees associated with the equipment.

SITE SETUP, INSTALLATION AND COMMISSIONING

As part of the product offering, the successful supplier must ensure:

- Site Assessment prior to installation to confirm readiness and compatibility.
- Delivery, installation, and commissioning of the complete system at designated training facilities.
- System testing and verification to ensure full operational functionality.
- Handover documentation which includes installation certificates, user manuals, and initial calibration records.

PACKAGE CONTENTS

The complete delivery must include:

- Laser Training System (hardware and software).
- Laser cartridges (minimum 9mm, .40 S&W, .223 Rem).

- Reactive smart targets.
- Control interface (touchscreen or PC).
- Tripod and mounting accessories.
- All required software.
- Power adapters and cables.
- User manuals and training guides.
- Initial calibration certificate.
- Warranty documentation.
- Site Setup, Installation and Commissioning.

4.2.3 ITEM 3: VIRTUAL REALITY SYSTEM FOR DRIVER TRAINING

ITEM DESCRIPTION

Product Name: Virtual Reality System – Driver Training

Purpose: To provide immersive, interactive, and safe driver training using virtual reality (VR) technology. The proposed system must simulate real-world driving environments, traffic scenarios, and hazard conditions to enhance learner driver competency, situational awareness, and decision-making. It supports training aligned with the K53 driving standard and is compliant with the National Road Traffic Act 93 of 1996, particularly in relation to driver education, licensing, and road safety.

TECHNICAL SPECIFICATION

- Simulation Modes: Urban, rural, highway, night driving, adverse weather, emergency response.
- Hardware: High-resolution VR headset (minimum 4K), motion-enabled driver seat, steering wheel, pedals, gear shifter.
- Software Features: Real-time feedback, performance analytics, adaptive difficulty, multilingual support.

  IMPORTANT: Software to be procured once off as part of complete product. No annual/monthly registration, license or access fees must be applicable. Any software updates must be included as part of the complete package.
- Scenario Library: Includes K53-aligned modules, hazard perception, defensive driving, and traffic law compliance.
- User Interface: Touchscreen or PC-based control panel with instructor dashboard.

- Data Management: Secure digital storage of training records, exportable reports, and learner progress tracking.
- Power Supply: AC-powered with UPS backup; optional solar integration.
- Connectivity: Wi-Fi and LAN-enabled for cloud updates and remote support.
- Compliance: Compatible with South African training standards and SANAS calibration protocols.

PROVISION OF MAINTENANCE AND CALIBRATION SERVICES

As part of the product offering, the successful supplier must provide the following services for the contract period:

- Initial Setup and Training:
  - On-site installation and operational training for driver training personnel.
- Scheduled Maintenance:
  - A minimum of two on-site maintenance visits per year (every 6 months).
  - Emergency support within 48 hours of reported faults.
- Calibration Services:
  - Two annual calibrations (every 6 months) by a SANAS-accredited technician.
  - Issuance of legally recognized calibration certificates.
  - On-demand recalibration following relocation or suspected inaccuracies.
- Service Documentation:
  - Maintenance logs and calibration records must be provided and stored digitally.
  - All documentation must be suitable for use in legal proceedings.

MANDATORY COMPLIANCE STATEMENT

Bidders are required to submit a signed declaration on official company letterhead along with the proposal confirming that:

- The proposal includes the full provision of maintenance and calibration services for the duration of the contract.
- All calibration activities will be performed by a SANAS-accredited technician authorized to service the proposed equipment.
- A written confirmation from the device manufacturer must accompany the bid, explicitly stating that:
  - Calibration by the nominated SANAS-accredited technician is permitted.

- Such calibration will not invalidate any warranties or guarantees associated with the equipment.

SITE SETUP, INSTALLATION AND COMMISSIONING

As part of the product offering, the successful supplier must ensure:

- Site Assessment prior to installation to confirm readiness and compatibility.
- Delivery, installation, and commissioning of the complete system at designated training facilities.
- System testing and verification to ensure full operational functionality.
- Handover documentation which includes installation certificates, user manuals, and initial calibration records.

PACKAGE CONTENTS

The complete delivery must include:

- VR headset (minimum 4K resolution)
- Motion-enabled driver seat with steering wheel, pedals, and gear shifter
- Instructor control panel (touchscreen or PC)
- Scenario software library (K53 and advanced modules)
- All required software.
- Power adapters and UPS backup
- User manuals and training guides
- Initial calibration certificate
- Warranty documentation

4.2.4 ITEM 4: ELECTRONIC MOTORCYCLE TRAINING EQUIPMENT (LIGHT SYSTEM INDICATING RIDER ACTION)

ITEM DESCRIPTION

Product Name: Electronic Motorcycle Training Equipment

Purpose: To enhance motorcycle rider training by providing real-time visual feedback using an integrated light indication system. The proposed equipment must be designed to monitor and display rider actions such as braking, acceleration, turning, and gear shifting, thereby improving training effectiveness and safety awareness. This system must support compliance with the National Road Traffic Act 93 of 1996, particularly in relation to driver

competency, training standards, and road safety education.

TECHNICAL SPECIFICATION

- Action Detection: Sensors detect braking, acceleration, clutch use, gear changes, and turning.
- Light Indication System: LED indicators mounted on training motorcycles or simulators to reflect rider actions in real time.
- Feedback Modes: Visual (LED), optional audio alerts, and digital logging.
- Data Logging: Records rider inputs and performance metrics for post-training review.
- Instructor Interface: Tablet or PC-based dashboard for monitoring and controlling training sessions.
- Connectivity: Wireless communication between motorcycle units and instructor interface.
- Power Supply: Rechargeable battery system with AC charging; optional solar backup.
- Durability: Weather-resistant casing (IP65 rated); suitable for outdoor training environments.
- Compliance: Aligned with training norms and standards under the National Road Traffic Act 93 of 1996 and Road Traffic Management Corporation guidelines

WARRANTY

Minimum 2-year manufacturer warranty covering hardware, software, and technical support. Warranty must remain valid under SANAS-accredited calibration procedures.

PROVISION OF MAINTENANCE AND CALIBRATION SERVICES

As part of the product offering, the successful supplier must provide the following services for the contract period:

- Initial Setup and Training:
  - On-site installation and operational training for training personnel.
- Scheduled Maintenance:
  - A minimum of two on-site maintenance visits per year (every 6 months).
  - Emergency support within 48 hours of reported faults.
- Calibration Services:

  - Two annual calibrations (every 6 months) by a SANAS-accredited technician.
  - Issuance of legally recognized calibration certificates.
  - On-demand recalibration following relocation or suspected inaccuracies.
- Service Documentation:
  - Maintenance logs and calibration records must be provided and stored digitally.
  - All documentation must be suitable for use in legal proceedings.

MANDATORY COMPLIANCE STATEMENT

Bidders are required to submit a signed declaration on official company letterhead along with the proposal confirming that:

- The proposal includes the full provision of maintenance and calibration services for the duration of the contract.
- All calibration activities will be performed by a SANAS-accredited technician authorized to service the proposed equipment.
- A written confirmation from the device manufacturer must accompany the bid, explicitly stating that:
  - Calibration by the nominated SANAS-accredited technician is permitted.
  - Such calibration will not invalidate any warranties or guarantees associated with the equipment.

SITE SETUP, INSTALLATION AND COMMISSIONING

As part of the product offering, the successful supplier must ensure:

- Site Assessment prior to installation to confirm readiness and compatibility.
- Delivery, installation, and commissioning of the complete system at designated training facilities.
- System testing and verification to ensure full operational functionality.
- Handover documentation which includes installation certificates, user manuals, and initial calibration records.

PACKAGE CONTENTS

The complete delivery must include:

- Electronic motorcycle training unit with integrated light indication system.
- Sensor modules for rider action detection.

- Instructor interface (tablet or PC).
- Wireless communication module.
- All required software.
- Power adapters and charging units.
- User manuals and training guides.
- Initial calibration certificate.
- Warranty documentation.

4.3 WARRANTY AND SUPPORT

Proposals MUST include the following:

- Minimum 2-year extended warranty (inclusive of Original Equipment Manufacturer (OEM) coverage)
- Coverage must include:
  - Parts and labour
  - Manufacturing defects
  - Firmware/software support
- Access to local technical support and repair services
- Turnaround times for repairs must be clearly defined

4.4 TRAINING AND CERTIFICATION

4.4.1 Operator Training

The service provider shall provide:

- Comprehensive operator training programme
- Theoretical and practical training modules
- Training covering:
  - Operations
  - Safety procedures
  - Maintenance and troubleshooting
  - Legal compliance
- Training manuals and materials

4.4.2 Certification

- Operators must receive recognised certification of competency

- Certification aligned with accredited training bodies where applicable
- Minimum number of personnel to be trained must be specified

4.5 DELIVERY, INSTALLATION AND COMMISSIONING

- Delivery to designated TMPD facility
- Full system testing and commissioning, where applicable
- Demonstration of operational capability
- Handover documentation and acceptance sign-off

5. STAGES OF EVALUATION

The evaluation will be conducted in the following stages:

5.1 Stage 1: Administrative Compliance

5.2 Stage 2: Mandatory Requirements

5.3 Stage 3: Preference Point System

5.1 STAGE 1: ADMINISTRATIVE COMPLIANCE

All the bids will be evaluated against the administrative responsiveness requirements as set out in the list of returnable documents.

Compulsory Returnable Documentation (Submission of these are compulsory)	**Submitted (YES or NO)**	**Checklist (Guide for Bidder and the Bid Evaluation Committee)**
a) To enable The City to verify the bidder's tax compliance status, the bidder must provide; • Tax compliance status PIN. or • Central Supplier Database (CSD)		Tax status must be compliant before the award.
b) A copy of their Central Supplier Database (CSD) registration; or indicate their Master Registration Number / CSD Number;		CSD must be valid.
c) Confirmation that the bidding company's municipal service charges, rates and taxes are up to date: Original or copy of Municipal Account Statement of the Bidder (bidding company) not older than 3 months and account must not be in arrears for more than ninety (90) days; or ,signed lease agreement or In case of bidders located in informal settlement, rural areas or areas where they are not required to pay Rates and Taxes a letter from the local councillor confirming they are operating in that area		Was a Municipal Account Statement, or signed lease agreement or letter from the local councillor provided for the bidding company? The name and / or addresses of the bidder's statement correspond with CIPC document, Address on CSD or Company profile? Are municipal service charges, rates and taxes up to date (i.e. not in arrears for more than 90 days?
d) In addition to the above, confirmation that all the bidding company's owners / members / directors /		Was a Municipal Account Statement, or signed lease

Compulsory Returnable Documentation (Submission of these are compulsory)	**Submitted (YES or NO)**	**Checklist (Guide for Bidder and the Bid Evaluation Committee)**
major shareholders municipal service charges, rates and taxes are up to date: • Original or copy of Municipal Account Statement of all the South African based owners / members / directors / major shareholders not older than 3 months and the account/s may not be in arrears for more than ninety (90) days; or a signed lease agreement of owners / members / directors / major shareholders or In case of bidders located in informal settlement, rural areas or areas where they are not required to pay Rates and Taxes a letter from the local councillor confirming they are residing in that area		agreement or letter from the local councillor provided for the company's owners / members / directors / major shareholders? Are municipal service charges, rates and taxes up to date (i.e. not in arrears for more than 90 days?
e) Duly Signed and completed MBD forms (MBD 1, 4, 5, 8 and 9) The person signing the bid documentation must be authorized to sign on behalf of the bidder. Where the signatory is not a Director / Member / Owner / Shareholder of the company, an official letter of authorization or delegation of authority should be submitted with the bid document. **NB: Bidders must ensure that the directors, trustees, managers, principal shareholders, or stakeholders of this company, declare any interest in any other related companies or business, whether or not they are bidding for this contract.** ***See Question 3.14 of MBD 4. Failure to declare interest will result in a disqualification***		All documents fully completed (i.e. no blank spaces), All documents fully signed by (any director / member / trustee as indicated on the CIPC document, alternatively a delegation of authority would be required, Documents completed in black ink (i.e. no "Tippex" corrections, no pencil, no other colour ink, or **non-submission of the MBD forms**, will not be considered)
f) Audited Financial Statements for the most recent three (3) years or Audited Financial Statements from date of existence for companies less than three years old. **NB**: The bidder must submit signed audited annual financial statements for the most recent three years, or if established for a shorter period, submit audited annual financial statements from date of establishment. If the bidder is not required by law to prepare signed annual financial statements for auditing purposes, then the bidder must submit proof that the bidder is not required by law to prepare audited financial statements.		Applicable for tenders above R10m in conjunction with MBD 5) Are Audited financial statements provided (Audited financials must be signed by auditor) Or proof that the bidder is not required by law to prepare audited financial statements.
g) Joint Ventures (JV) – (Only applicable when the bidder tenders as a joint venture) Where the bidder bids as a joint venture (JV), the required or relevant documents as per (a) to (f) above must be provided for all JV parties. In addition to the above the bidder must submit a Joint Venture (JV) agreement signed by the relevant parties. **NB**: It is a condition of this bid that the successful bidder will continue with the same Joint Venture (JV) for the duration of the contract unless prior approval is obtained from the City.		If applicable. JV agreement provided? JV agreement complete and relevant? Agreement signed by all parties? All required documents as per (i.e. a to f) must be provided for all partners of the JV.
h) Bidder attended a compulsory briefing session where applicable		A compulsory briefing register must be signed by the bidder.

Compulsory Returnable Documentation (Submission of these are compulsory)	**Submitted (YES or NO)**	**Checklist (Guide for Bidder and the Bid Evaluation Committee)**
		Bidders will be disqualified should they fail to attend compulsory briefing session
i) Pricing schedule (All items must be quoted for in pricing schedule and if not, all items are quoted the bidder will be disqualified). Unless the tender is awarded per item or per section where the bidder only quoted the items or sections, they are interested in.		Incomplete pricing schedule results in totals being incomparable. Bidder must be disqualified. **Bidder will be disqualified should they make corrections on the price schedule without attaching a signature or initialising thereto.** **Bidder will be disqualified should they use tippex/ correction ink, on the price schedule.**

.

5.2 STAGE 2: MANDATORY REQUIRMENTS

IMPORTANT:

Documentation requested in the table below MUST be attached to the quotation proposal, any proposals received without the required information stipulated below, will not be considered.

Non-Compliance, or neglect on any prospective bidders' part to comply with ANY of the Compulsory Quotation Requirements will render his/her proposal invalid.

The City reserves the right to verify all information supplied by bidders.

NO	MANDATORY REQUIREMENT	COMMENT YES/NO
1.	ANNEXURE A: VERIFICATION FORM (QUESTIONNAIRE) Bidders are required to complete Annexure A attached to this technical specification which will address the following requirement: • Demonstrate a minimum of three (3) years' experience in the supply, delivery, installation, commissioning, maintenance and support of training equipment, simulation systems, testing equipment, or related technology. - Provide at least two (2) contactable references for similar projects successfully completed within the last five (5) years. **IMPORTANT:** *References must include*	

	company/client name, contact person, contact number, email address, description of equipment supplied and project completion date.	
3.	PRODUCT STANDARDS Bidders must provide documentary proof that the proposed equipment complies with the applicable requirements contained in this specification, including where applicable: - National Road Traffic Act, Act 93 of 1996. - Firearms Control Act, Act 60 of 2000. - SANAS calibration requirements. - ISO/IEC 17025 standards where calibration is applicable. - Applicable RTMC, SAPS, SABS or manufacturer standards. Bidders must submit: • The bidder shall provide a brochure from the manufacturer covering the product offered which shall give the main features of the product. No copies from the bid document specifications will be accepted. Bidders will be disqualified without a product brochure and only bidders who supplied brochures with the bid will be considered for further evaluation.	
4.	TECHNICAL CAPABILITY Bidders must provide a signed undertaking / Letter confirming the below: • Written proof from the Original Equipment Manufacturer (OEM) confirming that the bidder is an authorized supplier, distributor, reseller, or service partner for the proposed equipment in South Africa. • Confirmation from the OEM that all warranties and guarantees will remain valid. • Proof that the bidder has access to suitably qualified technical personnel capable of installation, commissioning,	

	training, maintenance and support of the proposed equipment. • Detailed project implementation plan indicating delivery, installation, commissioning, testing, training, handover and support arrangements.	
5.	MAINTENANCE, CALIBRATION AND TECHNICAL SUPPORT Bidders must provide a signed undertaking / Letter confirming that: • Maintenance services will be provided in accordance with the requirements contained in this specification. • Calibration services (where applicable) will be performed by a SANAS-accredited technician or SANAS-accredited service provider. • Calibration certificates will be issued after each calibration activity. • Emergency support response will be available within the timeframe specified in the technical specification. • Maintenance and calibration activities will not invalidate OEM warranties.	
6.	WARRANTY AND AFTER-SALES SUPPORT Bidders must provide a signed undertaking / Letter confirming that: • Minimum of two (2) year manufacturer and/or OEM warranty covering parts and labour. • Warranty coverage for all hardware, software and system components supplied. • Availability of local technical support and repair services. • A minimum of twelve (12) months after-sales support following delivery, installation and handover. • Defined turnaround times for repairs, replacement of defective components and technical support requests.	
7.	MANUFACTURER'S COMPLIANCE DECLARATION	

	Bidders must submit a signed declaration on company letterhead confirming that: • The equipment offered complies with all minimum technical requirements specified in this document. • All required software licenses are included on a once-off basis. • No annual, monthly, subscription, registration, licensing or recurring access fees will be payable by the City of Tshwane. • All software updates during the warranty period are included at no additional cost.	
8.	TRAINING COMMITMENT Bidders must provide written confirmation / Letter that operator training will be provided, including: • Training methodology. • Training material and manuals. • Number of personnel to be trained. • Issuing training attendance certificates and/or competency certificates where applicable.	

5.3 STAGE 3: PREFERENCE POINT SYSTEM

The preferential point system used will be the 80/20 points system in terms of the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000) Regulations 2022, allocated as follows:

- Eighty (80) Points for Price
- Twenty (20) Points for Specific Goals

SPECIFIC GOALS

Bidders are required to submit supporting documents for their bids to claim the specific goal points. Non-compliance with specific goals will not lead to disqualification but bidders will not be allocated specific goal points. Bidders will score points out of 90 for price only and zero (0) points out of 10 for specific goals.

The City of Tshwane shall act against any bidder or person when it detects that the specific goals were claimed or obtained on a fraudulent basis.

The specific goal for this quotation is outlined below:

SPECIFIC GOALS	80/20 PREFERENCE POINT SYSTEM	PROOF OF SPECIFIC GOALS TO BE SUBMITTED
BB-BEE score of companies • Level 1 • Level 2 • Level 3 • Level 4 • Level 5 • Level 6 • Level 7 • Level 8 • Non-compliant	 • 8 Points • 7 Points • 6 Points • 5 Points • 4 Points • 3 Points • 2 Points • 1 Point • 0 Points	Valid Certified copy of BBBEE certificate. For EME's and QSE's copy of a valid Sworn affidavit.
EME and/ or QSE	2 Points	Valid Sworn affidavit
At least 51% of Women-owned companies	2 Points	Certified copy of Identity Document/s
At least 51% owned companies by People with disability	2 Points	Medical Certificate with doctor's details (Practice Number, Physical Address and contact numbers)
At least 51% owned companies by Youth	2 Point	Certified copy of Identity Document/s
Local Economic Participation • City of Tshwane • Gauteng • National	 4 Points 2 Points 1 Point	Municipal Account statement/Lease agreement.

For points to be allocated as per above the bidders will be required to submit proof of documentation as evidence for claims made. Any bidder that does not submit evidence as stated in the bid document to claim applicable points will be allocated zero points.

6. PRICING SCHEDULE

This quotation will be awarded on based on total price. Estimated quantity in the table below is indicative of the planned procurement subject to the availability of funding.

NOTE TO PROSPECTIVE BIDDERS:

- All prices must be quoted in South African Rand (ZAR).
- Prices must be inclusive all costs associated to supply, delivery, commissioning, handover, transport, labour, project supervision, reporting, the extended warranty, operator training, training materials and operator certification, as well as any other associated costs.

6.1 ITEM 1: EYE TEST MACHINES FOR DRIVER TRAINING

ITEM NO	MATERIAL NUMBER	DESCRIPTION	UNITS	PRICE (EXCL. VAT)
6.1	200000007906	Fully equipped eye test machines for driver training.	1	R
			TOTAL PRICE EXCLUDING VAT: R	R

6.2 ITEM 2: LASER TRAINING SYSTEM FOR FIREARMS

ITEM NO	MATERIAL NUMBER	DESCRIPTION	UNITS	PRICE (EXCL. VAT)
6.2	200000007924	Fully equipped laser training system for firearms.	1	R
			TOTAL PRICE EXCLUDING VAT: R	R

6.3 ITEM 3: VIRTUAL REALITY SYSTEM FOR DRIVER TRAINING

ITEM NO	MATERIAL NUMBER	DESCRIPTION	UNITS	PRICE (EXCL. VAT)
6.3	200000007925	Fully equipped virtual reality system for driver training.	1	R
			TOTAL PRICE EXCLUDING VAT: R	R

6.4 ITEM 4: ELECTRONIC MOTORCYCLE TRAINING EQUIPMENT (LIGHT SYSTEM INDICATING RIDER ACTION)

ITEM NO	MATERIAL NUMBER	DESCRIPTION	UNITS	PRICE (EXCL. VAT)
6.4	200000007926	Fully equipped electronic motorcycle training equipment (light system indicating rider action).	1	R
			TOTAL PRICE EXCLUDING VAT	R

SUMMARY OF TOTALS

ITEM	DESCRIPTION	TOTALS
1	Fully equipped eye test machines for driver training.	
2	Fully equipped laser training system for firearms.	
3	Fully equipped virtual reality system for driver training.	
4	Fully equipped electronic motorcycle training equipment (light system indicating rider action).	
TOTAL PRICE EXCL. VAT		
Vat @ 15%		
TOTAL PRICE INCL. VAT		

NOTE: THE CITY RESERVES THE RIGHT TO INCREASE OR DECREASE QUANTITIES OF THE PRODUCTS OR SERVICES SUBJECT TO BUDGET AVAILABILITY

7. VALIDITY PERIOD

The validity period for this quotation after closure is 90 days. The City of Tshwane shall have right and power to extent any tender validity period beyond any initial validity period set and subsequent extensions. The Supply Chain Management Division shall ensure that an extension of validity is requested in writing from all bidders before the validity expiry date. Extension of validity shall be finalised while the quotations/bids are still valid.

8. MARKET ANALYSIS

The City of Tshwane reserves the right to conduct market analysis. Should the city exercise this option, where a tenderer offers a price that is deemed not to be viable to supply goods or services as required, written confirmation will be made with the bidder if they will be able to deliver on the price, if a bidder confirm that they cannot, the bidder will

be disqualified on the basis of being non-responsive. If they confirm that they can deliver, a tight contract to mitigate the risk of non-performance will be entered into with the service provider. Further action on failures by the supplier to deliver will be handled in terms of the contract including performance warnings and listing on the database of restricted suppliers.

The city further reserves the right to negotiate a market related price with a bidder scoring the highest points. If the bidder does not agree to a market-related price, the city reserves the right to negotiate a market-related price with the bidder scoring the second highest points, if the bidder scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the bidder scoring the third highest points. If a market-related price is not agreed, the city reserves the right to cancel the quotation.

9. DRAFT SERVICE LEVEL AGREEMENTS

Should it be considered as a requirement by the City of Tshwane: Group Legal & Secretariat Services Department, a Service Level Agreement (SLA) will be finalized upon award of this quotation.

Such Service Level Agreement (SLA) will be signed between the City of Tshwane and the Successful bidder, if not, the condition of this quotation will serve as the contract between the City of Tshwane and Successful Service Provider.

10. AWARD

This quotation will be awarded as a whole to one service provider.

MBD1
COMPULSORY
PART A
INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (*NAME OF MUNICIPALITY/ MUNICIPAL ENTITY*)					
QUOTATION NUMBER:	Q24-01-2026-27	CLOSING DATE:	24 November 2026	CLOSING TIME:	10:00
DESCRIPTION	**RE-ADVERTISEMENT: APPOINTMENT OF A SERVICE PROVIDER FOR THE ONCE-OFF SUPPLY, DELIVERY AND, WHERE APPLICABLE, INSTALLATION AND COMMISSIONING OF TRAINING EQUIPMENT TO THE TSHWANE METRO POLICE**				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

BIDDERS SHOULD NOT DEPOSIT THEIR BID RESPONSES IN THE TENDER BOX BUT RESPOND TO THE BID ON THE ONLINE PLATFORM

Tshwane House

Supply Chain Management

320 Madiba Street

Pretoria

SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		**OR**	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	☐ 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 PART B:3]
SIGNATURE OF BIDDER	.....	**DATE**	
CAPACITY UNDER WHICH THIS BID IS SIGNED			

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		**TECHNICAL INFORMATION MAY BE DIRECTED TO:**	
DEPARTMENT	Supply Chain Management	CONTACT PERSON	Sean Bolhuis
CONTACT PERSON	Josia Masenya		
TELEPHONE NUMBER	(012) 358 0658	TELEPHONE NUMBER	012 358 3547
		E-MAIL ADDRESS	SeanB@tshwane.gov.za
E-MAIL ADDRESS	josiasma@tshwane.gov.za		

MBD1
COMPULSORY
PART B
TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

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

1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR ONLINE**

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

2. TAX COMPLIANCE REQUIREMENTS

2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

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

2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.

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

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

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

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

3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

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

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

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER: ……

CAPACITY UNDER WHICH THIS BID IS SIGNED: ……

DATE: ……...

MBD 4
COMPULSORY

DECLARATION OF INTEREST

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

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

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

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

3.2 Identity Number: …….

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

3.4 Company Registration Number: …….

3.5 Tax Reference Number:……

3.6 VAT Registration Number: ……

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

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

3.8.1 If yes, furnish particulars. ….……

……..

[1]MSCM Regulations: "in the service of the state" means to be –

(a) a member of –
  (i) any municipal council;
  (ii) any provincial legislature; or
  (iii) the national Assembly or the national Council of provinces;

(b) a member of the board of directors of any municipal entity;
(c) an official of any municipality or municipal entity;
(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
(e) a member of the accounting authority of any national or provincial public entity; or
(f) an employee of Parliament or a provincial legislature.

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

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

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

……

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? …… **YES / NO**

3.10.1 If yes, furnish particulars.

……

……

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.11.1 If yes, furnish particulars

……

……

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

3.12.1 If yes, furnish particulars.

……

……

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

3.13.1 If yes, furnish particulars.

……

……

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

3.14.1 If yes, furnish particulars:

……..

……..

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

Full Name	Identity Number	State Employee Number

…….. ……..
Signature **Date**

……. ……
Capacity **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

---

1. GENERAL CONDITIONS

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

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

1.2 To be completed by the organ of state

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

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).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

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

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

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

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

Where

Ps = Points scored for price of tender under consideration Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

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

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

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

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

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

Specific goals	80/20 preference point system	Number of points claimed (80/20 system) (To be completed by the tenderer)
BB-BEE score of companies • Level 1 • Level 2 • Level 3 • Level 4 • Level 5 • Level 6 • Level 7 • Level 8 • Non-compliant	• 8 Points • 7 Points • 6 Points • 5 Points • 4 Points • 3 Points • 2 Points • 1 Point • 0 Points	
EME and/ or QSE	2 Points	
At least 51% of Women-owned companies	2 Points	
At least 51% owned companies by People with disability	2 Points	
At least 51% owned companies by Youth	2 Point	
Local Economic Participation • City of Tshwane • Gauteng • National	4 Points 2 Points 1 Point	

N.B For points to be allocated as per above the tenderers will be required to submit proof of documentation as evidence for claims made. Any tenderer that does not submit evidence as stated in the bid document to claim applicable points will be allocated zero 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: ……

ADDRESS: ……

……

……

CONTRACT FORM: PURCHASE OF GOODS/WORKS

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

PART 1 (TO BE FILLED IN BY THE BIDDER)

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to……. in accordance with the requirements and 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 time of 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;
   - Tax clearance certificate;
   - Pricing schedule(s);
   - Technical Specification(s);
   - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2022;
   - Declaration of interest;
   - Declaration of bidder's past SCM practices;
   - Certificate of Independent Bid Determination;
   - 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 goods and/or works 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: ……

MBD 7.1

CONTRACT FORM: PURCHASE OF GOODS/WORKS

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I … ……..... in my capacity as ……accept your bid under reference number …… dated for the supply of goods/works indicated hereunder and/or further specified in the annexure(s).

2. An official order indicating delivery instructions is forthcoming.

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

ITEM NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)	BRAND	DELIVERY PERIOD	B-BBEE STATUS LEVEL OF CONTRIBUTION

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

SIGNED AT ……ON……..

NAME (PRINT) …….

SIGNATURE …….

OFFICIAL STAMP

WITNESSES

1. ……..

2. ……..

DATE: ……

COMPULSORY

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

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

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

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

a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
b. been convicted for fraud or corruption during the past five years;
c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).

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

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the *audi alteram partem* rule was applied). **The Database of Restricted Suppliers now resides on the National Treasury's website(**www.treasury.gov.za**) and can be accessed by clicking on its link at the bottom of the home page.**	Yes ☐	No ☐
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? **The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.**	Yes ☐	No ☐
4.2.1	If so, furnish particulars:		

4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes ☐	No ☐
4.3.1	If so, furnish particulars:		

Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes ☐	No ☐
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes ☐	No ☐
4.7.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME) ……..……..……
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

……... **……..**
Signature **Date**

……. **……..**
Position **Name of Bidder**

MBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

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

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

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

a. take all reasonable steps to prevent such abuse;

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

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

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

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

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

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

MBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

_____

(Bid Number and Description)

in response to the invitation for the bid made by:

_____

(Name of Municipality / Municipal Entity)

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

I certify, on behalf of:_____that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:

    (a) has been requested to submit a bid in response to this bid invitation;
    (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
    (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium[3] will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
    (a) prices;
    (b) geographical area where product or service will be rendered (market allocation)
    (c) methods, factors or formulas used to calculate prices;
    (d) the intention or decision to submit or not to submit, a bid;
    (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
    (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

[3] Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

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

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

Js9141w 4