

OR TAMBO DISTRICT MUNICIPALITY



O.R. TAMBO DISTRICT MUNICIPALITY

PROPOSAL NO: ORTDM SCMU 41-20/21

REQUEST FOR EXPRESSION OF INTEREST FOR VIP TOILET EMPTYING

FEBRUARY 2021

Prepared for:

Water Services
OR Tambo District Municipality
Private Bag x 6043
UMTHATHA
5100

Tel. No. (047) 501 6443

Prepared by:

Water Service Provision
OR Tambo District Municipality
Private Bag x 6043
UMTHATHA
5100

Tel. No. (047) 501 6483

NAME OF SERVICE PROVIDER: _____

1. EXPRESSION OF INTEREST NOTICE

PROPOSAL NO: ORTDM SCMU 41-20/21

PROFESSIONAL SERVICE PROVIDERS ARE HEREBY INVITED FOR:

ORTDM SCMU : EXPRESSION OF INTERESTS FOR EMPTYING OF VENTILATED IMPROVED TOILETS (VIP) IN OR TAMBO DISTRICT MUNICIPALITY RURAL AREAS

To ensure that your proposal is not exposed to invalidation, documents are to be completed in accordance with the conditions and rules contained in this invitation documents. Supporting documents must be sealed and externally endorsed **REFERENCE NUMBER: ORTDM SCMU 41-20/21: EXPRESSION OF INTERESTS FOR EMPTYING OF VENTILATED IMPROVED TOILETS (VIP) IN OR TAMBO DISTRICT MUNICIPALITY RURAL AREAS** and be submitted in the tender box, first floor, OR Tambo District Municipality, Nelson Mandela Drive, OR Tambo House, Myezo, Umthatha, not later than the closing date and time as stated.

Municipality reserves the right not to consider any service provider not suitably endorsed or comprehensively completed as well as the right to accept a proposal in whole or part. Proposals will be adjudicated in accordance with the Supply Chain Management Policy of the OR Tambo District Municipality.

2. BACKGROUND

OR Tambo District Municipality is both a Water Services Authority and a Water Services Provider. Authority is therefore vested in it, in terms of the Municipal Structures Act 118 of 1998 or the ministerial authorizations made in terms of this Act, to ensure that water resources and infrastructure are well managed and maintained in order that the service may be provided in an equitable, sustainable and efficient manner.

The primary responsibility for Water Services Authority includes:

Ensuring access: To ensure the realisation of the right of access to water services, particularly basic water services (subject to available resources) by seeing that appropriate investments in water services infrastructure are made;

Planning: To prepare **water services development plans** to ensure effective, efficient, affordable, economical and sustainable access to water services that promote sustainable livelihoods and economic development;

Regulation: To regulate water services provision and Water Services Providers within the jurisdiction of the municipality and within the policy and regulatory frameworks set by Department of Water Affairs through the enactment of by-laws and the regulation of contracts; and

Provision: To ensure the provision of effective, efficient and sustainable water services (including water conservation and demand management) either by providing water services themselves or by selecting, procuring and contracting with external Water Services providers.

The District is classified as a Category C2 Municipality, which indicates an area with a largely rural character. At least 80% of the district was part of the former Transkei, and approximately 93% of the population resides in widely dispersed homesteads and small villages

While for sanitation minimum service level is regarded as easy access safe, reliable, private toilet facility which is protected from the weather, ventilated, low smell, hygienic, minimizing the risk of spreading diseases and enables safe treatment and/or removal of human waste and wastewater in an environmentally sound manner including communicating hygiene, The Statistics South Africa: Community Survey 2016 reveals that 68% of on-site sanitation is provided within OR Tambo District Municipality.

OR TAMBO DISTRICT MUNICIPALITY

PROPOSAL NO: ORTDM SCMU 41-20/21

3. INVITATION TO EXPRESSION OF INTEREST

INVITATION TO EXPRESSION OF INTEREST

O.R TAMBO District Municipality Intends to procure services from panel of service providers for the emptying of the VIPs in the rural areas of the district where we have pit toilets. At this stage no actual numbers have been established and the municipality needs the projects to start immediately as this situation has now become an emergency and a health hazard to communities.

Expressions of Interest (EOI) are hereby sought for the emptying of the VIPs for the rural areas of the District

Bidders must submit the following:

A clear methodology covering the above mentioned specifications
At least three (3) referral letters from previous work of similar nature

It should be clearly noted that the EOI and the provision of the EOI to ORTDM does not constitute an offer or acceptance or a binding agreement between the parties. Furthermore, ORTDM will not be responsible for the cost incurred by interested parties in the preparation of any proposal.

Completed proposals in black ink, in a sealed envelope and clearly marked with the "**Proposal number , proposal name and description**" must be placed in the tender box, ground Floor, O. R. Tambo District Municipality Building, Nelson Mandela Drive, Myezo Park, Mthatha, Eastern Cape, not later than 12H00 on 30 April 2021.

Invalid or non-submission of the following documents will render the proposal disqualified

- Tax Clearance Certificates issued by SARS with pin code to verify tax status
- Certified copies of the original Company documents issued by register of Companies.
- Certified copies of the original green bar-coded IDs of Members or directors
- JV agreement in where applicable in CIDB format (signed and initialled on each page)
- Proof of Registration with Central Supplier Database
- Proof of address with municipal services not owing more than 3 months

Only Bidders who score **60%** of total points or more on stage 1 would be recommended for presentations, evaluated further and therefore eligible for the award.

Item	Weight
Evaluation-Functionality	100
• Similar Projects	20
• Experience of the Project Team	30
• Methodology	40
• Locality	10

ENQ: Mr L Mashiya, telephone number: 047 501 6492 or email: mashiyal@ortambodm.gov.za and All Supply Chain Management enquiries may be directed to Mr. S. Hopa, telephone number 047 501 6449 or email: sakhiwoh@ortambodm.gov.za.during office hours: Monday to Friday 08H00-13H00 and 13H30-16H30.

PAX Dunywa
Acting Municipal Manager

4. CATEGORY OF QUALITY / FUNCTIONALITY

	CATEGORY OF QUALITY / FUNCTIONALITY	Max points provided
B1.1	Similar Projects	20
	Service provider must have completed 4 or similar projects of combined value of R800 000.00. Copies of Stamped Completion Certificates with contactable references. No points will be awarded where Copies of stamped Completion Certificates with contactable have not been submitted with the Bid.	20
	Service provider must have completed 3 or similar projects of at combined value of R450 000.00. Copies of Stamped Completion Certificates with contactable references. No points will be awarded where Copies of stamped Completion Certificates with contactable have not been submitted with the Bid.	15
	Service provider must have completed 2 similar projects of combined value of R200 000.00. Copies of Stamped Completion Certificates with contactable references. No points will be awarded where Copies of stamped Completion Certificates with contactable have not been submitted with the Bid.	10
	Service provider must have completed at least 1 similar projects of at least R100 000.00. Copies of Stamped Completion Certificates with contactable references. No points will be awarded where Copies of stamped Completion Certificates with contactable have not been submitted with the Bid.	5
B1.2	Experience of Project Team	30
	Project Manager	10
	Project Manager or the owner of the company with 4 years' experience in similar projects (Proof of CV with at least 3 (three) contactable references)	10
	Project Manager or the owner of the company with 3 years' experience in similar projects; (Proof of CV with at least 3 (three) contactable references)	7.5
	Project Manager or the owner of the company with 2 years' experience in similar projects; (Proof of CV with at least 3 (three) contactable references)	5
	Project Manager or the owner of the company with 1 years' experience in similar projects; (Proof of CV with at least 3 (three) contactable references)	2.5
	Health and Safety Officer	10
	Qualified Health and Safety Officer (National Diploma level) with 4 years' experience in similar projects	10
	Qualified Health and Safety Officer(National Diploma level) with 3 years' experience in similar projects	7.5
	Qualified Health and Safety Officer(National Diploma level) with 2 years' experience in similar projects	5
	Qualified Health and Safety Officer(National Diploma level) with 1 years' experience in similar projects	2.5

	Environmental Officer	10
	Qualified Environmental Officer (National Diploma level plus Registration with SACNASP) with 4 years' experience in similar projects	10
	Qualified Health and Safety Officer(National Diploma level plus Registration with SACNASP) with 3 years' experience in similar projects	7.5
	Qualified Environmental Officer (National Diploma level plus Registration with SACNASP) with 2 years' experience in similar projects	5
	Qualified Environmental Officer (National Diploma level plus Registration with SACNASP) with 1 years' experience in similar projects	2.5
	Qualified Environmental Officer (National Diploma level plus Registration with SACNASP) with 4 years' experience in similar projects	10
B1.3	Methodology	40
	A clear methodology with clear time frames per toilet, organogram and costs per toilet, <i>indicating the method of emptying.</i>	10
	How the involvement of ward based service providers whether as sole owned subcontractors or cooperatives will be catered	5
	The method must clearly indicate how <i>health and safety and environment management</i> issues of communities and labours involved will be taken in account.	5
	The methodology must clearly stipulate how the waste sludge will be managed and what precautions will be taken with regards to the public's health and environmental safety. <i>(Attach a waste sludge management certificate or contract with a certified organization)</i>	10
	Educational Health and hygiene awareness programme of the community	10
B1.4	Locality	10
	Proof of offices,workshop,premises within OR Tambo DM (attach rates/services certificates/letter from local authorities)	10
	Proof of offices,workshop,premises within Eastern Cape(attach rates/services certificates/letter from local authorities)	5
	Attach copies of certificates for project team members as proof	

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LIST OF RETURNABLE DOCUMENTS

Returnable Documents Required for Tender Evaluation Purposes (T2.1)

- | | |
|------------|--|
| Form 2.1.1 | Ownership of Entity |
| Form 2.1.2 | Declaration of interest |
| Form 2.1.3 | Authority for Signatory |
| Form 2.1.4 | Schedule of Work Carried Out by Service provider |
| Form 2.1.5 | Proposed Key Personnel |
| Form 2.1.6 | Schedule of Proposed Sub Contractors |
| Form 2.1.7 | Financial References |

Other Documents Required for Proposal Evaluation Purposes.

- | | |
|------------|---|
| Form 2.2.1 | Declaration of Good Standing regarding Tax. |
| Form 2.2.2 | CV'S of Key Personnel to be used in this Project. |

FORM 2.1.1 OWNERSHIP OF THE ENTITY

State whether the Service provider is a company, a partnership, a person or a closed corporation by making an X in the appropriate space.

Company	<input type="checkbox"/>
---------	--------------------------

Partner-ship	<input type="checkbox"/>
--------------	--------------------------

Person	<input type="checkbox"/>
--------	--------------------------

Closed Corporation	<input type="checkbox"/>
--------------------	--------------------------

(Make an X in the appropriate space)

2. Information to be provided

2.1 IF THE SERVICE PROVIDER IS A COMPANY:

- (a) Affix a certified copy of the Certificate of Incorporation and on the following page.
- (b) List the Directors and each Director's date of appointment

(Attach Certified copies of ID'S of the Directors)

(c) List the Shareholders

Name	% Share	Male/Female	HDI (Yes/No)*
------	---------	-------------	---------------

(Attach Certified Copies of ID'S of Shareholders)

(d) List all companies of which your Company is a shareholder

2.2 IF THE SERVICE PROVIDER IS A PARTNERSHIP:

- (a) List the partners and state each partner's share in the partnership

Name	% Share	Male/Female	HDI (Yes/No)*
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(Attach Certified Copies of ID'S of Members of the Partnership)

2.3 IF THE SERVICE PROVIDER IS A PERSON:

- (a) Provide the full name and qualifications of the person

Name	% Share	Male/Female	HDI (Yes/No)*
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2.4 IF THE SERVICE PROVIDER IS A CLOSED CORPORATION:

- (a) Affix a certified copy of the CK 2 Form on the following Page.
(b) List the members and state each member's share in the closed corporation

Name	% Share	Male/Female	HDI (Yes/No)*
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(Attach Certified Copies OF ID'S of Members of the CC

- 2.5 LOCALITY OF SERVICE PROVIDER** (attach copy of recent municipal services account on the following page):

.....
SIGNATURE OF TENDERER

.....
DATE

Affix and Attach Relevant Documents Here (ck FORM)

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF O.R. TAMBO DISTRICT MUNICIPALITY					
BID NUMBER:	ORTDM SCMU 41-20/21	CLOSING DATE:	30 APRIL 2021	CLOSING TIME:	12h00PM
DESCRIPTION:	EXPRESSION OF INTERESTS FOR EMPTYING OF VENTILATED IMPROVED TOILETS (VIP) IN THE ORT RURAL AREAS				

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT:

TENDER BOX, GROUND FLOOR, O.R. TAMBO DISTRICT MUNICIPALITY BUILDING
NELSON MANDELA DRIVE , MYEZO PARK, MTHATHA
EASTERN CAPE

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:		CSD No:		
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes <input type="checkbox"/> 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?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	R
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	SCM DEPARTMENT	CONTACT PERSON	Mr. LUTHANDO MASHIYA
CONTACT PERSON	MR. SAKHIWO HOPA	TELEPHONE NUMBER	047 501 6492
TELEPHONE NUMBER	047 501 6449	FACSIMILE NUMBER	N/A
FACSIMILE NUMBER	N/A		mashiya@ortambodm.gov.za
E-MAIL ADDRESS	sakhiwoh@ortambodm.gov.za		

T 2 2 21

[Signature Box]
Contractor

[Signature Box]
Witness 1

[Signature Box]
Witness 2

[Signature Box]
Employer

[Signature Box]
Witness 1

[Signature Box]
Witness 2

**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).**

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 :.....

T 2 2 21



Contractor



Witness 1



Witness 2



Employer



Witness 1



Witness 2

DECLARATION OF INTEREST

- 1. No proposals will be awarded to any persons in the service of OR Tambo District Municipality.
- 2. Any person, having a kingship with persons in the service of OR Tambo District Municipality (ORTDM), including a blood relationship, may make an offer or offers in terms of this invitation to tender. In the view of possible allegations of favouritism, should the resulting tender or part thereof, be awarded to persons connected with or related to persons in the service of state, it is required that the tenderer or their authorised representative declare their positions in relation to the evaluating/adjudication authority and/or take oath declaring his/her interest.
- 3. In order to give effect to the above, the following questionnaire must be completed by the tenderer and submitted together with the tender.

3.1. Full Name:

3.2. Identity Number:

3.3. Company Registration Number:.....

3.4. Tax Reference Number:

3.5. Vat Registration Number:

3.6. Are Presently in the service of ORTDM YES/NO

3.6.1. If so furnish particulars

.....
.....
.....

3.7. Have you been in the service of the ORTDM for the past twelve months YES/NO

3.7.1. If so furnish the particulars

.....
.....
.....

3.8. Do you, have any close family members or persons in the service of ORTDM and who may be involved with the evaluation and or adjudication of this tender YES/NO

3.8.1. If so furnish the details

.....
.....

3.9. Are you aware of any relationship between the tenderer and any persons in the service of ORTDM who may be involved with the evaluation and or adjudication of this proposal
YES/NO

3.9.1. If so furnish particulars T 2 2 2 1

Contractor	Witness 1	Witness 2	Employer	Witness 1	Witness 2

.....
.....
.....

3.10. Are any of the company’s directors,managers,principle shareholders or stakeholders in the service of the ORTDM **YES/NO**

3.10.1. If so furnish particulars

.....
.....
.....

3.11. Are any of your spouse,child or parent of company’s Directors , Managers Principle Shareholders or Stakeholders in the service of the ORTDM **YES/NO**

3.11.1. If so, furnish particulars

.....
.....
.....

CERTIFICATION

I, THE UNDERSIGNED (NAME)

CERTIFY (in the presence of Commissioner of Oaths) THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT.

I ACCEPT THAT THE OR TAMBO DISTRICT MUNICIPALITY MAY ACT AGAIST ME SHOULD THIS DECLARATION PROVE TO BE FALSE

Signature of the Tenderer: _____

STAMP OF COMMISSIONER OF OATHS

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

DECLARATION FOR PROCUREMENT ABOVE R10 MILLION (ALL APPLICABLE TAXES INCLUDED)

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

NO.	QUESTION	ANSWER (TICK WHICH RESPONSE IS APPLICABLE)	
		YES	NO
1.	Are you by law required to prepare annual financial statements?		
1.1	If yes, submit audited annual financial statements for the past three years or since the date of establishment if established during the last 3 years.		

NO.	QUESTION	ANSWER (TICK WHICH RESPONSE IS APPLICABLE)	
		YES	NO
2.	Do you have any outstanding undisputed commitments for municipal services towards any municipality for more than 3 months or any other service provider in respect of which payment is overdue for more than 30 days?		
2.1	If no, this serves to certify that the bidder has no undisputed commitments for municipal services towards any municipality for more than 3 months or other service provider in respect of which payment is overdue for more than 30 days.		
2.2	If yes, provide details:		

NO.	QUESTION	ANSWER (TICK WHICH RESPONSE IS APPLICABLE)	
		YES	NO
3.	Has any contract been awarded to you by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract?		
3.1	If yes, provide details:		

T 2 2 21

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

NO.	QUESTION	ANSWER (TICK WHICH RESPONSE IS APPLICABLE)	
		YES	NO
4.	Will any portion of the goods of services be sourced from outside the Republic, and if so, what portion, and whether any portion of payment from the municipality is expected to be transferred outside of the Republic?		
4.1	If yes, provide details:		

CERTIFICATION

I, THE UNDERSIGNED (NAME)
 CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT.

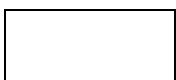
I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS THIS DECLARATION
 PROVE TO BE FALSE.

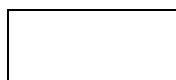
.....
 Signature

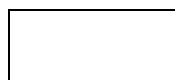
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 Date

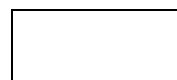
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 Position

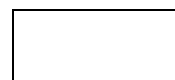
.....
 Name of Bidder

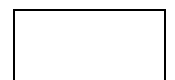

 Contractor


 Witness 1


 Witness 2


 Employer


 Witness 1


 Witness 2

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- 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

- (a) The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable; or
- (b) The 80/20 preference point system will be applicable to this tender.

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

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

2. DEFINITIONS

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“prices”** includes all applicable taxes less all unconditional discounts;
- (h) **“proof of B-BBEE status level of contributor”** means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;

Contractor	Witness 1	Witness 2	Employer	Witness 1	Witness 2

3) Any other requirement prescribed in terms of the B-BBEE Act;

- (i) “QSE” means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) “rand value” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

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

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

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

- P_s = Points scored for price of bid under consideration
- P_t = Price of bid under consideration
- P_{min} = Price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

5. BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor: . =(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7. SUB-CONTRACTING

7.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....

Contractor	Witness 1	Witness 2	Employer	Witness 1	Witness 2

iii) The B-BBEE status level of the sub-contractor.....

iv) Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES		NO	
-----	--	----	--

v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations,2017:

Designated Group: An EME or QSE which is at last 51% owned by:	EME	QSE
	√	√
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company/firm:.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

8.4 TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company
- (Pty) Limited

[TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

.....

8.6 COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

8.7 MUNICIPAL INFORMATION

Municipality where business is situated:

Registered Account Number:

Stand..... **Number:**.....

Contractor	Witness 1	Witness 2	Employer	Witness 1	Witness 2

8.8 Total number of years the company/firm has been in business:.....

8.9 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding 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 bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

WITNESS:

1.

2.

.....
SIGNATURE(S) OF BIDDER(S)

DATE:.....

ADDRESS:

.....

.....

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

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	<p>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 <i>audi alteram partem</i> rule was applied).</p> <p>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.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>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)?</p> <p>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.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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 <input type="checkbox"/>	No <input type="checkbox"/>
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 <input type="checkbox"/>	No <input type="checkbox"/>

T 2.2.27

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

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 <input type="checkbox"/>	No <input type="checkbox"/>
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

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ 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.

<i>Contractor</i>	<i>Witness 1</i>	<i>Witness 2</i>	<i>Employer</i>	<i>Witness 1</i>	<i>Witness 2</i>

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

PROJECT NO.: ORTDM SCMU 41-20/21

in response to the invitation for the bid made by:

O.R. TAMBO DISTRICT MUNICIPALITY

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

T 2 2 31

Empty box for Contractor signature

Contractor

Empty box for Witness 1 signature

Witness 1

Empty box for Witness 2 signature

Witness 2

Empty box for Employer signature

Employer

Empty box for Witness 1 signature

Witness 1

Empty box for Witness 2 signature

Witness 2

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 consortium³ 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.

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

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

T 2.2.31

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

FORM 2.1.3 AUTHORITY FOR SIGNATORY

Signatories for companies must establish their authority by attaching to this form a copy of the relevant resolution by their Board of Directors, duly signed and dated.

"By resolution of the Board of Directors taken 20.....

Mr

has been duly authorized to sign all documents in connection with Contract No

and any Contract which may arise therefrom on behalf of (block capitals)

IN HIS CAPACITY AS:

DATE:

SIGNATURE OF SIGNATORY:

SIGNED ON BEHALF OF THE COMPANY BY MEMBERS OF THE COMPANY OR CLOSED COOPERATION OR ENTERPRISE AS FOLLOWS;

No	Member's Name	Capacity	% Shareholding	Signature

AFFIX COMPANY LETTER HEAD CERTIFYING THE ABOVE RESOLUTION ON THE FOLLOWING PAGE.

T 2.2.31

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

Affix Company letter here

T 2.2.31

[Signature box]

Contractor

[Signature box]

Witness 1

[Signature box]

Witness 2

[Signature box]

Employer

[Signature box]

Witness 1

[Signature box]

Witness 2

FORM 2.1.4: SCHEDULE OF WORK CARRIED OUT BY SERVICE PROVIDER

Provide the following information on relevant previous experience (indicate specifically projects of similar or larger size and/or which is similar with regard to type of work. This information is material to the award of the Contract.

Description	Value in Rands	Year Completed	Client and Representative	Contact No

Signature of the Service Provider: _____

T 2.2.31

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

Size of enterprise and current workload

What was your turnover in the previous financial year?

What is the estimated turnover for your current financial year?

List your current contracts and obligations

Description	Value (R)	Start date	Duration	Expected completed date

Staffing Profile

Provide information on the staff that you have available to execute this contract (attach a separate list if the space provided is insufficient)

Permanently employed staff : gender and race	Number of staff

T 2.2.31

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

Temporary staff to be employed for the project : gender and race	Number of staff

Signature of the Service provider : _____

T 2.2.31

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

FORM 2.1.7 SCHEDULE OF PROPOSED SUBCONTRACTOR

The Service Provider shall, in accordance with the provisions of condition of tender, list below the subcontractors he proposes to employ for part(s) of the work.

The naming of any proposed sub-contractors hereunder shall not be deemed to constitute a qualification of the proposal, and acceptance of a proposal shall not be construed as approval of any or all of the listed sub-contractors, neither shall it in any way limit or detract from the powers of the project manager and the obligations of the Contractor pertaining to subcontracting as stated in the Contract, nor shall it prevent the Service Provider from deviating in any way during the Contract from the list of proposed sub consultant/s hereunder if the proposal is accepted

If any or all of the sub-contractor listed hereunder are not approved subsequent to acceptance of the proposal, it shall in no way invalidate the proposal or the Contract, and the proposed unit rates for the respective items of work shall remain final and binding even if a sub consultant/s not listed below is approved by the Client.

Part or Type of Work	Proposed Sub-Contractor	Work Recently Executed by Subcontractor

Signature of the Service Provider: _____

T 2.2.31

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

FORM 2.1.8: FINANCIAL REFERENCES

FINANCIAL STATEMENTS

I/We agree, if required, to furnish an audited copy of the latest set of financial statements together with my/our Directors' and Auditors' report for consideration by the Client.

DETAILS OF TENDERING ENTITY'S BANK

I/We hereby authorise the Client/Engineer to approach all or any of the following banks for the purposes of obtaining a financial reference.

DESCRIPTION OF BANK DETAIL	BANK DETAILS APPLICABLE TO TENDERER'S HEAD OFFICE
Name of bank	
Branch name	
Branch code	
Street address	
Postal address	
Name of manager	
Telephone number	()
Fax number	()
Account number	

SERVICE PROVIDER'S TAX DETAILS

Service Provider's VAT vendor registration number:

Service Provider's SARS tax reference number:

Signature of the Service Provider: _____

T 2.2.31

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

OR TAMBO DISTRICT MUNICIPALITY

PROPOSAL NO: ORTDM SCMU 41-20/21

REQUEST FOR EXPRESSION OF INTEREST FOR VIP TOILET EMPTYING

T. 2.2. Other Documents Required for Tender Evaluation Purposes.

- Form 2.2.1 Declaration of Good Standing regarding Tax.
- Form 2.2.2 CV'S of Key Personnel to be used in this Project.

T 2.2.31

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

FORM 2.2.1 DECLARATION OF GOOD STANDING REGARDING TAX

SOUTH AFRICAN REVENUE SERVICES	Bid No:	
Closing Date:		
DECLARATION OF GOOD STANDING REGARDING TAX		
PARTICULARS		
1. Name of Taxpayer/Bidder:		
2. Trade Name:		
3. Identification Number: (If applicable)	<input style="width: 100%;" type="text"/>	
4. Company / Close Corporation registration number:	<input style="width: 100%;" type="text"/>	
5. Income Tax reference number:	<input style="width: 100%;" type="text"/>	
6. VAT registration number: (If applicable)	<input style="width: 100%;" type="text"/>	
7. PAYE employer's registration number: (If applicable)	<input style="width: 100%;" type="text"/>	
8. Monetary value of bid:	<input style="width: 100%;" type="text"/>	
DECLARATION		
I, the undersigned, the above taxpayer/bidder, hereby declare that my Income Tax, Pay-As-You-Earn (PAYE) and Value-Added-Tax (VAT) obligations of the above-mentioned taxpayer, which include the rendition of returns and payment of the relevant taxes:		
(i) Have been satisfied in terms of the relevant Acts; or		
(ii) That suitable arrangements have been made with the Receiver of Revenue, to satisfy them.*		
..... SIGNATURE CAPACITY DATE
PLEASE NOTE:* The declaration (ii) cannot be made unless formal arrangements have been made with the Receiver of Revenue with regard to any outstanding revenue/outstanding tax returns.		

T 2.2.31

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

Affix Tax Clearance Certificate on this page.

T 2.2.31

[Empty box for Contractor signature]

Contractor

[Empty box for Witness 1 signature]

Witness 1

[Empty box for Witness 2 signature]

Witness 2

[Empty box for Employer signature]

Employer

[Empty box for Witness 1 signature]

Witness 1

[Empty box for Witness 2 signature]

Witness 2

FORM 2.2.2 CV'S OF KEY PERSONNEL TO BE USED IN THIS PROJECT.

Provide two paged CV of Each key Personnel to be used in this project.

Attach certified copies of the following to the CV;

- ID
- Highest Qualification.
- Certification

(Affix the CV's and Attachments in a form of a booklet to the following Page.)

T 2.2.31

Contractor

Witness 1

Witness 2

Employer

Witness 1

Witness 2

Attach CV Booklet on this Page

T 2.2.31

[Empty box for Contractor signature]

Contractor

[Empty box for Witness 1 signature]

Witness 1

[Empty box for Witness 2 signature]

Witness 2

[Empty box for Employer signature]

Employer

[Empty box for Witness 1 signature]

Witness 1

[Empty box for Witness 2 signature]

Witness 2