Turbine Hall
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Johannesburg Water

PAGE NO.	
CLOSING DATE AND TIME	
24-Nov-25	16:00:00 PM
Date of Issue	
18 November 2025	
VALIDITY	
7 DAYS	

INITIATING DEPARTMENT	INITIATOR	QUOTATION DATE
Facilities	Fikile Yika	60 DAYS

QUOTATION REFERENCE: RFQJW88SN25

COLLECTIVE NO.:

QUOTATION REQUESTED FROM

QUOTATIONS WILL BE EVALUATED ON THE 80/20 POINT SCORING SYSTEM. 80 POINTS WILL BE ALLOCATED TO PRICE AND THE REMAINING 20 POINTS WILL BE ALLOCATED FOR SPECIFIC GOALS AS PER PPPFA 2022

ALL SUPPLIERS RESPONDING TO QUOTATIONS SHOULD BE REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD)

JW Contact Person : Nandipha Sikambule- Email Address : nandipha.sikambule@jwater.co.za

Telephone Number : 011 688 1421

ITEM NO.	DESCRIPTION	DESCRIPTION OF ITEM OFFERED	Volume	UOM	QTY REQUIRED	PRICE QUOTED EXCL. OF V.A.T.	DISCOUNT	PRICE QUOTED INCL. OF V.A.T.
	Supply and Delivery							
	APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE CLEANING, AND HYGIENE SERVICES FOR JOHANNESBURG WATER HEAD OFFICE - TURBINE HALL PRECINCT, ON A MONTH TO MONTH UNTIL 31 MARCH 2026							
1								
	SCOPE OF WORK:							
	1. Daily cleaning of Offices and Ablutions facilities (Monday to Friday)							
	2.Company should be aregistered on NCCA/BEECA with certification							
	3.A copy of valid waste management licence							
	4. Submission of 3 or more signed, contactable reference letters							
	5. UIF compliance letter from department of labour/SARS							
	Full information on Spec attached.							
	Please quote according to Table 1, Table 2 and Table 3 (copy and paste to your company letterhead)							
	For more information contact Fikile Yika: 011 688 6637							
	NB: A copy of valid lease agreement or municipal account(not older than 3 months)should be submitted with a quote							
	NB: MBD forms attached should be completed and submitted with the quote							
	NB: All Quotes should be on PDF (MS WORD, MS EXCEL, PICTURES ARE NOT ALLOWED) and On Company Letterhead							
	NB: Copy of valid BBBEE CERTIFCATE or SWORN AFFIDAVIT to be submitted with the quote							
	Quotation should be valid for 60 days							
	Specific Goals							
	SMME (An EME or QSE) 51% or more black owned by Black People							
	Send All quotations to: E-Tender CSD							

OFFICIAL STAMP

AUTHORISED BY: .....

SIGNATURE:.....

DATE:.....

1. QUOTATIONS RECEIVED AFTER
2. QUOTATIONS WITHOUT BRAND NAMES WHERE REQUIRED WILL NOT BE ACCEPTED
3. PRICES QUOTED MUST BE AS PER THE UNIT INDICATED AND BE EXCLUDED OF VAT
4. QUOTATIONS WITHOUT THE SUPPLIER'S AUTHORISED SIGNATURE WILL NOT BE ACCEPTED. (ONLY IF QUOTED ON THE JW RFQ TEMPLATE)
5. ACCEPTANCE OF A QUOTATION WILL BE SUBJECT TO JOHANNESBURG WATER'S SUPPLY CHAIN POLICY
6. TOTAL QUOTATION VALUE TO INCLUDE V.A.T WHERE APPLICABLE

City of Johannesburg

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APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE CLEANING, AND HYGIENE SERVICES FOR JOHANNESBURG WATER HEAD OFFICE - TURBINE HALL PRECINCT, ON A MONTH TO MONTH UNTIL 31 MARCH 2026.

1. SCOPE OF WORK AND SPECIFICATIONS

1.1. The services

The service provider will be required to provide the following services:

1.1.1. Cleaning services

The Facilities Management Service Provider (FMSP) shall provide full on cleaning services on a daily basis [8 Hours per day, every day of the week (Monday-Friday- excluding public holidays)] on a monthly basis.

Cleaning Area total of 21 376 square meters:

AREA / FLOOR	SIZE M2 /AREA
GROUND FLOOR	5075
FIRST FLOOR	4794
SECOND FLOOR	3373
THIRD FLOOR	3321
OPEN / BASEMENT PARKING	4813
TOTAL	**21 376 m2**

The number of toilet urinals and cubicles in the building:

Location	Urinals	Cubicles
Basement 1	2	3
Ground Floor	4	7
First Floor	6	5
Second Floor	6	5
Third Floors	6	5
Phase 2	5	
Total	**29**	**25**

General Cleaning Requirements

- Tiles and stairs to be swept and washed/mopped - daily.
- Areas to be spot-checked and tidied – 3 times per day (Weekdays).
- Main entrance windows and doors to be washed daily up to reaching height – 3 times per week

Directors:

Mr Sipho Mthembu (Chairperson), Mr Ntshavheni Mukwevho (Managing Director and Executive Director),

Mr Kgaugelo Mahlaba (Chief Financial Officer and Executive Director), Mr Siphamandla Mnyani, Mrs. Zandile Meeleso, Mr Pholoso Matjele,

Mr Kgaile Mogoye, Mr Molate Mashifane, Ms Pamela Mabece, Mr Lunga Bernard, Mr Julias Maputla

Ms Kethabile Mabe (Company Secretary),

Johannesburg Water SOC Ltd

Registration Number: 2000/029271/30

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Floors and offices cleaning.

- All Carpeted areas must be vacuumed daily.
- All non-carpeted areas [ramps, kitchen areas, stairways] must be washed/mopped daily and scrubbed once a week.
- Heavy duty industrial vacuum cleaners, scrubbing machines, etc must be used.
- Spot cleaning of carpets must be done as required.
- Stairways must be washed/vacuumed daily.
- Glass and doors.
- Handrails and fittings.
- Building interiors, immediate exteriors (reception) and parking areas and basements.
- Daily Waste removal from the offices, Intercept waste exiting all floors to a central control waste area.
- Cleaning of boardrooms furniture and office equipment (daily).
- Daily Cleaning of the gym area, all kitchens.
- Disinfect toilets, urinals, basins and toilet reel holders, plans for number of toilets available.
- All Ablution Facilities

Furniture/Upholstered Chairs and Couches, and Equipment (Daily)

- All furniture, pictures, top of office dividers, etc to be dusted and polished.
- Telephones to be cleaned with a disinfectant (wet cloth).
- Computer equipment to be dusted with a feather duster or dry cloth.
- Couches and chairs upholstered, to be properly cleaned with a soft cloth (daily).
- Upholstery of fabric chairs and couches to be vacuumed once a week.

Walls, Office Doors, Door Handles and Handrails

- Walls to be spot cleaned up to reach height of 2meters - weekly.
- Windowsills to be cleaned with a wet cloth - daily.
- Skirting, including power skirting, to be cleaned and disinfected (wet cloth to be used)
- Office Doors to be cleaned with disinfectant (Marks to be removed) - daily.
- All handrails on stairways to be cleaned with disinfectant - daily

The FM Contractor shall provide all equipment, materials and consumables listed below as required to execute the services and keep a register, which may include amongst other things:

Item	Quantity
Industrial-type vacuum cleaners	8
Industrial multi-speed burnishers	4
Hose pipes (50Mx20mm)	3
Janitor trolleys	5
Mops & Brooms	15
2 x wet floor signs per floor	10

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5 Litres x Hand buckets for wiping furniture	15
Kitchen hand soap dispenser – supply, install and maintain – Outright purchase. **This will become Joburg Water property.**	8
Handyman toolbox including tools	1

The service provider has an option to bring their own cleaning personnel or add and use JW current Cleaning Staff as follows:

- **1x Supervisor**

Basement & Ground Floor
- 2 x Females
- 1 x Male Cleaner

First Floor
- 2 x Females
- 1 x Male Cleaner

Second Floor
- 2x Females
- 1 x Male Cleaner

Third Floor
- 2 x Females
- 1 x Male Cleaner

Phase 2
- 1 x Male Cleaner

Other personnel
- 1 x Handyman.

1.1.2. Hygiene Services

The FMSP shall provide the hygiene services daily, and in exceptional circumstances as requested by JW, which include but not limited to:

a) Provision of all hygiene services.
b) The gathering and disposal of sanitary bins should be well maintained and the waste disposed in a safe and compliant manner. Waste bags should be carried in closed trolleys which will be used to handle the bags quietly during the service process.
c) SHE bins should be cleaned and replenished with sanitizers or deodorants at least once in a week.
d) The Service Provider shall dispose the bin liner with bio-bag specially meant to carry the sanitary waste so that there can be no chances of spillage during the removal exercise.

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e) The Service Provider must take all the sanitary waste bags and dispose them in a manner that is not contrary to the environmental laws governing bio-hazardous waste. It is a big offense to dispose of it at a normal dumping point in the city. The waste should be disposed to a registered and approved place of disposal of bio-hazardous waste.
f) The Service Provider should be able to offer authentic certification of disposal and have an up-to-date hazardous waste transportation licence. Both documents have to be obligatory, and they should be attached as a part of the RFQ submission.

Sanitary bins collection and management (maintenance, Safe and compliant disposal of waste) refuse bags to be placed in enclosed trolleys for conveying in a discreet manner throughout the service of sanitary bins.

JW will provide all the cleaning consumables to the successful service provider, the stock will be made available as and when required, and will ensure stock availability.

1.1.3. Uniforms for the cleaning personnel

- All staff to be issued with appropriate PPE (Including boots, pants, gloves etc.)
- All staff to be clearly identified.
- The Contractor shall ensure that their staff appearance is neat at all times

1.1.4. Tools of trade for Handyman

The following tools are to be provided for the Handyman

- Toolbox (Spanners, Screwdrivers, Drill and drill bits etc)
- 10 foot step ladder
- PPE for Handyman (such as work gloves, mask, goggles etc)

1.1.5. Inspection checklist

- Inspection sheets to be displayed in predetermined areas.
- Cleaner to do inspections as per check list and supervisor to sign off.
- All the lists: cleaning check list, consumable list, equipment list, service sheet for SHE bins, waste removal/weigh certificate, pest control (if done) to be submitted with the invoice monthly.

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2. Mandatory Requirements

2.1. Mandatory requirements

Tenderers must include the following documentation (**Failure to submit this required documentation WILL lead to disqualification**):

The following documentations will be required:

EVALUATION CRITERIA				
#	**Criteria**	**Description**	**Documentary Evidence**	**COMPLY**
1.	Professional registration	✓ A copy of certificate with The National Contract Cleaning Association (NCCA) **or** Black Economic Empowerment Cleaning Association (BEECA).	Tenderer must furnish proof of accreditation	(YES/NO)
2.		✓ A copy of valid waste management licence.		(YES/NO)
3.	UIF compliance	✓ A valid copy of the UIF Letter of Compliance issued by the		(YES/NO)

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		Department of Labour, **or** ✓ Labour eFiling Employer Statement of Account indicating UIF payments **or** ✓ Accruals not older than 12 months		

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3. EVALUATION CRITERIA

CRITERIA NO #	CRITERIA	EVIDENCE	SUB-CRITERIA	WEIGHTING	SCORE
1.	**COMPANY EXPERIENCE IN CLEANING SERVICES**	Supply a list of similar projects undertaken over the last five (5) years by the service provider. Provide a brief description of the scope and scale of the work undertaken for each, the dates of the contract and the value of each contract.	**Number of years of experience.**	**30**	
			No submission/ submitted unrelated evidence for less than two (2) years experience.		0
			Three (3) to five (5) years of relevant experience.		30
			Six (6) to nine (9) years relevant experience		60
			Service successfully rendered to ten (10) and more relevant years of experience.		100
2.	**PROVISION OF REFERENCE LETTERS.**	The Tenderer is to submit Contactable References for each project. The Contactable Reference letters must be on the tenderer's client's letterhead that is providing the reference and to be duly signed. The Contactable reference letter must not be older than five (5) years and to indicate the services provided by the tenderer.	**Number of successfully completed Cleaning Services projects.**	**40**	
			No submission / submitted unrelated evidence / service rendered to less than two (2) clients.		0
			Service successfully rendered to three (3) clients but less than five (5) clients.		30
			Service successfully rendered to six (6) but less than nine (9) clients.		60
			Service successfully rendered to ten (10) or more clients.		100
70					
100					
Minimum of 70 points is required for further evaluation.					

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4. PRICING SCHEDULE

NB: ANY AND ALL ALTERATIONS TO THE TENDER PRICE MUST BE INITIALED OR SIGNED BY THE COMPANY'S AUTHORISED SIGNATORY. FAILURE TO COMPLY WILL DISQUALIFY THE TENDER.

ANY COMPLETION OF THE RFQ DOCUMNT IN PENCIL OR ERASER INK WILL NOT BE ACCEPTED AND WILL DISQUALIFY THE TENDER.

Tender prices must include all transport, labour, and any equipment required to execute contract obligations.

However, the prices must exclude VAT per unit price and the total value including VAT. Failure to complete this form in full and in ink will result in the tender being invalidated.

Table 1: Personnel Costs

Description	Quantity	Rate per hour	Wages per month	Total for 4 months
Supervisor	1			
Handyman	1			
Cleaners	13			
Total Labor Cost (Including UIF.)				

Note: Remuneration for cleaners and handyman within the boundaries of the City of Johannesburg (COJ) are regulated. Therefore, the appointed service provider must comply with the prescribed rates. Failure to do so will result puiiiiupiin termination of the contract. **p**

Table 2: Hygiene Services

Service Description	Total per month	Total for 4 months
Hygiene Services		
Total Costs		

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Table 3: Grand Total

Service Description	Total per month	Total for four (4) months
Cleaning Services including cleaning staff		
Hygiene Services		
VAT 15%		
Grand Contract Value inclusive of VAT.		

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Guide: How to submit a response on the E-tender Portal

- Submit on E tender portal, following the below:

1. (https://www.etenders.gov.za/)
2. Search/Click Browse Opportunities by organ of state (Johannesburg Water)/search by RFQ reference number .
3. Click the **+ sign** to expand the tender/ RFQ information.
4. start the e submission process.
5. Supplier login
6. Use your CSD Credentials to Login. Contact CSD on (csd@treasury.gov.za) in case you forgot your login credentials. “My profile should show if you have logged in successfully”.
7. select supplier.
8. check the submission checklist and attached the compulsory documents.
9. confirm and proceed .

If the application is not going through on the E-tender portal Contact:

eTenders Contact Centre

+27(0)12 406 9222 / 012 406-9229 / 012 312-5000

etenders@treasury.gov.za

https://etenders.treasury.gov.za

POPIA PRIVACY STATEMENT

Johannesburg Water SOC Limited

In terms of the Protection of Personal Information Act, 213 (Act 4 of 2013), also called the POPI Act or POPIA, Johannesburg Water SOC Limited, undertakes all reasonable measures to protect personal information and to keep it private and confidential.

1. Privacy Notice applies to:

Suppliers, vendors, contractors, service providers, etc whether appointed or prospective.

2. Definitions of personal information

According to the Act “personal information” means information relating to an identifiable living, natural person, and where it is applicable, an identifiable, existing juristic person. All addresses including residential, postal and email addresses.

3. About the Public Entity

Johannesburg Water (SOC) Limited, registration number 2000/029271/30

3.1 The information we collect

We collect information directly from you where you provide us with your personal details. Where possible, we will inform you what information you are required to provide to us and what information is optional.

3.2 How Johannesburg Water use your information

We will use your personal information only for the purposes for which it was collected and agreed with you. For example: to gather contact information, to confirm and verify your identity, for the evaluation and adjudication of bids and quotations for tenders, request for quotations, and other personal information for the procurement of goods and services by the Entity.

3.3 Disclosure of information

We may disclose your personal information to our Shareholder, the City of Johannesburg, and other Government agencies such as National Treasury, and the Auditor-General of South Africa. We have agreements in place to ensure that they comply with the privacy requirements as required by the Protection of Personal Information Act.

We may also disclose your information:

- Where we have a duty or a right to disclose in terms of law;
- Where we believe it is necessary to protect our rights.

3.4 Information Security

We are legally obliged to provide adequate protection for the personal information we hold and to stop unauthorised access and use of personal information. We will, on an ongoing basis, continue to review our security

controls and related processes to ensure that your personal information remains secure.

When we contract with third parties, we impose appropriate security, privacy and confidentiality obligations on them to ensure that personal information that we remain responsible for, is kept secure. We will ensure that anyone whom we pass your personal information agrees to treat your information with the same level of protection as we are obliged to.

3.5 Your rights: Access to Information

You have the right to request a copy of the personal information we hold about you. To do this, simply contact us at informationofficer@jwater.co.za, and specify what information you require.

3.6 Correction of your personal information

You have the right to ask us to update, correct or delete your personal information. We will require a copy of your identification document to confirm your identity before making changes to personal information we may hold about you. We would appreciate it if you would keep your personal information accurate and up to date.

3.7 How to contact us

If you have any queries about this document; you need further information about our privacy practices; wish to withdraw consent; exercise preferences or access or correct your personal information, please contact us at the numbers listed on our website or send an email to informationofficer@jwater.co.za.

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PLEASE SUPPLY THE FOLLOWING DOCUMENTS TO ENABLE US TO EVALUATE YOUR SUBMISSION :			
Returnable Documents	**Description**	**Yes/No**	
1	Original Valid Tax Clearance Certificate /valid SARS PIN		**COMPULSORY**
2	A, certified /original/valid, BBBEE certificate /sworn affidavit (Please note that the Sworn Affidavit must be compliant as per B-BBEE Practice Guide 01 of 2018 , NON COMPLIANT AFFIDAVIT WILL BE SCORED ZERO)		**COMPULSORY**
3	Municipal rates and taxes (Must not be older than 90 days in arrears in line with regulation 38.		**COMPULSORY**
4	Signed Declaration of Interest form (MBD 4)		**COMPULSORY**
5	Declaration of Bidders past supply chain management practices (MBD 8)		**COMPULSORY**
6	Certificate of Independent Proposal Determination (MBD 9)		**COMPULSORY**
7	Proof of CSD registration /MAAA Supplier Number		**COMPULSORY**
8	Preference points claim form in terms of the preferential procurement regulations 2022 (MBD 6.1)		**COMPULSORY**
9	Company registration documents with ID copies of directors / shareholders.		**COMPULSORY**

Directors:

Ms Gugulethu Phakathi (Chairperson), Mr Ntshavheni Mukwevho (Managing Director and Executive Director),
Mr Johan Koekemoer (Financial Director and Executive Director), Mr Phetole Modika, Mr Siphamandla Mnyani, Mr Siyabonga Mthembu,
Mrs Zandile Meeleso, Mr Pholoso Matjele, Mr Kgaile Mogoye, Mr Sandiso Mgengwana, Mr Molate Mashifane, Ms Pamela Mabece,
Mr Lunga Bernard

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ANNEXURE C

MBD 4

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.

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1. GENERAL CONDITIONS

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

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

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 PREFERENCE POINT SYSTEMS

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

80/20

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.1.1. POINTS AWARDED FOR PRICE

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

80/20

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

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:

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

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Number of points claimed (80/20 system)	Proof of documents per specific goals
SMME (An EME or QSE) **51% or more black owned by Black People**	**20**		• Valid BBBEE Certificate issued by SANAS accredited verification agency or DTI /CIPC BBBEE Certificate for Exempted Micro Enterprises or Qualifying Small Enterprise or Affidavit sworn under oath.

DECLARATION WITH REGARD TO COMPANY/FIRM

4.2. Name of company/firm…….

4.3. Company registration number: ……...

4.4. 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]

4.5. 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: ……. ……. ……. …….

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

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