"People's power in action"

PANEL OF SERVICE PROVIDERS FOR SUPPLY & DELIVERY OF PERSONAL PROTECTIVE CLOTHING/EQUIPMENT & UNIFORM FOR A PERIOD OF THREE YEARS AS AND WHEN REQUIRED.

TENDER NUMBER: 2/2/002/2026-27

NAME OF BIDDING COMPANY*	
CONTACT PERSON*	
PHYSICAL ADDRESS*	Street Adress
	Suburb
	City
	Province
	Postal Code
TELEPHONE NO.*	
E-MAIL ADDRESS*	
(CSD NUMBER) MAAA*	
BID AMOUNT (VAT INCLUSIVE*)	**R**

COMPULSORY BRIEFING DATE: WEDNESDAY, 21 OCTOBER 2026 AT 09H00 AT ALLEN RAUTENBACH HALL

TENDER CLOSES AT 12H00 NOON ON TUESDAY, 24 NOVEMBER 2026.

MOQHAKA LOCAL MUNICIPALITY
HILL STREET
KROONSTAD
9500

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SECTION 1.1 TENDER NOTICE & INVITATION TO TENDER

MOQHAKA LOCAL MUNICIPALITY HEREBY INVITES YOU TO TENDER FOR: PANEL OF SERVICE PROVIDERS FOR SUPPLY & DELIVERY OF PERSONAL PROTECTIVE CLOTHING/EQUIPMENT & UNIFORM FOR A PERIOD OF THREE YEARS AS AND WHEN REQUIRED.

TENDER NUMBER:	**2/2/002/2026-27**
COMPULSORY BRIEFING DATE:	**21 OCTOBER 2026 AT 09h00**
CLOSING DATE:	**24 November 2026**
CLOSING TIME:	**12h00**
VALIDITY PERIOD:	**120 Days**

Tenders must be submitted on the original documents and remain valid for **120 days** after the closing date of the tender. Enquiries about the specifications of the tender may be addressed to the contact person as specified in the advert.

Enquiries about the completion of the document can be addressed to the Supply Chain Management Unit at telephone 056 216 9186 or by e-mail janes@moqhaka.gov.za

Potential bidders can download the free copy of the complete bid document from the e-tender portal at: **www.etender.gov.za**

SUBMISSION

The fully completed original tender document, in each individually sealed envelope, must be deposited in the **bid box, at Corner 11&12 Way, Magasyn/Stores, Industrial, Kroonstad, by no later than 12H00 Noon on the closing date as advertised.** The envelope must be endorsed clearly on the outside with the tender number and title on the closing date of the tender as above. **No bid documents will be accepted via e-mail.**

Tenders will be evaluated according to the 80/20 preferential points system.

The Municipality reserves the right to withdraw any invitation for the tender and/or to re-advertise or to reject any tender or to accept a part of it. The Municipality does not bind itself to accepting the lowest bid or award a contract to the bidder scoring the highest number of points.

It is expected of all prospective service providers who are not yet registered on the CSD to register without delay. The municipality is not allowed to do any business with suppliers who are not registered on the CSD. The proof of CSD Registration Documents must be attached.

SECTION 1.2 SPECIAL CONDITIONS OF TENDER AND INFORMATION

1.2.1 General and Special Conditions of Contract

The General Conditions of Contract (GCC) as well as Special Conditions of Contract (SCC) forming part of this set of tender documents will be applicable to this tender in addition to the conditions of tender. Where the GCC and SCC are in conflict with one another, the stipulations of the SCC will prevail.

1.2.2 Acceptance or Rejection of a Tender

The Municipality reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept a part of it. The Municipality does not bind itself to accepting the lowest tender or the tender scoring the highest points.

1.2.3 Validity Period

Bids shall remain valid for **120 days** after the tender closure date.

1.2.4 Cost of Tender Documents

Payment for tender documents, if specified, must be made by cash or payment into the Municipality bank account. These costs are **non-refundable**.

1.2.5 Registration on Accredited Supplier Database

It is expected of all prospective service providers who are not yet registered on the CSD to register without delay. The municipality is **not allowed** to do any business with suppliers who are **not registered on the CSD**.

1.2.6 Completion of Tender Documents

a) The original tender document must be **completed fully in black pen ink** and **signed** by the authorised signatory to validate the tender. Failure to do so may result in the disqualification of the tender.
b) Tender documents may **not be retyped**. Retyped documents will result in the disqualification of the tender.
c) The complete original tender document must be returned. Missing pages will result in the disqualification of the tender.
d) No unauthorised alteration of this set of tender documents will be allowed. Any unauthorised alteration will disqualify the tender automatically. Any ambiguity must be cleared with the contact person for the tender before the tender closure.

1.2.7 Compulsory Documentation

1.2.7.1 Income Tax Clearance Certificate

a) A valid original Income Tax Clearance Certificate and/or SARS unique PIN must accompany the bid documents. If the South African Revenue Services (SARS) cannot provide a valid original Income Tax Clearance Certificate, the bidder must submit a letter from SARS on an original SARS letterhead that their tax matters are in order.
b) In the case of a Consortium/Joint Venture every member must submit a separate Tax Clearance Certificate or TCS Pin with the bid documents.
c) If a bid is not supported by a valid original Tax Clearance Certificate or TCS Pin, either as an attachment to the bid documents, the municipality reserves the right to obtain such document after the closing date to verify that the bidder's tax matters are in order. If no such document can be obtained within a period as specified by the Municipality the tender will be disqualified.

1.2.7.2 Construction Industry Development Board (CIDB)

When applicable, a **copy** of the bidder's registration and grading certificate with the CIDB must be included with the tender. Failure to do so will result in the **disqualification** of the tender.

1.2.7.3 Municipal Rates, Taxes and Charges

a) The **municipal rates and taxes statement**, which is in the **name of the company, not older than three (3) months**; or
b) The **Clearance Certificate** issued by the bidding companies' local municipality, which is in the **name of the company, not older than three (3) months**; or
c) The completed **Municipal Form** with either the stamp of the municipality or the landlord, which is in the name of the company, **not older than three (3) months** or
d) An **official letter** which is in **the name of the company** from the **local tribal authority, not older than three (3) months**; or
e) A **valid signed lease agreement** which is **in the name of the company**, that clearly **shows the business address (not expired at closing date)**, **accompanied** by **tax invoice/statement of account/municipal rates and taxes statement** from the **estate agent / landlord not older than three (3) months)**; or
f) If the **municipal rates and taxes statement is in the Landlord's or Director's name** an **affidavit certified** by the **commissioner of oaths must** be attached indicating that the company/enterprise is operating from the stated addressed, **accompanied** by their **municipal rates and taxes statement (not older than three (3) months).**
g) No contract shall be concluded with any bidder whose municipal rates and taxes and municipal services charges are in arrears.

1.2.7.4 Identity Documents

ID (preferably certified) copies not older than six (6) months (180 days) of the company's directors **must be attached**. If **no IDs** are attached the bid will be **disqualified**.

1.2.7.5 Company Registration Document

The company's registration documents (CIPC-CK) that reflect company name, registration number, date of registration and active directors or members **must be attached**. If **no proof is attached** the bid will be **disqualified**.

1.2.7.6 B-BBEE Certificate / Sworn B-BBEE Affidavit

B-BBEE certificate is issued by the DTIC (The Department of Trade and Industry and Competition) through CIPC; or B-BBEE certificate is issued by an accredited institution registered with SANAS; and/or Sworn B-BBEE Affidavit which is signed by the commissioner of oaths.. The requirement for these certificates is set out in the MBD6.1 (Preference Points claim form in terms of the Preferential Procurement Regulations 2022). Failure to comply will result in **no preference points being awarded for Historically Disadvantaged Individuals (Black People) specific goal.**

1.2.7.7 Centralised Supplier Database (CSD)

Bidders should be registered on the Centralised Supplier Database (CSD). The proof of CSD Registration Documents **must** be attached.

1.2.8 Notices

a) Every written acceptance of a bid and any other notices shall be sent to the service provider concerned by ordinary e-mail to the address furnished in his bid or to the address notified later by him in writing and such e-mail shall be deemed to be proper service of such notice.
b) The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of e-mailing of such notice.

1.2.9 Site / Information Meetings / Briefing session

Site or information meetings, if specified, are compulsory. Bids will **not be accepted** from bidders who have **not attended** compulsory site or information meetings.

1.2.10 Samples

Samples, if requested, are to be provided to the Municipality with the tender document.

1.2.11 Quantities of Specific Items

If tenders are called for a specific number of items, the Municipality reserves the right to change the number of such items to be higher or lower. The successful bidder will then be given an opportunity to evaluate the new scenario and inform the Municipality if it is acceptable. If the successful bidder does not accept the new scenario, it will be offered to the second-placed bidder. The process will be continued to the Municipality's satisfaction.

1.2.12 Submission of Tender

(a) The fully completed original tender document, in each individually sealed envelope, must be deposited in the **bid box, at Corner 11&12 Way, Magasyn/Stores, Industrial, Kroonstad, by not later than 12H00 Noon on the closing date as advertised**. The envelope must be endorsed clearly on the outside with the tender number and title on the closing date of the tender as above.

(b) **Faxed, e-mailed and late tenders will not be accepted**. Tenders may be delivered by hand, by courier, or posted at the bidder's risk and must be received by the deadline specified above, irrespective of how they are sent or delivered.

1.2.13 Expenses Incurred in Preparation of Tender

The Municipality shall not be liable for any expenses incurred in the preparation and submission of the tender.

1.2.14 Contact with Municipality after Tender Closure Date

Bidders shall not contact the Municipality on any matter relating to their bid from the time of the opening of the bid to the time the contract is awarded. Any effort by the bidder to influence the Municipality in the bid evaluation, bid comparison or contract award decisions may result in the rejection of the bid.

1.2.15 Opening, Recording and Publications of Tenders Received

(a) Tenders will be opened on the closing date immediately after the closing time specified in the tender documents. If requested by any bidder present, the names of the bidders, and if practical, the total amount of each bid and of any alternative bids will be read out aloud.

(b) Details of tenders received in time will be recorded in a closing register which is open to public inspection.

1.2.16 Evaluation of Tender

Tenders will be evaluated in terms of their responsiveness to the tender specifications and requirements as well as such additional criteria as set out in this set of tender documents.

1.2.17 Procurement Policy

Bids will be awarded in accordance with the Preferential Procurement Policy Framework Act, No 5 of 2000, the Preferential Procurement Regulations, 2022 as well as the Municipality's Supply Chain Management Policy.

1.2.18 Value-added tax (VAT) on invoices

Tax invoices are to comply with the requirements as contained in the Value Added Tax Act, 1991 (Act No 89 of 1991). The content of the invoice must contain information as prescribed by the Act. It is a requirement of this contract that the amount of value-added tax (VAT) must be shown clearly on each invoice. The amended Value Added Tax Act, 1991 (Act No 89 of 1991) requires that a Tax Invoice for supplies **more than R5 000** should, in addition to the other required information, also disclose the VAT registration number of the recipient, with effect from 1 March 2005.The VAT registration number of the Moqhaka Local Municipality is **4000846578**.

1.2.19 Language of Contract

The contract documents will be compiled in English and the English versions of all referred documents will be taken as applicable.

1.2.20 Extension of Contract

The contract with the successful bidder may be extended should additional funds become available.

1.2.21 Applicable Law

The contract shall be interpreted in accordance with South African laws, unless otherwise specified.

1.2.22 Stamp and Other Duties

The successful bidder will be liable for all duties and costs on legal documents resulting in the establishment of a contract and for the surety and retentions.

1.2.23 Standards

The goods supplied or the services rendered shall conform to the standards mentioned in the bidding document and specifications.

1.2.24 Wrong Information Furnished

Where a contract has been awarded on the strength of the information furnished by the bidder which, after the conclusion of the relevant agreement, is proved to have been incorrect, the Municipality may, in addition to any other legal remedy it may have, recover from the contractor all costs, losses or damages incurred or sustained by the Municipality as a result of the award of the contract.

SECTION 1.3 GENERAL CONDITIONS OF CONTRACT

1. Definitions

1. The following terms shall be interpreted as indicated:

1.1 “Closing time” means the date and hour specified in the bidding documents for the receipt of bids.

1.2 “Contract” means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

1.3 “Contract price” means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.

1.4 “Corrupt practice” means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.

1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.

1.6 “Country of origin” means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.

1.7 “Day” means calendar day.

1.8 “Delivery” means delivery in compliance of the conditions of the contract or order.

1.9 “Delivery ex stock” means immediate delivery directly from stock actually on hand.

1.10 “Delivery into consignees store or to his site” means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the goods are so delivered and a valid receipt is obtained.

1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.

1.12 ” Force majeure” means an event beyond the control of the supplier and not involving the supplier’s fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

1.13 “Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.

1.14 “GCC” means the General Conditions of Contract.

1.15 “Goods” means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.

1.16 “Imported content” means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the goods covered by the bid will be manufactured.

1.17 “Local content” means that portion of the bidding price, which is not included in the imported content provided that local manufacture does take place.

1.18 “Manufacture” means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.

1.19 “Order” means an official written order issued for the supply of goods or works or the rendering of a service.

1.20 "Project site," where applicable, means the place indicated in bidding documents.
1.21 "Purchaser" means the organization purchasing the goods.
1.22 "Republic" means the Republic of South Africa.
1.23 "SCC" means the Special Conditions of Contract.
1.24 "Services" means those functional services ancillaries to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
1.25 "Supplier" means the successful bidder who is awarded the contract to maintain and administer the required and specified service(s) to the State.
1.26 "Tort" means in breach of contract.
1.27 "Turnkey" means a procurement process where one service provider assumes total responsibility for all aspects of the project and delivers the full end product / service required by the contract.
1.28 "Written" or "in writing" means hand-written in ink or any form of electronic or mechanical writing.

2. Application

2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services (excluding professional services related to the building and construction industry), sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
2.2 Where applicable, special conditions of contract are also laid down to cover specific goods, services or works.
2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

3. General

3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
3.2 Invitations to bid are usually published in locally distributed news media and on the municipality/municipal entity website.

4. Standards

4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

5. Use of contract documents and information inspection

5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patent Rights

6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

6.2 When a supplier developed documentation / projects for the municipality / municipal entity, the intellectual, copy and patent rights or ownership of such documents or projects will vest in the municipality / municipal entity.

7. Performance security

7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.

7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.

7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms: (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or (b) a cashier's or certified cheque.

7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified.

8. Inspections, tests and analyses

8.1 All pre-bidding testing will be for the account of the bidder.

8.2 If it is a bid condition that goods to be produced or services to be rendered should at any stage be subject to inspections, tests and analyses, the bidder or contractor's premises shall be open, at all reasonable hours, for inspection by a representative of the purchaser or organization acting on behalf of the purchaser.

8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.

8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the goods to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.

8.5 Where the goods or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such goods or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.

8.6 Goods and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.

8.7 Any contract goods may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected goods shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with goods, which do comply with the requirements of the contract. Failing such removal, the rejected goods shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute goods forth with, the purchaser may, without giving the supplier further opportunity to substitute the rejected goods, purchase such goods as may be necessary at the expense of the supplier.

8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 22 of GCC.

9. Packing

9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

10.1 Delivery of the goods and arrangements for shipping and clearance obligations, shall be made by the supplier in accordance with the terms specified in the contract.

11. Insurance

11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified.

12. Transportation

12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified.

13. Incidental Services

13.1 The supplier may be required to provide any or all of the following services, including additional services, if any:

(a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
(b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
(c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
(d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
(e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

14.1 As specified, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

(a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and;
(b) in the event of termination of production of the spare parts:
    (i) advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
    (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied

under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment

16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified.

16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract.

16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.

16.4 Payment will be made in Rand unless otherwise stipulated.

17. Prices

17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized or in the purchaser's request for bid validity extension, as the case may be.

18. Variation orders

18.1 In cases where the estimated value of the envisaged changes in purchase does not vary more than 15% of the total value of the original contract, the contractor may be instructed to deliver the goods or render the services as such. In cases of measurable quantities, the contractor may be approached to reduce the unit price, and such offers may be accepted provided that there is no escalation in price.

19. Assignment

19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20. Subcontracts

20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

21. Delays in the supplier's performance

21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.

21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or

without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.

21.3 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the goods are required, or the supplier's services are not readily available.

21.4 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the application of penalties.

21.5 Upon any delay beyond the delivery period in the case of a goods contract, the purchaser shall, without cancelling the contract, be entitled to purchase goods of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

(a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;

(b) if the supplier fails to perform any other obligation(s) under the contract; or

(c) if the supplier, in the judgement of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner, as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the supplier as having no objection and proceed with the restriction.

23.5 Any restriction imposed on any person by the purchaser will, at the discretion of the purchaser, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the purchaser actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

(i) the name and address of the supplier and / or person restricted by the purchaser;
(ii) (ii) the date of commencement of the restriction
(iii) the period of restriction; and
(iv) the reasons for the restriction. These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Antidumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the supplier to the purchaser or the purchaser may deduct such amounts from moneys (if any) which may otherwise be due to the supplier in regard to goods or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him.

25. Force Majeure

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure. 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. Termination for insolvency

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the purchaser.

27. Settlement of Disputes

27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.

27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3 Should it not be possible to settle a dispute by means of mediation; it may be settled in a South African court of law.

27.4 Notwithstanding any reference to mediation and/or court proceedings herein, (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and (b) the purchaser shall pay the supplier any monies due the supplier for goods delivered and / or services rendered according to the prescripts of the contract.

28. Limitation of Liability

28.1 Except in cases of criminal negligence or will full misconduct, and in the case of infringement pursuant to Clause 6;

(a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

(b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

29. Governing language

29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

30. Applicable law

30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified.

31. Notices

31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice.

31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

32. Taxes and duties

32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.

32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.

32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid SARS must have certified that the tax matters of the preferred bidder are in order.

32.4 No contract shall be concluded with any bidder whose municipal rates and taxes and municipal services charges are in arrears.

33. Transfer of contracts

33.1 The contractor shall not abandon, transfer, cede assign or sublet a contract or part thereof without the written permission of the purchaser.

34. Amendment of contracts

34.1 No agreement to amend or vary a contract or order or the conditions, stipulations or provisions thereof shall be valid and of any force unless such agreement to amend or vary is entered into in writing and signed by the contracting parties. Any waiver of the requirement that the agreement to amend or vary shall be in writing, shall also be in writing.

35. Prohibition of restrictive practices

35.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is

between parties in a horizontal relationship and if a bidder(s) is / are or a contractor(s) was / were involved in collusive bidding.

35.2 If a bidder(s) or contractor(s) based on reasonable grounds or evidence obtained by the purchaser has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in section 59 of the Competition Act No 89 0f 1998. 35.3 If a bidder(s) or contractor(s) has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

SECTION 2.1 SPECIFICATIONS (SCOPE OF WORKS) / PRICING SCHEDULE

Guideline for Terms of reference

This tender is for the appointment of a panel of Service Providers for Supply and Delivery of Personal Protective Clothing/Equipment & Uniform for a period of three years as and when required.

A. Background

The Moqhaka Local Municipality requires the Service Providers for Supply and Delivery of Personal Protective Clothing/Equipment & Uniform for a period of three years as and when required.

Scope of Work / Terms of Reference

Refer to Annexure B for the Bill of Quantities / Pricing Schedule.

The Municipality shall reserve the right to request the pre-delivery samples of any item(s) at the bidder's cost to verify quality, materials, workmanship, sizes and branding compliance before approving bulk printing/delivery.

Tender prices to be fixed for the first twelve (12) months and escalation will be provided for as per the Service Level Agreement (SLA) from the second (2nd) year.

The supplier will supply and deliver (PPE) Personal Protective Equipment/Clothing complying with the following: -

- Products must be of SABS Standard and Approved.
- The Supplier must exchange goods when are toned within a month or within that product's warranty period and when wrong items or sizes were supplied.
- The Municipality shall not be held liable in any way of goods not correctly delivered.

*** * *** Special items will be **exempted** from the minimum delivery times. The minimum duration will be consulted with the service provider and the Municipality at the time of placing the order (**Item: PPE001(b); PPE002(b); PPE002(c); PPE005(c); PPE007(d); PPE009(c); PPE010(f); FIRE001; FIRE002;FIRE008;FIRE010;FIRE016:FIRE017;FIRE018;FIRE019; FIRE025; FIRE026; FIRE027; FIRE031;FIRE024;TRAF001;TRAF010;TRAF013;TRAF013;TRAF016;TRAF19;TRAF26;TRAF29;TRAF033; TRAF034; TRAF035; TRAF036; TRAF037; TRAF038; TRAF039; TRAF040; TRAF045; TRAF046; TRAF049; TRAF050; TRAF053; TRAF054; SECU001; SECU002; SECU003; SECU004; SECU005; SECU016; SECU022; SECU023; SECU024; SECU028; SECU032; SECU033; SECU036; SECU037; SECU038; SECU039; SECU041; SECU42; SECU044;SECU045; SECU046; SECU047;SECU048) *****

B. Panel

In this panel, the municipality will appoint a maximum of **4** service providers who scored the highest points scored in terms of the Preferential Procurement Policy of Moqhaka Local Municipality.

C. Sourcing of Quotations

1. The municipality will calculate a fixed rate from the prices submitted by the successful bidders. This fixed rate will be offered to the successful bidders through a negotiation process. This will assist the municipality with a fair and equitable process of rotation. This will also prohibit the municipality from paying more for the same product between service providers on the panel.

2. After the fixed price is negotiated, **Request for Quotations** will be issued exclusively to the pre-approved members of the established panel on **rotation basis** to ensure all service providers appointed on the panel have an opportunity of being selected during the contract period.
3. Should the service providers on the panel not be in a position to supply the required product within the desired timeframes, the municipality will deem it necessary to invite quotations outside the appointed panel. Prior written consent from the Municipal Manager will need to be obtained before proceeding with such a deviation.

D. Performance Management

1. In terms of Section 116 (2) of the MFMA, the municipality is required by Law to monitor the performance of service providers on a monthly basis in line with the performance areas as stipulated in the Service Level Agreement (SLA).
2. The monitoring of panels will be done as and when their services are utilised.
3. Documented non-performance leads to exclusion from subsequent quotation rotations or removal from the panel. Non-completion of this performance reports will also lead to exclusion from subsequent quotation rotations or removal from the panel.

E. Preferential Points System

Indicate whether the tender will be evaluated in terms of 80/20 below a 50 million and 90/10 above 50 million.
80/20 ***A maximum of 20 points (80/20 preference points system) will be allocated for specific goals.*** **The maximum points for these goals are as follows:** • **Locality of Supplier (Within the boundaries of Moqhaka Local Municipality) - 10 Points** • **Historically Disadvantaged Individuals (HDIs) (Black people) - 10 Points** **These goals are specified in MBD6.1 in terms of the PPR2022.**

F. Duration of the Contract

State how long the contract will take
3 Years

G. Pre-Qualification Criteria

Submit a letter of Good Standing from Department of labour with nature of business on supply & delivery of protective clothing/equipment.

H. Functional or Technical Evaluation Criteria

ANNEXURE ''A''

Technical or Functional Evaluation Criteria and Functional Evaluation Report Guideline

Only those tenderers who scored minimum of **80 points or more** in respect of the following criteria are eligible for further evaluation.

Criteria	Weight	Points	Documents to be submitted as proof to score points
Demonstrate the company experience in similar projects.		**60**	Bidder to submit appointment letters and reference letters of similar projects (Supply & Delivery of Protective Clothing/Equipment & Uniforms) with contact details that can be contacted by the Municipality. Or In case of a Purchase Order, bidder should submit orders and reference letters (a valid purchase order with **minimum value of R50 000.00** from client of similar projects with contact details that can be contacted by the Municipality.)
• No Appointment letter with reference or Purchase Order with reference	0		
• 1 Appointment letter with reference or Purchase Order with reference	1		
• 2 Appointment letters with reference or Purchase Orders with reference	2		
• 3 Appointment letters with reference or Purchase Orders with reference	3		
• 4 Appointment letter with reference or Purchase Order with reference	4		
• 5 Appointment letters with reference or Purchase Orders with reference	5		
Compliance with Required product		**30**	Bidder must attach brochures of each item, with detailed specific material and be SABS standard for each Item **(Provide Catalogue)**
• Non-Compliant	0		
• Compliant	5		
Delivery Lead Time		**10**	The **guarantee letter** must be on the company letterhead and signed by the company's director or authorised person.
• No signed guarantee letter	0		
• Delivery lead time of 31 & above business days	1		
• Delivery lead time of 21-30 business days	3		
• Delivery lead time of 1-20 business days	5		
MAX POSSIBLE SCORE		**100**	

ANNEXURE ''B''

PRICING SCHEDULE

Bidders are required to price every item listed in the BOQ, failure to price all items will result in the bidder being non-compliant

Item No.	Item Description	Unit of Measure	Price Excl. VAT
	2 Piece Conti Suit		
PPE001(a)	Printed (2 piece Conti suit) 65/35 polycotton with orange/silver reflective tapes; chemical resistant, (colours: two tone navy & stone, orange, royal and navy blue.) must be flame resistant - **Trouser**: triple stitched, three pockets with metal zip. **Jacket**: chest pocket, concealed zip front, side vents.	2 Piece (Trouser & Jacket)	
PPE001(b)	2 Piece Chain saw (Trouser, reinforcement at back and front, jack pocket flap, adjustable sleeve width, 8 layers chainsaw protection wrap chap pocket. Both must be durable ambush and nylon).	2 Piece (Trouser & Jacket)	
	One piece suit (overall)		
PPE002(a)	Flame Retardant / Acid protective suit (Olive or Navy Blue).	1 Piece	
PPE002(b)	Electrical protective suit (Multiple-layer Flame resistant Arc flash kit for switching, 55 CAL Bib and Brace, Jacket and Hood, Boots)	Set	
PPE002(c)	Beekeeping suit (3 layers quality mesh, Neck cellar inside veil and head zipper attachment.	1 Piece	
	Rain suits rubberized		
PPE003(a)	Rubberized heavy-duty zippered (yellow or orange).	2 Piece (Trouser & Jacket)	
PPE003(b)	Raincoat, concealed front press stud (Blue/Yellow/Brown)	1 Piece	
	Printed Dust Coats and Ladies House Coats- 65/35 polycotton		
PPE004(a)	Ladies coat, concealed front, two patched pockets and breast pocket and raglan sleeve, printed (Royal blue/Charcoal)	1 Piece	
PPE004(b)	Dust coat, functional chest pocket & pen division, extra length with back vent for ease movement (Navy and Royal blue)	1 Piece	
	Safety Boots & Shoes		
PPE005(a)	Safety Boots: Brown/Black leather, slip resistant, steel toe cap, with laces	Pair	
PPE005(b)	Safety Boots: Brown/Black leather, slip resistant, steel toe cap, without laces	Pair	

PPE005(c)	Gumboots chest wader: PVC, with gumboot (bottle green and black) waist coat jumpsuit	Pair	
PPE005(d)	Gumboots, PVC sole and upper oil resistant, without steel toe cap (black)	Pair	
PPE005(e)	Ladies shoes, (slip on)	Pair	
PPE005(f)	Ladies shoes (with laces)	Pair	
PPE005(g)	Chelsea boot, steel toe cap, oil resistant.	Pair	
PPE005(h)	Chelsea boot, non-steel toe cap, oil resistant.	Pair	
PPE005(i)	Safety Trainers (Special Shoes)	Pair	
PPE005(j)	Formal Shoes (Black/Brown)	Pair	
	Overall head protection		
PPE006(a)	Hard hats, four adjustable chin strip (blue).	Each	
PPE006(b)	Goggles, for welding, wide vision for grinding and dust.	Each	
PPE006(c)	Earmuffs, universal types	Each	
PPE006(d)	Safety Spectacles: indoor/outdoor spec	Each	
PPE006(e)	Nose bags (disposable without valves)	Box of 20	
PPE006(f)	Gas masks, half mask with single cartridge.	Each	
PPE006(g)	Gas masks, full face anti-fog with double cartridge	Each	
PPE006(h)	Face shield, clear lens for grass cutting	Each	
PPE006(i)	Face shield, green lens for welding	Each	
PPE006(j)	Sun hat (widebrim)	Each	
PPE006(k)	Sun hat with mesh (widebrim)	Each	
PPE006(l)	Cap	Each	
	Overall hands protection		
PPE007(a)	PVC Gloves (PVC, heavy duty shoulder and elbow with closing cuff).	Pair	
PPE007(b)	Chrome/Leather Gloves (Welding brick rubber flap, wrist length).	Pair	
PPE007(c)	Chrome/Leather Gloves (Welding brick rubber flap, elbow length).	Pair	
PPE007(d)	Electrician Gauntlet, Electrical insulating gloves (Latex rubber excellent dexterity protection up to 1000V).	Pair	
PPE007(e)	Aqua gloves (Wrist Length)	Pair	
PPE007(f)	Heavy duty gloves	Pair	
PPE007(g)	Gloves: jonnyma cuts reinforced nitrasandy palm	Pair	
PPE007(h)	Litter Pickers	Each	
	Aprons		
PPE008(a)	Bib/Household aprons, 65/35 polycotton.	Each	
PPE008(b)	Safety aprons (Leather or chrome for welding and grinding).	Each	
PPE008(c)	PVC apron (for chemical and spray smoke).	Each	
PPE008(d)	Heavy Duty Apron.	Each	
	Safety Vests & Belts		
PPE009(a)	Orange reflective jacket with sleeveless (reflective stripes for added visibility).	Each	

PPE009(b)	Safety Vests: Long Reflective with removable sleeves	Each	
PPE009(c)	Kidney belt (20cm elastic kidney support, three flexible support in back)	Each	
	Safety tools		
PPE010(a)	Shin guards (hard shell with two stripes)	Pair	
PPE010(b)	Polyester full body harness (with adjustable chest and legs straps weight capacity of 140 kg, shocks absorbing with steel scaffold hooks and chest strap with lanyard keepers).	Each	
PPE010(c)	First aid kit, industrial or Regulatory in carry pouch.	Each	
PPE010(d)	Safety netting or barrier fencing	Each	
PPE010(e)	Safety mesh , woven yellow and orange	Each	
PPE010(f)	Methane Gas detector, (drager pac , CO, H25.02 AND SO2)	Each	
PPE010(g)	Road safety cones, durable rubber and bright Orange and reflective (450mm)	Each	
PPE010(h)	Road safety cones, durable rubber and bright Orange and reflective (700mm)	Each	
PPE010(i)	Road safety cones, durable rubber and bright Orange and reflective (750mm)	Each	
PPE011(a)	White (2714) Short Sleeve Shirts Ladies	Each	
PPE011(b)	Navy Blue Combat Shirt	Each	
PPE011(c)	Navy Blue Combat Trousers	Each	
PPE011(d)	Navy Blue Jump/ Flight Suits	Each	
PPE011(e)	Black V Neck Flat Knit Long Sleeve Jersey	Each	
PPE011(f)	Navy Blue V Neck Flat Knit Pull Over Jersey	Each	
PPE011(g)	Black Socks	Pair	
PPE011(h)	Navy Blue Socks	Pair	
PPE011(i)	Navy Blue Baseball Cap	Each	
PPE011(j)	Black Leather Belt	Each	
PPE011(k)	Ladies Stockings (Black)	Each	
PPE011(l)	Navy Blue Winter Jacket	Each	
PPE011(m)	Black Tunic Trouser	Each	
PPE011(n)	Chelsea Boots (Black)	Pair	
PPE011(m)	Ladies black court shoes	Pair	
PPE011(o)	Ladies black slacks	Each	
PPE011(p)	White (2714) Short Sleeve Shirts (Men)	Each	
PPE011(q)	Beanies (Navy)	Each	
PPE011(r)	Beanies (Blacks)	Each	
PPE011(s)	Name Tags	Each	
PPE011(t)	Ladies Skirt: 97% cotton front slant pockets with gunmetal rivets on pocket edges for extra strength	Each	
PPE011(u)	Insignia	Each	
PPE011(v)	Ladies Dress	Each	

PPE011(w)	Workwear blue denim , jacket & pants 100% indigo triple topstitched left breast pocket and two front jacket pocket	2 Piece	
PPE011(x)	Workwear Denim Pants	Each	
EMBR001(a)	Embroidery: Chest badges, shoulder flashers, Cap Badges	Each	
QUO001(a)	Quotations will be solicited from the appointed panel for items not on the list	Each	
FIRE BRIGADE & RESCUE			
FIRE001	**White (2714)Short Sleeve Shirts** (35% Viscose 65% Polyester; Heavy weight . Dummy/turn up cuffs; Two patch breast pocket with flaps (Velcro fastening); Crease stitched down each side; Badge on sleeve below shoulder line.	Each	
FIRE002	**White (2714)Long Sleeve Shirt** (35% Viscose 65% Polyester; Heavy weight . Dummy/turn up cuffs; Two patch breast pocket with flaps (Velcro fastening); Crease stitched down each side; Badge on sleeve below shoulder line.	Each	
FIRE003	Golf Shirt - Short Sleeve (Navy Blue)	Each	
FIRE004	Golf Shirt - Short Sleeve (White Blue)	Each	
FIRE005	Round neck Shirt - Short Sleeve	Each	
FIRE006	Round neck Shirt -Long Sleeve	Each	
FIRE007	Leather belt	Each	
FIRE008	Web belt, Leather border patrol basket weave 50mm, Leather basked weave 35mm, Web belt with moqhaka logo	Each	
FIRE009	Chelsea Boots (Black) slip resistant without steel toe cap	Each	
FIRE010	**Parabellum** Upper material smooth side leather, leather / textile, rubber sole /heel , Genuine goodyear welted (Black/Brown)	Pair	
FIRE011	Kitten heel (Black)	Pair	
FIRE012	Socks (Black/Navy Blue) Cushion soled , Winter bio guard protection or similar	Pair	
FIRE013	Formal Step-out hats (Male)	Each	
FIRE014	Formal Step-out hats (Female)	Each	
FIRE015	Cap (Black /Navy)	Each	
FIRE016	Eppaulettes Black, Hard back (various ranks)	Each	
FIRE017	Rank Markings	Each	
FIRE018	**Insignia**, Shoulder Flashes, Rubberized embroided as per spec, Name shield with initial and surname and moqhaka traffic star, Cap badges as per spec, collar badges as per spec	Each	
FIRE019	**Blazer (Black)** 100% polyester fabric 3 pocket infont 1 at brest , two down , moqhaka logo	Each	

FIRE020	White formal shirt	Each	
FIRE021	Trouser, Formal two front pockets and one at back (Black)	Each	
FIRE022	Formal Skirt (Black) 97% cotton, 3% spandex, soft cotton stretch for comfort, flattering tailored fit, back YKK zip, 40mm belt loops	Each	
FIRE023	Rescue Gloves	Each	
FIRE024	**Navy blue combat shirt** Short sleeve with 3M reflective strip; Rubberized badge left breads; Rubberized name and rank (both iron on and stitched on) Two patch brest pocket with flaps and crease stitched down each side- Velcro fastening Dummy/turn up cuffs	Each	
FIRE025	**Navy blue combat trouser** Double seat & knee with 3M reflective strips; Two standard side pockets ; Two map pockets; One field - dress pocket, one back hip pocket; Stitched in permanent trouser leg creasers (back & front); Belt loops 7 x 25 x70 Draw cord in waist and trouser bottoms, Zip fly:5x 70mm x 25mm stitched down belt loops – Two standard side pockets – One jet hip pocket with concealed button – Open pleated field dressing pocket right groin – Velcro closing – Two map pockets – knife peat at back flaps with two concealed buttons – Stiched in permanent trouser leg creased back and front – Pocket and waist band in same material as trousers	Each	
FIRE026	**Bunny double collar jacket-** _ 50% Polyester 50% cotton, Double collar , quilted body and sleeve, zip front with storm flap , two breast pockets with epaulettes , two slant hand warmer side pockets, elasticated waist band, Emroided Moqhaka Fire & Rescue logo	Each	
FIRE027	**Hip length double collar jacket** 50% Polyester 50% cotton, double collar, quilted body and sleeves, Zip front with storm flap , two breast pocketswith epaulettes, two slant hand warmer side pockets, plain bottom , no elasticated waist, 20cm longer than the bunny jacket , Embroied with moqhaka Fire & Rescue logo	Each	
FIRE028	**Jersey** Flat knit , medium weight 10 Gauge , V neck ,ribbed cuffand waistband, with epaulettes and elbow patches	Each	
FIRE029	**Sleeveless pull over** Flat knit, 10 gauge sleeveless jersey with epaulettes, v-neck re-enforced stitching, double ribbed at waist , made from quality yarn , quality finishing	Each	

FIRE030	**Reflective Jacket** High visibility, made up of full fabric and netting panels, reflective stripes: made to order by design, reflective wording: made to order by design, zip off sleeves	Each	
FIRE031	**Flight Suit (Navy Blue)** Standard open glad neck collar, two slant breast pockets with heavy-duty nylon zips, two standard lined trouser side pocket, two map/thigh pockets with Velcro closing flaps, one pen pocket-zip closing on the left upper arm, heavy-duty nylon zip with Velcro closing cover flap, Elasticated back, tunnel elastic with Velcro fastening adjustment pull tags in front, zip long sleeves with reflective tape securely sewn on around biceps, Velcro closing cuffs and double elbow, adjustable leg bottoms, heavy duty zip closing, reflective tape securely sewn on above knees-below map pockets, double knees, double seat, padded shoulders, reflective back panel with Moqhaka sections print	Each	
EMBR001(b)	Embroidery: Chest badges, shoulder flashers, Cap Badges	Each	
QUO001(b)	Quotations will be solicited from the appointed panel for items not on the list	Each	
TRAFFIC MANAGEMENT			
TRAF001	**Ties and bows** Royal blue traffic ties with moqhaka traffic logo, royal blue traffic bows	Each	
TRAF002	**Skirt (traffic fawn)** 97% cotton, 3% spandex, soft cotton stretch for comfort, flattering tailored fit, back YKK zip, 40mm belt loops.	Each	
TRAF003	Step Out Caps Traffic Brown	Each	
TRAF004	Beanies Navy Blue	Each	
TRAF005	Short Sleeve Heavy Weight Shirt (Brown)	Each	
TRAF006	Long Sleeve Heavy Weight Shirt (Brown)	Each	
TRAF007	Combat shirt Short Sleeve	Each	
TRAF008	T-Shirts	Each	
TRAF009	Step Out Trousers	Each	
TRAF010	Combat Trousers Traffic Fawn	Each	
TRAF011	Bunny Double Collar Jacket Traffic Navy Blue	Each	
TRAF012	Jersey Navy Blue	Each	
TRAF013	Sleeveless Pull Over Traffic (Navy Blue)	Each	
TRAF014	Reflective Jackets (Royal Blue and Lime)	Each	
TRAF015	Combat Trousers		
TRAF016	Step out TRV/wool trousers (Navy Blue)	Each	
TRAF017	Plain weave Jerseys (Navy Blue)	Each	
TRAF018	Pull over Plain weave (Navy Blue)	Each	
TRAF019	Patrol jacket (long not the bunny)	Each	

TRAF020	Poly Viscose short sleeve shirts	Each	
TRAF021	Long sleeve shirts (Fawn)	Each	
TRAF022	Heavy duty double cushion socks (Fawn)	Pair	
TRAF023	Combat boots (Brown)	Pair	
TRAF024	T-shirt (Fawn) V Neck	Each	
TRAF025	Long heavy duty rain coats (Brown)	Each	
TRAF026	Caps: five lourier, three lourier, plain	Each	
TRAF027	Beanny (Fawn) with badge	Each	
TRAF028	Reflective Jacket Yellow with blue stripes	Each	
TRAF029	Glazed name plates	Each	
TRAF030	9mm pistol holsters	Each	
TRAF031	Lanyards - Royal Blue	Each	
TRAF032	Sleeves - with Moqhaka Traffic Logo	Pair	
TRAF033	**Belt -** Leather border patrol basket weave 50mm	Each	
TRAF034	**Belt** - Leather basked weave 35mm	Each	
TRAF035	**Web belt** Brown with Moqhaka Traffic Logo	Each	
TRAF036	**Socks** Traffic brown, Cushion soled , Winter bio guard protection or similar	Pair	
TRAF037	**Epaulettes** Hard back (various ranks)	Each	
TRAF038	**Rank Markings** Ordinary blue metal wreaths - Chief Traffic Officer - Superintendent - Assistant Superintendent - Senior Traffic Officer	Set	
TRAF039	**Georgettes** Ordinary blue metal wreaths - Chief Traffic Officer - Superintendent - Assistant Superintendent - Senior Traffic Officer	Set	
TRAF040	**Insignia** Shoulder Flashes, Rubberized embroided as per spec, Name shield with initial and surname and moqhaka traffic star, Cap badges as per spec, collar badges as per spec	Each	
TRAF041	Pepper Spray Pouch	Each	
TRAF042	**Handcuffs with pouch & Holster** SAPS Type Webb pouch brown, leather basket weave	Each	
TRAF043	**Bullet proof vest (Navy Blue)** 303Mouldar level 4 protection brown, complete with 2x ceramic plates, Undercover/VIP vest, level 3 soft armour, level 4 ballistic plates	Each	

TRAF044	**Parabellum Shoe** Upper material smooth side leather, leather / textile, rubber sole /heel , Genuine goodyear welted (brown)	Pair	
TRAF045	**Swat boot** Combination leather and fabric, 8 pair eyelet lace up, Padded collar for comfort, Needle- fibre vamp lining for excellent perspiration absorbency, Anti- static, non – woven in stock for exceptional flexibility, comfort and stability, Anti-bacterial energizer woolen top socks with anti-microbial properties , Shank reinforcement for additional arch support, Standard without toe cap, Double density PU sole.	Pair	
TRAF046	**Ladies Green Cross Court shoe (brown)** Kitten heel shoe, Thermo Plastic Rubber outside, full grain leather upper, Breathable synthetic lining breathable synthetic socking, Contoured latex foam with material and arch support footed, heel height 50mm.	Pair	
TRAF047	**Chelsea boots (brown)** Ankle boot, leather, slightly square toe, pull tab on the back, large elasticated tone-on-tone gore on both sides, smooth leather lining, leather platform sole	Pair	
TRAF048	**Gum boots (green/brown)** Waterproof rubber boots, rubber upper and sole, gusset with strap, cotton lining.	Pair	
TRAF049	**Skirt (traffic fawn)** 97% cotton, 3% spandex, soft cotton stretch for comfort, flattering tailored fit, back YKK zip, 40mm belt loops.	Each	
TRAF050	**Jump/Flight suit (traffic fawn with blue and silver reflectors)** Standard open glad neck collar, two slant breast pockets with heavy-duty nylon zips, two standard lined trouser side pocket, two map/thigh pockets with Velcro closing flaps, one pen pocket-zip closing on the left upper arm, heavy-duty nylon zip with Velcro closing cover flap, Elasticated back, tunnel elastic with Velcro fastening adjustment pull tags in front, zip long sleeves with reflective tape securely sewn on around biceps, Velcro closing cuffs and double elbow, adjustable leg bottoms, heavy duty zip closing, reflective tape securely sewn on above knees-below map pockets, double knees, double seat, padded shoulders, reflective back panel with Moqhaka sections print.	Each	
TRAF051	**White gloves** Plain masonic regalia, 100% cotton.	Pair	

TRAF052	**Safety rain jackets** Jorestech safety rain jacket, waterproof reflective high visibility with detachable hood and interior mesh, waterproof fabric with torso and hoodle mesh liner and taped seams, Yellow/lime ANSI class 3 level 2 type R-03, lockable storm flap, 360 degree of ANSI compliant class 3 reflective coverage, hood pocket detachable hideaway hood with adjustable face aperture, hook and loop storm flap for added assets protection pockets, heavy duty zipper with lockable water resistant storm flap, Elastic ribbed cuffs including hook and loop size adjustable.	Each	
TRAF053	**Men's tunic** As per design. (Traffic Fawn)	Each	
TRAF054	**Women's tunic** As per design. (Traffic Fawn)	Each	
EMBR001(c)	Embroidery: Chest badges, shoulder flashers, Cap Badges	Each	
QUO001(c)	Quotations will be solicited from the appointed panel for items not on the list	Each	
SECURITY MANAGEMENT			
SECU001	Leather Jacket	Each	
SECU002	**Combat shirts,** Short sleeve	Each	
SECU003	**Combat shirts,** Long sleeve	Each	
SECU004	**Combat trousers -** Double seat & knee with 3M reflective strips; Two standard side pockets ; Two map pockets; One field -dress pocket, one back hip pocket; Stitched in permanent trouser leg creasers (back & front); Belt loops 7 x 25 x70 Draw cord in waist and trouser bottoms, Zip fly:5x 70mm x 25mm stitched down belt loops – Two standard side pockets	Each	
SECU005	Step out TRV/Wool trousers (Fawn)	Each	
SECU006	Plain Weave jersey (Fawn)	Each	
SECU007	Pull over Plain weave (Fawn)	Each	
SECU008	Patrol jacket (long not the bunny)	Each	
SECU009	**Shirts** Poly Viscose Short sleeve with 3M reflective strip; Rubberized badge left breads; Rubberized name and rank (both iron on and stitched on) Two patch brest pocket with flaps and crease stitched	Each	
SECU010	Heavy duty double cushion socks (Fawn)	Each	
SECU011	T-shirt (Fawn) V-neck	Each	
SECU012	Golf Shirt (Fawn)	Each	
SECU013	Long sleeve shirt	Each	
SECU014	Poly Viscose short sleeve shirt	Each	
SECU015	Long heavy duty rain coats (Brown)	Each	
SECU016	**SWAT Caps**: five lourier, three lourier, plain.	Each	

SECU017	Beanny (Fawn with badge)	Each	
SECU018	Reflective jacket - Long Sleeve with removable Sleeves	Each	
SECU019	Reflective jacket yellow with blue stripes.	Each	
SECU020	Glazed name plates	Each	
SECU021	9mm pistol holsters	Each	
SECU022	**Belt -** Leather border patrol basket weave 50mm	Each	
SECU023	**Belt** - Leather basked weave 35mm	Each	
SECU024	**Web belt** Brown with Moqhaka Security Logo	Each	
SECU025	Handcuffs with leather pouch	Each	
SECU026	Level 3 bullet proof jackets.	Each	
SECU027	Level 3 bullet proof vests.	Each	
SECU028	Blazer - 100% polyester fabric 3 pocket infont 1 at brest , two down , moqhaka logo (Black)	Each	
SECU029	White formal shirt	Each	
SECU030	Formal Trouser	Each	
SECU031	Formal Skirt , knee length versratile easy care fabric , cool wash and cool iron	Each	
SECU032	**Skirt (fawn)** 97% cotton, 3% spandex, soft cotton stretch for comfort, flattering tailored fit, back YKK zip, 40mm belt loops.	Each	
SECU033	**Insignia** Shoulder Flashes, Rubberized embroided as per spec, Name shield with initial and surname , Cap badges as per spec, collar badges as per spec	Each	
SECU034	Pepper Spray Pouch	Each	
SECU035	**Handcuffs with pouch & Holster** SAPS Type Webb pouch brown, leather basket weave	Each	
SECU036	Formal Step-out hats (Male)	Each	
SECU037	Formal Step-out hats (Female)	Each	
SECU038	**Chelsea boots (brown)** Ankle boot, leather, slightly square toe, pull tab on the back, large elasticated tone-on-tone gore on both sides, smooth leather lining, leather platform sole	Pair	
SECU039	**Ladies Green Cross Court shoe (brown)** Kitten heel shoe, Thermo Plastic Rubber outside, full grain leather upper, Breathable synthetic lining breathable synthetic socking, Contoured latex foam with material and arch support footed, heel height 50mm.	Pair	
SECU040	**Parabellum Shoe** Upper material smooth side leather, leather / textile, rubber sole /heel , Genuine goodyear welted (brown)	Pair	

SECU041	**Swat boot** Combination leather and fabric, 8 pair eyelet lace up, Padded collar for comfort, Needle- fibre vamp lining for excellent perspiration absorbency, Anti- static, non – woven in stock for exceptional flexibility, comfort and stability, Anti-bacterial energizer woolen top socks with anti-microbial properties, Shank reinforcement for additional arch support, Standard without toe cap, Double density PU sole.	Pair	
SECU042	**Socks** Traffic brown, Cushion soled , Winter bio guard protection or similar	Pair	
SECU043	Socks (Black/Navy)	Pair	
SECU044	**Men's tunic** As per design. (Fawn)	Each	
SECU045	**Women's tunic** As per design. (Fawn)	Each	
SECU046	**Epaulettes** Hard back (various ranks)	Pair	
SECU047	**Rank Markings** Ordinary blue metal wreaths - Chief Security Officer - Superintendent - Assistant Superintendent - Senior Security Officer	Set	
SECU048	**Georgettes** Ordinary blue metal wreaths - Chief Security Officer - Superintendent - Assistant Superintendent - Senior Security Officer	Set	
EMBR001(d)	Embroidery chest badges, shoulder flashers, cap badges.	Each	
QUO001(d)	Quotations will be solicited from the appointed panel for items not on the list	Each	

SECTION 3.1 MBD1: BID FOR THE REQUIREMENTS OF THE MOQHAKA LOCAL MUNICIPALITY

PART A
INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (*NAME OF MUNICIPALITY/ MUNICIPAL ENTITY*)					
BID NUMBER:	2/2/002/2026-27	CLOSING DATE:	24 November 2026	CLOSING TIME:	12:00
DESCRIPTION	**Panel of Service Providers for Supply & Delivery of Personal Protective Clothing/Equipment & Uniform for a Period of Three Years As And When Required.**				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID
BOX SITUATED AT *(STREET ADDRESS)*

Moqhaka Local Municipality (Magasyn Building)
Cnr 11th & 12th Way
Kroonstad
9499

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:	

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐Yes ☐No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	☐Yes ☐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	**SUPPLY CHAIN**	CONTACT PERSON	**Mr. T Moino**
CONTACT PERSON	**Ms. J Sefatsa**	TELEPHONE NUMBER	**056 216 9191**
TELEPHONE NUMBER	**056 216 9186**	FACSIMILE NUMBER	**-**
FACSIMILE NUMBER	-	E-MAIL ADDRESS	teboho@moqhaka.gov.za
E-MAIL ADDRESS	janes@moqhaka.gov.za		

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 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: .....

SECTION 3.2 BANK DETAILS

BANK NAME:	
BRANCH:	BRANCH CODE:
ACCOUNT HOLDER:	
ACCOUNT NUMBER:	ACCOUNT TYPE:

AUTHORISED SIGNATURE: .....

NAME:.....

CAPACITY:.....

DATE: .....

SECTION 3.3 MBD 4 DECLARATION OF INTEREST

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

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, shareholder1[2]):.....

   3.4 Company Registration Number: .....

   3.5 Tax Reference Number:.....

   3.6 VAT Registration Number:.....

   3.7 The names of all the 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.....

   .....

   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 who may be involved with the evaluation and/or adjudication of this bid? **YES / NO**

   3.10.1 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***

.....

3.11 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	Tax Reference Number

CERTIFICATION

I, THE UNDERSIGNED (NAME) .....

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT.

I ACCEPT THAT THE MUNICIPALITY MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE (which also includes cancellation of the bid).

....

Signature **Date**

....

Capacity **Name of Bidder**

SECTION 3.4 MBD 5 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:

1 Are you by law required to prepare annual financial statements for auditing?

***YES / NO**

1.1 If yes, submit audited annual financial statements for the past three years or since the date of establishment if
established during the past three years.

.....

.....

2 Do you have any outstanding undisputed commitments for municipal services towards any municipality for more than
three months or any other service provider in respect of which payment is overdue for more than 30 days?

***YES / NO**

2.1 If no, this serves to certify that the bidder has no undisputed commitments for municipal services towards any municipality
for more than three months or other service provider in respect of which payment is overdue for more than 30 days.

2.2 If yes, provide particulars.

.....

.....

3 Has any contract been awarded to you by an organ of state during the past five years, including particulars of any material noncompliance or dispute concerning the execution of such contract?

***YES / NO**

3.1 If yes, furnish particulars

.....

.....

4. Will any portion of goods or services be sourced from outside the Republic, and, if so, what portion and whether any portion
of payment from the municipality / municipal entity is expected to be transferred out of the Republic?

***YES / NO**

4.1 If yes, furnish particulars

.....

.....

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 DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

SECTION 3.5 MBD 6.1 PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

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

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

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1. GENERAL CONDITIONS

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

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

1.2 To be completed by the organ of state

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

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

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

(a) Price; and

(b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

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

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

1.6 The organ of state reserves the right to require 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.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
A. **Locality of Supplier- The most points than can be claimed based on support is 10 Points**	10	
Within the boundaries of Moqhaka Local Municipality – **10 Points**		
Outside the boundaries of Moqhaka Local Municipality – **0 Points**		
B. **Historically Disadvantaged Individuals (Black People) - B-BBEE Status Level of Contributor - The most points than can be claimed based on support is 10 Points**	10	
Level 1 – **10 Points**		
Level 2 – **6 Points**		
Level 3 – **4 Points**		
Level 4 – **2 Points**		
Non-compliant contributor **– 0 Points**		
TOTAL POINTS	**20**	

Notes to complete table for specific goals:

THE FOLLOWING DOCUMENTS MUST BE ATTACHED AS PROOF OF THE POINTS CLAIMED.

A: Locality of supplier. Tenderers should complete one relevant row for points claimed.

- The municipal rates and taxes statement, which is in the name of the company, not older than three (3) months; or
- The Clearance Certificate issued by the bidding companies' local municipality, which is in the name of the company, not older than three (3) months; or
- The completed Municipal Form with either the stamp of the municipality or the landlord, which is in the name of the company, not older than three (3) months or
- An official letter which is in the name of the company from the local tribal authority, not older than three (3) months; or

- A valid signed lease agreement which is in the name of the company, that clearly shows the business address (not expired at closing date), **accompanied** by tax invoice/statement of account/municipal rates and taxes statement from the estate agent / landlord not older than three (3) months); or
- If the municipal rates and taxes statement is in the Landlord's or Director's name an affidavit certified by the commissioner of oaths **must** be attached indicating that the company/enterprise is operating from the stated addressed, **accompanied** by their municipal rates and taxes statement (not older than three (3) months).

NB: If no proof is attached the tenderer will not be awarded the points claimed.

B: Historically Disadvantaged Individuals (Black People) Tenderers should complete one relevant row for points claimed - B-BBEE Status Level of Contributor

- B-BBEE certificate is issued by the DTIC (The Department of Trade and Industry and Competition) through CIPC; or
- B-BBEE certificate is issued by an accredited institution registered with SANAS; or
- Sworn B-BBEE Affidavit which is signed by the commissioner of oaths
- The requirement for these certificates is set out in the MBD6.1 (Preference Points claim form in terms of the Preferential Procurement Regulations 2022). Failure to comply will result in no preference points being awarded.

NB: If no proof is attached the tenderer will not be awarded the points claimed.

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: .....

.....

.....

.....

SECTION 3.6 MBD 7.1: CONTRACT FORM - PURCHASE OF GOODS/SERVICES

CONTRACT FORM - PURCHASE OF GOODS/SERVICES

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 services described in the attached bidding documents to (name of institution)..... 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;
   - Proof of Tax Compliance Status;
   - Pricing schedule(s);
   - Technical Specification(s);
   - Preference claim form for Preferential Procurement in terms of the Preferential Procurement Regulations;
   - 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/SERVICES

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I..... in my capacity as.....
accept your bid under reference number .....dated.....for the supply of goods/services 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/services 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	TOTAL PREFERENCE POINTS CLAIMED	POINTS CLAIMED FOR EACH SPECIFIC GOAL

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

SIGNED AT .....ON.....

NAME (PRINT) .....

SIGNATURE .....

OFFICIAL STAMP

WITNESSES

1. .....

2. .....

SECTION 3.7 MBD 8: 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 RFQ 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 RFQ Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? **The Register for RFQ 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 ☐

Item	Question	Yes	No
4.3.1	If so, furnish particulars:		
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 THE CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....	.....
Signature	**Date**
.....	.....
Position	**Name of Bidder**

SECTION 3.8 MBD 9: CERTIFICATE OF INDEPENDENT BID DETERMINATION

1. This Municipal Bidding Document (MBD) must form part of all bids2 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).3[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 (MBD9) must be completed and submitted with the bid:

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)

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

I certify, on behalf of: _____ (Name of Bidder)that:

2 **Includes price quotations, advertised competitive bids, limited bids and proposals.**

3 **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.**

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 consortium4[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.

4 **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.**

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.

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

SECTION 4.1

COMPANY REGISTRATION DOCUMENT

[Service Providers must:

- *Insert a copy of the company registration certificate.]*

SECTION 4.2

IDENTITY DOCUMENTS OF ALL DIRECTORS

[Service Providers must:

- ***Insert preferably certified copies of identity documents for all the directors not older than six (6) months.]***

SECTION 4.3

VALID TAX CLEARANCE CERTIFICATE OR TCC PIN

[Service Providers must:

- *Insert copy of latest SARS certificate of good standing.*
- *Provide SARS unique pin in order to allow the Municipality to verify good standing of Service Provider at SARS.]*

SECTION 4.4 MUNICIPAL FORM

PART A (TO BE COMPLETED BY RELEVANT MUNICIPALITY)
Name of the Municipality:
Property Physical Address:
Company Registration Name:
Official's Name:_____ Municipality Stamp Here Signature:_____ Contact Details: _____ Date: _____ **Please tick whether in arrears or up-to-date** Rates and taxes: Up-to-date / in arrears for more than 3 months: R _____
PART B (TO BE COMPLETED BY THE LANDLORD)
Name of the Landlord:
Property Physical address:
Company Registration Name:
Landlord Signature:
Date:_____ Landlord's business stamp here Or an Affidavit from SAPS (in the event the landlord does not have A business stamp) **Please tick whether up-to-date or in arrears** Rental: Up-to-date / in arrears for more than 3 months: R_____ Municipal services: Up-to-date / in arrears for more than 3 months: R_____

SECTION 4.5

MUNICIPAL RATES AND TAXES (BELOW ARE ACCEPTABLE DOCUMENTS)

[Service Providers must include:

- ***The municipal rates and taxes statement, which is in the name of the company, not older than three (3) months; or***
- ***The Clearance Certificate issued by the bidding companies' local municipality, which is in the name of the company, not older than three (3) months; or***
- ***The completed Municipal Form with either the stamp of the municipality or the landlord, which is in the name of the company, not older than three (3) months or***
- ***An official letter which is in the name of the company from the local tribal authority, not older than three (3) months; or***
- ***A valid signed lease agreement which is in the name of the company, that clearly shows the business address (not expired at closing date), accompanied by tax invoice/statement of account/municipal rates and taxes statement from the estate agent / landlord, not older than three (3) months); or***
- ***If the municipal rates and taxes statement is in the Landlord's or Director's name an affidavit certified by the commissioner of oaths must be attached indicating that the company/enterprise is operating from the stated address, accompanied by their municipal rates and taxes statement (not older than three (3) months).]***

SECTION 4.6

PROOF OF CSD (CENTRAL SUPPLIER DATABASE) REGISTRATION

[Service Providers must:

- ***Provide copy of CSD registration document of the Service Provider.***
- ***Refer to https://secure.csd.gov.za/Account/Register for guidance, if not yet registered on CSD]***

SECTION 4.7

A COPY OF A VALID B-BBEE CERTIFICATE / SWORN AFFIDAVIT

[Service Providers must:

- ***Insert copy of the Sworn Affidavit***
- ***Insert copy B-BBEE Certificate from SANAS accredited service provider]***

SECTION 4.8

JOINT VENTURE AGREEMENT (IF APPLICABLE)

[Service Providers must:

- ***Insert the signed joint venture agreement]***

SECTION 4.9

AUDITED ANNUAL FINANCIAL STATEMENTS (IF APPLICABLE)

[Service Providers must:

- *Attach 3 years audited financial statements.]*

SECTION 4.10

PRICING SCHEDULE (QUOTATION)

[Service Providers must:

- ***include the signed quotation, on the company letterhead here.]***

SECTION 4.11

EVIDENCE IN SUPPORT OF COMPLIANCE TO SPECIFICATIONS

[Service Providers must:

- ***include any additional information in support of specifications, etc. Reference letters, certificates, etc in here]***