



HARRY GWALA DEVELOPMENT AGENCY(PTY)LTD
2011/001221/07

Harry Gwala Farmers Market, Erf 2226
Portion 27 of the Farm Ellerton, IXOPO 3276

Website:
www.hgda.co.za

INVITATION TO QUOT

APPOINTMENT OF A SERVICE PROVIDER TO DEVELOP A DESTINATION MARKETING BROCHURE (PRINTED AND DIGITAL)

QUOTE NO: HGDA Q009-2023/24

Bids are hereby invited from suitably qualified service providers to quote for “**APPOINTMENT OF A SERVICE PROVIDER TO DEVELOP A DESTINATION MARKETING BROCHURE (PRINTED AND DIGITAL)**”. The Bid will be evaluated in terms of Price and Preferential Specific goals.

AVAILABILITY OF DOCUMENTS

The Bid documents can be downloaded from the Harry Gwala Development Agency (Pty) Ltd website www.hgda.co.za at no cost.

Mandatory Returnable

Bidders must attach the mandatory returnable documents to be considered for this bid.

- Price(s) quoted must be valid for at least ninety (90) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of Vat.
- The quote must be submitted on a separate page containing the letterhead of your business.
- MBD 1, MBD 3.1, MBD 4, MBD 6.1 (must be completed to claim points), MBD 8 and MBD 9 must be completed and submitted together with your quotation.
- Valid Tax Clearance certificate and Tax compliant status with verification pin.
- Certified copy of B-BBEE certificate or Sworn Affidavit
- Central Supplier Database summary report
- Copy of Company Registration Document.
- Copies of ID for Company Directors or Members.
- A certified copy of the most recent municipal accounts in which the business is registered. District municipality (water and Sanitation) and Local municipality (rates, refuse and other services) or letter from traditional authority stating that you are staying in rural areas you don't pay for rates or letter from landlord stating that rates are not on your account but you are a tenant and you also running your company in his property.

NB: No quotations will be considered from persons in the service of the state or persons who owe rates, services, and taxes to any Municipality for a period longer than 90 days.

Evaluation Criteria Stage: The 80/20 preferential point system will be applied where 80 points will be allocated for price and 20 points for preferential specific goals as follows:

- Preferential Goal 1
- Preferential Goal 2

- ❖ 80/20 Preferential Point system in terms of the 2022 Preferential system will apply and points will be awarded based on the entity's specific goals that is on ownership and RDP goals.

PREFERENCE GOAL	80/20	Documents required for verification of points claimed by tenderer
GOAL 1 - Ownership – Maximum points	10	
Business owned more than 50% by black person Business owned less than 50% by black person	3 1	ID copy of Director or CSD detailed report or CIPC Registration Certificate (Companies and Intellectual Property Commission)
Business owned more than 50% by black women Business owned less than 50% by black women	3 1	ID copy of Director or CSD detailed report or CIPC Registration Certificate (Companies and Intellectual Property Commission)
Business owned more than 50% by black youth. Business owned less than 50% by black youth	2 1	ID copy of Director or CSD detailed report or CIPC Registration Certificate (Companies and Intellectual Property Commission)
Business owned more than 50% by disabled person	2	Attach proof from a registered doctor/physician for a bidder to obtain full points
GOAL 2 – RDP – Maximum points	10	
Business falls under the SMME category – EME	3	Detailed CSD Report
Promotion of business located within Harry Gwala Development Agency	4	<ul style="list-style-type: none"> - Preferred address on detailed CSD Report - Municipal account not older than 90 days for the director. - Lease agreement and affidavit if you are leasing or; - Affidavit if you are residing in rural area
Promotion of business located within KZN province. Promotion of business located in South Africa outside KZN Province	3 1	<ul style="list-style-type: none"> - Preferred address on detailed CSD Report - Municipal account not older than 90 days for the director. - Lease agreement and affidavit if you are leasing or; - Affidavit if you are residing in rural area

Harry Gwala Development Agency (Pty) Ltd does not bind itself to accept the lowest or any bid and reserves the right to accept the Bid in whole or part, at the rates quoted.

The Agency further reserves the right not to do business with service providers who have previously failed in their commitment in the delivery of goods and services to the Agency.

CLOSING DATE: 13 FEBRUARY 2024

Bid documents must be submitted in a sealed envelope clearly marked “**APPOINTMENT OF A SERVICE PROVIDER TO DEVELOP A DESTINATION MARKETING BROCHURE (PRINTED AND DIGITAL)**” and closing date, can be dropped off in the **TENDER BOX** at **Harry Gwala Development Agency Offices, Farmers Market, Erf 2226 Portion 27, Ellerton Farm, Ixopo, 3276** by no later than **13 FEBRUARY 2024 before 11h00**.

Late, faxed or emailed bids will not be accepted, and the Harry Gwala Development Agency reserves the right not to make an appointment. Failure to comply with the above conditions will invalidate your offer.

Technical Enquiries: Growth and Development: Mrs S Mafongosi or (072 838 4856 or email: Siphokazi.mbalo@hgda.co.za), Supply Chain Management enquiries: SCM Practitioner: Ms N Malunga (083 345 8249 or email: neliswa.malunga@hgda.co.za)



MS A.C.R. WHYTE
CHIEF EXECUTIVE OFFICER
NOTICE NO: 26-23/24



HARRY GWALA DEVELOPMENT AGENCY(PTY) LTD
2011/001221/07

Harry Gwala Farmers Market, Erf 2226
Portion 27 of the Farm Ellerton, IXOPO 3276
Website: www.hgda.co.za

INVITATION TO QUOTE
APPOINTMENT OF A SERVICE PROVIDER TO DEVELOP A DESTINATION
MARKETING BROCHURE (PRINTED AND DIGITAL)
QUOTE NO: HGDA Q009-2023/24

NAME OF BIDDER:	
TELEPHONE/CELLPHONE NO:	
FAX NO:	
EMAIL ADDRESS	
ADDRESS:	
QUOTE SUM (ALL INCLUSIVE) (in words):	
QUOTE SUM (ALL INCLUSIVE) (numerical):	

1. INTRODUCTION

The Harry Gwala Development Agency (HGDA) is an entity of the Harry Gwala District Municipality established to serve as a special purpose vehicle to augment economic growth of the district. The mandate to be fulfilled by the HGDA is to improve the economic context and opportunity of the district by accelerating growth and competitiveness within different sectors, whereby tourism is one of the priority sectors.

Responsive to the developmental mandate of local government, the Agency was established to respond to the following:

- To promote and develop the economic potential of a region through the development of economic opportunities that are in line with the unique competitive strengths of that local economy.
- To leverage public and private resources for the development of opportunities which offer economic and development benefits.
- To foster and develop innovation and entrepreneurial potential and activities within a local area through the realization of key strategic investment projects and programmes.
- To use the strengths of an area's economic environment created by the LED initiatives of the municipalities so that the region can compete effectively for investment that is necessary to reach full economic potential.

To fulfil its mandate of promoting the districts economic potential, the HGDA must initiate marketing programmes that incorporate local municipalities and the private sector, with the aim of tapping to a larger share of the domestic and international tourism market.

2. PURPOSE AND OBJECTIVE

To appoint a suitable and credible service provider to develop an interactive District Tourism Destination Marketing Brochure. The brochure will be used for marketing and promotion purposes across various platforms in line with the following objectives:

- To enhance the destinations tourism visibility.
- To promote and profile tourism offerings.
- To solidify destination awareness and to ensure effective communication.

3. SCOPE OF WORK/ REQUIRED END PRODUCT

The appointed service provider will be expected to perform the following services as duties and responsibilities:

- Conceptualize and design a destination marketing brochure and provide initial design concepts for HGDA to choose from
- Develop and package tourism products, routes, activities including actual write up and research and collate information relating to tourism experiences for inclusion in the tourism brochure. **In order to achieve this deliverable, prospective service providers must be required to meet with Product Owners in the Tourism, Accommodation, Eateries, Adventure etc sectors in the Tourism Sector and thereafter compile the most responsive brochure which reflects an all-encompassing display and offering within Harry Gwala (inclusive of 4 x Local Municipality's)**

- Proof reading and editing of the brochures.
- Reproduction of the electronic copy (e-paper brochure)
- Printing of 100 x copies of the brochure (size: B5 225mm X 170mm Titan Gloss, 40 pages including cover page)
- Develop electronic marketing platforms for five (05) Community Tourism Organisation's (CTO's) including but not limited to CTO websites and social media platforms.
- Design promotional branding material (two tourism banners Sizes: 2m(w) x 0.7m(h) Material: 100% Polyester Digital Dye Sublimation)
- Design and layout of an electronic Newsletter
- Commission a district wide photo shoot, develop an image library with clear categories based on experiences and destination offerings.
- 200 High resolution images captured from the photo shoot to be presented as a soft copy.
- Electronic: e-Paper Version compatible for website and mobile accessibility
- Develop QR code (to be inserted on the brochure, with link to e-paper version on the Harry Gwala Development Agency website).
- PDF Version for emailing
- Interactive map designed with GPS coordinates (spatially referenced) of tourism offerings (e.g. Bed and Breakfast, wi-fi, birding, hiking, etc.)

4. COMPULSORY REQUIREMENTS FOR THIS SERVICE

The successful service provider will be required to deliver all marketing and promotional products within eight weeks after appointment.

- The final brochure product must be completed and edited.
- The images from the photo shoot should feature people in action doing activities.
- The successful service provider should ensure that all videography equipment such as a drone with aeronautical skilled pilot is available to capture ariel and inaccessible content.
- Allow HGDA to provide input/proof viewing at least two (2) x times before the end-product is finalized.
- The appointed service provider will be responsible for collation of the information from all Local Municipalities, the private sector and established CTO's.
- The destination marketing brochure should profile the destination, and information will not be limited to tourism attractions but extended to, tourism routes, things to do, places to see as well as industry offerings across the entire tourism value chain (e.g. wine production, truffle mushrooms grown in the district and exported, etc.)

- Prepare / script write the welcoming message by His Worship the Mayor titled “Welcome to a “District Reimagined.”
- Prepare consent forms on behalf of the Harry Gwala Development Agency as required by the POPI Act, to profile and market tourism products.

5. LOCATION AND BACKGROUND

The Harry Gwala District is an inland municipality positioned in the southern part of the KwaZulu Natal province. It includes the southernmost part of the UKhahlamba Drakensberg Heritage Site, adjacent to Lesotho and a gateway to Eastern Cape Province in the West.

The Harry Gwala District Municipality has four local municipalities namely:

- UMzimkhulu Local Municipality: in the southern part of the district.
- Dr. Nkosazana Dlamini Zuma Local Municipality: in the northern part of the district.
- Ubuhlebezwe Local Municipality: in the eastern part of the district.
- Greater Kokstad Local Municipality is located in the western part of the district.

As an entity of the Harry Gwala Development Agency (HGDA) is to augment an aligned approach to advance long-term development that is:

- **Polycentric:** nodal development across HGDM responsive to the Eastern Seaboard and catalytic projects
- **Resource Abundant:** natural resources (water, air, landscape, energy) inclusive of human resource development / skilled workforce
- **Investment:** GKM economic hub, investment potential, abundance of land – need to create different areas of growth in varied or specific economic sectors
- **Gateway:** Into KZN from Eastern Cape and into the Republic from the Kingdom of Lesotho
- **Transformative regional growth and development:** addressing spatial divide through cluster development with foci on rural development and integration.

6. TOURISM NICHE PRODUCTS

The Harry Gwala District is well endowed with natural resources and has a tremendous potential to fortify its tourism sector. The relatively unspoilt natural environment has high eco-tourism and adventure tourism potential. Activities such as horse riding, mountain biking, river rafting, abseiling and canoeing are available.

Hikers have a choice of gentle strolls to all morning hikes that will bring one to features such as San rock art sites, pristine berg pools and streams, caves, and hilltops with splendid views. Overnight trips take the ardent hiker deep into the mountains and even up the great escarpment onto the South Africa-Lesotho border.

The Sani2C, one of the South Africa's top multistage mountain bike rides, starts from Underberg and goes through Harry Gwala District ending in Scottsburg. Other events such as the famous Sani Stagger endurance run, and the Splashy Fen Musical Festival attracts thousands of people from around the country and abroad to the region.

6.1 Avi-tourism

Avi Tourism forms the single largest group of eco-tourists globally, The Southern Drakensberg has two top national birding spots and seven important birding areas. Ntsikeni Nature Reserve is home to some rare bird species and has a Ramsar Convention Status.

Ntsikeni Nature Reserve including its 12000-ha wetland epitomizes a raw, untamed, quiet and natural beauty. Within the Nature Reserve is the Ntsikeni Eco-Tourism Development Enterprise that operates two lodges, May and Ntsikeni. The lodges each offer comfortable chalets, a large, equipped conference facility and a dining area.

6.2 Mission tourism

The Harry Gwala District is an important site for a complex of monasteries and missions that the Trappist monks created in the 19th century across the Province of KwaZulu-Natal at Marianhill, East Griqualand and the valleys of the Midlands which include Centocow, Kavalaer, Mariathal, Reichman, Lourdes, Emmaus, and the current Kings Grant. Historically these missions have always represented the cultural intersection between European monasticism and local black rural culture, and represent important heritage nodes of architecture, arts and cultural synthesis and diversity.

The missions constitute a unique cultural and heritage tourism asset in the Harry Gwala district and provides an important opportunity for story telling in that, among the greatest historical narrative of KwaZulu Natal is the remarkable story of the silent order of German Trappist monks who came to share their particular vision of Christian life with the population of the KZN region more than a hundred years ago.

6.3 Cultural tourism

Tourism in the area brings you face to face with the diverse cultures (Amakhosa, AmaZulu, AmaBhaca, Griquas) and charm of the people and have no doubt that your stay will leave you refreshed and longing for your return to the Harry Gwala District. As a District Municipality we are supporting and expanding tourism in our region with the hope that it will become even more exciting and magical.

6.4 Business tourism focus (MICE)

The destination also benefits from increased business tourism activities (meetings, incentives, conferences) as a strategy to curb seasonality. The region lends itself to small and intimate conferences and special events that can accommodate a maximum of 300 delegates seated cinema style in a conference, and up to 400 delegates for a banquet. The relaxing and beautiful scenery is conducive to productive interactions that can leave delegates refreshed and inspired.

As positive and dynamic business environments attract many business and MICE tourists; focus is also placed on positioning the region to the business tourism market. The aim is to ensure that we:

- Promote a perception of the Southern Drakensberg as a destination that is offering much more than just leisure and adventure tourism experiences.
- Promote the Southern Drakensberg as a business destination offering world class tourism facilities – accommodation, conferencing, banqueting and restaurants.

It is also important to take cognizance of the intention of Harry Gwala to establish and formally constitute a Provincial Tourism Corridor from KZN into the Eastern Cape. Preference will be given to prospective service providers who are able to capture the intention in their methodology.

7. REPORTING AND ACCOUNTABILITY

The service provider will report to the Harry Gwala Development Agency (Pty) Ltd, office of the Chief Executive Officer or her designated official.

8. PROJECT MANAGEMENT

The project will be managed by HGDA. To ensure effective Management of the project and given its requirements, quotations must be accompanied by a detailed work plan that specifies:

- A clear methodology of how the work will be executed.
- Respective activities to be undertaken together with clearly set out milestones and deliverables.
- Timeframe and budget allocated to each activity.

9. TIMEFRAME

It is anticipated that the appointed Service Provider must submit the final product within eight (8) weeks after appointment. The successful service provider will have to illustrate the capacity and ability to complete the assignment within the specified period. However should an alternative time provision be requested or anticipated this needs to be unpacked in the methodology. HGDA reserves the right to accept an altered timeline or not.

10. NEGOTIATING A FAIR MARKET PRICE

The HGDA reserves the right to enter into negotiations with the preferred bidders for a fair market price if on its assessment is of the view that the highest scoring bidder is charging prices higher than the fair market price.

11. EVALUATION CRITERIA

Bidders will be evaluated on 2 stages:

- Stage1: Functionality Assessment
- Stage2: Price and Preference Points

The following evidence will be required for evaluation:

- Samples of brochures previously produced - three samples on similar projects will be required. Please note that videos/brochures submitted for scrutiny must be responsive to these terms of reference (i.e. product, economic sector offerings)
- Three Appointment/ Purchase order and reference letters to support your experience in graphic design and photography, having produced high quality and professional responsive to investment, destination marketing.
- Methodology

Evaluation Criteria

With regards to functionality the following criteria will be applicable and maximum score of each criterion is indicated in the table below. A bidder that scores less than 60 points in respect of “functionality” will be regarded as submitting a non-responsive quote and will be disqualified and will be not evaluated for the price.

No:	Competency	Point Allocation	Maximum Points
1.	Appointment/Purchase order and Reference letters to support experience in producing marketing brochure. (Please include appointment/ purchase order with contactable references)	0 Appointment/purchase order reference letter = 0 1 Appointment/purchase order and reference letter = 10 2 Appointment/purchase order and reference letters = 20 3 Appointment/purchase order and reference letters = 40	40
2.	Three samples of brochures previously done in local government sector	3 samples of brochures previously done, of which all 3 samples must be in the local government sector 0 Samples = 0 2 Samples in local government sector = 15 3 Samples done in local government = 30	30
3	Methodology	Proposed Methodology without clear activities, realistic time frame and key tasks = 0 Proposed Methodology with clear activities, realistic time frame and key tasks = 30	30

12. FEATURES REQUIRING SPECIAL ATTENTION

All Annexure to these Terms of Reference that require completion by the bidder must be completed in full and returned with the bid. Failure to do so may disqualify the bid.

13. TERMS AND CONDITIONS OF THE PROPOSAL

Appointment will be made in terms of the Harry Gwala Development Agency's Procurement Policy.

14. NON-APPOINTMENT

The Harry Gwala Development Agency reserves the right not to make an appointment should it find that bidding parties do not meet the specified criteria.

15. COMPLETION

Projects will not be paid for unless the required services have been correctly delivered.

16. COURTESY

In dealings with the municipal entity internal structures, the bidder is required to deal with discussions and disputes with deliberate courtesy and understanding, in close liaison with the Harry Gwala Development Agency.

Prior to the commencement of works, the successful bidder shall arrange through the office of the Chief Executive Officer to be introduced to the appropriate Harry Gwala Development Agency structures and to be briefed upon any sensitivities that need to be observed.

17. GENERAL

Tender offers will only be accepted on condition that:

- a. The tender offer is signed by a person authorized to sign on behalf of the Tenderer.
- b. A Tenderer who submitted tenders as joint venture has included an acceptable Joint Venture Agreement with his tender.
- c. Valid BBBEE certificate or a sworn affidavit
- d. The Tenderer or any of its principals, directors or managers is not employed by the state or any municipality and municipal entity.
- e. Quotation/ proposal must be on a company letterhead.
- f. Bids submitted are to hold good for a period of 90 (ninety) days and must be inclusive of VAT,
- g. The enclosed forms MBD 4, MBD 6.1 (must be completed to claim points), MBD 8 & MBD 9 must be scrutinized, completed and submitted together with your Bid.

NB: No Bid will be considered from persons in the service of the state

- h. Proof of company registration
- i. A valid tax clearance certificate is included with this tender or tax compliance status with the pin.
- j. In case of a bidder owning a property, they must provide a municipal statement confirming status of municipal accounts not older than 3 months (Bidders must not be in arrears for more than 90 days)
- k. In case of a bidder leasing the property, they must attach a lease agreement & letter from landlord stating that rent is up to date. The letter must not be older than 3 months.
- l. In case of the bidder operating in an area that doesn't pay rates, they must attach a sworn affidavit stating that rates are not paid in that area. The affidavit must not be older than 3 months.
- m. If the bidder is staying with parents, spouse or any family relative in an area where rates are paid (an affidavit from the bidder or signed letter from the property owner stating that the bidder is not responsible for municipal accounts must be attached). Affidavit or letter must not be older than 3 months
- n. The Tenderer or any of its principles is not listed on the register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with public sector.

- o. The tenderer has not abused the Employers' Supply Chain Management System or has failed to perform on any previous contract and has been given a written notice to this effect; and
- p. The Employer is satisfied that the Tenderer or any of his principles has not influenced the tender offer and acceptance by the following criteria:
 - Having offered or promised or given a bribe or other gift remuneration to any person in connection with the obtaining or execution of this Contract.
 - Having acted in fraudulent or corrupt manner in obtaining or executing of this contract.
 - Having approached an officer or employee of the Employer or the Employers' Agent with the objective of influencing the award of a Contract in the Tenders' favour
 - Having entered into any agreement or arrangement, whether legally binding or not, with any other person, firm or company to refrain from Tendering for this Contract or as to the amount of the Tender to be submitted by either party; and
 - Having disclosed to any other person, firm or company other than the Employer, the exact or approximate amount of his proposed Tender.

In the event of any of the above, the Harry Gwala Development Agency may, in addition to using any other legal remedies, repudiate the Tender offer and acceptance and declare the Contract invalid should it have been concluded already.

- q. The Municipal Entity does not bind itself to accept the lowest or any Bid and reserves the right to accept the Bid as whole or in part, at the rates quoted.
- r. The Harry Gwala Development Agency's Supply Chain Management Policy shall apply.

FAILURE TO COMPLY WITH THE ABOVE CONDITIONS IN ALL RESPECTS WILL RESULT IN THE TENDER BEING DEEMED NON-RESPONSIVE. IF THE PRICE OFFERED IS NOT MARKET RELATED, THE HARRY GWALA DEVELOPMENT AGENCY MAY NOT AWARD THE CONTRACT TO THAT TENDERER AND MAY NEGOTIATE FOR MARKET RELATED PRICE WITH THE TENDERER, FAILING WHICH, NEGOTIATE WITH THE NEXT PREFERRED TENDERER OR TENDER MAY BE CANCELLED.

18. DOCUMENTATION

The proposal document submitted must include all the information deemed necessary to evaluate your submission on the bases stipulated in this document. **The additional forms appended to this document must also be included in the submission.**

This document may be detached and re-bound to ensure neatness and to also avoid the risk of accidentally losing of loose sheets. In the process of doing that, please be careful not to lose any of the pages of this document because should that be the case, your proposal may be regarded as incomplete.

KEY PERSONNEL

Bidders shall enter in the table below information in respect of the key personnel who will be engaged on the project. Abbreviated Curriculum Vitae which specifically address the questions posed in the Point Scoring Check for Functionality, including the relevant certificates, to support the stated information must be included in the TENDER together with this form.

Designation	Name	Qualification	Relevant Experience	Name of the Professional body & Registration Number

RELEVANT EXPERIENCE

The Bidder shall enter in the spaces provided below a list of relevant recent experience destination marketing material (Video & Brochure)

Employer (Name, Tel. No. or Fax No.)	Details of Project (Attach ref letters)	Value of Work (fees)	Year

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE HARRY GWALA DEVELOPMENT AGENCY					
BID NUMBER:	HGDA Q009-2023/24	CLOSING DATE:	13/02/2024	CLOSING TIME:	11H00
DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER TO DEVELOP A DESTINATION MARKETING BROCHURE (PRINTED AND DIGITAL)				
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

HARRY GWALA FARMERS MARKET, ERF 2226 PORTION 27 OF THE FARM ELLERTON IXOPO 3276
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SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes <input type="checkbox"/> No	

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO EARN POINTS FOR PREFERENCE SPECIFIC GOALS]

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	R
SIGNATURE OF BIDDER	DATE	

CAPACITY UNDER WHICH THIS BID IS SIGNED			
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
DEPARTMENT	Supply Chain Management	CONTACT PERSON	Mrs S Mafongosi
CONTACT PERSON	Ms N Malunga	TELEPHONE NUMBER	072 838 4856
TELEPHONE NUMBER	073 053 7034	FACSIMILE NUMBER	039 844 1615
FACSIMILE NUMBER	039 844 1615	E-MAIL ADDRESS	siphokazimbalo@hgda.co.za
E-MAIL ADDRESS	neliswa.malunga@hgda.co.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, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.	
2. TAX COMPLIANCE REQUIREMENTS	
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.	
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.	
2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.	
2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.	
2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.	
2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.	
2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.	
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	<input type="checkbox"/> YES <input type="checkbox"/> 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 WILL 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:

PRICING SCHEDULE – FIRM PRICES (PURCHASES)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

DESCRIPTION	QUANTITY	AMOUNT
		
	SUB-TOTAL	
	VAT (15%)	
	TOTAL	

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

CONDITIONS OF TENDER

- Price(s) quoted must be valid for at least ninety (90) days from date of offer for evaluation purposes.
- Price(s) quoted must be firm and include VAT.
- Tenderers original valid tax clearance certificate must be attached.
- Tender original or certified B-BBEE Certificate must be attached to the document.
- Tender documents signed by a person who does not have authority to sign will be disqualified.
- Tenderers who did not complete the compulsory questionnaire, who abuse the employer's supply chain management system will not be conceded.
- Non-collusion affidavit to be executed by bidder and submitted with the bid.

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
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, hareholder²)

3.4 Company Registration Number:

3.5 Tax Reference Number.....

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholder's 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.

.....

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

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

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

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

3.9.1 If yes, furnish particulars.....

.....

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

3.10.1 If yes, furnish particulars.

.....
.....

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

3.11.1 If yes, furnish particulars.

.....
.....

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

3.12.1 If yes, furnish particulars.

.....
.....

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

3.13.1 If yes, furnish particulars.

.....
.....

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

3.14.1 If yes, furnish particulars:

.....
.....

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

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

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

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

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

1. GENERAL CONDITIONS

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

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

1.2 To be completed by the organ of state

(Delete whichever is not applicable for this tender).

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

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

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

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

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation.
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“Rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

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:

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right) \text{ or } Ps = 90 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

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:

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

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)
GOAL 1 - Ownership – Maximum points	10	
Business owned more than 50% by black person	3	
Business owned less than 50% by black person	1	
Business owned more than 50% by black women	3	
Business owned less than 50% by black women	1	
Business owned more than 50% by black youth	2	
Business owned less than 50% by black youth	1	
Business owned more than 50% by disabled person	2	
GOAL 2 – RDP – Maximum points	10	
Business falls under the SMME category – EME	3	
Promotion of business located within Harry Gwala District	4	
Promotion of business located within KZN province.	3	
Promotion of business located in South Africa outside KZN Province	1	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM [TICK APPLICABLE BOX]

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

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.

<p>..... SIGNATURE(S) OF TENDERER(S)</p>	
SURNAME AND NAME	
DATE:	
ADDRESS:	

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

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

4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

CERTIFICATION

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

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

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. Take all reasonable steps to prevent such abuse;
 - b. Reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. Cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

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

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

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Municipality / Municipal Entity)

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

that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.

8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

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

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

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder