



Open Form

# STEVE TSHWETE LOCAL MUNICIPALITY

QUOTATION NO. Q07.10.17

CALLING FOR QUOTATIONS FOR GOODS  
( R 30 000 TO R 200 000.00 )

## SUPPLY AND DELIVERY OF PERSONAL PROTECTIVE GEAR FOR EMERGENCY SERVICES

<b>CLOSING DATE:</b>	<b>19/10/2017</b>	<b>TIME</b>	<b>12H00</b>
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<b>NAME OF COMPANY</b>	
<b>TOTAL AMOUNT (MBD 3.1)</b>	
<b>CENTRAL SUPPLIER DATABASE NUMBER</b>	MAAA
<b>CONTACT PERSON</b>	
<b>TELEPHONE NUMBER</b>	
<b>FAX NUMBER</b>	

<b>ENQUIRIES REGARDING QUOTATION PROCEDURES</b>		<b>TECHNICAL ENQUIRIES</b>	
DIRECTORATE FINANCIAL SERVICES SUPPLY CHAIN MANAGEMENT UNIT		DIRECTORATE: COMMUNITY SERVICES EMERGENCY SERVICES	
Mr. P. Van der Merwe		Mr E.E James	
Assistant Director: Supply Chain		Assistant Chief Fire Officer	
<b>TEL. NUMBER</b>	<b>013-2497281</b>	<b>TEL. NUMBER</b>	<b>013-2497771</b>
<b>QUOTATION ISSUED BY</b>			
<b>{{IssuedByPerson}}</b>		LEGAL & ADMINISTRATION DEPARTMENT	
<b>{{IssuedByDesignation}}</b>		<b>TEL. NUMBER</b>	<b>{{IssuedByTelephone}}</b>

**QUOTATION DETAILS**

QUOTATION NUMBER	<b>Q07.10.17</b>					
TENDER TITLE	Supply and delivery of personal protective gear for emergency services					
CLOSING DATE	<b>19/10/2017</b>		CLOSING TIME		<b>12H00</b>	
SITE MEETING	DATE	N/A	TIME	N/A	COMPULSORY	N/A
SITE MEETING ADDRESS	<b>N/A</b>					
CIDB GRADING REQUIRED	<b>N/A</b>		LEVEL AND CATEGORY		<b>N/A</b>	
QUOTATION DOCUMENT FEE	FREE OF CHARGE		PREFERENCE POINT SYSTEM		<b>80/20</b>	
QUOTATION BOX SITUATED AT	<b>Ndondo mampane Fire Station, Lilian Ngoyi str., Middelburg 1050</b>					
OPERATING HOURS	The bid box is open during office hours, Monday to Thursdays from 8h00 to 16h00 and Fridays from 8h00 to 13h00.					
OFFER TO BE VALID FOR	90	DAYS FROM THE CLOSING DATE OF QUOTATION.				

**PLEASE NOTE:**

1. Prospective suppliers must be registered on CSD prior to submitting quotation and copy of said document must be attached to quotation.
2. Quotations that are deposited in the incorrect box will not be considered.
3. Mailed, telegraphic, telex, or faxed quotations will not be accepted.
4. No late quotations after closing date and time will be accepted.
5. Quotations not clearly marked and unamend will not be accepted.
6. Quotations may only be submitted on the quotation documentation provided by the municipality.
7. No awards will be made to a person:
  - i. Who is in the service of the state,
  - ii. If that person is not a natural person , of which any director, manager, principal shareholder or stakeholder is a person in the service of the state
  - iii. Who is an advisor or consultant contracted with the municipality or municipal entity

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

# QUOTATION NOTICE & INVITATION

STEVE TSHWETE LOCAL MUNICIPALITY

QUOTATION NO.: Q07.10.17

**CLOSING DATE: 19 October 2017 AT 12H00**



## Supply and delivery of personal protective gear for emergency services

In terms of Section 110 of the Municipal Finance Management Act, 2003 (No. 56 of 2003), quotations are hereby invited for Supply and delivery of personal protective gear for emergency services.

Quotation documents and specifications are available on the municipal website( [www.stlm.gov.za](http://www.stlm.gov.za))

The closing time for receipt of quotations is **12:00hrs** on **19 October 2017**. Telegraphic, telephonic, telex, facsimile, e-mail, unmarked and **late quotations** will under no circumstances be considered and accepted. The quotation box will be emptied just after closing time on the closing date. Hereafter all quotations will be public.

Any technical enquiries relating to the quotation document may be directed to the Mr E.E James, Assistant Chief Fire Officer on 013-2497771.

Fully completed quotation documents, clearly marked "Quote No.**Q07.10.17** : Supply and delivery of personal protective gear for emergency services" with "**NAME of SUPPLIER**" must be placed in a sealed envelope and placed in the quotation box at Ndongdo Mampane Fire Station, Lilian Ngoyi str., Middelburg 1050 by no later than 12h00 on **19 October 2017**. The envelope must be endorsed with number, title and closing date as indicated above.

A preferential point system shall apply whereby a contract will be allocated to a tenderer in accordance with the Preferential Procurement Policy Framework Act, Act No. 5 of 2000 and as defined in the Conditions of Tender in the tender document, read in conjunction with the Supply Chain Management Policy of Steve Tshwete Local Municipality where 80 points will be allocated in respective of price and 20 points in repective of BBBEE

No awards will be made to a person:

- Who is not registered on the Central Supplier Database
- Who is in the service of the state;
- If that person is not a natural person , of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; and/or
- Who is an advisor or consultant contracted with the municipality or municipal entity.

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

**The following documents have to be attached:**

- **Original certified copy of valid BBBEE certificate( non compulsory, failure to submit no points will be awarded)**
- **Original copy of valid Tax Clearance certificate**
- **Certified copy of current municipal account( not older than 3 months)**
- **Test certificates of all items offered.**

S.M MNGUNI  
ACTING MUNICIPAL MANAGER  
STEVE TSHWETE LOCAL MUNICIPALITY  
Municipal Civic Building  
Wanderers Avenue  
MIDDELBURG, 1050

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

## C2 PRICING SCHEDULE

### C2.1 PRICING INSTRUCTIONS

- a) These pricing instructions provide the tenderer with guidelines and requirements with regard to the completion of the pricing schedule. These pricing instructions also describe the criteria and assumptions which will be assumed in the contract to have been taken into account by the tenderer when developing his prices.
- b) The pricing schedule shall be read with all the documents which form part of this contract.
- c) The following words have the meaning hereby assigned to them:

Words/Abbreviation	Meaning
Example: M	Meter

- d) The rates to be inserted in the pricing schedule are to be full inclusive for the work described under the specification. Such rates shall cover all costs and expenses that may be required in and for the execution of the work described, and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the documents on which the tender is based, as well as overhead charges and profit.
- e) A rate is to be entered against each item in the Schedule of Fees and Disbursements. An item against which no rate is entered will be accepted as a rate of nil having been entered against such items and covered by the other prices or rates in the schedule.
- f) All rates and sums of money quoted in the pricing schedule shall be in Rands and whole cents. Fractions of a cent shall be discarded.
- g) All travelling costs, accommodation, meals and other incidental costs are to be included in the time based costs.
- h) Provisional amounts shall only be expended on the specific instruction of the Employer.
- i) All prices and rates entered in the pricing schedule must be **exclusive of Value Added Tax (VAT)**.
- j) If registered VAT is should be added at below the schedule. If not VAT registered indicate zero or “-“
- k) Only firm prices will be accepted. Non-firm prices (including prices subject to rates of exchange variations) will not be considered.
- l) In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point.
- m) In cases of contract periods longer than 12 months and price adjustments is applicable, it will be based on CPI. If higher inflation is required indicate CPI + and number %.
- n) If the tender required firm (fixed prices) the amount indicated in Colum D will be the tender amount.
- o) If the tender amount is payable at end of contract on delivery of goods and services, Scratch out total per month with N/A or “-“
- p) If the tender amount is based on rates (Column B), the tender will be awarded to the rate and the total contract amount will only be used for evaluation purposes.

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

**MBD 3.1 BID PRICE**

Bid Number: **Q07.10.17**

**(Note : Contract amount to be carried over to Form of Offer C1.1.1)**

(Departments should amend pricing schedule according to pricing requirements and specifications)

NO.	QUANTITY	ITEM	BRAND	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
1	10	Bunker Gear (Jacket and trouser)		
2	8 pairs	Boots (pair)		
3	3	Helmet		
4	10	Balaclava		
5	60 pairs	Rescue Gloves (pair)		
<b>TOTAL CARRIED OVER TO MBD 1 (VAT INCLUSIVE)</b>				

Delivery period from date of signing agreement to transfer funds	Days
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**OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID**

Q07.10.17					
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BIDDER

WITNESS

EMPLOYER

WITNESS

## FORM OF OFFER

The employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the following project:

### CALLING FOR QUOTATIONS FOR GOODS

Bid / Tender Number	Q07.10.17
Tender Title	Supply and delivery of personal protective gear for emergency services

The tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the tenderer, deemed to be duly authorized, signing this part of this form of offer and acceptance, the tenderer offers to perform all of the obligations and liabilities of the service provider / consultant under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data.

**THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS THE FOLLOWING:**

AMOUNT IN WORDS (INCL. VAT)	AMOUNT IN FIGURES ( INCL VAT)
RAND	R

This offer may be accepted by the employer by signing the acceptance part of this Form of Offer and Acceptance and returning one copy of this document to the tenderer before the end of the period of validity stated in the tender data, whereupon the tenderer becomes the party named as the provider / consultant in the conditions of contract identified in the contract data.

Signature Block: Tenderer			
Signature		Date	
Name			
Capacity			
Name of organization			
Address of organization			
Signature of witness		Date	
Name of witness			

Q07.10.17					
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BIDDER

WITNESS

EMPLOYER

WITNESS

## FORM OF ACCEPTANCE

By signing this part of this form of offer and acceptance, the employer identified below accepts the tenderer's offer. In consideration thereof, the employer shall pay the service provider / consultant the amounts due in accordance with the conditions of contract identified in the contract data. Acceptance of the tenderer's offers shall form an agreement between the employer and the tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

- Part C1 Agreements and contract data, (which includes this agreement)
- Part C2 Pricing data
- Part C3 Scope of work.

and documents or parts thereof, which may be incorporated by reference into Parts C1 to C3 above.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the tender schedules as well as any changes to the terms of the offer agreed by the tenderer and the employer during this process of offer and acceptance, are contained in the schedule of deviations attached to and forming part of this agreement. No amendments to or deviations from said documents are valid unless contained in this schedule.

The tenderer shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the employer's agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. Failure to fulfill any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy of this document, including the schedule of deviations (if any). Unless the tenderer (now contractor) within five working days of the date of such receipt notifies the employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

<b>Signature Block: Employer</b>			
Signature		Date	
Name			
Capacity			
Name of organization	Steve Tshwete Local Municipality		
Address of organization	P.O. Box 14, Middelburg, 1050		
Signature of witness		Date	
Name of witness			

## MBD 2

### TAX CLEARANCE CERTIFICATE REQUIREMENTS

**It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations.**

1. In order to meet this requirement bidders are required to complete in full form TCC001 "Application for a Tax Clearance Certificate" and submit it to any SARS branch office nationally. The tax clearance certificate requirements are also applicable to foreign bidders / individuals who wish to submit bids. Copies of the TCC 001 "Application for a Tax Clearance Certificate" form are available from any SARS branch office nationally or on the website [www.sars.gov.za](http://www.sars.gov.za).
2. SARS will then furnish the bidder with a tax clearance certificate that will be valid for a period of 1 (one) year from the date of approval.
3. The original tax clearance certificate must be submitted together with the bid. Failure to submit the original and valid tax clearance certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.
4. In bids where consortia / joint ventures / sub-contractors are involved, each party's must submit a separate Tax Clearance Certificate.
5. Applications for the tax clearance certificates 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](http://www.sars.gov.za).
6. Exemption to the provision of a tax clearance certificate will be granted provided that:
  - a) The bidder is registered on the vendor database of the municipality and a valid tax clearance certificate was submitted together with the application for registration
  - b) If the closing date of the price quotation or bid falls within the expiry date of the tax clearance certificate that is in the municipality's possession.

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	



## MBD 4

### DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state<sup>1</sup>.
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.

No.	Information	Please provide detail	
3.1	Full name of bidder or his or her representative		
3.2	Identity number		
3.3	Position occupied in the company (director, trustee, hareholder <sup>2</sup> )		
3.4	Company registration number		
3.5	Tax reference number		
3.6	VAT registration number		
Note	<i>(The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.)</i>		
3.7	Are you presently in the service of the state?  If yes, please furnish particulars :	Yes	No
3.7.1	Name of director		
3.7.2	Service of state organization		

3.8	Have you been in the service of the state for the past twelve months? If yes, please furnish particulars :	Yes	No
3.8.1	Name of director		
3.8.2	Service of state organization		
3.9	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? If yes, please furnish particulars :	Yes	No
3.9.1	Name of person in the service of state		
3.9.2	Relationship		
3.10	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? If yes, please furnish particulars :	Yes	No
3.10.1	Name of person in the service of state		
3.10.2	Relationship		
3.11	<i>Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state?</i> If yes, please furnish particulars :	Yes	No
3.11.1	Name of director		
3.11.2	Service of state organization		
3.12	Is any spouse, child or parent of the company's director trustees, managers, principle shareholders or stakeholders in service of the state? If yes, please furnish particulars:	Yes	No
3.12.1	Name of director		
3.12.2	Name of relative		

3.12.3	Relationship		
3.13	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?  If yes, please furnish particulars:	Yes	No
3.13.1	Name of director		
3.13.2	Related company		
Note:	<p>SCM Regulations:</p> <p>"<sup>1</sup>In the service of the state" means to be –</p> <p>(a) a member of –</p> <p>(i) any municipal council;</p> <p>(ii) any provincial legislature; or</p> <p>(iii) the national Assembly or the national Council of provinces;</p> <p>(b) a member of the board of directors of any municipal entity;</p> <p>(c) an official of any municipality or municipal entity;</p> <p>(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);</p> <p>(e) a member of the accounting authority of any national or provincial public entity; or</p> <p>(f) an employee of Parliament or a provincial legislature.</p> <p>"<sup>2</sup> 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.</p>		

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

Full Name	Identity Number	State Employee Number

5. I, the undersigned 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.	
<b>NAME OF REPRESENTATIVE</b>	<b>AUTHORIZED SIGNATURE (UNDERSIGNED)</b>
<b>DATE</b>	<b>CAPACITY</b>

**MBD 6.1**  
**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017**

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

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

**1. GENERAL CONDITIONS**

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

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

1.2

- a) The value of this bid is estimated to **exceed/not exceed** R50 000 000 (all applicable taxes included) and therefore the ..... preference point system shall be applicable; or
- b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

1.3 Points for this bid shall be awarded for:

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

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

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

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

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

Q07.10.17				
	BIDDER	WITNESS	EMPLOYER	WITNESS

## 2. DEFINITIONS

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

## 3. POINTS AWARDED FOR PRICE

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

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

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

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

Where

$P_s$  = Points scored for price of bid under consideration

$P_t$  = Price of bid under consideration

$P_{\min}$  = Price of lowest acceptable bid

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

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

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

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

**5. BID DECLARATION**

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

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

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

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

**7. SUB-CONTRACTING**

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

*(Tick applicable box)*

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE

*(Tick applicable box)*

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations,2017:

Designated Group: An EME or QSE which is at last 51% owned by:	EME	QSE
	√	√
Black people		

Q07.10.17					
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Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
<b>OR</b>		
Any EME		
Any QSE		

**8. DECLARATION WITH REGARD TO COMPANY/FIRM**

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

8.2 VAT registration number:.....

8.3 Company registration number:.....

**8.4 TYPE OF COMPANY/ FIRM**

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

[TICK APPLICABLE BOX]

**8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

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

**8.6 COMPANY CLASSIFICATION**

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

[TICK APPLICABLE BOX]

**8.7 MUNICIPAL INFORMATION**

**Municipality where business is situated:** .....

**Registered Account Number:** .....

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

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

Q07.10.17					
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8.9 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
  - (a) disqualify the person from the bidding process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution.

WITNESSES

1. ....

2. ....

.....  
SIGNATURE(S) OF BIDDERS(S)

DATE: .....

ADDRESS .....

.....

.....

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

## MBD 8

### DECLARATION OF BIDDERS 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:
  - 3.1 abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
  - 3.2 been convicted for fraud or corruption during the past five years;
  - 3.3 willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
  - 3.4 been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No. 12 of 2004).
4. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

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

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

Item	Question	Yes	No
	the past five years?		
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
4.5.1	If so, furnish particulars:		

## CERTIFICATION

I, the undersigned 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.

<b>NAME OF REPRESENTATIVE</b>	<b>AUTHORIZED SIGNATURE (UNDERSIGNED)</b>
<b>DATE</b>	<b>CAPACITY</b>

## MBD 9

### CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This municipal bidding document (MBD) must form part of all bids<sup>1</sup> 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).<sup>2</sup> 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:
  - 3.1. take all reasonable steps to prevent such abuse;
  - 3.2. 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
  - 3.3. 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:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> 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.

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

**MBD 9**

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

**TENDER: Q07.10.17 : Supply and delivery of personal protective gear for emergency services**

in response to the invitation for the bid made by:

<b>NAME OF MUNICIPALITY / MUNICIPAL ENTITY</b>

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

I certify, on behalf of:

<b>NAME OF REPRESENTATIVE</b>

that:

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.

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>3</sup> 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:
  - 7.1 Prices;
  - 7.2 Geographical area where product or service will be rendered (market allocation);
  - 7.3 Methods, factors or formulas used to calculate prices;
  - 7.4 The intention or decision to submit or not to submit a bid;
  - 7.5 The submission of a bid which does not meet the specifications and conditions of the bid;  
or
  - 7.6 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.

**<sup>3</sup> 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.

<b>NAME OF REPRESENTATIVE</b>	<b>AUTHORIZED SIGNATURE (UNDERSIGNED)</b>
<b>DATE</b>	<b>CAPACITY</b>

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

## CLARIFICATION MEETING ATTENDANCE CERTIFICATE

<b>This is to certify that, I</b>	
<b>representing</b>	
<b>in the company of</b>	
<b>attended the clarification meeting on</b>	<b>Error! Reference source not found. at Error! Reference source not found.</b> Address: <b>Error! Reference source not found.</b>
<p>I have made myself familiar with all conditions likely to influence the work and the cost thereof. I further certify that I am satisfied with the description of the work and explanations given at the clarification meeting and that I understand perfectly the work to be done, as specified and implied, in the execution of this contract.</p>	

<b>NAME OF REPRESENTATIVE</b>	<b>SIGNATURE</b>	<b>DATE</b>

<b>NAME OF MUNICIPAL REPRESENTATIVE</b>	<b>SIGNATURE</b>	<b>DATE</b>



The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

**Section 1: Name of enterprise**

**Section 2: VAT registration number, if any**

**Section 3: Particulars of sole proprietors and partners in partnerships**

No	Name*	Identity Number*	Personal Income Tax Number*
3.1			
3.2			
3.3			

\* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

**Section 4: Particulars of companies and close corporations**

4.1	Company Registration number	
4.2	Close corporation number	
4.3	Tax reference number	

**Section 5: Record in the service of the state**

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:

A member of any municipal council	<input type="checkbox"/>	An employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public finance Management Act, 1999 (Act 1 of 1999)	<input type="checkbox"/>
A member of any provincial legislation	<input type="checkbox"/>	A member of an accounting authority of any national or provincial public entity	<input type="checkbox"/>
A member of the National Assembly or the National Council of Province	<input type="checkbox"/>	An employee of Parliament or a provincial legislature	<input type="checkbox"/>
A member of the board of directors of any municipal entity	<input type="checkbox"/>	An official of any municipality or municipal entity	<input type="checkbox"/>

Q07.10.17					
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Name of sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

**Section 6: Records of spouses, children and parents in the service of the state**

Indicate by making the relevant boxes with a cross, if any spouses, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:

A member of any municipal council	<input type="checkbox"/>	An employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management act, 1999 (act 1 of 1999)	<input type="checkbox"/>
A member of any provincial legislature	<input type="checkbox"/>	A member of an accounting authority of any national or provincial public entity	<input type="checkbox"/>
A member of the National Assembly or the National Council of Province.	<input type="checkbox"/>	An employee of Parliament or a provincial legislature	<input type="checkbox"/>
A member of the board of directors of any municipal entity	<input type="checkbox"/>	An official of any municipality or municipal entity	<input type="checkbox"/>

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

Q07.10.17					
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The undersigned, who warrants that he/she is duly authorized to do so on behalf of the enterprise:

- i) authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- ii) confirms that neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004.
- iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of frauds or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- v) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Note: insert separate page if necessary

<b>NAME OF REPRESENTATIVE</b>	<b>AUTHORIZED SIGNATURE (UNDERSIGNED)</b>
<b>CAPACITY</b>	<b>DATE</b>

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

## CLEARANCE CERTIFICATE FOR WATER & LIGHTS

Section 45(1)(d) of Municipal Supply Chain Regulations requires that the municipality must reject a bidder whose municipal rates and taxes are in arrears for more than three months.

The purpose of this schedule is to obtain proof that municipal services, rates and taxes of the service provider are not in arrears for more than three months, with the relevant municipality / landlord in the municipal area where the service provider conduct his / her business.

**Each bidder must complete the below checklist. Important: if you fail to complete this form, the bid will be non-responsive.** (Please tick with **X** where appropriate):

QUESTIONS		YES	NO
1.	Is your municipal rates and taxes account up to date / current (not in arrears for more than three months)?		
2.	If yes, provide the following details:		
2.1	▪ Municipality name		
2.2	▪ Municipal account number		
3.	<b>If yes, please attached proof in the form of the original or certified copy of the bidder's municipal rates and taxes account not older than 3 months</b>		
4.	Does the bidder lease* / rent the property where the business is situated?		
5	If yes, provide the following details:		
5.1	▪ Landlord name		
5.2	▪ Address property is situated		
5.3	▪ Contact number of landlord		
6.	Please attach the copy of the lease agreement signed by the landlord / lessor and the tenant / lessee as proof		
I, (Insert full name)			
of (insert physical address)			
being a Director, Principal Shareholder, owner of company (Insert company name)			
Hereby confirms that, the information submitted in this form is accurate, to the best of my knowledge			
SIGNATURE			

## NOTICE OF SUPPLY CHAIN MANAGEMENT

### APPLICATION FOR REGISTRATION ON CENTRAL SUPPLIER DATABASE

Par 14(1)(a) of the municipal supply chain management policy states that the municipality must keep a list of accredited prospective providers of goods and services that must be used for the procurement requirements.

The purpose of this notice is to obtain proof that the service provider is registered on the Central Supplier Database. **Registration is COMPULSORY in order to conduct business with Steve Tshwete Local Municipality.** The database will be used to verify the accreditation of a supplier before an award can be made.

Each bidder must complete the below checklist (please tick with an X where appropriate)

	QUESTIONS	YES	NO		
1.	Is your company registered on the Central Supplier Database?				
2.	If yes, provide the following details:				
2.1	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">▪ CSD registration number</td> <td>MAAA</td> </tr> </table>	▪ CSD registration number	MAAA		
▪ CSD registration number	MAAA				
2.2	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">▪ Unique CSD number</td> <td></td> </tr> </table>	▪ Unique CSD number			
▪ Unique CSD number					
3.	Enquiries related to par. 2.1 and 2.2 can be made to Ms. Martha Makoala and Thembi Jiyane at (013) 2497309 / 2497164				
4.	If no, please register on Central Supplier Database ,website, <a href="http://www.csd.gov.za">www.csd.gov.za</a> , before submitting tender document				
I, (insert full name)					
of (insert physical address)					
being a Director, Principal Shareholder, owner of company (insert company name)					
hereby confirms that, the information submitted in this form is accurate, to the best of my knowledge					
SIGNATURE					
5.	VERIFICATION BY STEVE TSHWETE LOCAL MUNICIPALITY OFFICIAL				
I, (insert full name)					
in the capacity as					
hereby confirms that the information submitted by the service provider was verified with the Central Supplier Database and found as correct to be the best of my knowledge					
SIGNATURE					

## MBD 6.2

### DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Municipal Bidding Document (MBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2017, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

#### 1. General Conditions

- 1.1. Preferential Procurement Regulations, 2017 (Regulation 8) make provision for the promotion of local production and content.
- 1.2. Regulation 8.(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as indicated in paragraph 4.1 below.

**The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.**

- 1.6. A bid may be disqualified if this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation;

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

**2. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:**

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>
_____	_____ %
_____	_____ %
_____	_____ %

**3. Does any portion of the goods or services offered have any imported content?  
(Tick applicable box)**

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

**3.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency at 12:00 on the date of advertisement of the bid.**

The relevant rates of exchange information is accessible on [www.reservebank.co.za](http://www.reservebank.co.za)

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

<b>Currency</b>	<b>Rates of exchange</b>
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

4. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

**LOCAL CONTENT DECLARATION**  
**(REFER TO ANNEX B OF SATS 1286:2011)**

**LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)**

**IN RESPECT OF BID NO.** .....

**ISSUED BY:** (Procurement Authority / Name of Institution):

.....  
 NB

- 1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.
- 2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on <http://www.thdti.gov.za/industrial-development/ip.jsp>. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, ..... (full names),  
 do hereby declare, in my capacity as .....  
 of .....(name of bidder  
 entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
  - (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in

Q07.10.17				
	BIDDER	WITNESS	EMPLOYER	WITNESS



paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

**If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.**

**The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.**

- (d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**WITNESS No. 1** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**WITNESS No. 2** \_\_\_\_\_

**DATE:** \_\_\_\_\_

# MBD 7.1

## CONTRACT FORM – PURCHASE OF GOODS / WORKS

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

### PART 1 (TO BE FILLED IN BY THE BIDDER)

(ii) I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to Steve Tshwete Local Municipality in accordance with the requirements and task directives / proposals specifications stipulated in bid number: Q07.10.17 at the price/s quoted. My offer/s remains binding upon me and open for acceptance by the purchaser during the validity period indicated and calculated from the closing date of the bid.

1. The following documents shall be deemed to form and be read and construed as part of this agreement:

- 2.1 Bidding documents, viz
- Invitation to bid;
  - Tax clearance certificate;
  - Pricing schedule(s);
  - Technical specification(s)
  - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
  - Declaration of interest;
  - Declaration of Bidder's past SCM practices;
  - Certificate of Independent Bid Determination;
  - Special Conditions of Contract;

1.2 General Conditions of Contract;

1.3 Other (specify)

2. 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 services 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.

3. I accept full responsibility for the proper execution and fulfillment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.

4. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

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

<b>SIGNED AT</b>	<b>AUTHORIZED SIGNATURE (UNDERSIGNED)</b>
<b>DATE</b>	<b>NAME AND CAPACITY</b>
<b>WITNESSES: (SIGNATURE)</b>	<b>DATE</b>
1.	
2.	

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

**MBD 7.1**

**CONTRACT FORM – PURCHASE OF GOODS / WORKS**

**PART 2 (TO BE FILLED IN BY THE PURCHASER)**

1. I \_\_\_\_\_ in my capacity  
 as \_\_\_\_\_ accept your bid under  
 reference number \_\_\_\_\_ dated \_\_\_\_\_  
 for the rendering of services hereunder and/or further specified in the annexures.

An official order indicating service delivery instructions is forthcoming.

I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

ITEM NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)	BRAND	DELIVERY PERIOD	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (IF APPLICABLE)

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

<b>SIGNED AT</b>	<b>AUTHORIZED SIGNATURE (UNDERSIGNED)</b>
<b>DATE</b>	<b>NAME AND CAPACITY</b>
<b>WITNESSES: (SIGNATURE)</b>	<b>OFFICIAL STAMP</b>
1.	
2.	

## C1.2 CONTRACT DATA

### PART 1 - DATA PROVIDED BY THE EMPLOYER

The employer is the <b>Steve Tshwete Local Municipality</b> .	
<b>The authorized and designated representative of the employer is:</b>	
Name:	Mr E.E James
The address for receipt of communications is:	Ndondo Mampane Fire Station Lilian Ngoyi Str Middelburg 1050
Telephone:	013-2497771
Facsimile:	{{TechnicalFax}}
Email:	elwinj@stlm.gov.za
The project is:	Supply and delivery of personal protective gear for emergency services

**The service provider is**

Name

Address

Telephone:

Facsimile:

**The authorized and designated representative of the service provider is**

Name

The address for receipt of communications is

Telephone

Facsimile

Email

Address

## C3 SCOPE OF WORKS / SPECIFICATIONS

### SPECIFICATIONS

#### 2. Description of the goods required

Supply and delivery of personal protective gear for structural fire fighting for emergency personnel.

#### 3. Specifications

The following specifications indicate the minimum requirements for the personal protective gear required. All deviations must be clearly indicated and supported by the necessary certifications. Samples of all items should be made available on request by this department.

#### Structural Fire Fighting Suit (Jacket and Trousers)

##### 1. Standard Design:

- 1.1 The complete suit shall comply fully with all relevant standards as set in the NFPA 1971 Standard on Protective Ensemble for Structural Fire Fighting, 2007 edition, codes.
- 1.2 The suit shall consist of a tunic and trousers
- 1.3 The minimum overlap between the tunic and trousers shall be 250 mm.
- 1.4 Each garment shall consist of a composite of an outer shell, vapour barrier, thermal barrier and lining.
  - 1.4.1 Current and valid certificates of compliance issued by an accredited test house, certifying that the outer shell, vapour barrier and thermal barrier comply fully with NFPA1971, Standard on Protective Ensemble for Structural Fire Fighting, 2007 edition, must be included with the tender. **Failure to do so will render the tender null and void**
- 1.5 The vapour barrier, thermal barrier and lining shall form the inner shell and shall be detachable from the outer shell.
- 1.6 The suits shall be made in six (6) sizes labeled: Small, Medium, Large, X-Large, XX-Large and XXX-Large. Special size suits shall be made to fit for individual personnel, where standard sizes will not fit and protect adequately.

##### 2. Fabric and Garment Requirements:

###### 2.1 **Outer Material (Shell):**

- 2.1.1 Aramatic Polyamide fibre enriched with 60% Kevlar (para-aramid) and 40 % Nomex (meta-aramid). Material to be in Rip-stop weaves.
- 2.1.2 The colour of the material will be black
- 2.1.3 The fabric shall withstand at least 350 cycles on the Taber Abrasion Machine without the material holing (90% of material weight retained).
- 2.1.4 The TPP (Thermal Protective Performance) shall be no less than 43 cal/cm<sup>2</sup> on the composite of the material on offer.
- 2.1.5 Degradation temperature to be no less than 1050°F (565.6°C)
- 2.1.6 The tensile strength of the outer material after 5 seconds TTP exposure shall not be less than 75 lb (34,5 kg) in warp and fill.
- 2.1.7 The garments shall comply with the NFPA 1971(2007) standards for :  
Seam Strength,

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

High visibility,  
Hardware and  
Label legibility.

- 2.1.8 Only yarns guaranteed by the manufacturer to 360° C and SABS /NFPA/EN shall be used.
- 2.1.9 Yarns to be of same colour as outer material
- 2.1.10 All raw edges and seams shall be over locked by using at least five (5) strands of yarn.
- 2.1.11 Seam strength to be at least 200 N.
- 2.1.12 **Proof of the certification must be included**

**2.2 Vapour Barrier:**

- 2.2.1 Bi-component Polyurethane laminated to Nomex E89 fabric
- 2.2.2 The fabric shall have NFPA 1971 (2007) approval for:
  - Flame resistance
  - Heat resistance
  - Water resistance
  - Liquid resistance
  - Viral resistance (Bacteriophage)
  - Strength
- 2.2.3 Resistance to penetration by fire ground chemicals.
- 2.2.4 **Proof of the certificate (UL) must be included**

**2.3 Thermal barrier and Lining**

- 2.3.1 Thermal barrier – 100% Aramid Batt/ Quilted. Lining – 100% Nomex face cloth/ quilted. Thermal liner consists of Nomex face cloth (the liner) and a non-woven aramid batt, and these two layers are quilted together with Nomex thread. Total weight indeed 9,3 oz./sq. yd. Thermal barrier-liner combination would be integrated.
- 2.3.2 The fabric shall have NFPA 1971 (2007) approval for:
  - Flame Resistance
  - Heat resistance
  - Thermal resistance
  - Cleaning shrinkage
  - Strength
- 2.3.3 **Proof of the certificate (UL) must be included**

**3. Requirements for Protective Tunic:**

- 3.1 The outer shell shall be of a single layer construction throughout.
- 3.2 All seams shall be double stitched
- 3.3 The coat shall have a double closure front with 50mm Velcro and a heavy duty zip. The zip shall comply with the standards as set in NFPA 1971(2000)
- 3.4 There shall be no seams on the shoulders. Sleeves shall be constructed in such a way as afford maximum movement.
- 3.5 The sleeve cuffs shall be reinforced.
- 3.6 The arms of the tunic shall be designed to facilitate the maximum amount of free arm movement.
- 3.7 Elbow and shoulder padding is required. The padding shall consist of polymer-coated Kevlar with a heat resistant material sandwiched between the shell and the Kevlar. The padding shall be stitched onto the outer shell using double stitching.
- 3.8 The vapour barrier, thermal barrier and lining together shall form the inner garment.
- 3.9 The inner jacket shall be attached to the outer jacket by means of a heavy-duty zip and Velcro with snaps at the arms.

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

- 3.10 The inner jacket shall be equipped with wristlets and thumb loops in accordance with the NFPA 1971 (2007) standards.
- 3.11 The jacket shall include inverted pleats. The two pleats shall be set in the back of the outer shell
- 3.12 The tunic must be available in both traditional and bunny jacket styles
- 3.13 Pockets:
- 3.13.1 Two (2) pleated waterproof side pockets shall be fitted to the tunic. The size of these pockets shall be 275 mm x 225 mm with a 75 mm pocket-flap held down by two (2) Velcro squares. Pockets on bunny jacket style to be 220 x 180 mm.
- 3.13.2 A radio pocket shall be fitted onto the left chest. The pocket shall be so positioned not to hinder the Breathing Apparatus shoulder straps. The pocket shall feature a pocket flap with an insertion for the antenna. The pocket flap shall be closed with a Velcro square.
- 3.13.3 All pockets shall be of the same material as the outer shell
- 3.13.4 A pocket shall be placed on each side on the inside of the inner shell. These pockets shall be constructed of the same material as the inner shell.
- 3.14 Collar:  
The collar shall be of a double layer of the same material as the outer shell and shall have a layer of the quilted thermal barrier in the middle thereof.

A storm-flap constructed the same as the collar shall be fitted in such a way as to ensure a "Dry Suit". The area over the chin shall have a layer of Nomex Knit.

#### 4. Requirements for Protective Trousers

- 4.1 The trouser shall be shaped in such a way that it will provide a tailored fit.
- 4.2 The trousers shall extend no less than 150 mm above the waist.
- 4.3 Super heavy-duty suspenders shall be permanently fitted to the trousers. A mechanism to prevent the straps from sliding from the shoulders shall be incorporated into the suspenders. Reflective to be weaved into suspenders.
- 4.4 The main body of the suspenders shall be constructed of non-elastic webbing.
- 4.5 The suspenders shall be no less than 50 mm wide.
- 4.6 The suspenders shall be equipped with two non-slip thermoplastic slide fasteners for adjustment.
- 4.7 On the back 50 mm wide elastic webbing shall be stitched to the non-elastic webbing. The left and right suspender belt shall be connected with 50 mm elastic webbing at the back.
- 4.8 Provision shall be made for a fly flap in the trousers. This fly flap shall be fastened with Velcro along the entire length. The fly flap shall taper from top to bottom.
- 4.9 The cuff area of the trousers shall be reinforced.
- 4.10 The leg ends shall be wide enough to fit over the bunker boots. The bottom leg seam of the inner shell shall be fitted with an elastic band.
- 4.11 The knee area shall be reinforced with polymer coated Kevlar squares.

#### 5. Reflective Trim (Tunic and trousers)

- 5.1 Retro-reflective fluorescent trims in accordance with the NFPA 1971 (2000) shall be fitted to the suit.
- 5.2 All trims shall be 3M type 9487
- 5.3 The trims shall be 76.2 mm wide throughout.
- 5.4 All trims shall be double stitched
- 5.5 The colour of the trims shall be lime-yellow with a silver strip in the centre.

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	



5.6 The trims shall be positioned as specified.

6. Marking:

Each Tunic and each pair of trousers must have a white woven cotton label of a nominal size of 60 mm x 40 mm. All cut edges must be turned in and the label securely sewn centrally to the inside of the back of the inner shell at the top of both the tunic and trousers. The label must provide the following information printed in legible block letters.

- (a) The manufacturers name or trade mark or both
- (b) The composition of the materials
- (c) All materials NFPA compliant
- (d) The year of manufacture
- (e) Washing instructions

7. Name Tag

Each jacket shall be embroidered with the surname of the wearer on the right chest no rubberizing.

8. General

8.1 The garment shall have no metal clips or rivets.

8.2 The manufacturer must undertake to do repairs on a material cost basis.

8.3 The suit shall be constructed in such a way that damaged panels can be replaced. All layers must be designed to allow for this.

8.4 It is a condition that all bidders submit a SABS Manufacturing Capability Report Certificate which is not older than twelve (12) months, which certifies the capability to manufacture the specific items. **Failure to submit this report will render the bid null and void**

**Boots**

Heights	15' (Internal)
Colour	Black/Yellow
Type of construction	Vulcanized Rubber Upper and Sole
3rd Party Certification	UL Classified 86 JF SATRA, UK CSA, CANADA
Compliance	NFPA - National Fire Protection Assoc. 1971 Standard on Protective Ensemble for Structural Fire Fighting 2000 Edition  ANSI - American National Standard Z41PT99  OSHA - Occupational Safety Health Admin. 1988  European Standard, CE Approved - EN 345-2:1996  CSA - Canadian Standards Association
Air pressure applied for water	50kPa

Q07.10.17					
	BIDDER	WITNESS	EMPLOYER	WITNESS	

leakage testing	
Upper	Cut Resistance - meets both NFPA and 345-2
Lining Material	Leg Lining : Kevlar Weight (min) 160g/m <sup>2</sup> , Thickness (min) 1.50mm
Rubber Components	Upper : Black in Colour, 65% Natural Rubber, 30% Styrene Butadiene Rubber and 5% Chloroprene Rubber Foxing : Yellow in Colour, 65% Natural Rubber, 30% Styrene Butadiene Rubber and 5% Chloroprene Rubber
Thickness of Upper and Fabric Combined	1.80mm (Minimum)
Sole / Heel	Black in Colour, 60% Chloroprene Rubber, 30% Nitrile Rubber & 10% Natural Rubber Oil Resistant - Immersion in iso-octane (22 hours at 22°C) 12% max change in volume Abrasion Resistant - DIN 53516 : 250mm <sup>3</sup> max Hardness Shore A : 65 ± 5
Outsole Pattern	NJV, Black Moulded Sole
Sole Protection	Electric Shock Resistant - Meets CSA-Z195-M92 Resistance to Hot Contact - Meets both NFPA and EN345-2 Energy absorption - Meets EN345-2
Insole	Sponge Insole and removeable high density polyurethane insole
Steel Toe	Meets EN 345 Impact and Compression
Steel Shank	Thickness - 1.20mm. Tripple Ribbed
Chemical Resistant	Upper - Resistant towards mild acids and alkaline. Sole - Resistant towards mild acids
Finishing	Hypalon Lacquer
Packing	Polybag 6 pair / carton

### Balaclava

MATERIAL	CONTENT	CONSTRUCTION	WEIGHT	COLOR(s)
P-84®	40% P-84® / 55% Rayon FR® / 5% Kevlar	1 x 1 Circular Knit	Approx. 8.2 oz. / sq. yd.	Yellow (Standard), also Red, Navy Blue, Black, and Grey

#### HEAD DESIGN

LAYERS: 2 ply  
 LENGTH: From top of head to neck: 13 inches  
 WIDTH: Back seam to top of face: 9 inches  
 Back seam to bottom of head: 11 inches  
 From top of head to shoulder: 15 inches

#### BIB DESIGN

LAYERS: 2 ply  
 LENGTH: 8 inches (front and back)  
 NOTCHED SHOULDER DESIGN:

Q07.10.17					
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BIDDER

WITNESS

EMPLOYER

WITNESS

**OVERALL HOOD LENGTH:**

From top of head to bottom of apron: 21 inches

**SIZING:**

One size fits all (universal size). Do not modify, change, or alter your protective hood in any manner.

**FACE OPENING MEASUREMENTS**

RELAXED: 5 inches (UL requirement 4.7-5.7 inches) STRETCHED: 15 inches

Face opening is sewn with 1/2 inch elastic.

**CONSTRUCTION**

SEAMS: All seams are merrow stitched then top and bottom covered with a 5-thread cover stitch for extended durability. All bottom edges are bound with binding.

THREAD: 100% Nomex®

**WARRANTY INFORMATION**

All warranties must be clearly indicated by the supplier.

**CERTIFICATION**

**Meets or exceeds NFPA 1971-2007 Edition and must be UL Certified. Meets or exceeds Cal/OSHA Standards.**

**STRUCTURAL FIRE HELMET**

The helmet must be manufactured from advance materials and quality components that provide complete head protection and long lasting durability.

The structural fire helmet must meet or exceed the following requirements:

1. Thermoplastic outer shell.
2. Urethane foam impact liner.
3. Black inner shell
4. Sure-lock ratchet head band
5. Rip -stop Nomex ear/neck protector
6. Six-point crown strap assembly
7. Fire resistant cotton brow pad
8. Minimum 8 inch face shield
9. Nomex chin strap with quick-release buckle and postman’s slide fastener
10. Leather ratchet cover
11. Three position height adjuster
12. Quick attach Blade system

Helmet must comply with helmets currently used in the department. Colors must include red, yellow, white and black.

**RESCUE GLOVES**

The gloves must comply with NFPA 1971-2007 editions and meet or exceed the following requirements:

1. Sueded goat leather
2. Advance multi-layer design providing thermal protection and cut/puncture resistance

Q07.10.17					
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BIDDER

WITNESS

EMPLOYER

WITNESS

3. Flexible six layer knuckle guard
  4. Five varied layering for superior dexterity
  5. The ring and middle finger suede and cut independently
  6. Intricate stitching on outer palm layers for efficient grip.
  7. Glove inner liner must be sewn in at each finger tip
  8. The gloves must be long enough to extend the glove body for maximum protection.
  9. Kevlar wrapped debris blocker inside of cuff edge
  10. Fully knitted 100% Modacrylic inner liner
  11. Double layer breathable polymer liner for blood born pathogen/liquid resistance
- Gloves must be quoted on all sizes.

4. **Warrantees required**

**Workmanship**

The workmanship used in the manufacture and construction of the uniform covered by this specification, shall be of a consistently high standard and shall comply with ISO 9001/2. The manufacturer shall ensure that the high standard is maintained throughout the period of manufacture. All work must be guaranteed and the alteration of any uniform will be for the manufacturer.

**Measurement**

All measurement will be done by the supplier and the relevant records of the sizes must be kept by the supplier.

**Delivery**

All uniform must be delivered within 8-12 weeks from receipt of order. Alterations and repairs must be finished and returned within 2 weeks from receipt of faulty personal protective equipment and is the responsibility of the supplier. Extension of delivery time will only be allowed under certain circumstances and with the prior approval of the Deputy Director: Emergency Services.

5. **Delivery of goods**

Goods to be delivered to the Ndondo Mampane Fire Station, Lilian Ngoyi str. Middelburg.

6. **Information to be provided with the bid**

Detailed specifications of all products offered as well as proof of registration on Central Supplier Database.

Q07.10.17					
BIDDER		WITNESS		EMPLOYER	
				WITNESS	

7. **Information that will be provided by the Municipality**

Sizes, names and quantities will be provided once order have been finalised.

8. **Pricing Guidelines**

Attached pricing schedule should be used, failure to use pricing schedule will result in immediate disqualification of bid. All travelling costs must be considered by bidder and not indicated in the bid document.

<b>No.</b>	<b>Activity</b>	<b>Estimate Date</b>
1.	Advertisement and invitation	
2.	Closing Date for submission of quotations	
3.	Evaluation process.	
4.	Signing of final award	

**GENERAL CONDITIONS OF CONTRACT**

The General Conditions of Contract are not included in this document and may be downloaded from the following website – [www.treasury.gov.za/legislation](http://www.treasury.gov.za/legislation).

Q07.10.17							
BIDDER		WITNESS		EMPLOYER		WITNESS	