

SACPCMP

The South African Council for the Project and Construction Management Professions

— CONSTRUCTING NEW PERSPECTIVES —

INVITATION TO PROSPECTIVE BIDDERS TO SUBMIT TENDERS

| | | | |
|--|---|--|-------|
| YOU ARE HEREBY INVITED TO BID IN RESPECT OF PROFESSIONAL SERVICE REQUIREMENTS BY THE SOUTH AFRICAN COUNCIL FOR THE PROJECT AND CONSTRUCTION MANAGEMENT PROFESSIONS (SACPCMP). | | | |
| BID DESCRIPTION | PANEL OF INVESTIGATORS | | |
| BID NUMBER | OPE01/2023 | | |
| NAME OF INSTITUTION | The South African Council for the Project and Construction Management Professions (SACPCMP) | | |
| THE PLACE WHERE GOODS ARE TO BE DELIVERED/ WORKS OR SERVICES ARE REQUIRED | SACPCMP Offices (location TBC) | | |
| RFP DISTRIBUTION DATE | 19 July 2023 | Time | 09h00 |
| QUERIES CLOSING DATE | 01 August 2023 | Time | 16h00 |
| RFP CLOSING DATE | 08 August 2023 | Time | 16h00 |
| CONTACT DETAILS | Electronic bids | Electronic bids should be submitted to Sbongile Shabalala tenders@sacpcmp.org.za | |
| | Physical address | 446 Rigel Ave South Block A Second Floor Erasmusrand Pretoria 0181 | |
| | Tel | Admin Enquiries: 011 318 3402 Technical Enquiries: mapula.ramotja@sacpcmp.org.za | |
| | Fax | No facsimile bids will be considered | |
| | Email | tenders@sacpcmp.org.za | |
| | Queries (only) | | |
| | Contact person | Admin Enquiries: Ms Sbongile Shabalala | |
| CATEGORY | Professional Services: Investigations | | |
| SECTOR | Regulatory Council | | |
| REGION | Gauteng Province | | |
| COMPULSORY BRIEFING SESSION/SITE VISIT | Date | N/A | |
| | Time | N/A | |
| | Venue | N/A | |

A. SUMMARY BRIEF

1. INTRODUCTION

The South African Council for the Project and Construction Management Professions (SACPCMP) is a statutory body established by Section 2 of the Project and Construction Management Act (Act No.48 of 2000) (the Act), is a juristic person established for statutory professional certification, registration and regulation of Project and Construction Management Professions and specified professions recognised according to Section 18 (c) of the Act, in order to protect public interest. In line with the Construction Industry development initiatives, the Council continues to advance and promote the science and management practice of project and construction management, amongst others, thereby contributing towards promotion of the Construction and Built Environment industries.

It further regulates the Project and Construction Management Professions and specified professions recognised according to Section 18 (c) of the Act, to protect the public, by identifying the type and scope of work, registering professionals and maintaining a national register of professionals who adhere to a Code of Conduct.

It also accredits Project and Construction Management programmes, amongst others, at tertiary educational institutions and recognises Voluntary Associations who assist in the promotion of the professions under the SACPCMP ambit.

2. PROJECT SCOPE

The Council seeks to appoint a panel of professional investigators to undertake investigations to determine the veracity and merits of various allegations, complaints and or queries regarding the conduct of the registered persons which may be contrary to the expected standards prescribed by the Project and Construction Management Act 48 of 2000 (hereinafter "PCMP Act).

3. NATURE OF SERVICES AND SCOPE OF WORK

- 3.1. The investigators will assist the Investigation Committee with the performance of investigation of cases and writing of investigation reports, closure notes, and investigation plans.
- 3.2. The investigators will look at the various allegations, complaints and or queries relating to the misconduct or malfeasance that may have been committed by the registered persons.

4. METHODOLOGY AND APPROACHES

4.1. Within the scope and mandate of an investigation, the investigator is expected:

- 4.1.1. To review all documentation pertaining to the allegations which may assist in the investigation process.
- 4.1.2. To interview all persons who may provide assistance to the investigators, including the registered person suspected of malfeasance.
- 4.1.3. The Investigator does not have any power to impose disciplinary sanctions or make findings as to criminal or civil liability of the person under investigation.
- 4.1.4. Where evidence of professional misconduct is adduced against a registered person which indicates the commission of disciplinary offences, the investigator must advise the Investigation Committee through a report.
- 4.1.5. The investigator has the authority to collate and record all interviews conducted with all parties of interest to the allegations.
- 4.1.6. The investigator has no authority to subpoena any person, or records or to subject such a person to adduce evidence under oath.

5. EXPECTED OUTPUTS

- 5.1. The specific tasks that will be required of the investigators are:
- 5.1.1. Conduct investigations as and when required, including travel when necessary.
 - 5.1.2. Draft investigation reports that incorporate all relevant evidence and which are consistent with all facts obtained during an investigation.
 - 5.1.3. Maintain contemporaneous records of all actions undertaken.
 - 5.1.4. The Investigator in charge of the case being investigated will ensure access to all records and to all persons as necessary.
 - 5.1.5. The case for investigation will be allocated to investigators by the Investigation Committee on a case-by-case basis.
 - 5.1.6. All work produced by the Investigator and caused by this engagement is the exclusive proprietorship of Council.

- 5.1.7. As a matter of course, all persons who are subject of investigation shall be afforded an opportunity to make representations, whether orally and in writing.

6. COMPETENCIES

- 6.1. Investigators should have the following capabilities:
 - 6.1.1. Clear understanding of SACPCMP processes and policies.
 - 6.1.2. Extensive experience in conducting investigations (forensic, fraud, corruption and general).
 - 6.1.3. Experience in conducting research on any technical information.
 - 6.1.4. Experience in the built environment and professions
 - 6.1.5. Understanding for SACPCMP Scopes of Services for professions
 - 6.1.6. Auditing, financial and accounting (including cost estimation of damages)
 - 6.1.7. Legal compliance and enforcement
 - 6.1.8. Institution of formal inquiry and advisory support

7. ETHICAL REQUIREMENTS

- 7.1. Confidentiality – will be required to sign a non-disclosure agreement.
- 7.2. Independence
- 7.3. Integrity in general conduct.

8. DURATION OF APPOINTMENT

The Investigators will be engaged on an 'as needed' basis. In other words, as and when the Council requires the services of one or more Investigator/s. A selection process will be made from the panel of investigators on the database. This will be in accordance with the nature of the case and skills (specialization) of investigation required.

The duration of the appointment shall run concurrently with the term of office of the Investigation Committee, subject to satisfactory performance.

B. SUBMISSION REQUIREMENTS

9. QUERIES

All technical queries must be provided in writing and directed to mapula.ramolotja@sacpcmp.org.za bid submission queries to tenders@sacpcmp.org.za during office hours between 09h00 and 16h30. Please note

that responses will be communicated to all bidders and it is therefore the responsibility of the bidder or their representative to ensure that they provide correct email addresses on their documents.

10. SPECIAL CONDITIONS

The SACPCMP reserves the right not to consider any bid not fully completed. By accepting to take part in the tender process, you agree to keep in confidence all information imparted to you in relation with the proposal process, not to disclose it to third parties and not to use it for other purpose than the proposal. The Respondent is responsible for all costs incurred in the preparation and submission of the bid. Copy/s of any affiliations, memberships and/or accreditations that support your submission must be included in the bid.

Kindly note that SACPCMP is entitled to:

- 10.1. Amend any tender conditions, validity period, specifications, or extend the closing date and/or time of RFT before the closing date. All Respondents, to whom the RFP documents have been issued, will be advised in writing of such amendments in good time.
- 10.2. Verify any information contained in a proposal.
- 10.3. Not appoint any bidder.
- 10.4. Vary, alter, and/or amend the terms of this RFT, at any time prior to the finalisation of its adjudication hereof.
- 10.5. Disqualify proposals that contain an omission of disclosure of material information, that is factually inaccurate, and/or contains a misrepresentation.
- 10.6. Not accept the lowest bid or any bid in part or in whole. The SACPCMP normally awards the contract to the bidder who proves to be fully capable of handling the contract and whose proposal is technically acceptable and/or financially advantageous to the SACPCMP.
- 10.7. Appointment as a successful contractor shall be subject to the parties agreeing to mutually acceptable contractual terms and conditions. In the event of the parties failing to reach such agreement within 30 (thirty) days from the appointment date, the SACPCMP shall be entitled to appoint the contractor who was rated 2nd (second), and so on.
- 10.8. Cancel or withdraw from this RFT as a whole or in part without furnishing reasons and without attracting any liability.
- 10.9. This bid and its acceptance shall be subject to the terms and conditions contained in this RFT document.

11. SUBMISSION OF BIDS

Bids shall include all relevant information about the bidder as indicated in the advertisement, which will enable the SACPCMP to assess the service provider's competence. Responding service providers will be evaluated on the quality of the written bids as well as oral presentations where relevant. All bids should be submitted by 16h00 on 08 August 2023 to:

The Finance Department
Subject Line: OPE01/2023
Sbongile Shabalala
Email: tenders@sacpcmp.org.za

SUBMISSION DOCUMENT

12. FUNCTIONAL MINIMUM REQUIREMENTS

The service provider must provide full detail in its bid in respect of the functional minimum requirements as follows:

- 12.1. Describe briefly the service provider's company and organisational design,
- 12.2. Methodology/approach to be used, and
- 12.3. Curriculum Vitae of the lead partner, manager and core team members and/or the individuals who will be assigned to the panel, must be included.

13. SUBMISSION

The following must be included in the bid in order for it to be considered a complete submission:

13.1. Company Information

13.1.1. Company Profile

- 13.1.1.1. The service provider must have a minimum of five (5) years' experience and expertise in providing similar service.
- 13.1.1.2. Adequate mix of skills of the team or individuals assigned to the panel, namely: *Law, or Auditing/Internal Audit, or Accounting, or Forensic Investigation and certification as fraud examiner. Certified investigators must be accredited as a certified fraud examiner by Association of the Certified Fraud Examiners (ACFE) and have a minimum of five years professional experience in investigations.*

13.1.2. Written and contactable client references on similar assignments (at least three (3)).

13.2. Quotation/ Pricing

13.2.1. The quoted price must be in South African Rands and be inclusive of 15% Vat, if VAT registered vendor.

13.3. Forms

This relates to the application for inclusion in the Database of Service Providers

13.3.1. SBD 6.1 Form

13.3.2. National Treasury Central Supplier Database CSD Form (Proof of registration on the CSD needs to be provided)

13.3.3. Tax clearance certificate (No service provider will be considered if their tax matters are not up to date with SARS.) (Addendum B)

13.3.4. The service provider shall be an Exempted Micro Enterprise (EME) and Qualifying Small Enterprise (QSE) BBBEE recognition level. (Addendum A)

13.4. Functional minimum requirements as stated on 12 above.

14. FAILURE TO COMPLY

Proposals will be disqualified or excluded under the following conditions:

- Any quotation submitted after the closing date and time shall **NOT** be considered.
- Ensure that your bid clearly covers **ALL** the above aspects of the RFT.
- **DO NOT** include insurance to your quote as SACPCMP provides its own insurance.
- **ALL QUOTATIONS and ENQUIRIES** are to be addressed to the respective person stipulated on the Request for Proposal document.
- The SACPCMP reserves the right to cancel the procurement process at any time without notice, and not issue the order.
- Conditional quotations will be subject to SACPCMP acceptance and approval processes.
- The onus will rest with the service provider who has been awarded the services to inform SACPCMP of any changes to the information provided on such SBD forms. Failure to do so will result in misrepresentation of facts/ information and may result in SACPCMP terminating the service or contract.
- Payment terms: compliant invoices will be processed 30 days after receipt of invoice.

C. BID EVALUATION

15. FIRST EVALUATION PROCESS

The bid evaluation process is a two-step evaluation process and is expected to take place during June 2021 and to pass the first evaluation process, service providers need to score over 70. Scoring will be done as per below table, unless otherwise stipulated.

| SCORE CARD | |
|------------|---|
| 5 | Excellent - significantly exceed the acceptable level |
| 4 | Very good -exceeds acceptable standards |
| 3 | Satisfactory - acceptable standards |
| 2 | Poor -less than acceptable standards |
| 1 | Unsatisfactory - much less than acceptable standards |
| 0 | Unacceptable of no evidence |

The following functionality evaluation criteria will be used:

| AREA OF REVIEW | SCORE | MAXIMUM POINTS | |
|--|-------|----------------|---|
| COMPANY PROFILE | | | |
| Well established company | 0.20 | 5 | |
| EXPERIENCE | | | |
| Experience of the bidder The service provider must have a minimum of five (5) years' experience and expertise in providing similar service. (Experience in years of expertise in providing similar service) 5 = more than 5 years' experience 4 = 5 years' experience 3 = 4 years' experience 2 = 3 years' experience 1 = 2 years' experience 0 = Less than 2 years' experience | 0.30 | 5 | |
| Bidder has less than 2 years' experience | | | 0 |
| Bidder demonstrates reasonable understanding in the area of work and has 2 years' experience practicing in the related area of specialization | | | 1 |
| Bidder demonstrates good understanding in the scope of work and has 3 years' experience in practicing in the related area of specialization | | | 2 |

| | | | |
|---|------|------|---|
| Bidder demonstrates extensive experience in the scope of work and has 4 years' experience and above practicing in the related area of specialization | 3 | | |
| Bidder demonstrates extensive experience in the scope of work and has 5 years' experience and above practicing in the related area of specialization | 4 | | |
| Bidder demonstrates extensive experience in the scope of work and has more than 5 years' experience and above practicing in the related area of specialization | 5 | | |
| Project Team: Review of Qualifications of the proposed team | | | |
| Confirmation that the individuals to be assigned to the project meet the expected technical requirements for the following: <ul style="list-style-type: none"> • Build Environment Qualification • Auditing, financial and accounting • Forensic Investigations <u>Proposed Minimum Qualifications</u> At least 3 individuals with bachelor or honours Degree in the above 5 = more than 3 individuals with the minimum qualifications listed above 4 = 3 individuals with the minimum qualifications listed above 3 = 2 individuals with the minimum qualifications listed above 2 = 1 individual with the minimum qualifications listed above 1 = 1 individual has similar qualifications 0 = none of the individuals have similar or relevant qualifications | 0.20 | 5 | |
| METHODOLOGY AND APPROACH | | | |
| Credible methodology and approach <i>Demonstration of how the following investigations were/are conducted and organisational capacity</i> | | | |
| No methodology has been submitted | 0 | | |
| The technical approach, methodology and/or workplan is poor / is unlikely to satisfy project objectives or requirements. The tenderer has misunderstood certain aspects of the scope of work and does not deal with the critical aspects of the project. The activity schedule omits important tasks or the timing of the activities and correlation among them are inconsistent with the approach paper. There is lack of clarity and logic in the sequencing. | 1 | 0.20 | 5 |
| The approach is generic and not tailored to address the specific project objectives and requirements. The approach does not adequately deal with the critical characteristics of the project. All key activities are | 2 | | |

| | | | |
|---|---|-------------|------------|
| included in the activity schedule but are not detailed. There are minor inconsistencies between timing, project deliverables and the proposed approach. | | | |
| The approach adequately addresses the specific objectives and requirements and, in some instances, accommodates changes that may occur during execution. The work plan fits the approach; all important activities are indicated in the activity schedule and their timing and sequencing is appropriate and consistent with investigation objectives and requirements. There is a fair degree of detail that facilitates understanding of the proposed work plan | 3 | | |
| The approach is specifically tailored to address the specific objectives and requirements and is sufficiently flexible to accommodate changes that may occur during execution. The work plan fits the approach well; all important activities are indicated in the activity schedule and their timing and sequencing is appropriate and consistent with project objectives and requirements. There is a fair degree of detail that facilitates understanding of the proposed work plan | 4 | | |
| Besides meeting the “good” rating, the important issues are approached in an innovative and efficient way, indicating that the tenderer has outstanding knowledge of state-of-the- art approaches. The approach paper details ways to improve the project outcomes and the quality of the outputs. The sequencing and timing of activities are very well defined, indicating that the tenderer has optimized the use of resources and the work plan permits flexibility to accommodate contingencies. | 5 | | |
| TRACK RECORD | | | |
| List of contactable applicable references for similar work undertaken. 5 = more than 3 written references received 6 = 3- Written references received 3 = 2- Written references received 1 = 1- Written reference received 0 = 0- Written references received ✓ <i>Must not be older than 3 years.</i> ✓ <i>Must be contactable and verifiable (email addresses, contact person & contact number)</i> | | 0.10 | 5 |
| Total/Maximum points | | 100% | |
| Total points required to move to next level | | | 70% |

16. SECOND EVALUATION PROCESS

Second and final phase will be evaluated as follows:

| Evaluation criteria | Points |
|----------------------------|---------------|
| Price | 80% |
| BBBEE | 20% |
| Maximum Points | 100% |

D. CONTRACT TERMS

17. PERIOD OF CONTRACT

The contract shall be for five (5) years. Work will only commence upon the signing of the contract which will be followed by various purchase order/s for specific items as may be needed. This will also be subject to annual performance reviews.

18. GENERAL CONDITIONS OF CONTRACT

General Conditions of Contract (GCC) as per National Treasury will apply. Service providers must familiarise themselves with these conditions as they will be applicable throughout the duration of the contract period.

19. CONTRACT MANAGEMENT

The Service Provider will be required to sign a Standard Contract based for the duration and value of services.

Authorised Bidder's Signature

Date

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT

This request for quotation (RFQ) will be evaluated on functionality and the 80:20-point systems as stipulated in the Preferential Procurement Policy Framework Act (Act number 5 of 2000) & SACPCMP's Supply Chain Management Policies and Procedures.

(For more information on the PPPFA please click on the link below

https://www.thedti.gov.za/economic_empowerment/docs/PPPFA%20Regulation.pdf)

TERMS AND CONDITIONS:

1. All goods or services procured will be subjected to SACPCMP Procurement Policy and Procedures.
2. It is the responsibility of the prospective bidders / service providers to submit valid Tax Clearance Certificates. Failure to do so may invalidate the bid submitted in terms of the RFQ.
3. All invoices submitted for payment need to stipulate the **SACPCMP's VAT number; 4100199787** as per Section 20 of the VAT Act.) as well as that of the service provider (if VAT registered).
4. I (the service provider) certify that all the required information, relevant forms have been completed and furnished as part of the bid.
7. I (the service provider) hereby agree that should I be awarded this RFQ and fail to deliver or perform on the award; the SACPCMP will have the right to enforce Regulation 13 of the Preferential Procurement Regulations.
8. This RFQ is subject to the provisions made in the General Conditions of Contract, as issued by National Treasury, including its revisions.
9. I (the service provider) hereby agree that the SACPCMP may restrict me from business if my company does not perform or deliver on services/ supplies received.
10. I (the service provider) hereby agree that the onus is on the supplier not to accept orders or make deliveries that will result in overspending on the amount awarded on this RFQ. I also accept that I will not be paid by the SACPCMP for any over expenditure.

SIGNATURE OF BIDDER: _____

CAPACITY: _____

COMPANY STAMP

SBD 6.1

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

This preference form must form part of all bids/ proposals submitted. 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/ POTENTIAL SERVICE PROVIDERS 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/ proposals:

- the 80/20 system for requirements with a Rand value of above R30,000 and 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 The value of this bid cannot exceed an estimated amount of R50 000 000 (including all applicable taxes) and therefore the 80/20 preferential procurement point system shall be applicable.

1.3 Preference points for this bid shall be awarded for:

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

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

| Description | Points |
|---|--------|
| Price | 80 |
| B-BBEE status level of contribution | 20 |
| Total points for Price and B-BBEE must not exceed | 100 |

1.6 Failure on the part of a bidder/ service provider to submit proof of B-BBEE Status level of contribution together with the bid, will be interpreted 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 deemed fit in any manner required by the purchaser.

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.

POINTS AWARDED FOR PRICE

THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

$$\begin{array}{ccc}
 \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\
 \square \square P_t \square P_{min} \square & & P_s \square 90 \square 1 \square P_t \square P_{min} \square \\
 P_s \square 80 \square 1 \square \underline{\hspace{2cm}} \square \square & \mathbf{or} & \square \square \underline{\hspace{2cm}} \square \\
 \square & & \square \square P_{min} \square \\
 \square & &
 \end{array}$$

Where-

| | | |
|------|---|--|
| Ps | = | Points scored for price of bid under consideration |
| Pt | = | Price of bid under consideration |
| Pmin | = | Price of lowest acceptable bid |

4.1 POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

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

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

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*)

| | | | |
|----|--------------------------|----|--------------------------|
| YE | <input type="checkbox"/> | NO | <input type="checkbox"/> |
|----|--------------------------|----|--------------------------|

7.1.1. If yes, please 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**)

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

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

8. DECLARATION WITH REGARD TO COMPANY/FIRM

- 8.1 Name of company/firm.....
- 8.2 VAT registration number.....
- 8.3 Company registration number.....
- 8.4 TYPE OF COMPANY/ FIRM [TICK APPLICABLE BOX]

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

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

8.6 COMPANY CLASSIFICATION [TICK APPLICABLE BOX]

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

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

8.8 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: |

Addendum A.

B-BBEE Level of Contribution certificate – original or certified copy.

Addendum B.
Valid Tax Clearance Certificate