CHIEF ALBERT LUTHULI MUNICIPALITY
REQUEST FOR QUOTATION
CALQ03/2018
CLOSING DATE: 20 NOVEMBER 2018, 12H00

1. .... CALQ03/2018
REQUEST FOR A QUOTATION FOR THATCHING OF MANZANA CULTURAL CENTRE ROOF

SUPPLIERS USING A COURIER COMPANY MUST INSTRUCT THE COURIER COMPANY TO DEPOSIT THE RFQ IN THE TENDER BOX. THE RECEPTION STAFF WILL SIGN THE P.O.D. THE RFQ WILL NOT BE ACCEPTED IF IT IS NOT IN THE TENDER BOX.

The Chief Albert Luthuli Municipality invites quotations for the Request for a Quotation for Thatching of Manzana Cultural Centre Roof from suitably experienced vendors.

Functionality testing does not apply to this bid. Adherence to minimum technical specification applies. Vendors quoting on the equivalent model must supply sufficient evidence and demonstrate the ability of their proposal at their own cost.

Detailed specifications and prescribed documentation are available on the Council’s website, www.albertluthuli.gov.za under the “Tenders” section. This documentation can also be made available through email or fax if required.

Technical Queries relating to this RFQ may be addressed to Mr NS Mlangeni Tel 017 843 4025, email: mlangenins@albertluthuli.gov.za, whilst administrative issues be directed Mr NS Mlangeni Tel 017 843 4025, email: mlangenins@albertluthuli.gov.za.

The closing date for receipt of this RFQ is 20 November 2018 at 12h00. Late or incomplete submissions will not be accepted. Submissions must be deposited in the Tender Box situated at the Main Reception of the Chief Albert Luthuli Municipality, 28 Kerk Street, Carolina, 1185.

Submissions must be accompanied by a company letterhead, addressed to “THE MUNICIPAL MANAGER, CHIEF ALBERT LUTHULI MUNICIPALITY, CALQ03/2018: REQUEST FOR A QUOTATION FOR THATCHING OF MANZANA CULTURAL CENTRE ROOF ” and must contain the following Schedules unless otherwise notified:

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BIDDERS WHO ARE NOT REGISTERED ON CENTRAL SUPPLIER DATABASE WILL NOT BE CONSIDERED TO REGISTER LOG ON TO: www.csd.gov.za.

This RFQ may only be submitted on the documentation that is issued. Supporting and additional documentation are welcome.

All submissions will be adjudicated in terms of the Chief Albert Luthuli Municipality’s Procurement Policy and in terms of the Preferential Procurement Policy Framework Act, Act No. 5 of 2000, as well as National Treasury guideline, MFMA Circular no: 53 pertaining to the evaluation of Functionality of Service Providers. The 80/20 scorecard is applicable to this RFQ. The Council reserves the right not to award the RFQ to the lowest bid or not at all or in part.

Issued By: Mr. MS Dlamini
Verified By: Mr. NS Mlangeni
Date: Mr. G Mnisi

MUNICIPAL MANAGER
CHIEF ALBERT LUTHULI MUNICIPALITY
28 Kerk Street, Carolina
PO Box 24, Carolina, 1185
### Request for Quotation

**CHIEF ALBERT LUTHULI MUNICIPALITY**  
REQUEST FOR QUOTATION  
CALQ03/2018  
CLOSING DATE: 20 NOVEMBER 2018, 12H00  

---  

**CALQ03/2018**  

THATCHING OF MANZANA CULTURAL CENTRE ROOF  

<table>
<thead>
<tr>
<th>BIDDER</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CSD NO.</td>
<td>MAAA</td>
</tr>
<tr>
<td>TENDER AMOUNT</td>
<td></td>
</tr>
</tbody>
</table>

| 2017/18 |

**Employer:**  
Chief Albert Luthuli Municipality  
PO Box 24  
CAROLINA  
1185  
Tel: (017) 843 4000  
Fax: (017) 843 4001  

---  

**Issued By:**  
Mr. MS Dlamini  
Date:  

---  

**Verified By:**  
Mr. NS Mlangeni  
Mr. G Mnisi  

---  

**MUNICIPAL MANAGER**  
CHIEF ALBERT LUTHULI MUNICIPALITY  
28 Kerk Street, Carolina  
PO Box 24, Carolina, 1185
2. **SCHEDULE A: SPECIFICATION**

Your quote must be in terms of these minimum specifications.

<table>
<thead>
<tr>
<th>Item</th>
<th>Qty</th>
<th>Minimum Requirements standard/Compliance</th>
<th>Unit Price</th>
<th>Total Price</th>
<th>VAT Exclusive</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>300m²</td>
<td>Supply of Thatch Grass</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>1</td>
<td>Labour</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>10</td>
<td>Canvas Drapes with window</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL BID PRICE A**

TOTAL BID PRICE TO BE FORWARDED TO SCHEDULE B
3....... SCHEDULE B: PRICE

Affix your Official Quote Clearly showing Banking Details, Physical and Postal Addresses. Quantities are subject to change and will be confirmed before placing the order. Also fill in full the under-mentioned Price as requested.

<table>
<thead>
<tr>
<th>Bid Price A:</th>
<th>R</th>
<th>Excluding VAT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subtotal</td>
<td>R</td>
<td>Excluding VAT</td>
</tr>
<tr>
<td>VAT (15%)</td>
<td>R</td>
<td>(If VAT registered)</td>
</tr>
<tr>
<td>Total Bid Price:</td>
<td>R</td>
<td>VAT Included</td>
</tr>
</tbody>
</table>

I, ................................................................. ................................................................. (state name and designation)

being duly authorised to submit tenders and quotations on behalf of

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

(state company name)

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

(Bidder's Signature)

And confirm that
a. The goods and services will be supplied based on the minimum technical specifications adhered to and the price submitted.
b. The attached official quotation in Schedule B is a true and complete reflection of this submission.
c. Omissions and errors will be for our account and not the Chief Albert Luthuli Municipality when making good on this submission.
d. Prices to be valid for 90 days.
# Part A
## Invitation to Bid

**You are hereby invited to bid for requirements of the Chief Albert Luthuli Municipality**

**Bid Number:** CALQ03/2018  
**Closing Date:** 20 November 2018  
**Closing Time:** 12:00

**Description:** Thatching of Manzana Cultural Centre Roof

The successful bidder will be required to fill in and sign a written contract form (MBD7).

Bid response documents may be deposited in the bid box situated at:

28 Kerk Street  
CAROLINA  
1185

**Supplier Information**

<table>
<thead>
<tr>
<th>Name of Bidder</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Postal Address</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Street Address</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Telephone Number</td>
<td>Code</td>
<td>Number</td>
</tr>
<tr>
<td>Cellphone Number</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Facsimile Number</td>
<td>Code</td>
<td>Number</td>
</tr>
<tr>
<td>E-mail Address</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VAT Registration Number</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Tax Compliance Status**

<table>
<thead>
<tr>
<th>TCS PIN:</th>
<th>OR</th>
<th>CSD No:</th>
</tr>
</thead>
</table>

**B-BBEE Status Level**

- Verification Certificate (Tick applicable box)
  - Yes
  - No

**[A B-BBEE Status Level Verification Certificate / Sworn Affidavit (for EMES & QSEs) must be submitted in order to qualify for preference points for B-BBEE]**

- Are you the accredited representative in South Africa for the goods/services/works offered?
  - Yes
  - No

- Total Bid Price

  **R**

- Signature of Bidder

  **Date**

- Capacity under which this bid is signed

**Bidding Procedure Enquiries may be directed to:**

- **Department:** Finance  
  **Contact Person:** NS Mlangeni
- **Telephone Number:** 017 843 4025  
  **Facsimile Number:** 017 843 4001
- **E-mail Address:** mlangenins@albertluthuli.gov.za
PART B
TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED—(NOT TO BE RE-TYPED) OR ONLINE
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

2. TAX COMPLIANCE REQUIREMENTS
2.1. BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2. BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER’S PROFILE AND TAX STATUS.
2.3. APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
2.4. FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
2.5. BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.6. IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.7. WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO

IF THE ANSWER IS “NO” TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID. NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER: ............................................................
CAPACITY UNDER WHICH THIS BID IS SIGNED: ............................................................
DATE: ............................................................
4……. SCHEDULE C: BBBEE 80-20 COMPLIANCE TEST

Affix your BBBEE rating / Certificate from a certified institution to this section in order to claim the preferential points.

<table>
<thead>
<tr>
<th>BBBEE Status Level of Contributor</th>
<th>Number of points (80/20 system)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>20</td>
</tr>
<tr>
<td>2</td>
<td>18</td>
</tr>
<tr>
<td>3</td>
<td>14</td>
</tr>
<tr>
<td>4</td>
<td>12</td>
</tr>
<tr>
<td>5</td>
<td>8</td>
</tr>
<tr>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>7</td>
<td>4</td>
</tr>
<tr>
<td>8</td>
<td>2</td>
</tr>
<tr>
<td>Non - compliant contributor</td>
<td>0</td>
</tr>
</tbody>
</table>

NB - A bid will not be disqualified from the bidding process if the bidder does not submit a certificate substantiating the BBBEE status level of contribution or is a non-compliant contributor, such a bidder will score 0 out of a maximum of 20 points for BBBEE.

Tenderers who qualify as EMEs in terms of the B-BBEE Act must submit a certificate issued by an Accounting Officer as contemplated in the CCA or a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA's approval for the purpose of conducting verification and issuing EMEs with B-BBEE Status Level Certificates.

Tenderers other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.
5....... **SCHEDULE D: VALID SARS TAX PIN**

- ATTACH SARS PIN

a) 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.

b) In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate SARS Tax Compliance Pin.
6....... **SCHEDULE E: MUNICIPAL SERVICES**

- Municipal utility account invoice must be in line with the address on the CSD (not older than three months)
- If the company is operating on leased premises, both the lease agreement and the Municipal Utility account invoice must be attached, the same address as in the lease agreement. (Failure to do so will lead to disqualification)
7....... **SCHEDULE F: CSD REGISTRATION STATUS**

7.1 Submit the proof of your Central Suppliers Database registration

7.2 MAAA..............................................................................................................
8....... SCHEDULE G: DECLARATION OF INTEREST MBD4

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

2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest.

3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

   3.1 Full Name of bidder or his or her representative: ............................................................

   3.2 Identity Number: ................................................................................................................

   3.3 Position occupied in the Company (director, trustee, shareholder²): ............................

   3.4 Company Registration Number: ........................................................................................

   3.5 Tax Reference Number: .....................................................................................................

   3.6 VAT Registration Number: ................................................................................................

   3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

   3.8 Are you presently in the service of the state? ................................................................. YES / NO

      3.8.1 If yes, furnish particulars. .............................................................................................

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

      3.9.1 If yes, furnish particulars

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

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

² Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.
3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?  

3.10.1 If yes, furnish particulars.

3.11 Are you aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?  

3.11.1 If yes, furnish particulars.

3.12 Are any of the company’s directors, trustees, managers, principle shareholders or stakeholders in service of the state?  

3.12.1 If yes, furnish particulars.

3.13 Are any spouse, child or parent of the company’s directors trustees, managers, principle shareholders or stakeholders in service of the state?  

3.13.1 If yes, furnish particulars.

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract.  

3.14.1 If yes, furnish particulars.


<table>
<thead>
<tr>
<th>Full Name</th>
<th>Identity Number</th>
<th>State Employee Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Signature................................................................................................................. Date.........................................................................................................................

Capacity.................................................................................................................. Name of Bidder (Company Name)
9. **SCHEDULE H MBD 6.2: DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT**

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:

\[
LC = \left[1 - \frac{x}{y}\right] \times 100
\]

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) on the date of advertisement of the bid as indicated in paragraph 3.1 below.

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;

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:

<table>
<thead>
<tr>
<th>Description of services, works or goods</th>
<th>Stipulated minimum threshold</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>_____%</td>
</tr>
<tr>
<td></td>
<td>_____%</td>
</tr>
<tr>
<td></td>
<td>_____%</td>
</tr>
</tbody>
</table>

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

   YES  NO

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 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.resbank.co.za

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

<table>
<thead>
<tr>
<th>Currency</th>
<th>Rates of exchange</th>
</tr>
</thead>
<tbody>
<tr>
<td>US Dollar</td>
<td></td>
</tr>
<tr>
<td>Pound Sterling</td>
<td></td>
</tr>
<tr>
<td>Euro</td>
<td></td>
</tr>
<tr>
<td>Yen</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
</tr>
</tbody>
</table>

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

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.thedti.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 paragraph 3.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

<table>
<thead>
<tr>
<th>Bid price, excluding VAT (y)</th>
<th>R</th>
</tr>
</thead>
<tbody>
<tr>
<td>Imported content (x), as calculated in terms of SATS 1286:2011</td>
<td>R</td>
</tr>
<tr>
<td>Stipulated minimum threshold for local content (paragraph 3 above)</td>
<td></td>
</tr>
<tr>
<td>Local content %, as calculated in terms of SATS 1286:2011</td>
<td></td>
</tr>
</tbody>
</table>
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 3.1 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: __________________________

WITNESS No. 1 __________________________ DATE: ___________

WITNESS No. 2 __________________________ DATE: ___________
10...... **SCHEDULE I: MBD 8: DECLARATION OF BIDDER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES**

1. This Municipal Bidding Document must form part of all bids invited.

2. It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.

3. The bid of any bidder may be rejected if that bidder, or any of its directors have:

   a) abused the municipality’s / municipal entity’s supply chain management system or committed any improper conduct in relation to such system;
   b) been convicted for fraud or corruption during the past five years;
   c) wilfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
   d) been listed in the Register for Bid 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.

<table>
<thead>
<tr>
<th>Item</th>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
</table>
| 4.1  | Is the bidder or any of its directors listed on the National Treasury’s database as a company or person prohibited from doing business with the public sector?  
 (Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the *audi alteram partem* rule was applied). | Yes | No |
| 4.1.1| If so, furnish particulars: | |

<table>
<thead>
<tr>
<th>Item</th>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
</table>
| 4.2  | Is the bidder or any of its directors listed on the Register for Bid Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?  
 (To access this Register enter the National Treasury’s website, www.treasury.gov.za, click on the icon “Register for Bid Defaulters” or submit your written request for a hard copy of the Register to facsimile number (012) 3265445). | Yes | No |
<table>
<thead>
<tr>
<th>Item</th>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.2.1</td>
<td>If so, furnish particulars:</td>
<td></td>
</tr>
<tr>
<td>4.3</td>
<td>Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?</td>
<td>Yes □</td>
</tr>
<tr>
<td>4.3.1</td>
<td>If so, furnish particulars:</td>
<td></td>
</tr>
<tr>
<td>4.4</td>
<td>Does the undersigned, the bidder or any of its members / 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?</td>
<td>Yes □</td>
</tr>
<tr>
<td>4.4.1</td>
<td>If so, furnish particulars:</td>
<td></td>
</tr>
<tr>
<td>4.5</td>
<td>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?</td>
<td>Yes □</td>
</tr>
<tr>
<td>4.7.1</td>
<td>If so, furnish particulars:</td>
<td></td>
</tr>
</tbody>
</table>

__________________________________________________________  ____________________________
Signature                                                  Date

__________________________________________________________  ____________________________
Position                                                  Name of Bidder
11…… SCHEDULE J: MBD 9: CERTIFICATE OF INDEPENDENT BID DETERMINATION

1  This Municipal Bidding Document (MBD) must form part of all bids¹ invited.

2  Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a pe se prohibition meaning that it cannot be justified under any grounds.

3  Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
   a. take all reasonable steps to prevent such abuse;
   b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
   c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.

4  This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.

5  In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

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

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.
CHIEF ALBERT LUTHULI MUNICIPALITY
REQUEST FOR QUOTATION
CALQ03/2018
CLOSING DATE: 20 NOVEMBER 2018, 12H00

MBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned:

___________________________________________________________________

(Full Name of Person Submitting Response)

in submitting the accompanying bid

CALQ03/2018 - REQUEST FOR A QUOTATION FOR THATCHING OF MANZANA CULTURAL CENTRE ROOF

in response to the invitation for the bid made by:

CHIEF ALBERT LUTHULI MUNICIPALITY

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

I certify, on behalf of: __________________________________________________that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;

2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;

3. I am authorised 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 authorised by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;

5. For the purposes of this Certificate and the accompanying bid, I understand that the word “competitor” shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:

   (a) has been requested to submit a bid in response to this bid invitation;

   (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and

   (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium 3 will not be construed as collusive bidding.

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7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
   (a) prices;
   (b) geographical area where product or service will be rendered (market allocation)
   (c) methods, factors or formulas used to calculate prices;
   (d) the intention or decision to submit or not to submit, a bid;
   (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
   (f) bidding with the intention not to win the bid.

8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.

9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

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.

   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.

   Signature ___________________________ Date ___________________________

   Position ___________________________ Name of Bidder ___________________________
12..... SCHEDULE K: BANKING DETAILS

12.1 Submit a letter from your bank clearly reflecting your banking details.

12.2 Optional to creditors who have already done business with CALM.
13...... **SCHEDULE L: FUNCTIONALITY TEST**

**Functionality Evaluation**

Assessment on Functionality of functionality with a minimum overall threshold of 70% that must be attained by the bidder before the bid can be taken to the next stage of the evaluation.

**Values:** 0 – Poor; 1 – Acceptable; 2 – Good; 3 – Very Good; 4 – Excellent.

<table>
<thead>
<tr>
<th>No</th>
<th>Element</th>
<th>Criteria</th>
<th>Weight (A)</th>
<th>Values (B)</th>
<th>Weighted Score A X B</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Similar Work</td>
<td>Attach certified copies of appointment Letters/orders with contactable references</td>
<td>60</td>
<td>4 = 2 Appointments/orders 1 = 1 Appointments/orders 0 = 0 Appointments/orders</td>
<td>4</td>
</tr>
<tr>
<td>2</td>
<td>Completion Period</td>
<td>Proposal with clear time frame for completion</td>
<td>40</td>
<td>4 = 1 Clear schedule attached 0 = No schedule attached</td>
<td></td>
</tr>
</tbody>
</table>