



**REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS FOR
ORDERS ABOVE R30 000.00 BUT LESS THAN R200 000.00**

REFERENCE NO. UTDM/SCM/140/2025

**SUPPLY AND DELIVERY OF INSPECTION REPORT BOOKS FOR
UTHUKELA DISTRICT MUNICIPALITY**

06 FEBRUARY 2025

UThukela District Municipality is hereby invites quotations from qualified and experienced service provider for the following:

Item No.	Specifications	Quantity
01	Fine books (Triplicate as attached)	30
02	Condemnation book (Triplicate as attached)	20
03	Withdrawal of Prohibition Order (Triplicate as attached)	30
04	Secondary Prohibition Order(Triplicate as attached)	30
05	Satisfactory Report (Triplicate as per attached)	30
06	Name tags	18
07	Identification cards	18
	<u>SPECIAL CONDITIONS:</u> <ol style="list-style-type: none">1. Suppliers are to adhere strictly to the specifications given.2. Not adhering to the specifications, will result in the quotation not being considered.3. Faxed or e-mailed quotations will not be accepted.4. Advert will run for 7 days.5. The 80/20 procurement policy will be utilised.	

GENERAL CONDITIONS:

Quotations must be submitted using the official quotation form obtainable from the Supply Chain Management Unit office (Procurement) Room G51.

1. Sealed quotations outwardly marked: **Ref. No. UTDM/SCM/140/2025: Supply and delivery of inspection report books for uThukela District Municipality.** must be addressed to the **Municipal Manager** and placed in the Tender Box, 36 Lyell Street, Ladysmith, **not later than 12H00 on FRIDAY, 14 FEBRUARY 2025.**
2. **MBD1, MBD4, MBD6.1, MBD6.2 and Annexure C (when applicable), MBD 8 and MBD 9** forms must be filled in and submitted **together with the quotation.**
3. All Quotations will be evaluated on a point system in accordance with the provisions of the **Preferential Procurement Policy Framework Act No. 5 of 2000 and the revised PREFERENTIAL PROCUREMENT REGULATIONS, 2022.**
4. In terms of Regulation 6, the allocation of **20 points as per Preferential Procurement Policy Framework Act of 2022** will be applicable.
5. **The 80/20 preference point system in terms of the Municipality's policy will be applicable as follows:**

	points
price	80
Specific Goals (20 Points)	
-Race-100% Black Owned (HDP)	5
-Gender-100% woman Owned (HDP)	5
-Disability (HDP)	5
Locality-Officed Based in uThukela District Municipality	5
Total points for price and specific Goal	100

6. Prices quoted must include value added tax if suppliers are registered for VAT, delivery charges and off-loading to the municipal premises.
7. **No bid will be accepted from person in the service of the state.**
8. **Any quote will not necessary be accepted and the Municipality Reserves the Right to Accept the whole or any Part of Any quote.**
9. **A valid SARS tax Pin number must be submitted together with the document.**
10. Prices altered by means of correction fluid **will not** be considered
11. **Preference will be given to Database Suppliers**
12. **A current (30 days) Business and or Business Residential municipal account for all services must be included in the bid document, even outside the UThukela District Municipal boundaries. In case of leasing, the lease agreement must be submitted, indicating who is responsible for water, electricity & rates.**
13. **Proof of registration, on the central supplier database of government.**

Enquiries may be directed to: **Neli Mavuso** Tel: **036 638 5100**

Checked by: **Mr LT Ngwenya**



LS JILI

MUNICIPAL MANAGER

1 of 1

1001

SKRYFTELIKE KENNISGEWING OM IN HOF TE VERSKYN WRITTEN NOTICE TO APPEAR IN COURT

(Artikel 56 van Wet 51 van 1977)
(Section 56 of Act 51 of 1977)

Ondersoekbeampte - Investigation Officer

Distrik.Afdeling - District/Division	Plek van verhoor - Place of Trial	Hof - Court No.	Verhoordatum - Date of Trial
--------------------------------------	-----------------------------------	-----------------	------------------------------

AAN: Naam:
TO: Name:
Woonadres
Residential Address

Besigheidsadres
Business Address

Beroep of Status
Occupation or Status

Geslag Sex	Ouderdom Age	Ras Race	Nasionaliteit Nationality	Identiteitsnommer Identity Number
---------------	-----------------	-------------	------------------------------	--------------------------------------

Kragtens die bepalinge van artikel 56 van die Strafproeswet, 1977 (Wet 51 van 1977) word u hierby aangese om voor bogenoemde Hof te verskyn om
You are hereby called upon in terms of Section 56 of the Criminal Procedure Act, 1977 (Act 51 of 1977) to appear before the above-mentioned Court

9h00 op die datum wat hierbo gemeld word om te antwoord op 'n aanklag van
on the date stated above at 9h00 there to answer a charge of _____

of 'n ander aanklag wat die Staatsaanklaer teen u mag inbring op grond daarvan dat u op of omtrent
or such other charge as the Public Prosecutor may bring against you on the grounds that upon or about _____ h _____

die dag van _____ 20 _____ en te
on the day of _____ and at _____

In die distrik en munisipale gebied aan _____ wederregtelik en onwettiglik
in the district and municipal area of _____ you did wrongfully and unlawfully

'n Skulderkenningsboete ten bedrae van R _____
An admission of guilt fine of _____

mag aangeneem word en indien u van voornome is om 'n skulderkenningsboete te betaal, moet betaling voor of op:- _____ 20 _____
may be accepted and if you intend paying an admission of guilt fine, payment must be made on or before:- _____

Die skulderkenningsboete kan slegs aan die Uthukela Distrik Munisipaliteit, Murchisonstraat 76, Ladysmith, betaal word.
and the admission of guilt fine may only be paid to the Uthukela District Municipality, 76 Murchison Street, Ladysmith

WAARSKUWING: Indien u versuim am aan hierdie kennisgewing te voldoen, kan u in hegtenis geneem en 'n boete van R300.00 of drie maande gevangenisstraf opgele word. U word hiermee ingelig dat u die reg het om uself deur middel van 'n regsadviseerder van u eie keuse te laat verteenwoordig. Die koste van bogenoemde moet deur uself gedek word. Indien u dit nie kan bekostig nie mag u aansoek doen by enige instansie wat u behulpsaam kan wees met regshulp.

WARNING: If you fail to comply with this notice you may be arrested and sentenced to a fine of R300.00 or three months imprisonment. You are hereby advised that you have the right to be represented at your own expense by a legal advisor of your choice. Should you be unable to afford this you may apply for legal aid from an institution providing such assistance.

Die oorspronklike hiervan is vandag aan voormelde beskuldigde persoonlik oorhandig en die betekenis daarvan aan hom verduidelik.
The original hereof was today handed to the aforementioned accused personally and the importance thereof explained to him.

Uitgereik deur / Issued by:
UTHUKELA DISTRICT MUNICIPALITY
P.O. BOX 116
LADYSMITH
3370
TEL: 036-638 5100

_____ PLEK - PLACE _____ DATUM - DATE _____

VREDESBEAMPTTE - PEACE OFFICER

BELANGRIK - KYK KEERSY
IMPORTANT - SEE

IMPORTANT

BELANGRIK

1. Should you intend making use of the post, the documents must be posted on a date which will be early enough to ensure that they will reach the Uthukela District Municipality, Ladysmith on or before the mentioned payment date.
2. Only cash, a money order, a postal order or a cheque guaranteed by the bank payable to Uthukela District Municipality, will be accepted.
3. Please note that the notice must be signed by you personally and that it must accompany the fine.
4. If you have any intention of defending your case you must let Uthukela District Municipality know at least 14 (fourteen) days before date of trial.

1. Indien u van die pos gebruik maak, moet u die stukkie pos op 'n datum wat vroeg genoeg is om te verseker dat die Uthukela Distrik Munisipliteit, Ladysmith voor of op gemelde betalingsdatum bereik.
2. Slegs kontant, 'n poswissel, posorder of 'n tjek wat deur 'n bank gewarborg is, betaalbaar aan die Uthukela Distrik Munisipliteit, sal aanvaar word.
3. Let daarop dat u die kennisgewing persoonlik moet onderteken en dat dit die boete moet vergesel.
4. Indien u van voornemens is om u saak te weddig moet u die Uthukela Distrik Munisipliteit minstens 14 (vierteen) dae voor die dag van verhoor in kennis stel.

ADMISSION OF GUILT UNDER SECTION 57 OF ACT 51 OF 1977

SKULDERKENNING INGEVOLGE ARTIKEL 57 VAN WET VAN 1977

I do hereby acknowledge that I am guilty of the offence(s) set out in this notice.

Ek erken hierby dat ek skuldig is aan die oortreding(s) in hierdie kennisgewing vervat.

Signature: _____

Handtekening: _____

Identity Number: _____

Identiteitsnommer: _____

Date: _____

Datum: _____

OFFICIAL - AMPTELIK

Licence/Receipt No. _____ dated _____
 Lisensie/Kwitansie Nr. _____ gedateerd _____

for the amount of _____ was produced.
 vir die bedrag van R _____ in getoon.

Admission of guilt receipt No. _____
 Skulderkenningskwitansie Nr. _____

Amount _____
 Bedrag R _____

Date Stamp
 Datumstempel

Signature of Official/Handtekening van Amptenaar _____

3 of 1

SKRIFTELIKE KENNISGEWING OM IN HOF TE VERSKYN
WRITTEN NOTICE TO APPEAR IN COURT

1001
 (Arti kel 56 van Wet 51 van 1977)
 (Section 56 of Act 51 of 1977)

Ondersoekbeampte - Investigation Officer

Distrik.Afdeling - District/Division	Plek van verhoor - Place of Trial	Hof - Court No.	Verhoordatum - Date of Trial
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AAN: Naam:
 TO: Name:

Woonadres
 Residential Address

Besigheidsadres
 Business Address

Beroep of Status
 Occupation or Status

Geslag Sex	Ouderdom Age	Ras Race	Nasionaliteit Nationality	Identiteitsnommer Identity Number
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of 'n ander aanklag wat die Staatsaanklaer teen u mag inbring op grond daarvan dat u op of omtrent
 or such other charge as the Public Prosecutor may bring against you on the grounds that upon or about _____ h _____

die dag van _____ 20 _____ en te _____
 on the day of _____ and at _____

wederregtelik en onwettiglik
 you did wrongfully and unlawfully _____

In die distrik en munisipale gebied aan _____
 in the district and municipal area of _____ in voormelde gebied wederregtelik en onwettiglik
 in the said area you did wrongfully and unlawfully _____

'n Skulderkenningsboete ten bedrae van **R** _____
 An admission of guilt fine of _____

mag aangeneem word en indien u van voorname is om 'n skulderkenningsboete te betaal, moet betaling voor of op:
 may be accepted and if you intend paying an admission of guilt fine, payment must be made on or before:- _____ 20 _____

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Uitgereik deur / Issued by:
 UTHUKELA DISTRICT MUNICIPALITY
 P.O. BOX 116
 LADYSMITH
 3370
 TEL: 036-638 5100

PLEK - PLACE _____ DATUM - DATE _____

 VREDESBEAMPTTE - PEACE OFFICER

BEHEERSTUK / CONTROL DOCUMENT

5 of 1

SKRIFTELIKE KENNISGEWING OM IN HOF TE VERSKYN
WRITTEN NOTICE TO APPEAR IN COURT

1001

(Artikel 56 van Wet 51 van 1977)
 (Section 56 of Act 51 of 1977)

BELANGRIK - KYK KEERSY IMPORTANT - SEE OVERLEAF

Ondersoekbeampte - Investigation Officer			
Distrik.Afdeling - District/Division	Plek van verhoor - Place of Trial	Hof - Court No.	Verhoordatum - Date of Trial
AAN: Naam: TO: Name:			
Woonadres Residential Address			
Besigheidsadres Business Address			Beroep of Status Occupation or Status
Geslag Sex	Ouderdom Age	Ras Race	Nasionaliteit Nationality
		Identiteitsnommer Identity Number	

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of 'n ander aanklag wat die Staatsaanklaer teen u mag inbring op grond daarvan dat u op of omtrent
 or such other charge as the Public Prosecutor may bring against you on the grounds that upon or about _____ h _____

die dag van _____ 20 _____ en te _____
 on the day of _____ and at _____

wederregtelik en onwettiglik
 you did wrongfully and unlawfully _____

In die distrik en munisipale gebied aan _____ in voormelde gebied wederregtelik en onwettiglik
 in the district and municipal area of _____ in the said area you did wrongfully and unlawfully

'n Skulderkenningsboete ten bedrae van **R** _____
 An admission of guilt fine of _____

mag aangeneem word en indien u van voorname is om 'n skulderkenningsboete te betaal, moet betaling voor of op:-
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Uitgereik deur / Issued by:
UTHUKELA DISTRICT MUNICIPALITY
 P.O. BOX 116
 LADYSMITH
 3370
 TEL: 036-638 5100

PLEK - PLACE _____ DATUM - DATE _____

 VREDESBEAMPTTE - PEACE OFFICER



33

MUNICIPAL HEALTH SERVICES
36 Lyell Street/33 Forbes Street
LADYSMITH
3370
036 638 5100/036 638 2400

Person in Charge: _____ Date: _____

Premises Name : _____

Address: : _____
: _____
: _____

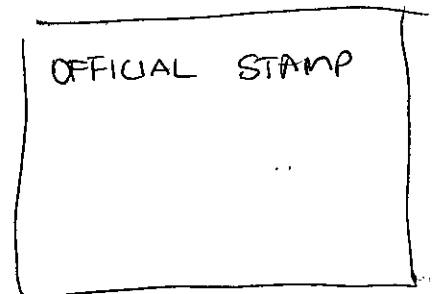
**WITHDRAWAL OF A PROHIBITION ORDER ISSUED IN TERMS OF SECTION 4
REGULATION 638 OF THE FOODSTUFFS, COSMETICS AND DISINFECTANTS ACT, 54
OF 1974**

The inspection conducted on _____ indicate that the premises comply
with the provision of the above-mentioned regulations. The prohibition order issued on
_____ is hereby withdrawn with effect from _____.

Name of EHP : _____

Signature : _____

Signature of Recipient _____





3
4

MUNICIPAL HEALTH SERVICES
36 Lyell Street/33 Forbes Street
LADYSMITH
3370
036 638 5100/036 638 2400

Person in Charge: _____ Date: _____

Address: _____
: _____
: _____
: _____

INSPECTION REPORT FOLLOWING A PROHIBITION ORDER ISSUED IN TERMS OF SECTION 4 OF REGULATION 638 OF THE FOODSTUFFS, COSMETICS AND DISINFECTANTS ACT, 54 OF 1974

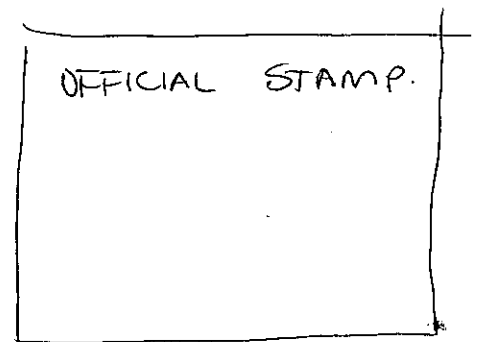
An inspection conducted on the above-mentioned premises reveal that the following conditions still exist:

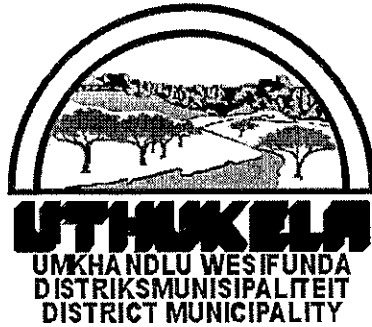
The prohibition order remains in force until the above-mentioned conditions are rectified.

Name of EHP : _____

Signature : _____

Signature of Recipient: _____





**INVITATION FOR QUOTATIONS FOR ORDERS
ABOVE R30 000.00 BUT LESS THAN R200 000.00**

REFERENCE NO. UTDM/SCM/140/2024

**SUPPLY AND DELIVERY OF INSPECTION REPORT BOOKS FOR
UTHUKELA DISTRICT MUNICIPALITY**

SUPPLIER: _____

ADDRESS: _____ **TEL NO:** _____

_____ **CELL NO:** _____

_____ **FAX NO:** _____

PREPARED FOR:

UTHUKELA DISTRICT MUNICIPALITY

P O BOX 116

LADYSMITH

Compile Date: 06 FEBRUARY 2024

3370

Quotations are hereby invited from suitable service provider to quote for the following:

Directorate:

Contact Person: NELI MAVUSO

Tell: 036 638 5100

SPECIAL CONDITIONS:

Item No.	Specifications	Quantity	Unit Price R	Total Price R
01	Fine books (Triplicate as attached)	30		
02	Condemnation book (Triplicate as attached)	20		
03	Withdrawal of Prohibition Order (Triplicate as attached)	30		
04	Secondary Prohibition Order (Triplicate as attached)	30		
05	Satisfactory Report (Triplicate as per attached)	30		
06	Name tags	18		
07	Identification cards	18		
SUB TOTAL			R	
15% VAT AMOUNT			R	
TOTAL AMOUNT			R	
Company Stamp				

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)					
BID NUMBER:	UTDM/SCM/140/2024	CLOSING DATE:	14 FEBRUARY 2024	CLOSING TIME:	12:00
DESCRIPTION	SUPPLY AND DELIVERY OF INSPECTION REPORT BOOKS FOR UTHUKELA DISTRICT MUNICIPALITY				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

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

P.O. BOX 116					
LADYSMITH					
3370					
OR					
36 LYELL STREET					
LADYSMITH					
3370					
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes <input type="checkbox"/> No	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]	
TOTAL NUMBER OF ITEMS OFFERED			TOTAL BID PRICE	R	
SIGNATURE OF BIDDER		DATE		
CAPACITY UNDER WHICH THIS BID IS SIGNED					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT			CONTACT PERSON		
CONTACT PERSON			TELEPHONE NUMBER		
TELEPHONE NUMBER			FACSIMILE NUMBER		
FACSIMILE NUMBER			E-MAIL ADDRESS		
E-MAIL ADDRESS					

**PART B
TERMS AND CONDITIONS FOR BIDDING**

1. BID SUBMISSION:	
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED--(NOT TO BE RE-TYPED) OR ONLINE
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
2. TAX COMPLIANCE REQUIREMENTS	
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
2.4	FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
2.5	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.6	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.7	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
3.1.	IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.2.	DOES THE ENTITY HAVE A BRANCH IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.3.	DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.4.	DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.5.	IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <input type="checkbox"/> YES <input type="checkbox"/> NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.	

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS 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:

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 the attached form TCC 001 "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.
- 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 must submit a separate Tax Clearance Certificate.
- 5 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.
- 6 Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.

DECLARATION OF INTEREST

- 1. No bid will be accepted from persons in the service of the state*.
- 2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority 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:

3.2 Identity Number:

3.3 Company Registration Number:

3.4 Tax Reference Number:

3.5 VAT Registration Number:

3.6 Are you presently in the service of the state* YES / NO

3.6.1 If so, furnish particulars.

.....
.....

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

3.7.1 If so, furnish particulars.

.....
.....

3.8 Do you, have any relationship

* MSCM Regulations: "in the service of the state" means to be --

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

(family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?

YES / NO

3.8.1 If so, furnish particulars.

.....
.....

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

YES / NO

3.9.1 If so, furnish particulars

.....
.....

3.10 Are any of the company's directors, managers, principal shareholders or stakeholders in service of the state?

YES / NO

3.10.1 If so, furnish particulars.

.....
.....

3.11 Are any spouse, child or parent of the company's directors, managers, principal shareholders or stakeholders in service of the state?

YES / NO

3.11.1 If so, furnish particulars.

.....
.....

CERTIFICATION

I, THE UNDERSIGNED (NAME)

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

I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

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

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

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

1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to invitations to tender:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
 - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).
- 1.2 To be completed by the organ of state
(delete whichever is not applicable for this tender).
- a) The applicable preference point system for this tender is the 90/10 preference point system.
 - b) The applicable preference point system for this tender is the 80/20 preference point system.
 - c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.
- 1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:
- (a) Price; and
 - (b) Specific Goals.
- 1.4 To be completed by the organ of state:
The maximum points for this tender are allocated as follows:

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

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

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

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

Where

- P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration
 P_{max} = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

	Number of points allocated (To be completed by the organ of state)	Number of points awarded (To be completed by the organ of state)		
Price		80		
Specific Goal (20 Points):				
-Race-100% Black Owned		5		
-Gender-100% woman Owned		5		
-Disability		5		
Locality-office based in uThukela District		5		
Total points for price and specific Goal		100		

DECLARATION WITH REGARD TO COMPANY/FIRM

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

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....	
SIGNATURE(S) OF TENDERER(S)	
SURNAME AND NAME:
DATE:
ADDRESS:

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

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

Item	Question	Yes	No
4.1	<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>The Database of Restricted Suppliers now resides on the National Treasury's website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
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>The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	<p>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?</p>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

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

CERTIFICATION

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

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

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Municipality / Municipal Entity)

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

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder