# PART A INVITATION TO BID

YOU ARE HEREBY I		ID FOR	REQUIREMENT	rs of 1	HE (NAA	ΛΕ O	F DEPARTMENT.	/ PUBL	.IC ENTITY)		3.333.8
BID NUMBER: RO	PWRI- DADS/20031		CLOSING DAT				JULY 2021		LOSING TIME:	11H00	
Α	PPOINTM	ENT	OF PRO	FES	SIONA	٩L	SOCIAL	CON	SULTANTS DEPPOFPUE	FOR	ROADS
M	AINTENA	NCE	<b>PROJECT</b>	rs in	I WAT	ER	BERG DIS	TRI	DEPPREAL	FRIOD.	OF 36
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DEPARTMENT OF P	UBLIC WORK	3, RUA	DS & INFRRAS	IKUUI	UKE.			$\dashv$	29-(	07- 2021	
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BIDDING PROCEDU			BE DIRECTED	TO				(Y B	DIRECTEI <b>SEC</b> A	ETARIA"	
CONTACT PERSON	MOLOTO						PERSON	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	LIMPORG		NCE
TELEPHONE NUMBE	ER 015 284	7142			TELEP	HON	E NUMBER		015 284 729	7	
FACSIMILE NUMBER							NUMBER		N/A		
E-MAIL ADDRESS		IV@dpv	v.limpopo.gov.z	:a	E-MAIL	. ADE	DRESS	NETER 8.	malulekeL@	<u>)dpw.limpo</u>	po.gov.za
SUPPLIER INFORMA	ATION							rijanig:		<u> </u>	
NAME OF BIDDER			<del> </del>								
POSTAL ADDRESS										<del> </del>	
STREET ADDRESS									Γ		
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VAT REGISTRATION											
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COMPLIANCE STATUS	COMPLIA SYSTEM				OR		SUPPLIER DATABASE				
• · · · · · · · · · · · · · · · · · · ·							No:	MAA			
B-BBEE STATUS	1	CK APP	LICABLE BOX]				ATUS LEVEL SW	ORN	TICK APF	PLICABLE B	OX]
LEVEL VERIFICATION CERTIFICATE	)N				AFFIDA	4VII					
CERTIFICATE		Yes	☐ No	)					☐ Yes		No
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ARE YOU THE			n managaga mana na panana Alifa (Alifa (Alif			1 / 2000	a a series de la mente de la m				
ACCREDITED	ı				ARE YO	A UC	FOREIGN BASE	D	□Vaa		
REPRESENTATIVE I			□No		1		FOR THE GOODS		□Yes		□No
THE GOODS	, L 🗀 169		Пио		/SERVI	CES	/WORKS OFFER	RED?	[IF YES, ANSWE	R THE	
/SERVICES /WORKS	S [IF YES E	ENCLOS	SE PROOF]						QUESTIONNAIRE	E BELOW]	
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QUESTIONNAINE	о вірріно го	ALIGN	OUI I EIEIO					2.34			
IS THE ENTITY A RE	SIDENT OF T	HE REF	PUBLIC OF SOU	TH AFF	RICA (RS/	A)?				] YES [	NO
DOES THE ENTITY	HAVE A BRAN	CH IN T	HE RSA?							YES 🗌	
DOES THE ENTITY	HAVE A PĘRM	IANENT	ESTABLISHME	NT IN T	THE RSA	?				YES 🗌	
DOES THE ENTITY	HAVE ANY SC	URCE (	OF INCOME IN T	THE RS	A?					YES	
IS THE ENTITY LIAE IF THE ANSWER IS SYSTEM PIN CODE	"NO" TO AL	L OF TH	IE ABOVE, THE	EN IT IS	NOT A	REQ SARS	UIREMENT TO F	REGIS' EGIST	TER FOR A TAX C ER AS PER 2.3 BE	] YES □ COMPLIANC LOW.	
											001

### 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 IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).

### 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 VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PAI	RTICULARS MAY RENDER THE BID INVALID.
SIGNATURE OF BIDDER:	
CAPACITY UNDER WHICH THIS BID IS SIGNED: (Proof of authority must be submitted e.g. company resolution)	
DATE:	

### PRICING SCHEDULE - NON-FIRM PRICES (PURCHASES)

NOTE:

PRICE ADJUSTMENTS WILL BE ALLOWED AT THE PERIODS AND TIMES SPECIFIED IN THE BIDDING DOCUMENTS.

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of Bidder	********************************	4	Bid number
Closing Time 11:00			Closing date
		S FROM THE CLOSING DA	
ITEM QUAI NO. INCLUDED)	NTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES
		***************************************	
- At:			
Brand and mode	l:,		
Country of origin			
Does the offer co	mply with the s	pecification(s)?	*YES/NO
If not to specifica	tion, indicate de	eviation(s):	
Period required for	or delivery:		

fund contributions and skills development levies.

<sup>\*</sup>Delete if not applicable

### PRICE ADJUSTMENTS

A NON-FIRM PRICES SUBJECT TO ESCALATION

3.

4.

- 1. IN CASES OF PERIOD CONTRACTS, NON FIRM PRICES WILL BE ADJUSTED (LOADED) WITH THE ASSESSED CONTRACT PRICE ADJUSTMENTS IMPLICIT IN NON FIRM PRICES WHEN CALCULATING THE COMPARATIVE PRICES
- 2. IN THIS CATEGORY PRICE ESCALATIONS WILL ONLY BE CONSIDERED IN TERMS OF THE FOLLOWING FORMULA:

$$Pa = (1 - V)Pt \left(D1\frac{R1t}{R1o} + D2\frac{R2t}{R2o} + D3\frac{R3t}{R3o} + D4\frac{R4t}{R4o}\right) + VPt$$

Pa	=	The new escalated price to be	e calculated.
(1-V)Pt	=	85% of the original bid price	. Note that Pt must always be the
D1, D2	=	original bid price and not ar Each factor of the bid pri footwear, etc. The total of th add up to 100%.	n escalated price. ice eg. labour, transport, clothing, ne various factors D1, D2etc. must
R1t, R2t	=	•	ew index (depends on the number of
R1o, R2o	=	Index figure at time of bidding	
VPt	. <b>=</b>		This portion of the bid price remains
The following inc	dex/indices m	ust be used to calculate your bid	price:
ndex Da	ted	Index Dated	Index Dated
	ed	Index Dated	Index Dated
Index Dat	0411111111	The state of the s	Indominion Datedinini.

FACTOR (D1, D2 etc. eg. Labour, transport etc.)	PERCENTAGE OF BID PRICE

### B PRICES SUBJECT TO RATE OF EXCHANGE VARIATIONS

1. Please furnish full particulars of your financial institution, state the currencies used in the conversion of the prices of the items to South African currency, which portion of the price is subject to rate of exchange variations and the amounts remitted abroad.

PARTICULARS OF FINANCIAL INSTITUTION	ITEM NO	PRICE	CURRENCY	RATE	PORTION OF PRICE SUBJECT TO ROE	AMOUNT IN FOREIGN CURRENCY REMITTED ABROAD
				ZAR=		-
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		
				ZAR=		

2. Adjustments for rate of exchange variations during the contract period will be calculated by using the average monthly exchange rates as issued by your commercial bank for the periods indicated hereunder: (Proof from bank required)

AVERAGE MONTHLY EXCHANGE RATES FOR THE PERIOD:	DATE DOCUMENTATION MUST BE SUBMITTED TO THIS OFFICE	DATE FROM WHICH NEW CALCULATED PRICES WILL BECOME EFFECTIVE	DATE UNTIL WHICH NEW CALCULATED PRICE WILL BE EFFECTIVE

### PRICING SCHEDULE (Professional Services)

-	DDER:					
CLOSING TIN	1E 11:00	CL	OSING DATE	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
OFFER TO B	E VALID FOR <b>90</b> DAYS FROM THE CLOSING DATE OF BID.					
TEM IO	DESCRIPTION		RICE IN RSA CU ICABLE TAXE	JRRENCY S INCLUDED)		
	The accompanying information must be used for the formulation of proposals.		÷			
	Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and including all expenses inclusive of all applicable taxes for the project.	R				
	3. PERSONS WHO WILL BE INVOLVED IN THE PROJECT AND RATES APPLICABLE (CERTIFIED INVOICES MUST BE RENDERED IN TERMS HEREOF)					
	4. PERSON AND POSITION	HOURLY RATE	DA	ILY RATE		
		R		7777 724 2 2 2 2 4 4 4 4 4 7 7 7 7 7 7 7		
		R				
	, , , , , , , , , , , , , , , , , , ,	R	, niempro n.	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~		
		R				
		R				
	5. PHASES ACCORDING TO WHICH THE PROJECT WILL BE COMPLETED, COST PER PHASE AND MAN-DAYS TO BE SPENT					
		R		days		
		R		da <b>y</b> s		
	V-1	R		days		
		R		da <b>y</b> s		
į	5.1 Travel expenses (specify, for example rate/km and total km, class of airtravel, etc). Only actual costs are recoverable. Proof of the expenses incurred must accompany certified invoices.					
	DESCRIPTION OF EXPENSE TO BE INCURRED	. RATE	QUANTITY	AMOUNT		
				R		
			***************************************	R		
				R		
		***************************************	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	R		
		TOTAL B				

<sup>\*\* &</sup>quot;all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance contributions and skills development levies.

Bid No.: ....

	5.2	Other expenses, for example accommodation (specify, eg. Three star hotel, bed and breakfast, telephone cost, reproduction cost, etc.). On basis of these particulars, certified invoices will be checker for correctness. Proof of the expenses must accompany invoices.	d	,	
		DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
					R
					R
					R
					R
			TOTAL: R	***************************************	. 1*****
	6.	Period required for commencement with project after acceptance of bid			
	7.	Estimated man-days for completion of project			
	8.	Are the rates quoted firm for the full period of contract?		•	*YES/NO
	9.	If not firm for the full period, provide details of the basis on which adjustments will be applied for, for example consumer price index.			
				***************************************	
				***************************************	***************************************
	٠				
	*[DE	LETE IF NOT APPLICABLE]			
/ enguiri	es regar	ding bidding procedures may be directed to the –		, , , , , , , , , , , , , , , , , , ,	
OERI IV	AIVIE AIV	D ADDRESS OF DEPARTMENT/ENTITY)			
or techn	ical infor	mation –			
ERT NA	AME OF	CONTACT PERSON)			

### **DECLARATION OF INTEREST**

- 1. Any legal person, including persons employed by the state1, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where
  - the bidder is employed by the state; and/or
  - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

۷.	submitted with the bid.
2.1	Full Name of bidder or his or her representative:
2.2	Identity Number:
2.3	Position occupied in the Company (director, trustee, shareholder²):
2.4	Company Registration Number:
2.5	Tax Reference Number:
2.6	VAT Registration Number:
2.6.1	The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.
"State" mea	ans –

- (a) 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);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament,

<sup>&</sup>lt;sup>2</sup>"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7	Are you or any person connected with the bidder presently employed by the state?	YES / NO
2.7.1	If so, furnish the following particulars:	
	Name of person / director / trustee / shareholder/ member: Name of state institution at which you or the person connected to the bidder is employed : Position occupied in the state institution:	
	Any other particulars:	
2.7.2	If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector?	YES / NO
2.7.2.1	If yes, did you attached proof of such authority to the bid document?	YES / NO
	(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.	
2.7.2.2	If no, furnish reasons for non-submission of such proof:	
2.8	Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months?	YES / NO
2.8.1	If so, furnish particulars:	
2.9	Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid?	YES / NO

2	2.9.1lf so, furnish particulars.		
2.10	Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid?	YES/NO	
2.10.1	If so, furnish particulars.		
		•	
,0	o you or any of the directors / trustees / shareholders / members f the company have any interest in any other related companies the hether or not they are bidding for this contract?	YES/NO	
2.11.1If	so, furnish particulars:		
*1			
•			
• •		•	
3 Ful	l details of directors / trustees / members / shareholders.		

Full Name	Identity Number	Personal Tax Reference Number	
·			
	· · ·		

4	DECLARATION	
	I, THE UNDERSIGNED (NAME)	
	I ACCEPT THAT THE STATE	TION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.  MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF  ERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION
	Signature	Date
	Position	Name of bidder

May 2011

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

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

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

#### 1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to all bids:
  - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
  - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2

- a) The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable; or
- b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (delete whichever is not applicable for this tender).
- 1.3 Points for this bid shall be awarded for:
  - (a) Price; and
  - (b) B-BBEE Status Level of Contributor.
- 1.4 The maximum points for this bid are allocated as follows:

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

- 1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

### 2. **DEFINITIONS**

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

### POINTS AWARDED FOR PRICE

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

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

80/20

or

90/10

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

Where

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration

Pmin = Price of lowest acceptable bid

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

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

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

5. BID	DEC	LAR#	NOITA
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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	<b>TERMS</b>	OF
	PARAGR	APHS 1.4 A	AND 4.1						

6.1	B-BBEE Status Level of Contributor:	. =(maximum of 10 or 20 points
	(Points claimed in respect of paragraph reflected in paragraph 4.1 and must be	7.1 must be in accordance with the tabl substantiated by relevant proof of B-BBE
	status level of contributor.	

### 7. SUB-CONTRACTING

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

(Tick applicable box)

YES	NO	

7.′	1 1	l If	VAC	ind	icate:
٠,			y co,	, niu	iodic.

		percentage	of	the	contract	will	be
		racted					
ii)	The nam	ne of the sub-contrac	tor				
iii)	The B-B	BEE status level of t	he sub-co	ntractor		********	
iv)	Whether	the sub-contractor i	s an EME	or QSE			
		plicable box)					
	YES	NO					

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 V
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 company/firm:	O1
8.2	VAT number:	registration
8.3	Company number:	registration
8.4	TYPE OF COMPANY/ FIRM	
	Partnership/Joint Venture / Consortium One person business/sole propriety Close corporation Company (Pty) Limited [TICK APPLICABLE BOX]	
8.5	DESCRIBE PRINCIPAL BUSINESS ACTIVITIES	
	•••••	
8.6	COMPANY CLASSIFICATION	
	Manufacturer Supplier Professional service provider Other service providers, e.g. transporter, etc. [TICK APPLICABLE BOX]	
8.7	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 be company/firm, certify that the points claimed, based on the B-BBE state contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, company/ firm for the preference(s) shown and I / we acknowledge that:	atus level of
	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	SIGNATURE(S) OF BIDDERS(S)
2	DATE: ADDRESS

### DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Standard Bidding Document must form part of all bids invited.
- It serves as a declaration to be used by institutions 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.
- The bid of any bidder may be disregarded if that bidder, or any of its directors have
  - a. abused the institution's supply chain management system;
  - b. committed fraud or any other improper conduct in relation to such system; or
  - c. failed to perform on any previous contract.
- In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Ouestion	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?  (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the audi alteram partem rule was applied).  The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	Yes	No
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?  The Register for Tender Defaulters can be accessed on the National Treasury's website ( <a href="www.treasury.gov.za">www.treasury.gov.za</a> ) by clicking on its link at the bottom of the home page.	Yes	No
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes	No
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes	No 

4.4.1 If so, furnish particulars:	
	SBD 8
CERTII	FICATION
	FURNISHED ON THIS DECLARATION
I ACCEPT THAT, IN ADDITION TO ACTION MAY BE TAKEN AGAINST PROVE TO BE FALSE.	CANCELLATION OF A CONTRACT, T ME SHOULD THIS DECLARATION
Signature	 Date
Position	Name of Bidder  Js365bW

### CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids<sup>1</sup> invited.
- Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).<sup>2</sup> Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
  - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
  - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- This SBD 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.
- In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

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

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

### CERTIFICATE OF INDEPENDENT BID DETERMINATION

	(Bid Number and Des	cription)
in response to the invit	ation for the bid made by:	
	(Name of Institution	on)
do hereby make the fol	lowing statements that I certify	to be true and complete in every
respect:		
I certify, on behalf	·	
of:		that:

### (Name of Bidder)

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

- 6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium<sup>3</sup> will not be construed as collusive bidding.
- 7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - (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.

<sup>&</sup>lt;sup>3</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

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

Signature	Date	
110001111111111111111111111111111111111		
Position	Name of Bidder	
	*	Js914w 2

### **GOVERNMENT PROCUREMENT**

### GENERAL CONDITIONS OF CONTRACT

### **NOTES**

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if (applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

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### **General Conditions of Contract**

#### 1. Definitions

- 1. The following terms shall be interpreted as indicated:
- 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
- 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
- 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
- 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
- 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 1.7 "Day" means calendar day.
- 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
- 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
- 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
- 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable.

- Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25 "Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.

### 2. Application

- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

#### 3. General

- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za

#### 4. Standards

4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

# 5. Use of contract documents and information; inspection.

- 5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

#### 6. Patent rights

6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

### 7. Performance security

7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.

- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
  - (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
  - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

## 8. Inspections, tests and analyses

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with

supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

### 9. Packing

- 9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

### 10. Delivery and documents

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2 Documents to be submitted by the supplier are specified in SCC.

#### 11. Insurance

11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

#### 12. Transportation

12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

### 13. Incidental services

- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
  - (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
  - (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
  - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
  - (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and

- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.
- 13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

### 14. Spare parts

- 14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:
  - (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
  - (b) in the event of termination of production of the spare parts:
    - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
    - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

#### 15. Warranty

- 15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.
- 15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.
- 15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.
- 15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.
- 15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

### 16. Payment

- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated in SCC.

#### 17. Prices

17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

### 18. Contract amendments

- 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.
- 19. Assignment
- 19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

#### 20. Subcontracts

20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

# 21. Delays in the supplier's performance

- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.

- 21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.
- 21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

#### 22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

### 23. Termination for default

- 23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
  - (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
  - (b) if the Supplier fails to perform any other obligation(s) under the contract; or
  - (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

# 24. Anti-dumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or antidumping or countervailing duties are imposed, or the amount of a
provisional payment or anti-dumping or countervailing right is
increased in respect of any dumped or subsidized import, the State is
not liable for any amount so required or imposed, or for the amount of
any such increase. When, after the said date, such a provisional
payment is no longer required or any such anti-dumping or
countervailing right is abolished, or where the amount of such
provisional payment or any such right is reduced, any such favourable

difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him

### 25. Force Majeure

- 25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

### 26. Termination for insolvency

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

### 27. Settlement of Disputes

- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
- 27.5 Notwithstanding any reference to mediation and/or court proceedings herein.
  - (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
  - (b) the purchaser shall pay the supplier any monies due the supplier.

### 28. Limitation of liability

- 28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;
  - (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss

or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

- (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.
- 29. Governing language
- 29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
- 30. Applicable law
- 30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
- 31. Notices
- 31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
- 31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

### 32. Taxes and duties

- 32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.

PracNote-Annexure A-GCC



# PUBLIC WORKS, ROADS AND INFRASTRUCTURE

### **TERMS OF REFERENCE**

Tender No: LDPWRI-ROADS/20031 APPOINTMENT OF PROFESSIONAL SOCIAL CONSULTANTS FOR ROAD MAINTENENCE PROJECTS IN WATERBERG DISTRICT FOR A PERIOD OF 36 MONTHS

# APPOINTMENT OF PROFESSIONAL SOCIAL CONSULTANTS FOR ROAD MAINTENENCE PROJECTS IN WATERBERG DISTRICT FOR A PERIOD OF 36 MONTHS

#### 1. INTRODUCTION AND BACKGROUND

The Limpopo Department of Public Works, Roads and Infrastructure (LDPWRI) is charged with the mandate of road maintenance across 05 Districts. The Department is responsible for carrying out the following routine maintenance activities but not limited to: blacktop patching, repair of potholes, edge breaks, and crack sealing and drainage and road reserve maintenance.

The National Department of Transport (DoT) launched the S'hamba Sonke Programme (SSP) in April 2011, dedicated to road maintenance on secondary roads and rural roads, with particular emphasis on repairing potholes, using labour-intensive methods of construction and maintenance.

The SSP, through the Provincial Roads Maintenance Grant (PRMG), consists of three budget components. The largest component enables provinces to expand their maintenance activities. The other components allow provinces to repair roads damaged by floods and to rehabilitate roads for coal haulage activities.

The Programme provides a set of principles to guide the prioritisation of infrastructure investments to maximise the economic impact and development multipliers for maintaining and upgrading South Africa's provincial road network. Furthermore, it introduces road construction and maintenance methodologies that are specifically designed to create jobs, to support enterprise and co-operative development and to build the productive assets of poorly resourced communities on an unprecedented scale.

The LDPWRI has committed itself to utilise the infrastructure investments to maximise employment opportunities and improve livelihoods of disadvantaged people in the Province. As a derivitive of the S'hamba Sonke Programme, the Department implements the household based routine maintenance projects to adress backlog of road maintenance by improving the livelihood of rural communities. These projects are implemented by in-house road maintenance programme and the household based routine maintenance (contractors) each financial year and are linked to Local Municipalities.

The targeted Work Opportunities (WO) for each Household Routine Maintenance Project is 250 per project.

The department invites proposals from professional social consultants that can render social facilitation services to Household Routine Maintenance Projects implemented by the Department.

### 2. LEGISLATIVE FRAMEWORK

The following legal instruments guide the implementation of the Household Routine Maintenance:

- 2.1 Code of Good Practice, Notice No. 129 issued by the Minister of Labour in terms of the Basic Conditions of Employment Act, 1997 as amended;
- 2.2 Ministerial Determination 4: Expanded Public Works Programmes, Notice No. 347 issued by the Minister of Labour in terms of the Basic Conditions of Employment Act, 1997 as amended:
- 2.3 General Conditions of Contract for Construction Works Second Edition (2010) (GCC).
- 2.4 Standard specifications for Roads and Bridges Works for State Road Authorities (COLTO)

### 3. SCOPE OF WORK

The LDPWRI envisages implementing 05 Household Routine Maintenance projects across 05 Local Municipalities (Modimolle-Mookgopong, Bela-Bela, Thabazimbi, Lephalale, Mogalakwena) within the Waterberg District. Three (03) social consultants are required for the Waterberg District as per the Groups in the table below.

GROUP 1	GROUP 2	GROUP 3
Mogalakwena	Lephalale	Modimolle-Mookgopong
	Thabazimbi	Bela-Bela

### NOTES:

The awarding of the Tender shall be limited to only one District per bidder and only one Group per bidder. However, the Department reserves the right to award one bidder more than one Group per District on condition that there are no sufficient recommendable bidders within the District.

### 4. EXPECTED DELIVERABLES

### 4.1 PHASE 1: PLANNING AND MOBILIZATION

- 4.1.1 Project inception
- 4.1.2 Stakeholder identification -Establishment of PLC
- 4.1.3 Social Impact Assessment
- 4.1.4 Social Management Plan
- 4.1.5 Reporting

### 4.2 PHASE 2: IMPLEMENTATION

- 4.2.1 Communication plan
- 4.2.2 Recruitment / Labour plan
- 4.2.3 Project site monitoring
- 4.2.4 Training and Workshop
- 4.2.5 Reporting
- 4.3 PHASE 3: COMPLETION & HAND OVER
- 4.3.1 Dissolving of PLC
- 4.3.2 Project Evaluation and Closure Report

### 5. PERIOD/DURATION OF PROJECT/ASSESSMENT

Project duration is for the period of 36 Months or linked to awarded Household Routine Maintenance Project term.

### 6. COSTING/COMPREHENSIVE BUDGET

- 5.1 A comprehensive budget must be provided inclusive of all disbursement costs, expenses and VAT.
- 5.2 Starting point for traveling distances under this Bid shall be calculated/referenced from the local municipality deemed to be the central point of the area of operation, except where a person/s continue from one departmental office/site to another for the next activity of the day.

Travelling cost shall only be claimed/paid upon completion of the relevant works/activities. In instances where the service provider fails to complete the works/activities due to reasons within the service provider's control, the Department will not be liable for the travelling costs incurred.

### 5. EVALUTATION CRITERIA

### 5.1 STAGE 1: PRE-QUALIFICATION CRITERIA

Pre-qualification criteria	Requirement	Comply: Yes or
	Only Service Providers who are BBB-E Level 1, EME or QSE will be considered. Service provider (s) are required to submit an original or certified copy of the EME or QSE B-BBEE Status Level of contributor issued by SANAS only or an original or certified copy of DTI sworn affidavit in terms of Codes of good practice" indicating that service provider is an EME/ QSE. Failure to submit B-BBEE Status Level of contributor will result on bid being non-responsive or disqualified	

### 5.2 ADMINISTRATIVE REQUIREMENTS /COMPLIANCE

### ADMINISTRATIVE REQUIREMENTS/COMPLIANCE

Non compliance of the following may lead to bids being disqualified:

- Fully completed SBD forms (4, 8 and 9)
  - Bidders to be registered on CSD
- Forms to be completed in full, with black ink.
  - No use of correction fluid.
- The person authorized to sign off the document must initial any correction made on the document.
  - Company Profile to be attached

Prices to be written both in figures and in words

### STAGE 2: FUNCTIONALITY CRITERIA

9

- Only bid proposals that meets pre-qualification and mandatory requirement will be considered to be evaluated further on functionality 6.1
- The bidder must score a minimum of 75% (depending on the nature of the project) during Stage 2 (functionality / technical) of the evaluation to qualify for Stage 3 of the evaluation where only points for price and B-BBEE will be considered. 6.2.

Scoring of Functionality:

0= Non compliant, 1= Poor, 2=Average, 3=Good, 4=Excellent

		SCORED	WEIGHT	×	POINTS
Presentation of the proposal	30				
Bidder understands the brief,			·		
 approach and methodology to be		_			
employed. Outline and insight					
information provided in the bid					
document (relevance and accuracy)					

e objective by or activition all secured secuted sereof. The easy be easy urces a structure incomple deliverable urces a structure attructure a				
proposal to achieve the objectives.  le proposal must provide detail quence of deliverables or activities of timelines within which all the liverables will be executed and sources allocated thereof. The esentation of plan must be easy to derstand and implement.  If the proposal fully contains detailed sequence of deliverables, timelines and resources and presentation of the structure of plan (4)  If the proposal contains incomplete detailed sequence of deliverables, timelines and resources and presentation of the structure of plan (2)  If the proposal does not contain detailed sequence of deliverables, timelines and resources and plan (2)				
proposal to achieve the proposal must preduence of deliverables detimelines within whiverables will be exsources allocated the sentation of plan must derstand and implement. If the proposal fully detailed sequence of timelines and reso presentation of the splan (4)  If the proposal contains detailed sequence of timelines and reso presentation of the splan (2)  If the proposal does detailed sequence of timelines and reso presentation and reso presentation of the splan (2)	e objectives.  ovide detail or activities lich all the ecuted and ereof. The be easy to	y contains deliverables, urces and structure of incomplete	deliverables, urces and structure of	not contain deliverables, urces and structure of
Se an de	A proposal to achieve the The proposal must prosequence of deliverables and timelines within whitesources allocated the presentation of plan must understand and implement.	If the proposal fully detailed sequence of d timelines and resoupresentation of the splan (4)	detailed sequence of d timelines and resou presentation of the s plan (2)	If the proposal does not c detailed sequence of deliver timelines and resources presentation of the struct

	plan (1).	
	If no proposal is submitted (0)	
2	Experience / track record of Company and Staff	Staff
	For the purpose of this bid the Service Provid consultancy in infrastructure projects.	For the purpose of this bid the Service Provider will need to provide details of staff (team) on previous experience of social consultancy in infrastructure projects.
2.1	Company previous experience in infrastructure projects.	25
	0 -2years = ( <b>0 point</b> )	
	3-5 years = <b>(2 points)</b>	
	5 years and above (4 points)	
	A list of contactable references for the company in providing social consultancy in infrastructure projects must be provided and should include the following:	
	<ul> <li>Name of the client</li> <li>Contact person at client, telephone</li> </ul>	
	<ul> <li>Date(s) work was performed</li> <li>Type of work conducted</li> </ul>	
	Signed appointment letters/ purchase	

	25					20	10
orders/ completion certificates must be attached.	Capability (profiles of key staff and persons to be assigned to the project). Experience and track record.	Project leader Qualification:	<ul> <li>Btech/Degree(Honours) in Development Studies, Social Sciences and / or Community Development (2 points)</li> </ul>	<ul> <li>Masters Degree in Social Sciences / Community Development (4 points)</li> </ul>	Experience of the project leader in infrastructure projects:	<ul> <li>None (0 point)</li> <li>1-3 projects (1point)</li> <li>4 projects (3 points)</li> <li>5 or more projects (4 points)</li> </ul>	Registration with SACSSP  Not Registered (0 Points)  Registered with Council (4 points )
	2.2					2.3	2.4

	110	
Social Services Professions.		
	TOTAL	

### 7. STAGE 3: Preference Point System (80/20)

### 7.1 Calculation of points for price

The PPPFA prescribes that the lowest acceptable bid will score 80 points for price. Bidders that quoted higher prices will score lower points for price on a pro-rata basis. Where functionality is set as a criteria, only bid proposals that meets functionality requirements will be considered to be evaluated on price and B-BBEE.

### 7.2 Calculation of points for B-BBEE status level of contribution

A maximum of 20 points will be awarded to a bidder for attaining the B-BBEE status level of contribution based on BBBE level and proof of submission of a sworn affidavit certified by the commissioner of oath or an original or certified copy of the EME or QSE B-BBEE Status Level of contributor issued by SANAS only or an original or certified copy of DTI sworn affidavit in terms of Codes of good practice" indicating that service provider is an EME/ QSE in accordance with the table below:

Number of points (80/20)
20
18
14
12
. 8
6
4
2
0

### 8. SPECIAL CONDITIONS:

### 8.1 Award of the bid

This contract will be awarded in terms of the Preferential Procurement Policy Framework Act, (Act No. 5 of 2000) and its Regulations as well as the Limpopo Preferential Procurement Policy, 2005.

- 8.2 Limpopo Department of Public Works, Roads and Infrastructure, Roads and Infrastructure reserves the right to:-
- a. Request further information from any bidder after the closing date,
- b. Verify information and documentation of the respective bidder
- c. Award one bidder more than one Group per District on condition that there are no sufficient recommendable bidders within the District.
- 8.4 The Service Provider will submit monthly progress reports to the Programme Manager, within four (4) days after the end of each month and the final report four (4) weeks before the project end date. Failure to submit the required reports on time will result in penalties.
- 8.5 The Programme Manager shall do the ongoing performance management of the Service agreement.
- 8.6 The Service Provider/s must guarantee the presence of the senior in charge of fieldwork throughout the duration of the contract. Prior to the appointment of a replacement senior, the Programme Manager must approve such appointment. If the senior has to leave the project, a period of at least a month is required in which the senior must work parallel with the next person (senior consultant with similar expertise and equal years of experience) appointed to be able to transfer skills and knowledge.
- 8.7 All the conditions specified in the General Conditions of Contract (GCC) will apply and where the conditions in the special conditions of contract contradicts the conditions in the general conditions of contract the special conditions of contract will prevail.
- 8.8 Please take note that LDPWRI is not bound to select any of the firms submitting proposals. LDPWRI reserves the right not to award any of the bids and not to award the contract to the lowest bidding price.
- 8.9 Bidders must score a minimum of 75% (The minimum qualifying score that must be obtained for functionality in order for a Bid to be considered further should not be generic). It should be determined separately for each bid on a case-by-case basis. The proposal should include, amongst other, the following:
  - A proposed plan of action;
    - · A list of references with contact details;
    - Ability to ensure continuing of staff on the project.
- 8.10 Tenderers must submit two identical proposals (two envelopes) for each bid clearly marked "original" and "copy". First envelope marked original to include technical proposal (original and copy of technical) and the second envelope marked copy to include financial proposal (original and copy of financials).
- 8.11 First envelope with the technical proposal including the following:

- A valid Tax Compliance Status with Pin issued by SARS or copy of CSD/ MA Supplier Number.
- Entity registration Certificate (CK1)
- A response to the terms of reference.
- A project plan that states the methodology and approach for accomplishing the task, project phases if applicable, time frames and outputs (excluding cost for the project). profile of the company and description of similar work undertaken,
- numbers, names and CVs of consultants assigned to the project, including their roles and responsibilities,
- Signed agreement between service providers in the case of a joint venture/Consortium
- Letter of authority to sign documents on behalf of the company/joint venture/Consortium.
- 8.12 The second envelope with the financial proposal (pricing schedule (SBD3.3) or other spreadsheets with all cost related items, cost breakdown) (original). No financials should be included in the technical proposal (envelope).
- 8.13 The following information must be endorsed on each envelope:
  - Bid number:
  - Closing date:
  - Name of the Bidder:
  - Technical Proposal or Financial Proposal.
- 8.14 A valid Tax Compliance Status with Pin issued by SARS to the supplier/copy of Central Supplier Database (CSD)/ MA supplier Number must be submitted together with the bid.
- 8.15 In case of bids where Consortia / Joint Ventures / Sub-contractors are involved, such must be clearly indicated and each party must submit a separate proof of Tax Compliance or Tax Compliance Status with Pin or CSD/ MA supplier Number together with the bid.
- 8.16 Bidders must be Tax compliant throughout the biding stages
- 8.17 Failure to comply with Tax matters may result in the invalidation of the bid.
- 8.18 A foreign recommended bidder with neither South African tax obligation nor history of doing business in South Africa must complete Standard Bidding Document (SBD 1) and the information must be submitted to SARS on the following email <a href="mailto:governmentinstitute@sars.gov.za">governmentinstitute@sars.gov.za</a> to issue a confirmation of the tax obligation letter in terms of paragraph 3.6 of the instruction note no 9 of 2017/18.
- 8.19 Comprehensive Curriculum Vitaes' (CV) with certified copies of qualifications and professional registration of the staff who will be available for the duration of the contract must be attached. In case where bidders submitted CV's of personnel from other companies, bidders must indicate if the personnel is subcontracted or employed full time or part-time, and indicate the period of the engagement with the bidder. A signed agreement between two parties or an

- agreement between personnel and a company must be included with the proposal.
- 8.20 The bid proposals should be submitted with all required information containing technical information.
- 8.21 A breakdown of the hourly tariff inclusive of value-added tax for services rendered. Expenditure incurred without the prior approval of the Programme manager will not be reimbursed.
- 8.22 The LDPWRI will not be held responsible for any costs incurred by the bidder in the preparation, presentation and submission of the bids.
- 8.23 Travelling costs and time spent or incurred between home and office of consultants and the LDPWRI office will not be for the account of the LDPWRI.
- 8.24 Intellectual property rights will belong to the LDPWRI
- 8.25 A project plan that states the methodology and approach for accomplishing the task, project phases if applicable, time frames and outputs (excluding cost for the project). profile of the company and description of similar work undertaken, numbers, names and CVs of consultants assigned to the project, including their roles and responsibilities must be provided.
- 8.26 Signed agreement between service providers in the case of a joint venture/Consortium
- 8.27 Letter of authority to sign documents on behalf of the company/joint venture/Consortium.
- 8.28 Before any work can commence the service level agreement must be signed by both parties (LDPWRI and the successful bidder) and an official order must be issued and should there be any dispute regarding the finalisation of the agreement, the LDPWRI reserves the right to cancel the contract with no cost implications for the LDPWRI.
- 8.29 The evaluation of Bids can only be done on the basis of information required by the LDPWRI.
- 8.30 Tenderers are requested to submit the original and valid B-BBEE Status Level Verification Certificate or certified copies thereof issued by verification agencies accredited by South African National Accreditation System (SANAS) only or DTI SWORN Affidavit certified by Commissioner of Oath together with their bids, to substantiate their B-BBEE rating claims, failing which the B-BBEE preference points claimed will be forfeited.
- 8.31 In a case whereby a pre-qualification criteria requires B-BBEE status level of contributor bidders MUST submit an original or certified copies of B-BBEE certificate or DTI SWORN affidavit, failure to submit an original or certified copies will result in bid being disqualified.
- 8.32 A trust, consortium or joint venture must submit a consolidated B-BBEE Status Level Verification Certificate for every separate bid to substantiate their B-BBEE rating claims.
- 8.33 Public entities and tertiary institutions must also submit B-BBEE Status Level Verification Certificates together with their bids.

- 8.34 Prospective suppliers and / or public entities interested in pursuing opportunities with the LDPWRI and within the South African government, should be registered on the National Treasury Central Supplier Database.
- 8.35 Prospective suppliers and / or public entities must provide the DPWRI with their CSD registration number on submission of their bid proposals including those of sub-contractors and/ or joint venture companies.
- **8.36** Any supplier who is not registered on CSD during an award stage of the tender will not be considered.

### 9 Bid Price Qualification

- 9.10 All bid prices must be specified on each item in figures. Price in figures must be acceptable in general accounting language.
- 9.11 Prices quoted must include delivery costs. Furthermore, the bid prices must be in RSA currency and inclusive of Value Added Tax (VAT).
- 9.12 Bid prices must be 'NETT'. Therefore, bidders intending to quote a price less a discount on the unit basis must first deduct the discount and then insert the 'NETT' Price.
- 9.13 Prices will remain firm for the first twelve (12) months of the contract period. Formal applications for price adjustments, based on the formula prescribed in the Treasury Regulations, and will only be considered after the first twelve months of the contract period.
- 9.14 Price adjustment applications shall be considered on six (06) monthly intervals. Despite any other worded stipulation, no adjustment will be considered before twelve months of contract period have expired.
- 9.15 All price adjustment applications should be substantiated by documentary proof in respect of each factor.

### 11. PAYMENT TERMS

11.1 LDPWRI undertakes to pay out in full or as per deliverables within 30 (thirty) days all valid claims for work done to its satisfaction upon presentation of a substantiated claim and the required reports stipulated in special conditions, final payment will be made upon receipt of approval from the competent Authority. No payment will be made where there is outstanding information/work not submitted by the Service Provider/s until that outstanding information is submitted.

Notes: Waterberg District has been grouped into three therefore pricing should be per group and awarding will be per group.

1     PHASE I: PLANNING & MOBILISATION     Unit     Rate       1,1     Project inception     Unit     Rate       1,1     Project inception     Unit     Rate       1,1     Project inception     Conduct field assessment to determine scope of work     PSUM     PSUM       Social Impact assessment report     PSUM     PSUM       3ub Total     PSUM     PSUM       Atranging meetings with stakeholders     PSUM     PSUM       Attending stakeholder meetings (local municipalities, chiefs, Development of Structures)     PSUM     PSUM       Report writing     Sub Total     Per awareness       Sub Total     Per awareness     Session       Facilitate awareness creation     Per awareness       Facilitate awareness workshops and Minute the proceedings     Per awareness       Report Writing     Per awareness       Report Writing     Per awareness		WATERBERG DIST	WATERBERG DISTRICT BOQ : GROUP 1	
Activities       Unit         Project inception       Unit         Conduct field assessment to determine scope of work       Social Impact assessment report         Social Management Plan       PSUM         Social Management Plan       PSUM         Sub Total       PSUM         Attending stakeholder identification & consultation       PSUM         Attending stakeholder meetings (local municipalities, chiefs, Development of Structures)       PSUM         Report writing       PSUM         Sub Total       Per awareness         Avareness Creation       Session         Facilitate awareness workshops and Minute the proceedings       Per awareness         Report Writing       Per awareness         Session       Session         Sub Total       Per awareness	1			
Project inceptionProject inceptionConduct field assessment to determine scope of workSocial Impact assessment reportSocial Impact assessment reportPSUMSocial Management PlanPSUMSub TotalPSUMAtranging meetings with stakeholdersPSUMAttending stakeholder meetings (local municipalities, chiefs, Development of Structures)PSUMReport writingPSUMSub TotalPer awarenessArrange meetings for awareness creationPer awarenessFacilitate awareness workshops and Minute the proceedingsPer awarenessReport WritingSessionReport WritingPer awarenessSub TotalPer awareness		Activities	Unit	Rate
Conduct field assessment to determine scope of work Social Impact assessment report Social Management Plan Sub Total Arranging meetings with stakeholders Attending stakeholder meetings (local municipalities, chiefs, Development of Structures) Report writing Sub Total Awareness Creation Arrange meetings for awareness creation Arrange meetings for awareness creation Arrange meetings for awareness workshops and Minute the proceedings Report Writing Sub Total Arrange Arrange meetings for awareness creation Arrange meetings for awareness workshops and Minute the proceedings Sub Total	1,1	Project inception		
Social Impact assessment report Social Management Plan Sub Total Arranging meetings with stakeholders Attending stakeholder meetings (local municipalities, chiefs, Development of Structures) Report writing Sub Total Awareness Creation Arrange meetings for awareness creation Facilitate awareness workshops and Minute the proceedings Report Writing Report Writing Sub Total		Conduct field assessment to determine scope of work		
Social Management Plan  Sub Total Stakeholder identification & consultation Arranging meetings with stakeholders Attending stakeholder meetings (local municipalities, chiefs, Development of Structures) Report writing Sub Total Awareness Creation Arrange meetings for awareness creation Facilitate awareness workshops and Minute the proceedings Report Writing Sub Total		Social Impact assessment report	PSUM	
Stakeholder identification & consultation Arranging meetings with stakeholders Attending stakeholder meetings (local municipalities, chiefs, Development of Structures) Report writing Awareness Creation Arrange meetings for awareness creation Facilitate awareness workshops and Minute the proceedings Report Writing Sub Total		Social Management Plan	PSUM	
Attending stakeholders Attending stakeholder meetings (local municipalities, chiefs, Development of Structures) Report writing Sub Total Awareness Creation Arrange meetings for awareness creation Facilitate awareness workshops and Minute the proceedings Report Writing Sub Total  Report Writing Sub Total		Sub Total		
Attending stakeholders Attending stakeholder meetings (local municipalities, chiefs, Development of Structures) Report writing Awareness Creation Arrange meetings for awareness creation Facilitate awareness workshops and Minute the proceedings Report Writing Sub Total	1,2	Stakeholder identification & consultation		
Attending stakeholder meetings (local municipalities, chiefs, Development of Structures) Report writing  Awareness Creation Arrange meetings for awareness creation Facilitate awareness workshops and Minute the proceedings Report Writing  Sub Total	į	Arranging meetings with stakeholders	PSUM	
Development of Structures) Report writing Awareness Creation Arrange meetings for awareness creation Facilitate awareness workshops and Minute the proceedings Report Writing Sub Total		Attending stakeholder meetings (local municipalities, chiefs,	PSUM	
Sub Total  Awareness Creation  Arrange meetings for awareness creation  Facilitate awareness workshops and Minute the proceedings  Report Writing  Sub Total		Development of Structures)		
Awareness Creation Arrange meetings for awareness creation Facilitate awareness workshops and Minute the proceedings Report Writing Sub Total		Report writing		
Arrange meetings for awareness creation  Facilitate awareness workshops and Minute the proceedings  Report Writing  Sub Total		Sub Total		
proceedings	1,3	Awareness Creation		
proceedings		Arrange meetings for awareness creation	Per awareness	
proceedings			session	
		Facilitate awareness workshops and Minute the proceedings	Per awareness	
			session	
		Report Writing	Per awareness	
Sub Total			session	
		Sub Total		

camarina tra
racilitate appointment workers as per the registers PSUM

	Sub Total	
2,2	Training of workers	
	Identify training needs and compilation of report	PSUM
	Meeting with the contractor & training provider to finalise training logistics and scheduling of training	PSUM
	Attend workers training workshops	PSUM
	Sub Total	
2,3	Project Site Monitoring (1 x per month)	
	Monitor the welfare of workers (monitoring provision of drinking	Monthly
	water and sanitation facilities; monitoring of provision of safety	
	clothing and injuries; ongoing appointment and termination of	
	labourers	
	Compile monthly report	Monthly
j	Sub Total	
2,4	PLC Meeting per month (1 x per month)	
	Attend site meeting and minute the proceedings	Monthly
	Arrange for PLC meetings	Monthly
	Sub Total	
	Total Phase 2	
က	PHASE 3: COMPLETION & HAND OVER	
	Activities	
3.1	Dissolve PLC	
	Arrange for the last PIC meeting after project completion	PSUM
	Attend, minute and presents last progress report	PSUM

	Sub Total		
3,2	Project Evaluation		
	Review projects in terms of objectives, successes, failures compile	PSUM	
	evaluation and Closure report		
	Sub Total		
	Total DL 9		
	rotal Prase 3	km	
	Travelling per KM		
4	DISBURSEMENTS		
	Completion report (1 hard copy and 1 Electronic Copy)		
	Reproduction (training materials)		
	Catering for PLC workshop	PSUM	
	Catering for team leaders workshop	PSUM	
İ	Sub Total		
	Total Professional Fees		
	Disbursements		
	TOTAL COSTS		
		VAT @ 15%	
	GRAND TOTAL		

	WATERBERG DISTI	WATERBERG DISTRICT BOQ: GROUP 2		
П	PHASE 1: PLANNING & MOBILISATION			
	Activities	Unit	Rate	
1,1	Project inception			
	Conduct field assessment to determine scope of work			-1
	Social Impact assessment report	PSUM		
	Social Management Plan	PSUM		
	Sub Total			
1,2	Stakeholder identification & consultation			
	Arranging meetings with stakeholders	PSUM		
	Attending stakeholder meetings (local municipalities, chiefs,	PSUM		
	Development of Structures)			
	Report writing			-,
	Sub Fotal			
1,3	Awareness Creation			
	Arrange meetings for awareness creation	Per awareness		
		session		
	Facilitate awareness workshops and Minute the proceedings	Per awareness		,
	Report Writing	Per awareness		
		session		
••••	Sub Total			
1,4	PLC Establishment			
				_

Arrange meetings with stakeholders       PSUM         Facilitate the selection of PLC       PSUM         Compile a report       PSUM         PLC Workshop       PSUM         Arrangement for the workshop       PSUM         Sub Total       PSUM         Sub Total       PSUM         Sub Total       PSUM         PHASE 2: IMPLEMENTATION & MONITORING       PSUM         Arrange meetings       PSUM         Arrange meetings       PSUM         Attend meetings to explain the policy and selection criteria per village       PSUM         Register interested individuals per village       PSUM         Compile a labour recruitment report       PSUM         Meeting with the contractor and PLC to discuss labour requirements       PSUM         Realitate induction of workers as per the registers       PSUM         Realitate induction of workers and signing of contracts       PSUM         Sub Total       Training of workers       PSUM         Training of workers       PSUM         PROMEDIATE Training needs and compilation of report       PSUM																					
Arrange meetings with stakeholders Facilitate the selection of PLC Compile a report Sub Total Arrangement for the workshop Conduct workshop Conduct workshop Arrangement for the workshop Conduct workshop Conduct workshop Arrangement for the workshop Conduct workshop Sub Total Arrange meetings Arrange meetings Arrange meetings Compile a labour Recruitment, Appointment & Termination Arrange meetings to explain the policy and selection criteria per village Register interested individuals per village Compile a labour recruitment report Meeting with the contractor and PLC to discuss labour requirem Facilitate appointment workers as per the registers Facilitate induction of workers and signing of contracts Sub Total Training of workers Identify training needs and compilation of report	PSUM	PSUM	PSUM			PSUM	PSUM					PSUM	PSUM	PSUM	PSUM	1	PSUM	PSUM			PSUM
	Arrange meetings with stakeholders	Facilitate the selection of PLC	Compile a report	Sub Total	PLC Workshop	Arrangement for the workshop	Conduct workshop	Sub Total	Total Phase 1	PHASE 2: IMPLEMENTATION & MONITORING	Labour Recruitment, Appointment & Termination	Arrange meetings	Attend meetings to explain the policy and selection criteria per village	Register interested individuals per village	Compile a labour recruitment report	Meeting with the contractor and PLC to discuss labour requirem	Facilitate appointment workers as per the registers	Facilitate induction of workers and signing of contracts	Sub Total	Training of workers	Identify training needs and compilation of report

	Meeting with the contractor & training provider to finalise training	PSUM	
	logistics and scheduling of training		
	Attend workers training workshops	PSUM	
	Sub Total		
2,3	Project Site Monitoring (1 x per month)		
	Monitor the welfare of workers (monitoring provision of drinking	Monthly	
	water and sanitation facilities; monitoring of provision of safety		
	clothing and injuries; ongoing appointment and termination of		
	labourers		
	Compile monthly report	Monthly	1
	Sub Total		T
2,4	PLC Meeting per month (1 x per month)		$\top$
	Attend site meeting and minute the proceedings	Monthly	
	Arrange for PLC meetings	Monthly	
	Sub Total		
	Total Phase 2		$\top$
3	PHASE 3: COMPLETION & HAND OVER		<u> </u>
	Activities		1
3.1	Dissolve PLC		
	Arrange for the last PIC meeting after project completion	PSUM	
	Attend, minute and presents last progress report	PSUM	
	Sub Total		
3,2	Project Evaluation		T

Review projects in terms of objectives, successes, fallures compile evaluation and Closure report  Sub Total  Total Phase 3  Travelling per KM  DISBURSEMENTS  Completion report (1 hard copy and 1 Electronic Copy)  Reproduction (training materials)  Catering for PLC workshop  Catering for team leaders workshop  Cateri																	
es, successes, fail	PSUM			km					PSUM	PSUM	Sub Total	Total Professional	Fees	Disbursements	TOTAL COSTS	VAT @ 15%	
	Review projects in terms of objectives, successes, failures compile	evaluation and Closure report	Sub Total	Total Phase 3	Travelling per KM	DISBURSEMENTS	Completion report (1 hard copy and 1 Electronic Copy)	Reproduction (training materials)	Catering for PLC workshop	Catering for team leaders workshop							GRAND TOTAL

1.1         PHASE 1: PLANNING & MOBILISATION         Unit         Rate           1.1.1         Project inception         Unit         Rate           1.1.1         Project inception         Conduct field assessment to determine scope of work         Social Impact assessment report         PSUM         PSUM           Social Impact assessment report         Social Management Plan         PSUM         PSUM           1.2         Stakeholder identification & consultation         PSUM         PSUM           Arranging meetings with stakeholders         PSUM         PSUM           Attending stakeholder meetings (local municipalities, chiefs, Development of Structures)         PSUM         PSUM           Beport writing         Awareness Creation         Per awareness         Session           Arrange meetings for awareness creation         Session         Per awareness           Report Writing         Report Writing         Per awareness           Report Writing         Session         Session           Sub Total         PLC Establishment         PLC Establishment		WATERBERG DISTE	WATERBERG DISTRICT BOQ: GROUP 3	
Activities       Unit         Project inception       Unit         Conduct field assessment to determine scope of work       Social Impact assessment report         Social Impact assessment report       PSUM         Social Management Plan       PSUM         Sub Total       PSUM         Arranging meetings with stakeholders       PSUM         Arranging meetings (local municipalities, chiefs, Development of Structures)       PSUM         Report writing       Per awareness         Sub Total       Per awareness         Report Writing       Per awareness         Report Writing       Per awareness         Report Writing       Per awareness         Sub Total       Per awareness         PLC Establishment       PLC Establishment	1			
Project inception       Project inception         Conduct field assessment to determine scope of work       Social Impact assessment report         Social Management Plan       PSUM         Social Management Plan       PSUM         Sub Total       PSUM         Arranging meetings with stakeholders       PSUM         Attending stakeholder meetings (local municipalities, chiefs, Development of Structures)       PSUM         Report writing       Psub Total         Awareness Creation       Per awareness         Arrange meetings for awareness creation       Per awareness         Facilitate awareness workshops and Minute the proceedings       Per awareness         Report Writing       Per awareness         Sub Total       Per awareness         PLC Establishment       PLC Establishment		Activities	Unit	Rate
Conduct field assessment to determine scope of work Social Impact assessment report Social Management Plan Sub Total Arrange meetings with stakeholders Attending stakeholder meetings (local municipalities, chiefs, Development of Structures) Report writing Awareness Creation Arrange meetings for awareness creation	1,1	Project inception		
Social Impact assessment report Social Management Plan Sub Total Stakeholder identification & consultation Arranging meetings with stakeholders Attending stakeholder meetings (local municipalities, chiefs, Development of Structures) Report writing Sub Total Awareness Creation Arrange meetings for awareness creation Arrange meetings for awareness creation Facilitate awareness workshops and Minute the proceedings Report Writing Sub Total PLC Establishment		Conduct field assessment to determine scope of work		
Social Management Plan  Sub Total  Stakeholder identification & consultation  Arranging meetings with stakeholders  Attending stakeholder meetings (local municipalities, chiefs, Development of Structures)  Report writing  Sub Total  Awareness Creation  Arrange meetings for awareness creation  Facilitate awareness workshops and Minute the proceedings  Report Writing  Sub Total  Report Writing  Sub Total		Social Impact assessment report	PSUM	
Stakeholder identification & consultation Arranging meetings with stakeholders Attending stakeholder meetings (local municipalities, chiefs, Development of Structures) Report writing Sub Total Awareness Creation Arrange meetings for awareness creation Facilitate awareness workshops and Minute the proceedings Report Writing Sub Total  PLC Establishment		Social Management Plan	PSUM	
Arranging meetings with stakeholders Attending stakeholder meetings (local municipalities, chiefs, Development of Structures) Report writing Awareness Creation Arrange meetings for awareness creation Facilitate awareness workshops and Minute the proceedings Report Writing Sub Total Report Writing Sub Total  PLC Establishment		Sub Total		
Attending stakeholders Attending stakeholder meetings (local municipalities, chiefs, Development of Structures) Report writing  Sub Total  Awareness Creation Arrange meetings for awareness creation Facilitate awareness workshops and Minute the proceedings Report Writing  Sub Total  PLC Establishment	1,2	Stakeholder identification & consultation		
Attending stakeholder meetings (local municipalities, chiefs, Development of Structures) Report writing Awareness Creation Arrange meetings for awareness creation Facilitate awareness workshops and Minute the proceedings Report Writing Sub Total  PLC Establishment		Arranging meetings with stakeholders	PSUM	
Development of Structures)  Report writing  Sub Total  Awareness Creation  Arrange meetings for awareness creation  Facilitate awareness workshops and Minute the proceedings  Report Writing  Sub Total  PLC Establishment			PSUM	
Sub Total  Awareness Creation  Arrange meetings for awareness creation  Facilitate awareness workshops and Minute the proceedings  Report Writing  Sub Total  PLC Establishment		Development of Structures)		
Awareness Creation Arrange meetings for awareness creation Facilitate awareness workshops and Minute the proceedings Report Writing Sub Total PLC Establishment		Report writing		
Arrange meetings for awareness creation  Arrange meetings for awareness creation  Facilitate awareness workshops and Minute the proceedings  Report Writing  Sub Total  PLC Establishment		Sub Total		
Arrange meetings for awareness creation  Facilitate awareness workshops and Minute the proceedings  Report Writing  Sub Total  PLC Establishment	1,3	Awareness Creation		
Facilitate awareness workshops and Minute the proceedings Report Writing Sub Total PLC Establishment		Arrange meetings for awareness creation	Per awareness	
Facilitate awareness workshops and Minute the proceedings  Report Writing  Sub Total  PLC Establishment			session	
Report Writing  Sub Total  PLC Establishment		Facilitate awareness workshops and Minute the proceedings	Per awareness	
Sub Total PLC Establishment			session	
Sub Total PLC Establishment		Report Writing	Per awareness	
			session	
		Sub Total		
	1,4	PLC Establishment		

i	Arrange meetings with stakeholders	PSUM
	Facilitate the selection of PLC	PSUM
	Compile a report	MNSd
<b></b>	Sub Total	
<u>ر</u>	PLC Workshon	
2		
	Arrangement for the workshop	PSUM
	Conduct workshop	PSUM
	Sub Total	
	Total Phase 1	
2	PHASE 2: IMPLEMENTATION & MONITORING	
2.1	Labour Recruitment, Appointment & Termination	
	Arrange meetings	PSUM
	Attend meetings to explain the policy and selection criteria per village	PSUM
	Register interested individuals per village	PSUM
	Compile a labour recruitment report	PSUM
	Meeting with the contractor and PLC to discuss labour requirements	PSUM
	Facilitate appointment workers as per the registers	PSUM
	Facilitate induction of workers and signing of contracts	PSUM
	Sub Total	
2,2	Training of workers	
	Identify training needs and compilation of report	PSUM
	amora .	

Precuity with the Volumetoria cut and animing provider to infantse training provider to infantse training workshops     2,3		Mosting right the continueton of their in a man in it is	ATTOM.
Attend workers training workshops  Sub Total  Project Site Monitoring (1 x per month)  Monitor the welfare of workers (monitoring provision of drinking water and sanitation facilities; monitoring of provision of safety clothing and injuries; ongoing appointment and termination of labourers  Compile monthly report  Sub Total  PLC Meeting per month (1 x per month)  Attend site meeting and minute the proceedings  Arrange for PLC meetings  Sub Total  Total Phase 2  PHASE 3: COMPLETION & HAND OVER  Activities  Dissolve PLC  Arrange for the last PlC meeting after project completion  Attend, minute and presents last progress report  Sub Total  Project Evaluation		logistics and scheduling of training	FSUM
Sub Total  Project Site Monitoring (1 x per month)  Monitor the welfare of workers (monitoring provision of drinking water and sanitation facilities; monitoring of provision of safety clothing and injuries; ongoing appointment and termination of labourers  Compile monthly report  Sub Total  PLC Meeting per month (1 x per month)  Attend site meeting and minute the proceedings  Arrange for PLC meetings  Sub Total  Total Phase 2  PHASE 3: COMPLETION & HAND OVER  Activities  Dissolve PLC  Arrange for the last PlC meeting after project completion  Attend, minute and presents last progress report  Sub Total  Project Evaluation		Attend workers training workshops	PSUM
Project Site Monitoring (1 x per month)  Monitor the welfare of workers (monitoring provision of drinking water and sanitation facilities; monitoring of provision of safety clothing and injuries; ongoing appointment and termination of labourers  Compile monthly report  Sub Total  PLC Meeting per month (1 x per month)  Attend site meeting and minute the proceedings  Arrange for PLC meetings  Sub Total  Total Phase 2  PHASE 3: COMPLETION & HAND OVER  Activities  Dissolve PLC  Arrange for the last PlC meeting after project completion  Attend, minute and presents last progress report  Sub Total  Project Evaluation		Sub Total	
Monitor the welfare of workers (monitoring provision of drinking water and sanitation facilities; monitoring of provision of safety clothing and injuries; ongoing appointment and termination of labourers  Compile monthly report  Sub Total  Attend site meeting and minute the proceedings Arrange for PLC meetings  Sub Total  Arrange for PLC meetings  Sub Total  PHASE 3: COMPLETION & HAND OVER  Activities  Dissolve PLC  Arrange for the last PlC meeting after project completion  Attend, minute and presents last progress report  Sub Total  Project Evaluation	2,3	Project Site Monitoring (1 x per month)	
water and sanitation facilities; monitoring of provision of safety clothing and injuries; ongoing appointment and termination of labourers  Compile monthly report  Sub Total  Attend site meeting and minute the proceedings  Arrange for PLC meetings  Arrange for PLC meetings  PHASE 3: COMPLETION & HAND OVER  Activities  Dissolve PLC  Arrange for the last PlC meeting after project completion  Attend, minute and presents last progress report  Sub Total  Sub Total  Attend, minute and presents last progress report  Project Evaluation		Monitor the welfare of workers (monitoring provision of drinking	Monthly
clothing and injuries; ongoing appointment and termination of labourers  Compile monthly report  Sub Total  Attend site meeting and minute the proceedings  Arrange for PLC meetings  Arrange for PLC meetings  Sub Total  Total Phase 2  PHASE 3: COMPLETION & HAND OVER  Activities  Dissolve PLC  Arrange for the last PlC meeting after project completion  Attend, minute and presents last progress report  Sub Total  Project Evaluation		water and sanitation facilities; monitoring of provision of safety	
labourers  Compile monthly report  Sub Total  Attend site meeting and minute the proceedings  Arrange for PLC meetings  Arrange for PLC meetings  Sub Total  Total Phase 2  PHASE 3: COMPLETION & HAND OVER  Activities  Dissolve PLC  Arrange for the last PLC meeting after project completion  Attend, minute and presents last progress report  Sub Total  Sub Total  Attend, minute and presents last progress report  Sub Total			
Sub Total PLC Meeting per month (1 x per month) Attend site meeting and minute the proceedings Arrange for PLC meetings Arrange for PLC meetings  Sub Total Total Phase 2 PHASE 3: COMPLETION & HAND OVER Activities Dissolve PLC Arrange for the last PlC meeting after project completion Attend, minute and presents last progress report Sub Total Sub Total Project Evaluation		labourers	
Sub Total  Attend site meeting and minute the proceedings Arrange for PLC meetings  Arrange for PLC meetings  Sub Total  Total Phase 2  PHASE 3: COMPLETION & HAND OVER  Activities  Dissolve PLC  Arrange for the last PlC meeting after project completion  Attend, minute and presents last progress report  Sub Total  Sub Total  Attend, minute and presents last progress report  Sub Total		Compile monthly report	Monthly
Attend site meeting and minute the proceedings Arrange for PLC meetings  Sub Total  Activities  Dissolve PLC  Arrange for the last PlC meeting after project completion  Attend, minute and presents last progress report  Sub Total  Sub Total  Sub Total  Sub Total  Sub Total		Sub Total	
Attend site meeting and minute the proceedings Arrange for PLC meetings  Sub Total  Total Phase 2  PHASE 3: COMPLETION & HAND OVER  Activities  Dissolve PLC  Arrange for the last PlC meeting after project completion  Attend, minute and presents last progress report  Sub Total  Sub Total  Project Evaluation	2,4	PLC Meeting per month (1 x per month)	
Sub Total  Total Phase 2  PHASE 3: COMPLETION & HAND OVER  Activities  Dissolve PLC  Arrange for the last PlC meeting after project completion  Attend, minute and presents last progress report  Sub Total  Project Evaluation		Attend site meeting and minute the proceedings	Monthly
Sub Total  Total Phase 2  PHASE 3: COMPLETION & HAND OVER  Activities  Dissolve PLC  Arrange for the last PlC meeting after project completion  Attend, minute and presents last progress report  Sub Total  Project Evaluation		Arrange for PLC meetings	Monthly
Sub Total  Total Phase 2  PHASE 3: COMPLETION & HAND OVER  Activities  Dissolve PLC  Arrange for the last PIC meeting after project completion  Attend, minute and presents last progress report  Sub Total  Project Evaluation			
PHASE 3: COMPLETION & HAND OVER  Activities  Dissolve PLC  Arrange for the last PIC meeting after project completion  Attend, minute and presents last progress report  Sub Total  Project Evaluation		Sub Total	
Activities  Dissolve PLC  Arrange for the last PlC meeting after project completion  Attend, minute and presents last progress report  Sub Total  Project Evaluation		Total Phase 2	
Activities  Dissolve PLC  Arrange for the last PlC meeting after project completion  Attend, minute and presents last progress report  Sub Total  Project Evaluation	33	PHASE 3: COMPLETION & HAND OVER	
Arrange for the last PIC meeting after project completion Attend, minute and presents last progress report  Sub Total  Project Evaluation		Activities	
Arrange for the last PIC meeting after project completion Attend, minute and presents last progress report  Sub Total  Project Evaluation	3.1	Dissolve PLC	
Attend, minute and presents last progress report  Sub Total  Project Evaluation		Arrange for the last PIC meeting after project completion	PSUM
		Attend, minute and presents last progress report	PSUM
		Sub Total	
	3,2	Project Evaluation	

	Review projects in terms of objectives, successes, failures compile	PSUM	
	evaluation and Glosure report		
	Sub Total		
	Total Phase 3	km	
	Travelling per KM		1
4	DISBURSEMENTS		
	Completion report (1 hard copy and 1 Electronic Copy)		
	Reproduction (training materials)		1
	Catering for PLC workshop	PSUM	1
	Catering for team leaders workshop	PSUM	
		Sub Total	
		Total Professional	
		Fees	
		Disbursements	
		TOTAL COSTS	T
		VAT @ 15%	Π
	GRAND TOTAL		T