

GEORGE MUNICIPALITY



BID DOCUMENT NUMBER: COM012/2024

TENDER FOR APPOINTMENT OF A CONTRACTOR FOR THE MAINTENANCE OF LAWNS, PARKS, OPEN SPACES, MUNICIPAL ERVENS AND PUBLIC OPEN SPACES WITH TRACTORS AND BLOWER MOWERS, FOR A PERIOD OF THREE YEARS, FROM DATE OF APPOINTMENT.

ENQUIRIES: Ms Nosidima Vumindaba
YORK STREET
GEORGE
(044) 802 2900

ISSUED BY:
THE CITY COUNCIL
MUNICIPALITY OF GEORGE
P O BOX 19
GEORGE
6530

SUMMARY FOR TENDER OPENING PURPOSES

NAME OF BIDDER:

SUPPLIER DATABASE NO.: MAAA

TOTAL PRICE (INCLUDING VAT)	R
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PREFERENCES CLAIMED FOR:

B-BBEE Status Level of Contributor:	
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Preference Points Claimed:	
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B-BBEE certificates submitted with the tender document MUST be VALID ORIGINAL B-BBEE CERTIFICATES or VALID CERTIFIED COPIES OF THE B-BBEE CERTIFICATES

TENDER CLOSES AT 12H00 ON THURSDAY, 4 JULY 2024

INDEX

DESCRIPTION	PAGE NUMBERS
Tenderer Contact Details	3
Advertisement	4
Invitation to Bid	5
Details of Tenderer	6
Details of Tendering Entity's Bank	7
Resolution taken by the Board of Directors / Members / Partners	8
Resolution taken by the Board of Directors of a Consortium or Joint Venture	9-10
Joint Venture Information / Agreement	11
Schedule of Proposed Sub-Contractors	12
Tender Specifications	13-15
Pricing Schedule	16-26
Past Experience	27
The Tender Offer and Acceptance	28-30
MBD1 – Tax Compliance Information	31-32
MBD4 – Declaration of Interest	33-36
MBD6.1 – Preference Points Claim form	37-43
MBD8 – Declaration of Bidder's Past Supply Chain Management Practices	44-45
MBD9 – Certificate of Independent Bid Determination	46-48
Certificate for Municipal Services	49
General Conditions of Contract	50-60

BIDDER CONTACT DETAILS

This information shall be used for any correspondence or contact with the bidder.

Please indicate whether you want to receive any correspondence via e-mail or send to your postal address by registered mail.

Name of Bidding Company:		Mark choice of correspondence with X
Postal Address: Postal Code:	
E-mail Address:	
Telephone Number:	
Cellular Number:	
Facsimile Number:	

GEORGE MUNICIPALITY / GEORGE MUNISIPALITEIT
TENDER NUMBER / NOMMER: COM012/2024

Tenders are hereby invited for the tender for appointment of a contractor for the maintenance of lawns, parks, open spaces, municipal ervens and public open spaces with tractors and blower mowers, for a period of three years, from date of appointment.

Completed tenders in a sealed envelope, clearly marked:

Tender No. COM012/2024 must be placed in the tender box at the George Municipality on the First Floor, Directorate: Financial Services, Supply Chain Management, Civic Centre, York Street, George by no later than **12:00** on **Thursday, 4 July 2024**. Tenders will be opened on the same day in the Committee Room at 12:05. Late or unmarked tenders will not be considered. No posted tenders or tenders per fax or e-mail will be accepted.

A compulsory site meeting will be held in the Conference Hall, 71 York Street George at 10:30 on Wednesday, 19 June 2024.

Non-attendance of the compulsory briefing session will disqualify your tender.

Tender documents are available at a non-refundable deposit of R267.95 each from the Supply Chain Management Unit, First Floor, Civic Centre, York Street, George.

Tender documents are available on the George Municipality's website: www.george.gov.za, free of charge.

Tenders will be evaluated and adjudication in terms of the Preferential Procurement Policy Framework Act (Act 5 of 2000) Regulations 2022; the George Municipality's Supply Chain Management Policy as well as the George Municipality's Preferential Procurement Policy, where 80 points will be scored for price and 20 points for B-BBEE status and Specific Goals.

For more information, contact Ms Sisanda Velembo or Ms Nosiduma Vumindaba at (044) 802 2900 or email at nvumindaba@george.gov.za or svelembo@george.gov.za.

The Municipality reserves the right to withdraw any invitation to tender and/or to readvertise or to reject any tender or to accept a part of it. The Municipality is not bound to accept the lowest or any tender.

A TCS PIN for bidders' tax compliance information must be submitted with the tender document.

It will be required from the successful bidder to register on the Central Supplier Database (CSD).

DR M GRATZ
MUNICIPAL MANAGER
GEORGE MUNICIPALITY
GEORGE
6530

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR THE APPOINTMENT OF A CONTRACTOR FOR THE MAINTENANCE OF LAWNS, PARKS, OPEN SPACES, MUNICIPAL ERVENS AND PUBLIC OPEN SPACES WITH TRACTORS AND BLOWER MOWERS, FOR A PERIOD OF THREE YEARS, FROM DATE OF APPOINTMENT

BID NUMBER: COM012/2024

CLOSING DATE: 4 JULY 2024

CLOSING TIME: 12:00

BID DOCUMENTS MUST BE DEPOSITED IN THE TENDER BOX SITUATED AT:

Supply Chain Management Unit
The Civic Centre (1st Floor)
York Street
GEORGE

Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

The bid box is open from 07:45 until 16:30, 5 days a week. Bids must be submitted on the Official Forms (NOT TO BE RE-TYPED).

B-BBEE certificates submitted with the tender documents MUST be a VALID ORIGINAL B-BBEE CERTIFICATE or VALID CERTIFIED COPY OF THE B-BBEE CERTIFICATE.

In the case of a Trust, Consortium or Joint Venture, they will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.

This Bid is subject to the General Conditions of Contract (GCC) and, if applicable, any other Special Conditions of Contract.

This Bid will be evaluated and adjudicated according to the following criteria:

1. Relevant specifications;
2. Value for money;
3. Capacity to execute the contract;
4. PPPFA Regulations 2022.

NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, PROVINCIAL GOVERNMENT OR MUNICIPALITY.

DETAILS OF TENDERER

Name of firm / entity / enterprise	
Trading as (if different from above)	
Postal address	Postal Code _____
Physical address	
Contact Details of the Person Signing the Tender:	Name: _____ Telephone: (____) _____ Fax: (____) _____ Cellular Number: _____ E-mail address: _____
Contact Details of the Senior Manager Responsible for Overseeing Contract Performance:	Name: _____ Telephone: (____) _____ Fax: (____) _____ Cellular Number: _____ E-mail address: _____
Contact Details of Person Responsible for Accounts / Invoices:	Name: _____ Telephone: (____) _____ Fax: (____) _____ Cellular Number: _____ E-mail address: _____

DETAILS OF TENDERING ENTITY'S BANK

I/We hereby authorize the Employer/Client to approach all or any of the following bank/s for the purposes of obtaining a financial reference:

DESCRIPTION OF BANK DETAIL	BANK DETAILS APPLICABLE TO TENDERER'S HEAD OFFICE
Name of bank	
Branch name	
Branch code	
Name of Account Holder	
Account number	
Type of Account	

Signature of Tenderer: _____

Date: _____

THE RESOLUTION TAKEN BY THE BOARD OF DIRECTORS / MEMBERS / PARTNERS

RESOLUTION of a meeting of the Board of Directors / Members / Partners of

NAME OF TENDERER

Held at _____ on _____
(Place) (Date)

RESOLVED THAT:

1. The enterprise submits a Tender to the George Municipality in respect of the following:

TENDER NUMBER: COM012/2024
TENDER FOR APPOINTMENT OF A CONTRACTOR FOR THE MAINTENANCE OF LAWNS, PARKS, OPEN SPACES, MUNICIPAL ERVENS AND PUBLIC OPEN SPACES WITH TRACTORS AND BLOWER MOWERS, FOR A PERIOD OF THREE YEARS, FROM DATE OF APPOINTMENT

2. Mr/Mrs/Ms _____

In his/her capacity as _____

and who will sign as follows: _____

(SPECIMAN SIGNATURE)

be, and is hereby, authorized to sign the Tender and any and all other documents and/or correspondence in connection with and relating to the Tender, as well as to sign any contract, and or all documentation resulting from the award of the Tender to the enterprise mentioned above.

Note: The resolution **must be signed by all the directors or members / partners** of the bidding enterprise. Should the space provided below not be sufficient for all the directors to sign, please provide a separate sheet in the same format below.

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			

THE RESOLUTION TAKEN BY THE BOARD OF DIRECTORS OF A CONSORTIUM OR JOINT VENTURE

RESOLUTION of a meeting of the Board of Directors / Members / Partners of

_____ NAME OF TENDERER

Held at _____ on _____
(Place) (Date)

RESOLVED THAT:

1. The enterprise submits a Tender to the George Municipality in respect of the following:

TENDER NUMBER: COM012/2024
TENDER FOR APPOINTMENT OF A CONTRACTOR FOR THE MAINTENANCE OF LAWNS, PARKS, OPEN SPACES, MUNICIPAL ERVENS AND PUBLIC OPEN SPACES WITH TRACTORS AND BLOWER MOWERS, FOR A PERIOD OF THREE YEARS, FROM DATE OF APPOINTMENT

(list all the legally correct full names and registration numbers, if applicable, of the Enterprises forming the Consortium / Joint Venture):

_____ and
_____ and

2. Mr/Mrs/Ms _____

In his/her capacity as _____

and who will sign as follows: _____
(SPECIMAN SIGNATURE)

be, and is hereby, authorized to sign the Tender and any and all other documents and/or correspondence in connection with and relating to the Tender, as well as to sign any contract, and or all documentation resulting from the award of the Tender to the **Consortium / Joint Venture** enterprise mentioned above.

3. The enterprise in the form of a consortium or joint venture accept jointly and several liability with parties under item 1 above for the fulfilment of the obligations of the joint venture deriving from, and in any way connected with the contract to be entered into with the George Municipality in respect of the project described above under item 1.

4. The **Consortium / Joint Venture** enterprise chooses as its domicilium citandi et executandi for all purposes arising from this joint venture agreement and contract with the George Municipality in respect of the project under item 1:

(Physical Address) _____

Note: The resolution **must be signed by all the directors or members / partners** of the bidding enterprise. Should the space provided below not be sufficient for all the directors to sign, please provide a separate sheet in the same format below.

	Name	Capacity	Signature
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

JOINT VENTURE

Only to be completed if applicable

Name of Joint Venture:	
Names of Each Enterprise:	
(1) Name and Address of Enterprise:	
(2) Name and Address of Enterprise:	
(3) Name and Address of Enterprise:	
Has an original valid Tax Clearance Certificate been submitted for each enterprise?	YES <input type="checkbox"/> NO <input type="checkbox"/>
CIDB Registration Number(s), if any:	

Submit your Joint Venture Agreement together with this annexure. If no Joint Venture Agreement is submitted, your tender will be disqualified.

SIGNED ON BEHALF OF JOINT VENTURE _____

SCHEDULE OF SUB-CONTRACTORS

The Bidder shall list below the sub-contractors he/she proposes to employ for part(s) of the works/goods/services.

If any or all of the sub-contractor/s listed hereunder are not approved subsequent to acceptance of the Tender, it shall in no way invalidate the Tender or the Contract, and the Tendered unit rates for the respective items of work shall remain final and binding even if a sub-contractor/s not listed below is approved by the Employer.

Sub-Contractor's Name	Work Activities to be undertaken by the Sub-Contractor/s	Work Recently Executed by Sub-Contractor/s

**SPECIFICATIONS AND CONDITIONS APPLICABLE TO:
MAINTENANCE: LAWNS, PARKS AND PUBLIC OPEN SPACES WITH TRACTOR AND
BLOWER MOWERS** AS WHEN REQUIRED, FOR A PERIOD OF THREE YEARS FROM DATE
OF APPOINTMENT

The following Conditions shall be adopted as per the Municipal PPPFA Policy

<ul style="list-style-type: none"> A. CONDITIONS APPLICABLE AFTER CLOSING OF TENDER BUT BEFORE A SELECTED SERVICE PROVIDER IS ANNOUNCED 	Comply Y/N	Ref in proposal
<ul style="list-style-type: none"> Any additional information upon request by municipal officials must be submitted in writing within 48 hours of receipt. 		
<p>Contractors are required to already own or have access to ALL the following equipment:</p> <ol style="list-style-type: none"> Tractor driven blower mowers (NOT bossiekappers) (Minimum 1, owned / leased / hired). Weed eaters & Brush cutters (Minimum 6 owned, leased / hired) Air blowers / vacuum collectors (Minimum 1, owned, leased / hired) Competent certificates of weed eater / Brush cutter and tractor operators must be attached Operator certification expiring during the tender period needs to be recertified before expiry date. 		
<ol style="list-style-type: none"> Tractor drivers must be suitably trained in the use of the vehicles (legally compliant to operate licensed roadworthy vehicles). 		
<ol style="list-style-type: none"> The successful bidder will be required to have public liability insurance to the minimum amount of R1 000 000.00 covering any claim that may arise from activities in connection with this tender and under no circumstances will George Municipality assume liability for the contractor's operations in fulfilling the work required. 		
<ol style="list-style-type: none"> Contractor to use prescribed monthly reporting form and work put mowing and maintenance schedule 3 months in advance. To be submitted to project manager before work starts 7 working days in advance. Any deviations from dates allocated for each area needs to be reported within 24 hours verbally and submitted in writing within 48 hours. Payment will only be made for areas mowed according to the specifications. Areas that could not be mowed due to weather, breakdowns, maintenance work for subsurface infrastructure and or any other reason will not be paid. The amounts will be subtracted from total amount. Only actual areas completed by contractor can be invoiced for. 		
B. CONDITIONS APPLICABLE AFTER AWARDING OF THE TENDER		
<ol style="list-style-type: none"> Payments will be made as per agreed in the tender conditions. Invoices must be submitted within 7 working days of completion of each cycle. All additional documentation as required is to be submitted with invoice. Invoice is to be printed on a A4 size page and not smaller including monthly reporting form. Payment will be made within 30 days as per municipal norms & standards from the date complete invoice documentation has been received. Approval & processing of invoice is subject to the relevant officials being satisfied all conditions have been met. Contractors will not, once invoice is submitted harass relevant officials to process payments unless it is to seek clarification if payment has not been 		

<p>made after 30 days from invoicing.</p> <p>7. It is the respective contractor’s responsibility to ensure that they maintain cash flow in this regard and no special arrangement to process payments will be made.</p> <p>8. All damages caused to surface areas of property in tender or surrounding property will be repaired for the account of the contractor. (repair method must be approved by designated municipal official)</p> <p>9. Special care should be taken w.r.t. road verge mowing & trimming to minimize risk to public and assets.</p>		
<p>10. All statutory requirements in terms of labour legislation and occupational health and safety must be complied with.</p> <p>11. It will be required from the successful bidder to submit an OHS plan based on the OHS Specification attached to this document</p>		

SPECIFIC CONDITIONS: MAINTENANCE OF LAWNS/PARKS/PUBLIC OPEN SPACES (P.O.S.) / MUNICIPAL ERVENS WITH TRACTOR AND BLOWERMOVER FOR A PERIOD OF THREE YEARS FROM THE DATE OF APPOINTMENT

1. The title of this tender in no way suggests that a singular activity, nor does it imply the exclusive use of any one equipment type, but instead, work will include a range of activities varying from site to site and includes but is not limited to cutting of grass, trimming of edges, roadside curbs & gutters and trees, shaping of shrubs and the application of herbicide and alien vegetation removal.
2. Tenders are hereby invited for the total maintenance of parks and lawns as detailed in the accompanying schedule. Prospective tenders will be expected to have public liability insurance to the value of at least R 1 000 000.00 covering any claim that may arise from activities in connection with this tender.
3. This tender calls for the maintenance of all parks, public open spaces, lawns and municipal ervens that call for tractor maintenance and as indicated in the attached lists. Prospective tenderers must attend a compulsory discussion and terrain inspection as indicated in the advertisement.
4. **The contract will run for a period of three years.** No escalation of prices will be entertained. Tenderers must tender per year and allow for possible inflationary increases in the tendered amounts. NO request for escalation will be entertained.
5. The greater George will be divided into two sections grouping areas which is East and West and will be awarded to a contractor for each Section. Council however reserves the right to award in part or not at all. No incomplete bids will be accepted all line items must be quoted for.

6. Payment will be made against invoice monthly for the cycles or part thereof completed in that month. Each invoice must be accompanied by a monthly written report in a prescribed format.
7. The onus rests with prospective tenderers to fully acquaint themselves with the situation on the ground. Prospective bidders must verify the size of cutting areas, landscapes, slope, undulations etc and price accordingly. See attached maps, project managers to be consulted for any queries.
8. The successful tenderer will be expected to perform the following activities:
 - Mowing of lawns to appear neat and tidy always.
 - Grasses to be cut to **35 mm above natural ground level** and **MUST be uniform and unfluctuating.**
 - **A minimum of 17 cycles per year will be required, but on request additional cycles to a maximum of 22 cycles.**
 - **Once a month for May, June, July, August, September, December & January (7 x 1 = 7)**
 - **Twice a month for October, November, February, March, and April (5 x 2 = 10)**
 - **Cycle composition may vary due to changing weather or operational patterns.**
 - The whole area is to be neatly trimmed, also around the edges and against walls, fences, sidewalks, gutters & road curb sides. Herbicides may be used to reduce the volume of cutting and at the contractor's expense.
 - Areas where tractors cannot reach (e.g. next to fences, curb sides, paved walkways, and buildings) should be cut with weed eaters.
 - Contractor is responsible to ensure that all areas quoted for is kept within the prescribed mowing specification.
 - No build-up of grass cuttings is allowed. Excessive grass cuttings are to be collected and removed.
 - Where there is litter on a site the litter is to be picked up, bagged, and left on site and the contract manager informed to arrange collection.
 - **It is compulsory for the contractor to clean and tidy up and pick up all cut grass after mowing. If site is not cleared or for any reason no mowing took place due to litter or due to the contractor mowing around littered area no payment shall be made.**
 - Application of herbicides according to the discretion of the contractor to effect savings in costs.
 - All herbicides to be used strictly in accordance with recommendations by recognized experts and in accordance with legal requirements (i.e. trained applicators).
9. Equipment to perform the work will include inter alia;
 - Tractors with blower mowers (**NOT bossiekappers**)
 - Ride- on mowers and barrel cutters.
 - Brush cutters and weed eaters.

- Air blowers / vacuum collectors
 - Spray cans / rucksacks sprayers and hand tools.
 - Transport: Trucks and Bakkies
 - Safety cones and equipment
10. Prospective contractors must own/lease/hire, at least their tractors with blower mower or motorised mowers or barrel cutters, weed eaters (brush cutters) and transport. The attached equipment list must be filled out (Annexure B).
11. All scheduled activities are to be completed per area within 24 hrs, i.e. if grass is cut then trimming must take place either the same day or the following day.
12. Please note that a penalty fee the equivalent to 10% percentage of the mowing cycle invoice value will be charged if work is incomplete, substandard, or unsatisfactorily done.
13. All contract staff should be clearly identified with company name on reflective safety bibs and contractors will be expected to submit Health and Safety Plans 2 weeks after appointment.
14. Areas may be altered, withdrawn, or added according to needs that may arise, but strictly at the discretion of the responsible official.
15. A separate price will be required for additional work areas that will be added on to the contract. This is a fixed rate per square meter.
16. It is considered imperative that fields appear clean and neat always. Special consideration should be afforded to safety of children during maintenance operations.
17. Bidder must at least have 3 years of experience in similar work. failure to provide proof with this bullet point may render the bid non-responsive, and no further evaluation will be considered.
- 18.

Figure 1: Annexure A

- The tender will also be expected to have Light Delivery Vehicle or at the very least access to one and equipment available. Proof of compliance to this requirement (registration certificate, lease agreement and photo of tools) should be attached to the tender docs, failure to comply with this bullet point may render the bid non-responsive, and no further evaluation will be considered.

19. Attachments

11.1 Tendering schedule with cutting areas

11.2 Annexure B: Equipment list

Owner or Authorised representative of Contractor

Name & Surname: _____

Date: _____

ANNEXURE B: EQUIPMENT LIST

MAINTENANCE: LAWNS, PARKS, PUBLIC OPEN SPACES AND MUNICIPAL ERVENS WITH TRACTOR AND BLOWER MOWERS

No	Description	Make	Model	Serial # of Equipment / Vin # of vehicle	Roadworthy Certificate not older than 3 months attached	Proof of ownership or lease agreement attached
E.g	Tractor	John Deer	F450	4Y1SL65848Z411439.	Yes	Yes
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
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23						
24						
25						
26						
27						
28						
29.						
30						

Owner or Authorised representative of Contractor

Name & Surname: _____

Date: _____

	EAST SECTION				Year 1	Year 2	Year 3	Total Cost
	Description	Location	Area (m²)	Distance (Meters)	Cost per cycle	Cost per cycle	Cost per cycle	Year 1 + Year 2 + Year 3
1	Aanblom & Malva Ave Bergsig erf 4620 POS 19725sqm	Bergsig	19725		R	R	R	R
2	Aanhou Str POS 2771sqm	Denneoord	2771		R	R	R	R
3	Appollo Str erf 7322 Park 1978sqm	Parkdene	1978		R	R	R	R
4	Badnall Str POS 5138sqm	Borchards	5138		R	R	R	R
5	Baker Street Rosemoor Clinic 2093sqm	Rosemoor	2093		R	R	R	R
6	Blue Mountain Builders circle to Park T Junction 1380m	Mall District		1380	R	R	R	R
7	Boog Str POS 3602sqm	Ballotsview	3602		R	R	R	R
8	Bosduif Str POS erf 6633 5636sqm	Denvar Park	5636		R	R	R	R
9	Casani Crescent POS erf 9654	Levalia	4476		R	R	R	R
10	Daisy Str POS 1223sqm	Protea Park	1223		R	R	R	R
11	De Chavonnes Ave Loerie Park 9695	Lorie Park	9695		R	R	R	R
12	Dikkop Str Park 6012-6013 erf 2575sqm	Eden	2575		R	R	R	R
13	Elsie Str Conville POS 7455sqm	Conville	7455		R	R	R	R

14	Ent Str Park Bergsig 10365 sqm	Bergsig	10365		R	R	R	R
15	Fifth Street Park erf 7018 9411sqm	Loerie Park	9411		R	R	R	R
16	Glenwod ave Rd sidewalk 5441 sqm	Glenwood	5441		R	R	R	R
17	Hercules Str POS 4291sqm	Parkdene	4291		R	R	R	R
18	Hibiscus Str Rosmoor erf 8613 4675sqm	Rosemoor	4675		R	R	R	R
19	Hoekwil na Touwsrante Hoofweg Eindpunt	Hoekwil		4951	R	R	R	R
20	Hops & Heriot Dr POS erf 5556 1815sqm	Denvar Park	1815		R	R	R	R
21	Kleinkrantz Amarylio Street Park erf 1724	Kleinkrantz	1724		R	R	R	R
22	Knysna Rd Bridge to 1st Str intersect POS	George Central	923		R	R	R	R
23	Knysna Rd Bridge to Tile Africa intersect POS 2043 sqm	George Central	2043		R	R	R	R
24	Knysna Rd Engen POS 4097sqm	Paddagat	4097		R	R	R	R
25	Knysna Rd POS 1 CTM to TOYOTA 3678sqm	Levalia	3678		R	R	R	R
26	Knysna Rd POS 1 FORD to PATIO WH	Mall District	5343.8		R	R	R	R
27	Knysna Rd POS 1 GRM ROBOT to BRIDGE	Mall District	1730.9		R	R	R	R
28	Knysna Rd POS 1 SHELL 624sqm	Mall District	624		R	R	R	R
29	Knysna Rd POS 1 SHELL to KRAAIBOSCH	KraaiBosch	7451		R	R	R	R

30	Knysna Rd POS 1 VW to BRIDGE	Mall District	4106.2		R	R	R	R
31	Knysna Rd POS 2 5 th Ave to Madiba 13	Loerie Park	13601		R	R	R	R
32	Knysna Rd POS 2 Driving range entrance to Kraaibosch robots	Glenwood	7923.7		R	R	R	R
33	Knysna Rd POS 2 erf 13534 30 885sqm	Levalia	30885		R	R	R	R
34	Knysna Rd POS 2 erf 13963 14 509sqm	Levalia	14509		R	R	R	R
35	Knysna Rd POS 2 erf 14027 18 439sqm	Levalia	18439		R	R	R	R
36	Knysna Rd POS 2 erf 14333 12 245sqm	Levalia	12245		R	R	R	R
37	Knysna Rd POS 2 erf 14656 28 474sqm	Levalia	28474		R	R	R	R
38	Knysna Rd POS 2 Madiba to Driving range entrance 15897sqm	Glenwood	15897		R	R	R	R
39	Knysna Rd POS 2 Madiba to Glenwood robot	Glenwood	3343		R	R	R	R
40	Kraaibosch to Glenwood ave Rd 13780 sqm	Glenwood	13780		R	R	R	R
41	Kreef Close Loerie Park erf 17283	Loerie Park	2452		R	R	R	R
42	Langmark Str Burial Site 16199sqm	Rosemoor	16199		R	R	R	R
43	Madiba POS 1 12589-19501 erf 733 sqm	Loerie Park	733		R	R	R	R
44	Madiba POS 1 erf 18270 11820sqm	Loerie Park	11820		R	R	R	R
45	Madiba POS 1 Roadverg 1445 to NMU	Loerie Park	4038		R	R	R	R

46	Madiba POS 1 Roadverg 19056 to 8490	Loerie Park	5397		R	R	R	R
47	Manual Villet Str POS Loerie Park 5317sqm	Loerie Park	5317		R	R	R	R
48	Marsh Str Rosemoor burial site 24859sqm	Rosemoor	24859		R	R	R	R
49	Moreson 8th & 11th Ave Denneoord 960sqm	Denneoord	960		R	R	R	R
50	Moreson 8th & 11th Ave Denneoord a551sqm	Denneoord	551		R	R	R	R
51	NMB POS 1 ERF 2663 1327SQM	George Central	1327		R	R	R	R
52	NMB POS 1 ERF 5328- 4776 2504 SQM	George Central	2504		R	R	R	R
53	NMB POS 2 CONVILLE COMM CENTER & POOL 13457 SQM	Conville	13457		R	R	R	R
54	NMB POS 2A CONVILLE COMM CENTER & POOL 3525SQM	Conville	352		R	R	R	R
55	NMB POS 2A CONVILLE COMM CENTER & POOL 676SQM	Conville	676		R	R	R	R
56	NMB POS 3 T BRIDGE 3380SQM	George Central	3380		R	R	R	R
57	Paradise Street POS erf 11638 1888sqm	Ballotsview	1888		R	R	R	R
58	Park rd 13595- 13597 POS 545sqm	Levalia	545		R	R	R	R
59	POU Crescent erf 11331 3593sqm	Ballotsview	3593		R	R	R	R
60	Ring rd interchange POS 1a 1620sqm	Union Street Railway Bridge	1620		R	R	R	R
61	Ring rd interchange POS 1b 4156sqm	Union Street Railway	4156		R	R	R	R

		Bridge						
62	Rooibekkie Str POS erf 9730 1744sqm	Denvar Park	1744		R	R	R	R
63	Rosemoor Saal Woltemade Str 1691 sqm	Rosemoor	1691		R	R	R	R
64	Saur Street POS erf 3643 4057sqm	Levalia	4057		R	R	R	R
65	St Paul Street Park erf 474 Touwrenten	Touwsanten	2023		R	R	R	R
66	Stander GR DAM BOKMKRI MADIBA	Loerie Park	11249		R	R	R	R
67	Stander Str erf 1847 2882sqm	Meyer Str Bridge	2862		R	R	R	R
68	Stander Str ERF 14455 3508sqm	Loerie Park	3508		R	R	R	R
69	Stander Str Stegie erf 6667 1044sqm	Loerie Park	1044		R	R	R	R
70	Thembaletu erf 867 Community Hall and Park	Thembaletu	6632		R	R	R	R
71	Thembaletu erf 7052 and Entrances 1	Thembaletu	142		R	R	R	R
72	Thembaletu erf 7052 and Entrances 2	Thembaletu	52		R	R	R	R
73	Thembaletu erf 7052 and Entrances 3	Thembaletu	542		R	R	R	R
74	Thembaletu erf 7052 and Entrances 4	Thembaletu	286		R	R	R	R
75	Thembaletu erf 7052 and Entrances 5	Thembaletu	7547		R	R	R	R
76	Touwsranten Agter Langs Rugby Veld	Touwsranten	1361		R	R	R	R

77	Touwsranten Bamboes Street	Touwsranten	523		R	R	R	R
78	Touwsranten begraafplaas	Touwsranten	8185		R	R	R	R
79	Touwsranten Erf 557 Bester Street Langs Laerskool parkie	Touwsranten	1490		R	R	R	R
80	Van Kervel Street erf 7048 POS 1 11472sqm	Loerie Park	11472		R	R	R	R
81	Van Kervel Street erf 14479 to 12145 POS 2	Loerie Park	3885		R	R	R	R
82	Virgo Street Ballotsview Parkdene	Ballotsview	4603		R	R	R	R
83	Wilderness Commons POS 1 501sqm	Wilderness	501		R	R	R	R
84	Woodfield Close erf 16573 2094sqm	Loerie Park	2094		R	R	R	R
85	Wilderness Commons POS 14738sqm	Wilderness	14738		R	R	R	R
86	Park rd 13613- 14016 POS	Levalia	760		R	R	R	R
87	Railway line from Fairview gardens to Caledon street		29 112.4		R	R	R	R
88	Welgelegen Sasol garage 2068.7		2068.7		R	R	R	R
89	Boslelie lane	Denneoord	1220		R	R	R	R
90	De Beer Street	Borcherds	319.6		R	R	R	R
91	Golden Valley Creche	Blanco	1 047.2		R	R	R	R
92	Greoneweid Park 1	Greoneweid	400.2		R	R	R	R

93	Groeneweid Park 2	Groeneweid Park	2681.5		R	R	R	R
94	Groeneweid Park 3	Groeneweid Park	4463.1		R	R	R	R
95	Madelief Avenue		398.4		R	R	R	R
96	Orgidee Avenue		356.8		R	R	R	R
97	Pienaar Street		2033.9		R	R	R	R
98	Thomas Street	Borchards	369.8		R	R	R	R
99	Kingsley close	Denvar Park	250.2		R	R	R	R
TOTALS (VAT INCLUDED)			474113	6331	R	R	R	R
Price for additional areas not on list be cut per meter square								R
Price Per Square Meter in Rands & Cents								R
SUMMARY OF TOTALS (VAT INCLUDED)								R

	WEST SECTION				Year 1	Year 2	Year 3	Total Cost
	Description	Location	Area (m²)	Distance (Meters)	Cost per cycle	Cost per cycle	Cost per cycle	Year 1 + Year 2 + Year 3
1	Airway Rd POS 1a Circle to Landfill 25464sqm	Groeneweide Park	25464		R	R	R	R
2	Airway rd POS 1b Landfill to George Tourist resort entrance 28847sqm	Groeneweide Park	28847		R	R	R	R
3	Aloe Street Pacs 8532	Pacaltsdorp	8532		R	R	R	R
4	Andrew Swart Dr Fernridge 6454sqm	Fernridge	6454		R	R	R	R
5	Apple street POS 1671sqm	HeatherPark	1671		R	R	R	R
6	Barkhuizen Dr POS 8395sqm	King George	8395		R	R	R	R
7	Barrie Arum Plane rd POS 1a 15826 sqm	Heatherlands	15826		R	R	R	R
8	Beach drive POS 6662sqm opp PHS	Pacaltsdorp	6662		R	R	R	R
	Beach road, next to pick n pay cemetery side 7643 sqm	Pacaltsdorp	7643		R	R	R	R
	Rosedale main road	Pacaltsdorp	TBC		R	R	R	R
9	Beach drive POS Rosedale robot to PHS 5543sqm	Pcaltsdorp	5543		R	R	R	R

10	Belmont Str 788sqm	Dormehlsdrift	788		R	R	R	R
11	Blanco Golden Valley reservoir 3700sqm	Blanco	3700		R	R	R	R
12	Bloubos Crescent 951sqm	Denneoord	951		R	R	R	R
13	Botterblom Street 2950sqm	Bos en Dal	2950		R	R	R	R
14	Chesterton Close 2210sqm	HeatherPark	2210		R	R	R	R
15	Chestnut Street Park 2288sqm	HeatherPark	2288		R	R	R	R
16	Church Str Park 5302 2693sqm	Bodorp	2693		R	R	R	R
17	CJ Langenhoven Honda to Spar 33651sqm	Past George Hospital	33651		R	R	R	R
18	Cornish Street POS 2701sqm	Dormehlsdrift	2701		R	R	R	R
19	Corporation STR PACS POS 16819sqm	Pacaltsdorp	16819		R	R	R	R
20	Cycad Str POS 11388sqm	Pacaltsdorp	11388		R	R	R	R
21	Cypress Ave HP 4552 8291sqm	HeatherPark	8292		R	R	R	R
22	Dikkop Crescent erf 3608 2422sqm	Pacaltsdorp	2422		R	R	R	R
23	Fern Str POS 1a 13410sqm	Pacaltsdorp	13410		R	R	R	R
24	Fern Str POS 1b 3474sqm	Pacaltsdorp	3474		R	R	R	R
25	Fern Str POS 1c 11463sqm	Pacaltsdorp	11463		R	R	R	R

26	Flood Str Blanco POS 1396sqm	Blanco	1396		R	R	R	R
27	Formosa Dr Groeneweide 14887 erf 1278sqm	Groeneweide Park	1287		R	R	R	R
28	Formosa Dr Groeneweide 1491 erf 3083sqm	Groeneweide Park	3083		R	R	R	R
29	Formosa Dr Groeneweide 23260-14892 6613sqm	Groeneweide Park	6613		R	R	R	R
30	Fortuin Str Blanco POS George Weg Bridge to Clinic 73 338sqm approx	Blanco	73 338		R	R	R	R
31	Freezia Str Groeneweide 14950 erf 1287sqm	Blanco	1287		R	R	R	R
32	Gannebos erf 16512 858sqm	Denneoord	16512		R	R	R	R
33	George Municipality Main Parking Area 2895sqm	George Central	2895		R	R	R	R
34	George ODN entrance 49 756sqm	Blanco	49456		R	R	R	R
35	Haydn Rd Park 7770SQM	Pacaltsdorp	7770		R	R	R	R
36	Hedge Rd Europe Pacaltsdorp 1127sqm	Pacaltsdorp	1127		R	R	R	R
37	Herolds Entrance Heights Rooikranse Rd 792 meters	HeroldsBay		792	R	R	R	R
38	Hope Str Bos en Dal to Ring Rd 1480 Meters	George Central		1480	R	R	R	R
39	Hope Str Traffic dept License office 6129sqm	George Central	6129		R	R	R	R
40	Hope to Kiewit Str POS 5474sqm	Bos en Dal	5474		R	R	R	R
41	Houtkapper Street Pacaltsdorp POS 4089	Pacaltsdorp	1841		R	R	R	R

42	Jan Smut Str erf 2144 7477sqm	George Central	7477		R	R	R	R
43	King George Dr POS 1a erf 16639 2253sqm	King George	2253		R	R	R	R
44	King George Dr POS 1b erf 991sqm	King George	991		R	R	R	R
45	King George Dr POS 1c erf 1009sqm	King George	1009		R	R	R	R
46	Klokkiesblom Str POS 1359sqm	Pacaltsdorp	1359		R	R	R	R
47	Lammervangerslot erf 3967	Pacaltsdorp	3263		R	R	R	R
48	George transfer station Landfill site 3943sqm		3943		R	R	R	R
49	Leonard Giles Cresc erf 16420 4143sqm	Rooi Rivier	4143		R	R	R	R
50	Levin Crescent erf 18254 2597sqm	George Central	2597		R	R	R	R
51	Maitland Str POS erf 161-160 5150sqm	Blanco	5150		R	R	R	R
52	Mission & East Str Community Complex 49472sqm	Pacaltsdorp	49472		R	R	R	R
53	Mission Rd POS 1 3413sqm	Pacaltsdorp	3413		R	R	R	R
54	N2 & square hill drive 6110sqm	Pacaltsdorp	6110		R	R	R	R
55	Newton Str Park 2371sqm erf 2923	George Central	2371		R	R	R	R
56	Olympic Dr & Sportfield 1548 meter road verges	Pacaltsdorp		1548	R	R	R	R
57	Pikkewyn Crescent erf 3708 2109sqm	Pacaltsdorp	2109		R	R	R	R

58	Plane rd Glen Barrie POS 21121sqm	Glen Barrie	21121		R	R	R	R
59	Plover rd Park 6571sqm	Heatherlands	6571		R	R	R	R
60	Rooidraai Pedestrian Path Cutting HeroldsBay 140 meters	HeroldsBay		140	R	R	R	R
61	Scout & Langenhoven POS 19466sqm	George Central	19466		R	R	R	R
62	Slaapplek Str HeroldsBay Park 5498sqm	HeroldsBay	5498		R	R	R	R
63	Soeteweide Montagu Str POS 16 654sqm	Blanco	16654		R	R	R	R
64	St Paul & Impala POS 905sqm	Denneoord	905		R	R	R	R
65	St Paul Park 5246-5247 4955sqm	Denneoord	4955		R	R	R	R
66	Stag DR POS PACS 1 2644sqm	Pacaltsdorp	26449		R	R	R	R
67	Stag Dr 2 Pacs	Pacaltsdorp	1755		R	R	R	R
68	Stemmet Str Blanco POS 2538sqm	Blanco	2538		R	R	R	R
69	Stinkhout Str POS erf 8387 – 5476 5774sqm	Glen Barrie	5774		R	R	R	R
70	UNION STR POS Cor Ser Cent 1 21906sqm	George Central	21906		R	R	R	R
71	Union to River POS 8600sqm		8600		R	R	R	R
72	Valk crescent erf 3630 1650sqm	Pacaltsdorp	1650		R	R	R	R
73	Van Kervek Tuin POS 65172sqm	Fernridge	65172		R	R	R	R

74	Van Rhiebeeck Gardens POS 117999sqm	Camphersdrift	117999		R	R	R	R
75	Victor smith Crescent erf 16447 4425sqm	Rooi Rivier	4425		R	R	R	R
76	Western Str POS 1 2143 73361 7097sqm	Dormehlsdrift	7097		R	R	R	R
77	William Dr King George Park erf 16679 2322sqm	King George	2322		R	R	R	R
78	Willow Rd Park 18747sqm	HeatherPark	18747		R	R	R	R
79	Witfontein Road sidewalks to Georgeweg bridge 0.95KM	Blanco		950	R	R	R	R
80	York Skatelab POS 18142 27213sqm	Bos en Dal	27213		R	R	R	R
81	York Str Bridge Interchange 1a 13730sqm	Bos en Dal	13730		R	R	R	R
82	York Str Bridge Interchange 1b	Tamsui Industrial	26029		R	R	R	R
83	York Str Bridge Interchange 1d 17714sqm	Steinhoff Industrial Park	17714		R	R	R	R
84	York Str Bridge Interchange 1c		18593		R	R	R	R
85	Square Hill Street 1		492.5		R	R	R	R
86	Square Hill Street 2	Pacaltsdorp	1510.7		R	R	R	R
87	Square Hill Street 3		8796.1		R	R	R	R
88	Square Hill Street 4		4395.3		R	R	R	R
89	Square Hill Street 5		15194.5		R	R	R	R

90	Vrugte street 767.2 sqm	Blanco	767.2		R	R	R	R
91	Genesis road, erf 8421 15736sqm	Rosedale	15736		R	R	R	R
92	Rosedale erf 9792	11 948.2			R	R	R	R
93	GM Landfill site 1		1904.4		R	R	R	R
94	GM Landfill site 2		1395.4		R	R	R	R
95	GM Landfill site 3		641.6		R	R	R	R
TOTAL (VAT INCUDED)			98724	4910	R	R	R	R
Price for additional areas not on list be cut per meter square (VAT INCLUDED)								R
Price Per Square Meter in Rands & Cents (VAT INCLUDED)								R
GRAND TOTAL (VAT INCLUDED)				R				

PAST EXPERIENCE

This schedule is compulsory to complete!

Bidders must furnish hereunder details of similar works / services, which they have satisfactorily completed in the past. The information shall include a description of the Works / Services, the Contract value and name of Employer.

Employer	Nature of Work	Value of Work	Duration and Completion Date	Employer Contact Number

_____ Date

_____ Signature of Tenderer

THE TENDER OFFER

I/We Mr/Mrs/Messrs _____
duly assigned to represent the service provider for the purpose of this tender, hereby tender to supply all or any of the goods and/or render all or any of the services described in the attached documents to the George Municipality on terms and conditions stipulated in this tender and in accordance with the specifications stipulated in the tender documents (which shall be taken as part of, and incorporated into this tender) **at the price/s reflected in the Pricing Schedule/s.**

I/we agree that this offer shall remain valid for a period of **120 days** commencing from the closing date and time of this tender.

I/we further agree that:

This tender and its acceptance shall be subject to the terms and conditions contained in the George Municipality's Supply Chain Management Policy;

If I/we withdraw my/our tender within the period for which I/we have agreed that the tender shall remain open for acceptance, or fail to fulfil the contract when called upon to do so, the George Municipality may, without prejudice to its other rights, agree to the withdrawal of my/our tender or cancel the contract that may have been entered into between me/us and the George Municipality and I/we will then pay to the George Municipality any additional expense incurred by the George Municipality having either to accept any less favourable tender or, if fresh tenders have to be invited, the additional expenditure incurred by the invitation by the invitation of fresh tenders and by the subsequent acceptance of any less favourable tender; the George Municipality shall also have the right to recover such additional expenditure by set-off against moneys which may be due or become due to me/us under this or any other tender or contract or against any guarantee or deposit that may have been furnished by me/us or on my/our behalf for the due fulfilment of this or any other tender or contract and pending the ascertainment of the amount of such additional expenditure or retain such moneys, guarantee or deposit as security for any loss the George Municipality may sustain by reason of my/our default;

If my/our tender is accepted the acceptance may be communicated to me/us by letter or order by certified mail or registered mail. Such posting shall be deemed to be proper service of such notice with effect from the date of posting/dispatch of such notice;

The law of the Republic of South Africa shall govern the contract created by the acceptance of my/our tender and that I/we choose domicilium citandi et executandi in the Republic of South Africa, where any and all legal notices may be served at (full street address on this place):

Physical Address: _____

I/we furthermore confirm that I/we have satisfied myself/ourselves as to the correctness and validity of my/our tender; that the price(s) and rate(s) tendered cover all the work/item(s) specified in the tender documents and that the price(s) and rate(s) cover all my/our obligations under a resulting contract and that I/we accept that any mistakes regarding price(s) and calculations will be at my/our own risk.

I/we hereby accept full responsibility for the proper execution and fulfillment of all obligations and conditions devolving on me/us under this agreement as the Principal(s) liable for the due fulfillment of this contract.

I/we agree that any action arising from this contract may in all respects be instituted against me/us and I/we hereby undertake to satisfy fully any sentence or judgement which may be pronounced against me/us as a result of such action.

I/we declare that I/we have participation / no participation in the submission of any other offer for the supplies/services described in the attached documents. If in the affirmative, state name(s) of tenders involved.

Name: _____

Signature: _____

Date: _____

This form must be completed and signed to be considered provisionally responsive.

ACCEPTANCE

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

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

Name: **MR D ADONIS**

Signature: _____

Capacity: **DIRECTOR: COMMUNITY SERVICES**

Date: _____

For the Employer: **GEORGE MUNICIPALITY
CIVIC CENTRE
YORK STREET
GEORGE**

TAX COMPLIANCE INFORMATION

PART A

Tax Compliance Status	TCS Pin:		or	CSD No:	
B-BBEE Status Level Verification Certificate [Tick Applicable Box]	<input type="checkbox"/> Yes <input type="checkbox"/> No			B-BBEE Status Level Sworn Affidavit	<input type="checkbox"/> Yes <input type="checkbox"/> No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE / SWORN AFFIDAVIT (FORM EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
Are You The Accredited Representative In South Africa For The Goods / Services / Works Offered?	<input type="checkbox"/> Yes <input type="checkbox"/> No [If Yes, Enclose Proof]			Are You A Foreign Based Supplier For The Goods / Services / Works Offered?	<input type="checkbox"/> Yes <input type="checkbox"/> No [If Yes, Answer Part 2.]
Signature of Bidder			Date

PART B TERMS AND CONDITIONS FOR BIDDING

1. TAX COMPLIANCE REQUIREMENTS

- 1.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 1.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 1.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
- 1.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B2.
- 1.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 1.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 1.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

2. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS [Tick Applicable Box]

2.1 Is the entity a resident of the Republic of South Africa (RSA)?	YES	NO
2.2 Does the entity have a branch in the RSA?	YES	NO
2.3 Does the entity have a permanent establishment in the RSA?	YES	NO
2.4 Does the entity have any source of income in the RSA?	YES	NO
2.5 Is the entity liable in the RSA for any form of taxation?	YES	NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 1.3 ABOVE.

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

Signature of Bidder:

Capacity Under Which This Bid Is Signed:

Date:

DECLARATION OF INTEREST

1.	No bid will be accepted from persons in the service of the state*.	
2.	Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in the service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudging authority.	
3.	In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.	
3.1	Full Name of bidder or his / her representative:	
3.2	Identity number:	
3.3	Position occupied in the Company (director, trustee, shareholder ²):	
3.4	Company Registration Number:	
3.5	Tax Reference Number:	
3.6	VAT Registration Number:	
3.7	The names of all directors / trustees / shareholders / members, their individual identity numbers and state employee numbers (where applicable) must be indicated in paragraph 4 below.	
3.8	Are you presently in the service of the state?*	YES / NO
3.8.1	If yes, furnish 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:	

<p>3.9 3.9.1</p>	<p>Have you been in the service of the state for the past twelve months? If so, furnish particulars.</p>	<p>YES / NO</p>
<p>3.10 3.10.1</p>	<p>Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? If yes, furnish the following particulars: Name of person: 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:</p>	<p>YES / NO</p>
<p>3.11 3.11.1</p>	<p>Are you aware of any relationship (family, friend, other) between the bidder and any person in the service of the state who may be involved with the evaluation and or adjudication of this bid? If yes, furnish the following particulars: Name of person: 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:</p>	<p>YES / NO</p>
<p>3.12 3.12.1</p>	<p>Are any of the company's directors, managers, principal shareholders or stakeholders in the service of the state? If yes, furnish the following particulars:</p>	<p>YES / NO</p>

	<p>Name of person / director / trustee / shareholder / member: </p> <p>Name of state institution at which you or the person connected to the bidder is employed: </p> <p>Position occupied in the state institution:</p> <p>Any other particulars:</p> <p>.....</p>	
<p>3.13</p> <p>3.13.1</p>	<p>Is any spouse, child or parent of the company's directors, trustees, managers, principle shareholders or stakeholders in the service of the state?</p> <p>If yes, furnish the following particulars:</p> <p>Name of person / director / trustee / shareholder / member: </p> <p>Name of state institution at which you or the person connected to the bidder is employed: </p> <p>Position occupied in the state institution:</p> <p>Any other particulars:</p> <p>.....</p>	<p>YES / NO</p>
<p>3.14</p> <p>3.14.1</p>	<p>Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract?</p> <p>If yes, furnish particulars:</p> <p>.....</p> <p>.....</p>	<p>YES / NO</p>

4. Full details of directors / trustees / members / shareholders:			
THE FOLLOWING INFORMATION IS COMPULSORY TO COMPLETE:			
Full Name	Identity Number	Individual Tax Number for each Director	State Employee Number (where applicable)
5.	The contract will be automatically cancelled if there is a conflict of interest which is not disclosed by the bidder.		

Protection of Personal Information Act, 2013 (Act no.4 of 2013) (POPIA)

All parties agree that they will comply with Protection of Personal Information Act, 2013 (Act no.4 of 2013) (POPIA) and process all the information and/or personal data in respect of the goods and/or services being rendered in accordance with the said act and only for the purpose of providing the goods and/or services set out in the agreement to provide such goods and/or services.

The contract between the municipality and the service provider must ensure compliance with the Protection of Personal Information Act, 2013 (Act no.4 of 2013) (POPIA), in that the service provider establishes and maintains security measures to safeguard personal information being processed on behalf of the municipality. The service provider must notify the municipality immediately in an event where there are reasonable grounds to believe personal information has been accessed by an unauthorised person.

The contract with a service provider must ensure confidentiality of personal information processed on behalf of the municipality. A supply contract with a service provider must include standard clauses outlining joint responsibility in terms of the protection of personal information.

.....
Signature	Date
.....
Capacity	Name of Bidder

¹MSCM Regulations: "in the service of the state" means to be -

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

²"Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercise control over the company.

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

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

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

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

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

1.2 To be completed by the organ of state

(Delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price;
- (b) BBBEE; and
- (c) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80/90
BBBEE	10/5
SPECIFIC GOALS	10/5
Total points for PRICE and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will

be interpreted to mean that preference points for specific goals are not claimed.

- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim regarding preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

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

Where

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

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

3.2.1. POINTS AWARDED FOR PRICE

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

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \quad \text{or} \quad Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

- Ps = Points scored for price of tender under consideration
 Pt = Price of tender under consideration
 Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR BBEE AND SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/documentation stated in the conditions of this tender:

4.1.1 Points awarded for B-BBEE Level of Contributor

In terms of the Specific Goals as per the George Municipality Preferential Procurement Policy, preference points must be awarded to a tenderer for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of Points for Preference (80/20)	Number of Points for Preference (90/10)
1	10	5
2	9	4.5
3	7	3
4	6	2.5
5	4	2
6	3	1.5
7	2	1
8	1	0.5
Non-compliant contributor	0	0

Bidder MUST submit a valid BBEE certificate, failure to attach no points will be awarded for BBEE points.

4.1.2 Points awarded for Specific Goals

In terms of the Specific Goals as per the George Municipality Preferential Procurement Policy, preference points must be awarded to a Tenderer for Locality in accordance with the table below:

Locality of Tenderer's Office	Number of points (80/20 system)	Number of points (90/10 system)
Within the boundaries of George Municipality	10	5

Within the boundaries of the Garden Route District Municipality	6	3
Within the borders of the Western Cape	4	2
Outside the borders of the Western Cape	2	1

Bidder's MUST submit proof of address (e. g. municipal account, rental/lease agreement, or affidavit) not older than three (3) months. Failure to attach proof will result in no points awarded for Specific Goals.

George Municipality will reserve the right to use any and all available information at its disposal, including conducting site visits and inspections to verify a bidder's claim of having a local office within the George Municipal area.

The principle of substance over legal form, as defined in the Standards of Generally Recognised Accounting Practice (GRAP), will be applied in such assessments. (This means that even though a bidder may present a rental agreement, the claim of having a local office will be assessed in its actual substance and not by only accepting the legal documentation.)

The purpose of the locality points is to promote local economic development within the George Municipal area and any bidder attempting to circumvent the substance of this initiative through any means, including by means of fronting, will be reported to the National Treasury for blacklisting on the Central Supplier Database (CSD).

- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

5. BID DECLARATION

Tenderers who claim points in respect of BBBEE must complete the following:

B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 4.1 AND 4.1.1

5.1. Contribution to BBEE: =(maximum of 5 or 10 points)

(Points claimed in respect of paragraph 5.1 must be in accordance with the table reflected in paragraph 4.1.1 and **must be substantiated by relevant proof of B-BBEE status level of contributor.**)

LOCALITY OF TENDERERS OFFICE CLAIMED IN TERMS OF PARAGRAPHS 4.1 AND 4.1.2

5.2. Contribution to specific Goals: =(maximum of 5 or 10 points)

(Points claimed in respect of paragraph 5.2 must be in accordance with the table reflected in paragraph 4.1.2 and **must be substantiated by relevant proof of address of a company office.**)

DECLARATION WITH REGARD TO COMPANY/FIRM

5.3. Name of company/firm.....

5.4. Company registration number:

5.5. TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

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

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 5.1 and 5.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has

- suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the tenderer or contractor, its shareholders, and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

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

SWORN AFFIDAVIT – BBEE EXEMPTED MICRO ENTERPRISE

SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE

I, the undersigned,

Full name & Surname	
Identity number	

Hereby declare under oath as follows:

1. The contents of this statement are to the best of my knowledge a true reflection of the facts.
2. I am a member / director / owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name	
Trading Name	
Registration Number	
Enterprise Address	

3. I hereby declare under oath that:
 - The enterprise is _____ % black owned;
 - The enterprise is _____ % black woman owned;
 - Based on the management accounts and other information available on the _____ financial year, the income did not exceed R10,000,000.00 (ten million rands);
 - Please confirm on the table below the B-BBEE level contributor, **by ticking the applicable box.**

100% black owned	Level One (135% B-BBEE procurement recognition)	
More than 51% black owned	Level Two (125% B-BBEE procurement recognition)	
Less than 51% black owned	Level Four (100% B-BBEE procurement recognition)	

4. The entity is an empowering supplier in terms of **the dti** Codes of Good Practice.
5. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.
6. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: _____

Date: _____

Commissioner of Oaths
Signature & stamp

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

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

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

4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.5.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

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

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

.....

Signature

.....

Position

.....

Date

.....

Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Municipal Supply Regulation 38(1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. take all reasonable steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD9) must be completed and submitted with the bid:
 - 1 **Includes price quotations, advertised competitive bids, limited bids and proposals.**
 - 2 **Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.**

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

GEORGE MUNICIPALITY

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

I certify, on behalf of: _____ that:
(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am 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.

MBD9

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 consortium³ 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.
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

.....
Position

.....
Name of Bidder

³ 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.

CERTIFICATE FOR MUNICIPAL SERVICES (COMPULSORY TO COMPLETE)

Information required in terms of the Supply Chain Management Regulations, Regulation 28 (1) (c).

Tender Number: COM012/2024
Name of the Bidder: _____

DETAILS OF THE BIDDER/S: Owner / Proprietor / Director(s) / Partner(s), etc:

Physical Business address of the Bidder	Municipal Account Number(s)

If there is not enough space for all the names, please attach the additional details to the Tender document.

Name of Director / Member / Partner	Identity Number	Physical residential address of Director / Member / Partner	Municipal Account number(s)

I, _____, the undersigned,
(full name in block letters)

certify that the information furnished on this declaration form is correct and that I/we have no undisputed commitments for municipal services towards a municipality or other service provider in respect of which payment is overdue for more than 30 days.

Signature

THUS DONE AND SIGNED for and on behalf of the Bidder / Contractor

at _____ on the _____ day of _____ 2024

PLEASE NOTE:

MUNICIPAL ACCOUNTS FOR ALL PROPERTIES OWNED BY BIDDER/S MUST BE ATTACHED TO THE TENDER DOCUMENT!

Even if the requested information is not applicable to the Bidder, the table above should be endorsed **NOT APPLICABLE** with a reason and **THIS DECLARATION MUST STILL BE COMPLETED AND SIGNED**. In the event of leasing, a lease agreement **MUST** be attached to the tender document.

GEORGE MUNICIPALITY PROCUREMENT

GENERAL CONDITIONS OF CONTRACT

TABLE OF CLAUSES

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
9. Packing
10. Delivery and documents
11. Insurance
12. Transportation
13. Incidental services
14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Variation orders
19. Assignment
20. Subcontracts
21. Delays in the supplier's performance
22. Penalties
23. Termination for default
24. Anti-Dumping and countervailing duties and rights
25. Force Majeure
26. Termination for insolvency
27. Settlement of disputes
28. Limitation of liability
29. Governing language
30. Applicable law
31. Notices
32. Taxes and duties
33. Transfer of contracts
34. Amendment of contracts
35. Prohibition of restrictive practices

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 goods 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 goods 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 "Supplier" means the successful bidder who is awarded the contract to maintain and administer the required and specified service(s) to the State.
 - 1.26 "Tort" means in breach of contract.
 - 1.27 "Turnkey" means a procurement process where one service provider assumes total responsibility for all aspects of the project and delivers the full end product / service required by the contract.
 - 1.28 "Written" or "in writing" means hand-written 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 (excluding professional services related to the building and construction industry), 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 Invitations to bid are usually published in locally distributed news media and on the municipality/municipal entity website.

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 provider 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 provider'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 provider 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.
- 6.2 When a supplier developed documentation / projects for the municipality or municipal entity, the intellectual, copy and patent rights or ownership of such documents or projects will vest in the municipality or municipal entity.

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 provider 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.

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 goods to be produced or services to be rendered should at any stage be subject to inspections, test and analyses, the bidder or contractor's premises shall be open, at all reasonable hours, for inspection by a

- representative of the purchaser or an organization acting on behalf of the purchaser.
- 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 goods 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 goods or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such goods or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Goods 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 goods may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected goods 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 goods which do comply with the requirements of the contract. Failing such removal the rejected goods shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute goods forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected goods, purchase such goods as may be necessary at the expense of the supplier.
- 8.8 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, and in any subsequent instructions ordered by the purchaser.
10. Delivery and documents:
- 10.1 Delivery of the goods and arrangements for shipping and clearance obligations shall be made by the supplier in accordance with the terms specified in the contract.
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.
12. Transportation:
- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified.
13. Incidental services:
- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any:
- (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 provider for similar services.
14. Spare parts:
- 14.1 As specified, 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.
- 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 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, 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.
- 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.
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 provider in his bid, with the exception of any price adjustments authorized or in the purchaser's request for bid validity extension, as the case may be.
18. Variation orders:
- 18.1 In cases where the estimated value of the envisaged changes in purchase does not exceed 15% of the total value of the original contract, the contractor may be instructed to deliver the goods or render the services as such. In cases of measurable quantities, the contractor may be approached to reduce the unit price, and such offers may be accepted provided that there is no escalation in price.
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 these 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 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 goods are required, or the supplier's services are not readily available.
- 21.4 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 22.2 without the application of penalties.
- 21.5 Upon any delay beyond the delivery period in the case of a goods contract, the purchaser shall, without cancelling 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 judgement 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.

- 23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.
- 23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the supplier as having no objection and proceed with the restriction.
- 23.5 Any restriction imposed on any person by the purchaser will, at the discretion of the purchaser, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the purchaser actively associated.
- 23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:
- (i) the name and address of the supplier and / or person restricted by the purchaser;
 - (ii) the date of commencement of the restriction;
 - (iii) the period of restriction; and
 - (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

- 23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Anti-Dumping and Counter-Vailing duties and rights:

- 24.1 When, after the date of bid, provisional payments are required, or anti-dumping 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 supplier to the purchaser or the purchaser may deduct such amounts from moneys (if any) which may otherwise be due to the supplier 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 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 to the supplier for goods delivered and / or services rendered according to the prescripts of the contract.

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.

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.

32.2 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 SARS must have certified that the tax matters of the preferred bidder are in order.

32.4 No contract shall be concluded with any bidder whose municipal rates and taxes and municipal services charges are in arrears.

33. Transfer of contracts:

33.1 The contractor shall not abandon, transfer, cede assign or sublet a contract or part thereof without the written permission of the purchaser.

34. Amendment of contracts:

34.1 No agreement to amend or vary a contract or order or the conditions, stipulations or provisions thereof shall be valid and of any force unless such agreement to amend or vary is entered into in writing and signed by the contracting parties. Any waiver of the requirement that the agreement to amend or vary shall be in writing, shall also be in writing.

35. Prohibition of restrictive practices:

35.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder(s) is / are or a contractor(s) was / were involved in collusive bidding.

35.2 If a bidder(s) or contractor(s) based on reasonable grounds or evidence obtained by the purchaser has / have engaged in the restrictive practice referred to above,

the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties are contemplated in section 59 of the Competition Act No 89 of 1998.

- 35.3 If a bidder(s) or contractor(s) has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.