

REQUEST FOR QUOTATION

YOU ARE HEREBY INVITED TO SUBMIT QUOTATIONS FOR THE REQUIREMENTS OF THE DEVELOPMENT BANK OF SOUTHERN AFRICA LIMITED	
BID NUMBER:	RFQ 087/2021
RFQ ISSUE DATE:	05 October 2021
CLOSING DATE AND TIME:	19 October 2021 @ 23H55
RFQ VALIDITY PERIOD	90 DAYS
DESCRIPTION	Appointment of a Professional service provider (PSP) to conduct an ex-post evaluation on the development impact of the Polokwane Local Municipality (PLM) Asbestos Cement (AC) Pipes network replacement capex programme
RESPONSES TO THIS RFQ SHOULD BE SUBMITTED ELECTRONICALLY:	<p>a) Bidders that wish to submit a tender response must send an email to mbalim@dbsa.org and joleenp@dbsa.org copying tenders@dbsa.org indicating their participation;</p> <p>b) This must be done three (3) working days before submission day;</p> <p>c) Bidders will thereafter receive a OneDrive Link to submit tender documents electronically.</p> <p>d) Closing time for the OneDrive Link submissions - 23h55 (Telkom Time) on the day of the stipulated dates shown above.</p>
TENDER TECHNICAL AND GENERAL QUERIES	E-mail address: mbalim@dbsa.org And joleenp@dbsa.org
COMPLAINTS ABOUT THIS RFQ OR TENDER PROCESS	E-mail address: scmqueries@dbsa.org

Bidders must acknowledge receipt of this RFQ on the above contact details.

NB: All enquiries regarding this RFQ must be forwarded to the stated email address above within the day after the RFQ has been issued. No enquiries from bidders will be entertained after the closing date of this RFQ and during the subsequent evaluation processes. DBSA however reserves the right to clarify any information with any bidder regarding their response to this RFQ.

All responses must be submitted to the above-mentioned address at the time specified.



The Development Bank of Southern Africa has a Zero Tolerance on Fraud and Corruption. Report any incidents of Fraud and Corruption to Whistle Blowers on any of the following:

TollFree : 0800 20 49 33
 Email : dbsa@whistleblowing.co.za
 Free Post : Free Post KZN 665 | Musgrave | 4062
 SMS : 33490

SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ORIGINAL AND VALID B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE OR ORIGINAL CERTIFIED COPY	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		ORIGINAL B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	
[AN ORIGINAL AND VALID B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT 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 THE QUESTIONNAIRE BELOW]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS PLEASE COMPLETE AS PER SECTION 3 OF THE TERMS AND CONDITIONS BELOW					

NOTE: Whether or not you are submitting a bid, please email this schedule to the Procurement Specialist.

	YES	NO
We will bid:		

TERMS AND CONDITIONS FOR BIDDING

1. RFQ SUBMISSION:

- 1.1. RFQ BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED – (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. **BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.**
- 1.4. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.
- 1.5. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**
- 1.6. PARTICIPATION IN THE TENDER PROCESS IS SUBJECT TO COMPLIANCE WITH THE TENDER CONDITIONS CONTAINED IN THIS RFQ DOCUMENT.
- 1.7. THE SUCCESSFUL BIDDER MAY BE REQUIRED TO CONCLUDE A FORMAL WRITTEN CONTRACT WITH THE DBSA DEPENDING ON THE NATURE OF THE SERVICES TENDERED FOR.
- 1.8. IF THE BIDDER'S SUBMISSION OF A QUOTATION IS SUCCESSFUL, THE DBSA SHALL APPOINT THE BIDDER TO EXECUTE OR PROVIDE THE REQUIRED SERVICES OR GOODS. WHERE NO FORMAL WRITTEN CONTRACT IS REQUIRED TO BE CONCLUDED WITH THE SUCCESSFUL BIDDER, THE DBSA SHALL PLACE A PURCHASE ORDER WITH THE BIDDER AND THE AFORESAID GENERAL CONDITIONS OF CONTRACT SHALL APPLY TO ANY SUBSEQUENT PURCHASE ORDER. IN THE EVENT THAT A FORMAL WRITTEN CONTRACT IS REQUIRED TO BE CONCLUDED WITH THE BIDDER, THE PARTIES SHALL EXECUTE A SERVICE CONTRACT AND THEREAFTER THE DBSA SHALL PLACE A PURCHASE ORDER.
- 1.9. NO SERVICES MUST BE RENDERED OR GOODS DELIVERED BEFORE AN OFFICIAL DBSA APPOINTMENT LETTER HAS BEEN ISSUED, A SERVICE CONTRACT SIGNED WHERE APPLICABLE, AND A PURCHASE ORDER HAS BEEN RECEIVED BY THE SUPPLIER.
- 1.10. LATE AND INCOMPLETE SUBMISSIONS WILL NOT BE ACCEPTED.
- 1.11. ANY BIDDER WHO HAS REASONS TO BELIEVE THAT THE RFQ SPECIFICATION IS BASED ON ANY SPECIFIC BRAND MUST INFORM DBSA IN WRITING BEFORE THE RFQ CLOSING DATE. IT SHOULD HOWEVER, BE NOTED THAT DBSA RESERVES THE RIGHT TO ISSUE BRAND SPECIFIC SPECIFICATIONS "EQUIVALENT" / REQUIREMENTS TENDER.
- 1.12. **BIDDERS ARE REQUIRED TO COMPLETE ANNEXURE B FOR ALL PRICE QUOTATIONS EXCEEDING THE VALUE OF R30 000 (VAT INCLUDED) AND ATTACH TO THE FUNCTIONAL/TECHNICAL PROPOSAL WHERE THE TENDERING PROCESS WILL USE A ONE ENVELOPE SYSTEM.**
- 1.13. **BIDDERS ARE ALSO REQUIRED TO COMPLETE AND SIGN ALL DECLARATIONS AS PART OF THE RFQ DOCUMENTATION PACK THE STANDARD BIDDING DOCUMENTS (SBD) PRESCRIBED BY THE NATIONAL TREASURY ATTACHED AS ANNEXURE C.**
- 1.14. THE SUCCESSFUL BIDDER WILL BE THE BIDDER THAT SCORES THE HIGHEST NUMBER OF POINTS IN THE PRICE AND PREFERENCE EVALUATION, UNLESS THE DBSA EXERCISES ITS RIGHT TO CANCEL THE RFP, IN LINE WITH THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.
- 1.15. ALL PRICES MUST BE QUOTED IN SOUTH AFRICAN RAND (ZAR)
- 1.16. THE COST OF MARKETING AND ADVERTISING, AND OTHER CHARGES MUST BE INCLUDED IN THE TOTAL PRICE QUOTED, IF THESE ITEMS ARE REQUESTED AS PART OF THE DBSA COST TEMPLATE / MODEL OF THIS RFQ. BIDDERS SHOULD UNDER NO CIRCUMSTANCES INCLUDE ANY ADDITIONAL COST ELEMENTS WHICH HAVE NOT SPECIFICALLY BEEN REQUESTED FOR AS PART OF THIS RFQ. IF ADDITIONAL ITEMS ARE SUGGESTED BY ANY BIDDER, THEN THESE ITEMS MUST BE SEPARATELY SPECIFIED WITH A CLEAR MOTIVATION OF WHY THESE ADDITIONAL ITEMS MAY BE REQUIRED. IT SHOULD ALSO BE FURTHER STATED WHETHER THE WORKABILITY OF THE SOLUTION PROPOSED IS DEPENDENT ON SUCH ADDITIONAL ITEMS OR NOT.

1.17. BIDDERS ARE ALSO REQUESTED TO SEPARATELY PROVIDE A DETAILED COST BREAKDOWN OF ALL ITEMS TO BE PROVIDED AS PART OF THEIR RESPONSE TO THIS RFQ, WHICH CLEARLY DEPICTS THE ITEM DESCRIPTION (BRAND NAME, PRODUCT CODE) AND ASSOCIATED QUANTITIES. FAILURE TO PROVIDE THIS INFORMATION WILL INVALIDATE THE RFQ RESPONSE ON THE BASIS OF INCOMPLETENESS. THE TOTAL COST OF THE RFQ RESPONSE BASED ON THE DBSA COST TEMPLATE / MODEL SHOULD EXACTLY MATCH THE TOTAL COST OF THE DETAILED COST BREAKDOWN. IN THE EVENT OF ANY DISCREPANCIES, THEN THE HIGHER AMOUNT OF THE 2 DOCUMENTS WILL BE USED AS BASIS FOR THE PRICE EVALUATIONS OF THIS RFQ RESPONSE.

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE.

3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

- 3.1. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? YES NO
- 3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA? YES NO
- 2.8 DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? YES NO
- 3.1. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? YES NO

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

4. COMPLIANCE REQUIREMENTS

- 4.1 All BIDDER MUST SUBMIT THEIR ORIGINAL AND VALID BBBEE STATUS LEVEL VERIFICATION CERTIFICATE OR ORIGINAL CERTIFIED COPY OR ORIGINAL SWORN AFFIDAVIT THEREOF, SUBSTANTIATING THEIR BBBEE STATUS.
- 4.2 THE SUBMISSION OF SUCH CERTIFICATES MUST COMPLY WITH THE REQUIREMENTS OF INSTRUCTIONS AND GUIDELINES ISSUED BY THE NATIONAL TREASURY AND MUST BE IN ACCORDANCE WITH THE APPLICABLE NOTICES PUBLISHED BY THE DEPARTMENT OF TRADE AND INDUSTRY IN THE GOVERNMENT GAZETTE.

5. PRE-QUALIFICATION CRITERIA

5.1 THE FOLLOWING PRE-QUALIFYING CRITERIA WILL BE APPLIED, BIDDERS WHO DO NOT MEET ALL OF THE PRE-QUALIFYING CRITERIA WILL NOT BE CONSIDERED FOR AWARD OF THE BID:

- ***In terms of the DBSA Transformation Imperative Targets, the DBSA will consider companies that are EME's or QSE's with a minimum B-BBEE status of Level 2 who will contribute to meaningful B-BBEE initiatives as part of the tender process?***
- ***The successful Tenderer, if not itself an EME or QSE with a minimum B-BBEE status level 2, as per Section 4(1)(a) and (b) of the PPR 2017, must subcontract a minimum of 30% of the value of the contract to the following category referred to in Section 4(1)(c) of the PPR 2017:***

(i). an EME or QSE which is at least 51% owned by black people.

6. PRICE AND PREFERENCE EVALUATION

6.1 THIS RFQ WILL BE EVALUATED IN TERMS OF THE 80/20 PREFERENCE POINT SYSTEM PRESCRIBED BY THE PREFERENTIAL PROCUREMENT REGULATIONS 2017 AS AMENDED. THE ALLOCATION OF POINTS WILL BE AS FOLLOWS:

PRICE	80
BEE	20
TOTAL	100 POINTS

7. ORAL PRESENTATIONS

7.1 BIDDERS WHO SUBMIT BIDS IN RESPONSE TO THIS RFQ MAY BE REQUIRED TO GIVE AN ORAL PRESENTATION, WHICH MAY INCLUDE, BUT IS NOT LIMITED TO, A MARKETING PROPOSAL DEMONSTRATION OF THEIR PROPOSAL TO DBSA. THIS PROVIDES AN OPPORTUNITY FOR THE BIDDER TO CLARIFY OR ELABORATE ON THEIR PROPOSAL. THIS IS A FACT FINDING AND EXPLANATION SESSION ONLY AND DOES NOT INCLUDE NEGOTIATION. DBSA SHALL SCHEDULE THE TIME AND LOCATION OF THESE PRESENTATIONS.

7.2 ORAL PRESENTATIONS ARE AN OPTION OF DBSA AND MAY OR MAY NOT BE CONDUCTED. IF SUCH PRESENTATIONS OR PRODUCT DEMONSTRATIONS ARE REQUIRED, THEN THE COST TO SET UP THESE SESSIONS WILL BE BORNE BY THE BIDDER. IT SHOULD ALSO BE NOTED THAT WHERE A BIDDER CAN ONLY FACILITATE SUCH PRESENTATION AND DEMONSTRATION SESSIONS ABROAD OR EVEN BEYOND THE PROVINCIAL BORDERS OF GAUTENG, THEN ANY ASSOCIATED SUBSISTENCE AND TRAVELING COST OF THE DBSA BID EVALUATION TEAM, WILL BE FOR THE ACCOUNT OF THE BIDDER.

8. REASONS FOR DISQUALIFICATION

8.1 DBSA RESERVES THE RIGHT TO DISQUALIFY ANY BIDDER WHICH DOES ANY ONE OR MORE OF THE FOLLOWING:

- 8.1.1 BIDDERS WHO SUBMITTED INCOMPLETE INFORMATION AND DOCUMENTATION ACCORDING TO THE REQUIREMENTS OF THIS RFQ;
- 8.1.2 BIDDERS WHO SUBMITTED INFORMATION THAT IS FRAUDULENT, FACTUALLY UNTRUE OR INACCURATE, FOR EXAMPLE MEMBERSHIPS THAT DO NOT EXIST, BEE CREDENTIALS, EXPERIENCE, ETC.;
- 8.1.3 BIDDERS WHO RECEIVED INFORMATION NOT AVAILABLE TO OTHER VENDORS THROUGH FRAUDULENT MEANS; AND/OR
- 8.1.4 BIDDERS WHO DO NOT COMPLY WITH ANY OTHER *REQUIREMENTS* AS STIPULATED IN THIS RFQ DOCUMENT.
- 8.1.5 BIDDERS WHO SUBMIT RESPONSE AFTER THE STIPULATED SUBMISSION DATE AND TIME.

9. RIGHT TO CANCEL

9.1 DBSA RESERVES THE RIGHT TO CANCEL OR REJECT ANY QUOTE AND NOT TO AWARD THE RFQ TO THE LOWEST BIDDER OR AWARD PARTS OF THE RFQ TO DIFFERENT BIDDERS, OR NOT TO AWARD THE RFQ AT ALL.

10. DECLARATION BY BIDDER

I, THE UNDERSIGNED (NAME).....CERTIFY THAT:

- i. I HAVE READ, UNDERSTOOD AND UNCONDITIONALLY ACCEPT THE CONDITIONS OF THIS RFQ.
- ii. I HAVE SUPPLIED THE REQUIRED INFORMATION AND THE INFORMATION SUBMITTED AS PART OF THIS RFQ IS TRUE AND CORRECT.

.....

SIGNATURE OF BIDDER

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....
(PROOF OF AUTHORITY MUST BE SUBMITTED E.G. COMPANY RESOLUTION)

DATE:

DBSA TERMS OF REFERENCE (TOR)

Ex-post Evaluation Polokwane AC Pipes Network Replacement Capital Expenditure Programme

1. Introduction

The Development Bank of Southern Africa (DBSA) is a development finance institution (DFI) that promotes economic development by mobilising financial and other resources from the national and international private and public sectors for sustainable development projects in South Africa and the rest of the African continent. The DBSA's mandate of large-scale investment in infrastructure is a critical enabler of economic growth and development as well as to eliminate poverty, facilitates job creation and reduce inequality.

The DBSA is aligned to national, regional, and international policies which include the National Development Plan (NDP), the Integrated Urban Development Framework (IUDF), and the National Climate Change Response Policy (NCCRP). Within the region the DBSA is aligned to the Regional Infrastructure Master Plans and the Africa Union's Agenda 2063. Internationally, the DBSA is aligned to the Sustainable Development Goals (SDGs) (United Nations 2012), the Paris Agreement (United Nations 2015) and the New Urban Agenda (NUA) (United Nations 2016). The Bank focuses primarily on the Energy, Transport, Water, and ICT sectors but also serves the Health, Housing and Education sectors as a secondary focus.

The success of DBSA financed projects and programmes within these sectors is determined by outputs, outcomes, and results of each project/ programme. In order to ensure ongoing success and consistent improvements in the DBSA's funding activities, it is fundamentally important that the DBSA is able to monitor its funding initiatives and track the actual development results, outcomes and impact that are realised by the beneficiaries of DBSA's funding activities.

The DBSA reports on the development results and effectiveness of its interventions as well as provides guidance, case studies, recommendations and lessons learnt from its funding activities for internal and external stakeholders, particularly National Treasury as DBSA's sole shareholder. The recommendations, lessons learnt and case studies arising from the evaluation of its activities comprise a key aspect of the DBSA's knowledge management, sharing and capacity development strategy.

The DBSA seeks to conduct an evaluation on the R235 million loan provided to Polokwane Local Municipality (PLM) in 2016/17 for the Asbestos Cement (AC) Pipes Network Replacement Capital Expenditure (CAPEX) Programme. These Terms of Reference (ToR) describe the scope and requirements of the evaluation.

2. Programme Background

PLM is classified as a secondary city (M2) local municipality however is an aspirant metro and the industrial and the commercial centre of the province. PLM is a Water Services Authority and Provider, holds an electricity distribution license in the urban areas and has a level one housing accreditation.

As the economic hub of the Limpopo province, PLM provides all four basic services (water, sanitation, electricity, and waste management).

During the 2016/17 financial year the DBSA provided a loan amount of R235 million to PLM for the AC Pipes Network Replacement Programme which formed part of PLM's 3-year total capital programme based

on the 2016/17 to 2018/19 Medium Term Revenue and Expenditure Framework (MTREF). The programme sought to replace AC pipes as a result of the intensive maintenance due to high frequency of pipe burst incidences. The age of the infrastructure was also a challenge and led to high operating costs and lost revenues. PLM had to also put a moratorium on the residential, office and retail shopping centre developments due to the inadequacy of the infrastructure to convey adequate volumes of water for the current and future projected requirements. Due to PLM being the economic hub of the Limpopo province, the increasing migration into the city had also put pressure on the water infrastructure.

2.1 Purpose of the loan

The DBSA loan was intended to address the challenges of aging infrastructure, burst pipes as well as reduce water losses in terms of the financial feasibility study that was undertaken. The project was expected to be completed by 2019/20. The DBSA funding was supplemented by a loan from Standard Bank of R 195 million and a grant of R25 million from the Infrastructure Investment Programme of South Africa (IIPSA) funded by the European Union.

2.2 Project Description

The project involved replacement of 67.6 km of AC pipes in PLM Central Business District (CBD), 45.6 km in Seshego and 17.4 km in Annandale. These areas were still serviced by the aged AC water distribution infrastructure. This infrastructure, in terms of the municipality's records, was installed more than 50 years ago. The records of maintenance show high frequency of burst pipes in these areas. High water losses were also recorded from these areas. The water distribution infrastructure was no longer adequate to convey sufficient water to meet current and future water supply requirements. The capacity (diameter) of these water pipes was envisaged to service a smaller population than the current size of the municipality. The trend also indicated that resident population growth will continue in the future in these areas of the city, requiring a more efficient infrastructure to pump water through. The programme implementation intended to include the replacement of the old AC pipes with the larger diameter uPVC and HOPE pipes as well as the replacement and/ or refurbishment of water meters on the bulk supply pipelines and at every consumption point.

2.3 Expected Programme & Project Results

In terms of the feasibility study that the municipality and its consultants undertook, the following benefits were expected to be derived from implementing the programme:

Economic benefit	<ul style="list-style-type: none"> Increased employment opportunities during the period of construction.
Household benefit	<ul style="list-style-type: none"> Approximately 16,057 households currently receiving intermittent water services to benefit from the new and improved services. Reduction in intermittent house flooding.
Municipal benefit	<ul style="list-style-type: none"> A decrease in water distribution losses by approximately 4,8 million cubic meters which in terms of the current water purchase cost amounts to approximately R 26.7 million per annum. An annual saving in salaries (e.g., over-time to repair leakages) based on current costs of approximately R 4.8 million per annum. An annual saving in other repair and maintenance expenses based on current costs of approximately R 16,9 million per annum. The increased capacity from replacing the pipes with the bigger diameter pipes is also expected to result in increased capacity to provide water to new I additional consumers. When this opportunity is fully exploited, it will result in an increase in revenue generated from rendering water services . Based on current

	<p>tariffs (selling price per unit), additional revenue of approximately R 33,0 million per annum is projected.</p> <ul style="list-style-type: none"> • Reduced ad-hoc repair and maintenance and employee overtime bill related to emergency attendance to frequent burst pipes.
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3. Evaluation Rationale

The DBSA is seeking to appoint a Professional Service Provider (PSP) to determine the development results of the Asbestos Cement (AC) Pipes Network Replacement 2016/17 to 2018/19 Capex Programme of the PLM. This evaluation occurs approximately two years after completion of the projects to enable the successful measurement of results over the long-term. The objectives of the evaluation are to:

1. Determine whether DBSA’s funding was used effectively by PLM.
2. Determine the development results (outputs, outcomes, and impact) of the programme.
3. Evaluate water supply and demand management.
4. Evaluate the operations and maintenance functions of the AC pipes.
5. Generate findings based on social, financing, economic, technical, and environmental aspects of the project.
6. Provide recommendations and lessons learnt from the programme that will enhance process issues, monitoring, implementation, and close-out of other similar projects.
7. Use the programme as a case study to highlight key successes and challenges.
8. Comprehensively document the evaluation approach and methodology, demonstrating both innovation and utility.

4. Key Evaluation Questions

The evaluation should answer the following high-level questions however, the appointed PSP will be expected to develop further questions and sub-questions when developing the evaluation framework:

1. Did the PLM deliver the intended infrastructure in line with what was expected? If not, what were the critical factors inhibiting implementation reliability?
2. What were the results of the programme, intended and unintended? Programme results were expected at municipal and household level. In line with this, the evaluation design should include assessment of benefits for the municipality as well as households.
3. Are programme results sustainable?
4. What lessons can be learnt from the programme regarding financing infrastructure in similar municipalities?

5. Scope of the ex-post Evaluation

In scope	
Type of evaluation	Ex post evaluation: focus on outputs, outcomes, and impact.
Time period	2016 - 2019
Institutional/geographic coverage	As per project description

Programme components	<ul style="list-style-type: none"> • Replacement of 67.6 km of AC pipes in PLM CBD • Replacement of 45.6 km of AC pipes in Seshego • Replacement of 17.4 km of AC pipes in Annandale • Replacement/ refurbishment of water meters
Development results	Defined as the benefits accrued to beneficiaries as a result of DBSA funding. Beneficiaries include the municipality and households.

6. Evaluation Methodology and Design

The proposal should include the evaluation components prescribed. However, this should not be viewed as exhaustive and service providers are expected to present additional and appropriate methodological considerations in their proposals.

The evaluation design will be a non-experimental design. The proposal should demonstrate the best possible methodological choices. At a minimum, the evaluation design must include:

a) A participatory approach

Stakeholder participation is required at evaluation preparation, data collection and validation (preliminary findings) phases.

b) Mixed methods

Including but not limited to document review (relevant publicly available data should be used), interviews, focus groups and statistical analysis.

c) Case study approach

In consultation with DBSA, the service provider must identify 1-3 case studies using the appropriate methodology to demonstrate outcomes where there have been significant development results. These should present information visually using either infographics or multimedia such as video, photographs, etc.

d) Appropriate sampling at household level

Limitations arising out of sampling choice should be made explicit.

e) Indicator development for a comprehensive evaluation of programme performance against baselines

Some baseline data was collected before the start of the programme (e.g., Non-revenue water). However additional indicators need to be identified to assess the programme's outcomes more comprehensively.

7. Deliverables and Timeframe

A proposed evaluation schedule, which details key milestones and due dates, which shall not go beyond 1 February 2022, is to be included and will also inform payment milestones. The schedule is to include one week for the DBSA to review the Inception Report and two weeks to review the Draft Evaluation Report. The service provider is mandated to undertake the evaluation as per the Inception Report once it has been formally approved by the DBSA.

The schedule should address a minimum of the following aspects:

Deliverable	Description
Inception Report	Revised evaluation plan based on review of data provided and stakeholder engagements, which includes overall evaluation design, detailed methodology (evaluation questions, data collection methods, evaluation matrix, analysis plan),

Deliverable	Description
	timeline, and content structure of final report
Data collection tools	Interview guides, etc.
Fieldwork report	Brief feedback to DBSA on fieldwork including data collected, number of interviews/focus groups, limitations, etc.
Draft evaluation report	Including draft case studies
Final evaluation report	Including finalised case studies, all data, audio, and visual material

8. Information Supplied by the DBSA

The DBSA will provide access to appropriate documents and employees to the service provider for the purposes of the assignment, which includes:

- a) Appraisal documents
- b) All internal project reports
- c) Contact information for internal DBSA stakeholders and key municipal personnel

9. Required Skills and Experience

The proposal must indicate the name and role of each team member and indicate whether alternative and equally qualified as well as experienced personnel would be available in the event the indicated persons no are longer available. Please provide the names and qualifications of said personnel.

It is envisaged that the preferred service provider would have expertise as follows:

- A team leader with at least 10 years' experience in managing similar evaluation assignments
- Relevant tertiary qualifications in the technical and evaluation fields
- All other sector specialists (environment, economic, institutional, and financial) should have at least 8 years' experience in the relevant sector(s)
- Registration with a recognised professional body/institution, and
- Additional project management qualifications will be an advantage.

An indication of the prospective service providers' track record (team members CVs, list of previous evaluations and research conducted, and three relevant examples of evaluations completed) in the areas of expertise detailed above should accompany the proposal.

10. Proposal Structure

The tenderer must structure their technical proposals as follows:

- a) Understanding of the intervention and the ToR.
- b) Approach, design, and methodology for the evaluation.
- c) Activity based evaluation plan (Gantt chart)
- d) Competence showing experience of similar previous work conducted
- e) Team composition
- f) Team composition

11. Evaluation Criteria

Functional evaluation criteria	Total score	100
	Minimum threshold	70
Price and BEE	Price	80
	BEE	20

11.1 Functional Evaluation Criteria

Only those Bidders which score 70 points or higher (out of a possible 100) during the functional evaluation will be evaluated during the second stage of the Bid. Bidders are required to submit supporting documentation evidencing their compliance with each requirement, where applicable. The Functional Criteria that will be used to test the capability of Bidders are as follows:

Evaluation Criteria	Scoring <i>(for whole or each sub-element where applicable)</i>	Maximum points
<p>Proposed methodology and approach</p> <p><i>Details of the proposed methodology and approach that the Tenderer intends to follow with regard to the effective and appropriate methodological and project management considerations required of the eThekweni Metropolitan Municipality's Western and Northern Aqueducts project.</i></p>	<p>Excellent (Score 20)</p> <p>The evaluation is designed in an innovative and efficient way. Approaches have been appropriately used and tailored to address the evaluation objectives. A detailed quality plan and approach to managing risk are provided and are specifically tailored to the project.</p>	20
	<p>Good (Score 15)</p> <p>The evaluation design is specifically tailored to address the specific project objectives. A detailed quality plan and approach to managing risk are provided and are specifically tailored to the project.</p>	
	<p>Acceptable (Score 10)</p> <p>The evaluation design is generic and not necessarily tailored to address the specific project objectives. The approach does not meaningfully address evaluation objectives. A generic quality plan and approach to managing risk are provided.</p>	
	<p>Poor (Score 5)</p> <p>The evaluation design is poor / is unlikely to satisfy evaluation objectives or requirements. The Tenderer has misunderstood certain aspects of the scope of work and does not deal with the critical aspects of the project.</p>	
	<p>Non-responsive (Score 0)</p> <p>No response. Failed to address the methodology and approach.</p>	
<p>Experience of the Tenderer (Lead Tenderer and Entities in JV, Consortium,</p>	<p>Excellent (Score 40)</p> <p>Tenderer has demonstrated experience and track record in completing the detailed planning and implementation of more than 7 water and sanitation or municipal project/programme evaluations in the past 10 years in South Africa.</p>	40

Evaluation Criteria	Scoring <i>(for whole or each sub-element where applicable)</i>	Maximum points
<p>Association, etc.) in Executing Work of a Similar Nature</p> <p><i>Tenderer's experience and track record over the past 10 years in providing similar professional services to those required for the successful completion of detailed planning, scoping and implementation of the eThekweni Metropolitan Municipality's Western and Northern Aqueducts project.</i></p>	<p>Good (Score 30) Tenderer has demonstrated experience and track record in completing the detailed planning and implementation of 5-6 water and sanitation or municipal project/programme evaluations in the past 10 years in South Africa.</p> <p>Acceptable (Score 20) Tenderer has demonstrated experience and track record in completing the detailed planning and implementation of 3-4 water and sanitation or municipal project/programme evaluations in the past 10 years in South Africa.</p> <p>Poor (Score 10) Tenderer has demonstrated experience and track record in completing the detailed planning and implementation of up to 2 water and sanitation or municipal project/programme evaluations in the past 10 years in South Africa.</p> <p>Non-responsive (Score 0) Tenderer has demonstrated no experience and track record in completing the detailed planning and implementation of sanitation or municipal project/programme evaluations in the past 10 years in South Africa.</p>	
<p>Experience of the Tenderer's Proposed Key Resources / Experts</p> <p><i>Experience of the key resources / experts proposed as team members for key services /disciplines required for the successful execution of the detailed planning, scoping and implementation of the Polokwane AC Pipes Replacement Capex Programme</i></p>	<p>Excellent (Score 40) The evaluation lead has more than 10 years' experience, team members have more than 5 years' experience and team members are registered with the relevant professional bodies (where applicable). All of the above required skills and experience is demonstrated.</p> <p>Good (Score 30) The evaluation lead has more than 8-10 years' experience, team members have at 4-5 years' experience and team members are registered with the relevant professional bodies (where applicable). All of the above required skills and experience is demonstrated.</p> <p>Acceptable (Score 20) The evaluation lead has 5-8 years' experience, team members have 2-3 years' experience and team members are registered with the relevant professional bodies (where applicable). Some of the above required skills and experience is demonstrated.</p> <p>Poor (Score 10) The evaluation lead has less than 5 years' experience, the team members have less than 2 years' experience, with some team members not registered with the relevant professional bodies (where applicable). Minimal of the above required skills and experience is demonstrated.</p>	40

Evaluation Criteria	Scoring <i>(for whole or each sub-element where applicable)</i>	Maximum points
	Non-responsive (Score 0) Tenderer has submitted no information or inadequate information to determine a scoring level.	
Total points (maximum)		100
Minimum threshold for functionality		70

12. Intellectual Property

All data collected, products and deliverables shall be regarded as the exclusive intellectual property of the DBSA for use as it pleases in promoting the organisation's future business interests. Furthermore, the service provider undertakes to treat all work pertaining to this project with the highest degree of possible confidentiality for the duration of the project and afterwards.

PRICING SCHEDULE

Bidders are to provide a Price Quotation as Annexure B, indicating the pricing or fees in line with the quantities, requirements or scope of work the bidders are expected to deliver (the information provided in this RFQ) on which the bidders are expected to quote.

PLEASE NOTE THAT THE PRICING MUST BE SUBMITTED IN A SEPARATE FOLDER NOT WITH THE TECHNICAL PROPOSAL. FAILURE TO COMPLY WILL RESULT IN DISQUALIFICATION

Pricing schedule

DELIVERABLES	NO. OF HOURS	RATES	TOTAL
Inception Report			
Data collection tools			
Fieldwork report			
Draft evaluation report			
Final evaluation report			
SUB-TOTAL			
VAT @ 15%			
TOTAL			

The above rates should include all costs including disbursements.

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

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

2.1 Full Name of bidder or his or her representative:

2.2 Identity Number:

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

2.4 Company Registration Number:

2.5 Tax Reference Number:

2.6 VAT Registration Number:

2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

¹“State” means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

²“Shareholder” means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder presently employed by the state? **YES / NO**

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:

Name of state institution at which you or the person connected to the bidder is employed :

Position occupied in the state institution:

Any other particulars:

.....

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? **YES / NO**

2.7.2.1 If yes, did you attached proof of such authority to the bid document? **YES / NO**

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof:
.....
.....
.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? **YES / NO**

2.8.1 If so, furnish particulars:
.....
.....
.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

2.9.1 If so, furnish particulars.
.....
.....
.....

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid? **YES/NO**

2.10.1 If so, furnish particulars.
.....
.....
.....

2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? **YES/NO**

2.11.1 If so, furnish particulars:
.....
.....
.....

3. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	Personal Tax Reference Number	State Employee Number / Peral Number

4. DECLARATION

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT. I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

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

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

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

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

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

1.2

- a) The value of this bid is estimated **not exceed** R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable; or
- b) Either the 80/20 preference point system will be applicable to this tender

1.3 Points for this bid shall be awarded for:

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

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

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

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code

of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

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

3. POINTS AWARDED FOR PRICE

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

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

80/20

or

90/10

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

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

P_{\min} = Price of lowest acceptable bid

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

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

B-BBEE Status Level of Contributor	Number of points
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

5. BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor: . =(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7. SUB-CONTRACTING

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

(Tick applicable box)

YES		NO	
-----	--	----	--

7.1.1 If yes, indicate:

i) What percentage of the contract will be subcontracted.....%

ii) The name of the sub-contractor.....

iii) The B-BBEE status level of the sub-contractor.....

iv) Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES		NO	
-----	--	----	--

v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations,2017:

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

8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company/firm:.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

8.4 TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

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

8.6 COMPANY CLASSIFICATION

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

[TICK APPLICABLE BOX]

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

8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of

the purchaser that the claims are correct;

iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –

- (a) disqualify the person from the bidding process;
- (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution.

WITNESSES
1.
2.

.....
SIGNATURE(S) OF BIDDERS(S)
DATE:
ADDRESS
.....
.....

CONTRACT FORM - PURCHASE OF GOODS/WORKS

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SUCCESSFUL BIDDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SUCCESSFUL BIDDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE BIDDER)

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to (name of institution) in accordance with the requirements and specifications stipulated in bid number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the purchaser during the validity period indicated and calculated from the closing time of bid.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Bidding documents, viz
 - Invitation to bid;
 - Tax clearance certificate;
 - Pricing schedule(s);
 - Technical Specification(s);
 - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
 - Declaration of interest;
 - Declaration of bidder's past SCM practices;
 - Certificate of Independent Bid Determination
 - Special Conditions of Contract;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

WITNESSES	
1
2.
DATE:

CONTRACT FORM - PURCHASE OF GOODS/WORKS

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I..... in my capacity as..... accept your bid under reference numberdated.....for the supply of goods/works indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating delivery instructions is forthcoming.
3. I undertake to make payment for the goods/works delivered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.

ITEM NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)	BRAND	DELIVERY PERIOD	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

4. I confirm that I am duly authorised to sign this contract.

SIGNED ATON.....

NAME (PRINT)

SIGNATURE

OFFICIAL STAMP

WITNESSES

1.

2.

DATE

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-
- abused the institution's supply chain management system;
 - committed fraud or any other improper conduct in relation to such system; or
 - failed to perform on any previous contract.
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	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 outside of 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:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.4.1	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

.....
Date

.....
Position

.....
Name of Bidder

.....
Position

.....
Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) 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 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

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

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

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Institution)

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

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.

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.

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

Js914w 2

Bidders are required to include, as annexure D to their Bids, certified copies of all relevant CIPC registration documents listing all members with percentages, in the case of a close corporation

Where Applicable, Bidders are required to include, as Annexure E to their Bids, supporting documents to their responses to the Pre- Qualifying Criteria and Evaluation Criteria.

Where the supporting document is the profile of a member of the Bidder's proposed team, this should be indicated.

Tax Compliant Status and CSD Registration Requirements

AII PROSPECTIVE BIDDERS MUST HAVE A TAX COMPLIANT STATUS EITHER ON THE CENTRAL SUPPLIER DATABASE (CSD) OF THE NATIONAL TREASURY OR SARS E-FILING PRIOR TO APPOINTMENT/AWARD OF THE BID.

REGISTRATION ON THE CSD SITE OF THE NATIONAL TREASURY IS A COMPULSORY REQUIREMENT FOR A BIDDER TO BE APPOINTED, TO CONDUCT BUSINESS WITH THE DBSA. THE ONUS IS ON THE SUCCESSFUL BIDDER TO REGISTER ON THE CSD SITE AND PROVIDE PROOF OF SUCH REGISTRATION PRIOR TO APPOINTMENT/AWARD OF THE BID.

CSD Registration Number:	
--------------------------	--



The Development Bank of Southern Africa has a Zero Tolerance on Fraud and Corruption. Report any incidents of Fraud and Corruption to Whistle Blowers on any of the following:

TollFree : 0800 20 49 33
Email : dbsa@whistleblowing.co.za
Free Post : Free Post KZN 665 | Musgrave | 4062
SMS : 33490