

# **REQUEST FOR QUOTATION**

YOU ARE HEREBY INVITED TO SUBMIT QUOTATIONS FOR THE REQUIREMENTS OF THE					
DEVELOPMENT BANK OF SO	DUTHERN AFRICA LIMITED				
BID NUMBER:	RFQ123/2022				
RFQ ISSUE DATE:	Wednesday, 14 December 2022				
COMPULSORY BRIEFING	26 January 2023 at 10:00am Microsoft Teams meeting				
	Click here to join the meeting				
	Meeting ID: 386 294 198 019				
	Passcode: vVMYwx				
CLOSING DATE AND TIME:	Thursday 02 Fahruary 2022 AT 42H00am				
CLOSING DATE AND TIME:	Thursday, 02 February 2023 AT 12H00am				
RFQ VALIDITY PERIOD	90 DAYS				
RFQ VALIDITY PERIOD	90 DA 13				
DESCRIPTION	SOURCING OF PROFESSIONAL SERVICE PROVIDER (PSP)				
DECOMI TION	TO BUILD FUTURE SCENARIOS AND FACILITATE A				
	SCENARIO PLANNING SESSION FOR THE DEVELOPMENT				
	BANK OF SOUTHERN AFRICA (DBSA)				
ELECTRONIC BID	Bidders are advised to request submission link and all other				
SUBMISSIONS	enquiries to Tumim@dbsa.org - ONLY				
	No tender submission link requests and any queries will be				
	accepted after 16h00 on 30 <sup>th</sup> January 2023. Any requests after				
	the stipulated date and time will be disregarded.				
	·				
	<ul><li>tender submission documents electronically.</li><li>4. Bidders who have received submission Links that have errors,</li></ul>				
	, i				
	will be provided with new Links for use.				
TENDER TECHNICAL AND	E-mail address: tumim@dbsa.org				
GENERAL QUERIES					



COMPLAINTS ABOUT THIS	E-mail address: scmqueries@dbsa.org
RFQ OR TENDER PROCESS	

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 INFORMA	ATION						
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:	MA	AA	
ORIGINAL AND VALID B-BBEE STATUS LEVEL	TICK APPLICAE	BLE BOX]	ORIGINAL STATUS AFFIDAVI	LEVEL SWO	BEE DRN	[TICK BOX]	APPLICABLE
VERIFICATION CERTIFICATE OR ORIGINAL CERTIFIED COPY	Yes	☐ No				☐ Yes	□No
[AN ORIGINAL AND							



ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS [I	□Yes □No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	☐Yes ☐No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO E	BIDDING FOREIGN SUPPLIER IONS BELOW	S PLEASE COMPLETE AS F	PER SECTION 3 OF THE



# TERMS AND CONDITIONS FOR BIDDING

#### 1. RFQ SUBMISSION

- a. BIDS MUST BE SUBMITTED VIA ONE DRIVE LINK. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- b. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED- (NOT TO BE RETYPED) OR ONLINE
- c. 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.
- d. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
- e. PARTICIPATION IN THE TENDER PROCESS IS SUBJECT TO COMPLIANCE WITH THE TENDER CONDITIONS CONTAINED IN THIS RFQ DOCUMENT.
- f. THE SUCCESSFUL BIDDER MAY BE REQUIRED TO CONCLUDE A FORMAL WRITTEN CONTRACT WITH THE DBSA DEPENDING ON THE NATURE OF THE SERVICES TENDERED FOR.
- g. 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.
- h. 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.
- i. LATE AND INCOMPLETE SUBMISSIONS WILL NOT BE ACCEPTED.
- j. 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.
- k. 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.



- I. 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.
- m. 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.
- n. ALL PRICES MUST BE QUOTED IN SOUTH AFRICAN RAND (ZAR)
- O. 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.
- p. 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

- 1. BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 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.
- 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.
- 4. BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
- **5.** IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
- **6.** WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 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.



			Building Afric	a's Prosper	rity	
3.	QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIER	RS				
8.	IS THE BIDDER A RESIDENT OF THE REPUBLIC OF NO	F SOUTH AFRIC	A (RSA)?		YES	
9.	DOES THE BIDDER HAVE A BRANCH IN THE RSA?		☐ YE	ES □	NO	
10.	. DOES THE BIDDER HAVE A PERMANENT ESTABLI $\square$ NO	SHMENT IN THE	∃ RSA?		YES	
11.	. DOES THE BIDDER HAVE ANY SOURCE OF INCOM ☐ NO	1E IN THE RSA?			YES	
ОВТ	THE ANSWER IS "NO" TO ALL OF THE ABOVE, TH TAIN A TAX COMPLIANCE STATUS / TAX COMPLIA JTH AFRICAN REVENUE SERVICE (SARS) AND IF N COMPLIANCE REQUIREMENTS	NCE SYSTEM F	PIN CODE F	ROM	THE	
+.	COMPLIANCE REQUIREMENTS					
1.	All BIDDER MUST SUBMIT THEIR ORIGINAL A VERIFICATION CERTIFICATE OR ORIGINAL CERT AFFIDAVIT THEREOF, SUBSTANTIATING THEIR BE	TIFIED COPY O				
2.	THE SUBMISSION OF SUCH CERTIFICATES MUST OF INSTRUCTIONS AND GUIDELINES ISSUED BE MUST BE IN ACCORDANCE WITH THE APPLICATION OF TRADE AND INDUSTRY IN THE CORDAN.	BY THE NATION ABLE NOTICES	NAL TREAS PUBLISHEI	SURY /	AND	
5.	PRE-QUALIFICATION CRITERIA					
	a. THE FOLLOWING PRE-QUALIFYING CRITERIA WILL BE APPLIED, BIDDERS WHO DO NOT MEET ALL OF THE PRE-QUALIFYING CRITERIA WILL NOT BE EVALUATED FURTHER:					
Doo	anonojvanoga Critoria	Prequalifying	Applicable	to thi	s Ten	
ĸes	sponsiveness Criteria	Criteria	(Y/N)			

Responsiveness Criteria		Prequalifying	Applicable to this Ten
		Criteria	(Y/N)
	Adherence in submitting Tender as two stages		
1	folders (Folder 1 - Functionality & Folder 2 - Price	Pre-Qualifier	Υ
	proposal)		
2	Attendance registers for Compulsory Briefing	Pre-Qualifier	V
2	session – via Microsoft Teams	rie-Qualillei	T

b. Tenderers who do not adhere to the response time indicated for clarification inquiries by the Employer will be deemed non-responsive and not be evaluated further.

	Responsiveness Criteria		Clarification Time	Applicable to this Tender (Y/N)
Ī	4	Standard conditions of tender as required.	48 hours	Υ
	5	Returnable documents completed and signed.	48 hours	Υ



	Submission of Proof of Registration with National		
	Treasury Central Supplier Database (CSD) Summary		
6	Report or A Valid and Active Tax Compliance Status Pin	7 working	Y
O	issued by SARS for Tax Compliance Status Verification:	days	
	N.B - Bidder must be fully registered & tax compliant to		
	do business with the DBSA.		

#### 6. FUNCTIONAL EVALUATION

Refer to page 14 to 15 for detailed functional evaluation criteria

#### 7. PRICE AND PREFERENCE EVALUATION

a. 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

B. ORAL PRESENTATIONS

- 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.
- 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.

#### 9. REASONS FOR DISQUALIFICATION

- a. DBSA RESERVES THE RIGHT TO DISQUALIFY ANY BIDDER WHICH DOES ANY ONE OR MORE OF THE FOLLOWING:
- i. BIDDERS WHO SUBMITTED INCOMPLETE INFORMATION AND DOCUMENTATION ACCORDING TO THE REQUIREMENTS OF THIS RFQ;
- ii. BIDDERS WHO SUBMITTED INFORMATION THAT IS FRAUDULENT, FACTUALLY UNTRUE OR INACCURATE, FOR EXAMPLE MEMBERSHIPS THAT DO NOT EXIST, BEE CREDENTIALS, EXPERIENCE, ETC.;
- iii. BIDDERS WHO RECEIVED INFORMATION NOT AVAILABLE TO OTHER VENDORS THROUGH FRAUDULENT MEANS; AND/OR
- iv. BIDDERS WHO DO NOT COMPLY WITH ANY OTHER *REQUIREMENTS* AS STIPULATED IN THIS RFQ DOCUMENT.



v. BIDDERS WHO SUBMIT RESPONSE AFTER THE STIPULATED SUBMISSION DATE AND TIME. 10. RIGHT TO CANCEL 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. 11. DECLARATION BY BIDDER THE **UNDERSIGNED** (NAME).....CERTIFY THAT: 1. I HAVE READ. UNDERSTOOD AND UNCONDITIONALLY ACCEPT THE CONDITIONS OF THIS RFQ. 2. 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: .....



#### **Annexure A**

# **TERMS OF REFERENCE (TOR)**

# SOURCING OF PROFESSIONAL SERVICE PROVIDER (PSP) TO BUILD FUTURE SCENARIOS AND FACILITATE A SCENARIO PLANNING SESSION FOR THE DEVELOPMENT BANK OF SOUTHERN AFRICA (DBSA)



#### 1. CONTEXT

The Development Bank of Southern Africa (DBSA) is one of several development finance institutions (DFIs) established by the South African government, to foster economic development and growth as well as institutional and human capacity development in the region. The DBSA operates as a Schedule 2 entity under the Public Finance Management Act (PFMA) and is regulated under the DBSA Act No 13 of 1997. The Bank's strategic objectives include financial sustainability, accelerating development impact, building a future-fit DBSA and smart partnerships. The strategy has three pillars which encompass its focus areas.

- Driving inclusive economic recovery in South Africa which seeks to achieve meaningful
  growth by building on existing initiatives while adapting to changing market conditions. Agility
  and focus on the development mandate are critical to the successful attainment of this focus
  area.
- Doing things differently through the creation of effective and efficient processes ensures a future-fit DBSA that is resilient.
- Creating a strategic Africa lens by developing country investment positions in collaboration
  with the private sector, national governmental bodies and other DFIs to capitalise on growth
  opportunities around the continent.

#### 2. PURPOSE

The Bank is seeking a qualified organisation, firm, and/or individual to develop and lead a scenario analysis process to help the DBSA create a robust, comprehensive response to possible scenarios ahead. The DBSA anticipates that there are major transitions within the DBSA, the local and global operating environments that may have a material impact on its strategic outlook, and therefore market positioning. The service provider should assist the DBSA outline various scenarios in the short, medium and long term that may impact the Bank and help develop the necessary mitigation strategies. Such scenarios will be co-developed with the Bank's Exco, Board members and other key stakeholders to help guide decision-making and operations.

#### 3. DETAILED SCOPE OF WORK

The successful Professional Service Provider (PSP) is expected to undertake the following activities:

i. Completing a scan of the landscape in which the Bank operates, including political, policy and economic environments, government expectations for development finance institutions (DFIs) in general, national and international best practices and trends in DFIs and local realities.



- ii. Interpret scenarios and strategic issues in the broad business environment and indicate their potential impact on the strategies and plans of the Bank.
- iii. Perform "what if" or sensitivity analysis for each of the possible scenarios together with mapping between the different variables i.e., the interplay between independent and dependent variables under each of the identified scenarios.
- iv. Determine prevailing strategic and business planning trends and recommend its application to the Bank.
- v. Build scenario analysis by identifying strategic options, mapping the advantages and disadvantages and providing input into strategy, based on research findings.
- vi. Identify, analyse and recommend major strategic opportunities to Management and Board, including strategic partnerships.
- vii. Produce and present a detailed DBSA Scenario Analysis Report to Exco members and Board of Directors (*this could be on separate occasions*).
- viii. Facilitating the Scenario planning session for Exco and Board in Quarter 1 of 2023 (dates to be confirmed).

The successful bidder must be familiar with all prior DBSA planning documents and Annual Reports. (DBSA will make these available to the successful bidder). It is anticipated that the successful bidder will have extensive engagements with the senior leadership of the Bank including (but not limited to) the Chief Economist, Exco members, Chief Executive Officer and the Board Chairman.

#### 4. REQUIRED EXPERTISE

The requisite skills and experience expected from the supplier include the following:

#### a) Experience

- The bidder should have experience in scenario analysis, engaging and soliciting input from senior stakeholders and working collaboratively across teams
- Experience in the interpretation of scenarios and strategic issues in the broad business environment and their impact in the growth of the business.
- The bidder should possess an in-depth understanding of the role of development finance institutions, particularly the importance of infrastructure finance, including emerging trends, pain points and opportunities relevant to the operations of the DBSA.
- The successful bidder will have to provide demonstrable evidence and experience in this regard.



### b) References and example/s of scenario analysis report compiled

- Bidder to provide at least four (4) reference letters in scenario analysis in leading organisations both locally and/or internationally – references should be on a formal letterhead of the referee and signed by the authorised person.
- Examples of scenario planning report/s compiled (where possible).

# 5. TIME FRAMES AND DURATION

- The Scenario planning session for Exco and Board is to be scheduled for Quarter 1 of 2023.
- Upon successful appointment, the Service Provider will be expected to engage with the
  Project Manager and the DBSA Management Team, in preparation for the scenario
  planning session, as recommended by the DBSA Project Team. The services should be
  initiated in at least one week after signing the acceptance letter.
- It is anticipated that the tasks associated with this process will require the Service Provider
  to be available for the full duration of the scenario planning session, as well as for the post
  session report or as determined by the DBSA.

#### 6. MANAGEMENT AND REPORTING

The successful Professional Service Provider (PSP)/individual shall report to the Project Manager on the ongoing process and work in close collaboration with any internal clients deemed vital for the successful completion of the assignment (e.g., the Strategy team). The Project Manager will review and oversee the completion of the scenario planning process. It is further envisaged that the payment schedule will be aligned to the milestone achievement and will be paid in accordance with the DBSA's framework order payment process.

#### 7. TECHNICAL EVALUATION OF PROPOSAL

The Bid Evaluation Committee coordinated by the DBSA, will evaluate submissions based on the following criteria



Description	Evidence	Scoring guidelines	Weighting
Planning/Methodology	Detailed and comprehensive plan of the project must	<b>40 points</b> = Detailed and comprehensive	40
Bidder to provide a detailed and	have the following details:	plan which covers all 5 (100%) activities	
comprehensive plan on how the	Disciplined approach of imagining and	with comprehensive solutions	
project will be conducted.	investigating the future and using those insights to	21 points = Detailed and comprehensive	
	inform decisions in the current environment. This	plan which covers at least 70% activities	
	may require gathering multiple perspectives to	with comprehensive solutions	
	challenge entrenched biases and assumptions,	15 points = Generic plan and solutions	
	and to foster new insights and connections	which covers at least 70% activities	
	Methodology that starts with investigating macro	0 point = No detail project plan	
	forces, such as environmental, economic, or		
	demographic changes that will meaningfully shape		
	our operating environment and how these translate		
	to new opportunities or potential threats		
	Suggested scenario planning method/s that take a		
	longer view of the future, at least five to ten years		
	out, and even more		
	Method of communicating the outcomes to the		
	Board and integrating same to the existing DBSA		
	strategy		
	Provide a detailed report of the outcomes of the		
	scenario planning session		



Description	Evidence	Scoring guidelines	Weighting
References	Reference letters for organization, firm, and/or	20 points = 4 or more relevant letters	20
Bidder to provide at least four (4)	individual in scenario analysis and/or development in	provided	
references in scenario planning	leading organizations both locally and internationally.	14 points = 3 relevant letters provided	
and/or development in leading	The reference letters should have the following	10 points = 2 relevant letters provided	
organisations both locally and	information:	7 points = 1 relevant letter provided	
internationally.	Description of services rendered	0 point = no relevant letters provided	
	Summary of the scope		
	Duration		
	Contract amount (Optional)		
Individual Experience	The Individual must demonstrate their experience as a	<b>20 points</b> = 15 years' experience or more	20
-	•		20
Individual experience (15 years or	scenario planner/analyst. The individual must provide	14 points = 10 - 14 years' experience	
more) and track record scenario	profile, with information containing but not limited to	10 points = 6 to 9 years' experience	
analysis.	experience and number of years in scenario analysis.	<b>0 point</b> = 5 years' experience and below	
Ovelifications of low personnel	Curriculum Vitae of Scenario Planner/Futurist and all	20 mainta - Mastaria Dagras ar shave	20
Qualifications of key personnel		20 points = Master's Degree or above	20
- Lead Scenario Planner/Futurist	supporting documents/copies of qualifications	14 points = Honours Degree	
(Master's Degree)		10 points = Bachelor's Degree	
		0 point = below bachelor's degree	
Total			100
Threshold			70

Bidders who fail to obtain 70 points or above will not be evaluated further for Price and B-BBEE. The below threshold will be used:

AREA	MAXIMUM POINTS
Price	80
B-BBEE	20
Total	100

#### 8. RESERVATIONS

The DBSA expressly reserves the following rights:

- To appoint more than one service provider for this assignment.
- To waive any or all irregularities in the proposals submitted.
- To appoint different service providers for different levels of the assigned work.
- To retain the right not to select any Service Provider for this assignment.

#### 9. CONFIDENTIALITY AND INTELLECTUAL PROPERTY

Information contained in this Request for Proposals is confidential and is the property of the DBSA. Similarly, the Bank shall hold all property rights such as copyright, patents and registered trademarks on matters directly related to or derived from the work carried out through this contract.



# 10. PRICING SCHEDULE A - SCENARIO ANALYSIS

#	Item	Estimates	Price per Hour	Total		
1.	Planning meetings (including progress update	10 meetings (estimated at 1hour				
	meetings)	per meeting)				
2.	Build scenario analysis by identifying strategic options, mapping pros/cons and providing input into strategy, based on research findings.	10 working days (estimated at 5 hours per day)				
3.	Reporting to Exco	3 hours				
4.	Facilitating the Scenario planning session for Board and Exco (dates to be confirmed)	8 hours				
	VAT at 15%					
			Grand Total	R		



#### **Annexure C**

SBD 4

#### **BIDDER'S DISCLOSURE**

#### a. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

#### b. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest1 in the enterprise, employed by the state? **YES/NO**
- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2	Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? <b>YES/NO</b>
2.2.1	If so, furnish particulars:
2.3	Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related
	enterprise whether they are bidding for this contract? YES/NO

<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.



•	If so, furnish particulars:
	DECLARATION
•	DECEARATION

- 3.1 I have read, and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement, or arrangement with any competitor. However, communication between partners in a joint venture or consortium will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements, or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 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.
- 3.5 There have been no consultations, communications, agreements, or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

<sup>2</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.



Signature	Date		
Position	Name of bidder		



#### ANNEXURE D

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

1.

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.

#### GENERAL CONDITIONS

- 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).
  - 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 or 90/10 preference point system will be applicable to this tender
- Points for this bid shall be awarded for:
  - i. Price; and

0

- ii. B-BBEE Status Level of Contributor.
- o 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

- 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.
- 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 regarding preferences, in any manner required by the purchaser.

#### DEFINITIONS



- "B-BBEE" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- "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;
- "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;
- "Broad-Based Black Economic Empowerment Act" means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- "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;
- "functionality" means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- "prices" includes all applicable taxes less all unconditional discounts;
- "proof of B-BBEE status level of contributor" means:
- 5. B-BBEE Status level certificate issued by an authorized body or person;
- 6. A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
- 7. Any other requirement prescribed in terms of the B-BBEE Act;
  - "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;
  - "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

#### POINTS AWARDED FOR PRICE

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

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

80/20 or

90/10

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

Where

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration

Pmin = Price of lowest acceptable bid

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



• 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

#### BID DECLARATION

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

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

• 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.

#### SUB-CONTRACTING

Will any portion of the contract be sub-contracted?

(Tick applicable box)

110
-----

•	lf '	yes,	in	h	ica	te:
		y CO,		u	IUU	w.

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



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 wit Preferential Procurement Regulations,2017:	h an enterprise ii	n terms of
Designated Group: An EME or QSE which is at last 51% owned	l by: EME	QSE
	V	V
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		
DECLARATION WITH REGARD TO COMPANY/FIRM		1
Name of company/firm:		
VAT registration number:		
Company registration number:		
TYPE OF COMPANY/ FIRM		
<ul> <li>□ Partnership/Joint Venture / Consortium</li> <li>□ One person business/sole propriety</li> <li>□ Close corporation</li> <li>□ Company</li> <li>□ (Pty) Limited</li> <li>[TICK APPLICABLE BOX]</li> </ul>		
DESCRIBE PRINCIPAL BUSINESS ACTIVITIES		
COMPANY CLASSIFICATION		
□ Manufacturer		

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

ii.



	<ul> <li>Supplier</li> <li>Professional service provider</li> <li>Other service providers, e.g. transporter, etc.</li> <li>[TICK APPLICABLE BOX]</li> </ul>
•	Total number of years the company/firm has been in business:
•	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:
	The information furnished is true and correct;
	<ul> <li>The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;</li> </ul>
	<ul> <li>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;</li> </ul>
	<ul> <li>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 –</li> </ul>
	<ul> <li>disqualify the person from the bidding process;</li> </ul>
	<ul> <li>recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;</li> </ul>
	<ul> <li>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;</li> </ul>
	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
	o forward the matter for criminal prosecution.
	WITNESSES  a)  DATE:  b)  ADDRESS



#### **Annexure E**

**SBD 7.1** 

#### **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)	١
---	--------	---------------------------------	---

- The following documents shall be deemed to form and be read and construed as part of this agreement:
- Bidding documents, viz
- **11.** Invitation to bid:
- 12. Tax clearance certificate:
- 13. Pricing schedule(s);
- 14. Technical Specification(s);
- **15.** Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
- 16. Declaration of interest:
- 17. Declaration of bidder's past SCM practices;
- 18. Certificate of Independent Bid Determination
- 19. Special Conditions of Contract:
  - General Conditions of Contract; and
  - Other (specify)
  - 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.
  - 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 fulfilment of this contract.
  - I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
  - I confirm that I am duly authorised to sign this contract.

NAME (PRINT)	 WITNESSES	
CAPACITY	 1	
SIGNATURE	 a)	
	DATE:	C



	NAME OF FIRM							
	DATE	DATE						
SB	BD 7.1							
CC	NTRACT	FORM - PURCHAS	E OF GOO	DDS/WORKS				
	•	PART 2 (TO BE F	ILLED IN E	BY THE PURCHA	SER)			
a)	asaccep	ot your bid under	reference	number				
b)		al order indicating de			•		`	•
c)		ake to make payments of the contract, whote.						
ı	NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)		DELIVERY PERIOD	B-BBEE LEVEL CONTRIBL	STATUS OF JTION	FOR PROD AND	MUM ESHOLD LOCAL DUCTION CONTENT plicable)
4.								
	SIGNED ATON							
	NAME (PRINT)							
	SIGNATURE							
	OFFICIAL STAMP							
	WI	TNESSES			WITNES	SES		
	•				•			27



#### **Annexure F**

SBD 8

#### **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-
  - 1. abused the institution's supply chain management system;
  - 2. committed fraud or any other improper conduct in relation to such system; or
  - 3. failed to perform on any previous contract.
- 4. To give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?	Yes	No
	(Companies or persons who are listed on this Database were informed		
	in writing of this restriction by the Accounting Officer/Authority of the		
	institution that imposed the restriction after the audi alteram partem rule		
	was applied).		
	The Database of Restricted Suppliers now resides on the National		
	Treasury's website( <u>www.treasury.gov.za</u> ) and can be accessed by		
	clicking on its link at the bottom of the home page.		
4.1.1	If so, furnish particulars:		



4.2	Is the bidder or any of its directors listed on the Defaulters in terms of section 29 of the Preventic Corrupt Activities Act (No 12 of 2004)?  e Register for Tender Defaulters can be access Treasury's website ( <a href="www.treasury.gov.za">www.treasury.gov.za</a> ) by contact the bottom of the home page.	on and Combating of sed on the National	Yes	No
4.2.1	If so, furnish particulars:			
4.3	Was the bidder or any of its directors convicted (including a court outside of the Republic of Sout corruption during the past five years?		Yes	No 🗌
4.3.1	If so, furnish particulars:			
4.4	Was any contract between the bidder and any orga during the past five years on account of failure to p with the contract?		Yes	No 🗌
4.4.1	If so, furnish particulars:			
CER	CERTIFICATION  E UNDERSIGNED (FULL NAME)  TIFY THAT THE INFORMATION FURNISHED ON AND CORRECT.		 N FORI	VI IS TRU
I AC	CEPT THAT, IN ADDITION TO CANCELLATION TAKEN AGAINST ME SHOULD THIS DECLARAT			N MAY B
Signa	ature	Date		
Posit	ion	Name of Bidder	•••	
Posit	ion	Name of Bidder	•••	



#### **ANNEXURE G**

SBD 9

#### CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids<sup>1</sup> invited.
- Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).<sup>2</sup> Collusive bidding is a *pe* se prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
  - a. disregards 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. cancels 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.
- 1. 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.
- 2. To give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:
- <sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.
- <sup>2</sup> Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.



**SBD 9** 

#### 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 consortium<sup>3</sup> will not be construed as collusive bidding.



- 7. Without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement, or arrangement with any competitor regarding:
  - prices;
    - 2. 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.
- 3. 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.
- 4. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

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

#### SBD 9

1. 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



# Annexure H

Bidders are required to include, as Annexure H 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 I to their Bids, supporting documents to their responses to the Pre- Qualifying Criteria.

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



#### **Annexure J**

#### TAX COMPLIANT STATUS AND CSD REGISTRATION REQUIREMENTS

All 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:	
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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:

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