RE-ADVERT RFQ: 1940624 SUPPLY, INSTALLATION, CONFIGURATION AND COMMISSIONING OF A FUEL MANAGEMENT SYSTEM INCLUDING MAT WEIGHBRIDGE FOR 12 GENERATORS AT NHLS SANDRINGHAM CAMPUS

NATIONAL HEALTH LABORATORY SERVICE

REQUEST FOR QUOTATION (RFQ)

RFQ NO: 1940624

SUPPLY, INSTALLATION, CONFIGURATION AND COMMISSIONING OF A FUEL MANAGEMENT SYSTEM INCLUDING MAT WEIGHBRIDGE FOR 12 GENERATORS AT NHLS SANDRINGHAM CAMPUS

ISSUED BY:

SUPPLY CHAIN MANAGEMENT
NATIONAL HEALTH LABORATORY SERVICE
1 MODDERFONTEIN ROAD
SANDRINGHAM
2092

PREPARED BY:

SUPPLY CHAIN MANAGEMENT
NATIONAL HEALTH LABORATORY SERVICE
NO.1 MODDERFONTEIN ROAD
SANDRINGHAM
2092

Quotation Queries:	**Technical Queries:**
CONTACT NAME: PROCUREMENT OFFICE	CONTACT NAME: PROCUREMENT OFFICE
E-MAIL ADDRESS: procurementcorporate@nhls.ac.za	E-MAIL ADDRESS: procurementcorporate@nhls.ac.za

NAME OF A BIDDER:……

CLOSING DATE: 03/11/2026 AT 11:00
QUOTATION VALIDITY PERIOD: The quotation validity period is 90 days.

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1. PART A INVITATION TO BID SBD 1

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE NATIONAL HEALTH LABORATORY SERVICE (NHLS)					
BID NUMBER:	**RFQ NO:1940624**	**CLOSING DATE: 03/11/2026**		**CLOSING TIME:**	**11:00AM**
DESCRIPTION	**SUPPLY, INSTALLATION, CONFIGURATION AND COMMISSIONING OF A FUEL MANAGEMENT SYSTEM INCLUDING MAT WEIGHBRIDGE FOR 12 GENERATORS AT NHLS SANDRINGHAM CAMPUS.**				
BID RESPONSE DOCUMENTS TO BE DEPOSITED*)RFQ BOX*					
NO.1 MODDERFONTEIN NHLS MAIN RECEPTION,					
NB: KINDLY SUBMIT RFQ DOCUMENTS IN A USB AND HARD COPY					

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO		**TECHNICAL ENQUIRIES MAY BE DIRECTED TO:**	
CONTACT PERSON	**PROCUREMENT OFFICE**	CONTACT PERSON	**PROCUREMENT OFFICE**
E-MAIL ADDRESS	procurementcorporate@nhls.ac.za	E-MAIL ADDRESS	procurementcorporate@nhls.ac.za

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 DATA BASE No:	MAAA	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] Yes	No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX] Yes	No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]						

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ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☒ 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 BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	YES NO

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

PART B

TERMS AND CONDITIONS FOR BIDDING

1.	**BID SUBMISSION:**
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	**ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4.	**THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**
2.	**TAX COMPLIANCE REQUIREMENTS**
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6	WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7	NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER: ……

CAPACITY UNDER WHICH THIS BID IS SIGNED: ……..……
(Proof of authority must be submitted e.g. company resolution)

DATE: ……..……

2. TERMS AND CONDITIONS OF REQUEST FOR QUOTATION (RFQ)

a) This document may contain confidential information that is the property of the NHLS and the Client.

b) No part of the contents may be used, copied, disclosed or conveyed in whole or in part to any party in any manner whatsoever other than for preparing a proposal in response to this RFQ, without prior written permission from NHLS and the Client.

c) All Copyright and Intellectual Property herein vests with NHLS and its Client.

d) Late and incomplete submissions will not be accepted.

e) SDB 7 (form of offer) must be completed, and should the total RFQ prices differ, the one indicated on the form of offer shall be considered the correct price.

f) Any bidder who has reasons to believe that the RFQ specification is based on a specific brand must inform NHLS before RFQ closing date

g) Bidders are required to submit a valid Tax Clearance Certificate and Tax clearance verification PIN, Failure to submit the Tax Pin and valid Tax Clearance Certificate will result in the invalidation of this RFQ.

h) It is the responsibility of the bidder to ensure that NHLS is in possession of the bidder's valid Tax Clearance certificate. The onus is on the bidder to ensure that NHLS receives a valid Tax Certificate as soon as the validity of the said certificate expires

The bidder shall inspect and examine the Site and its surroundings and shall satisfy himself/herself before submitting

his/her quotation. The bidder must be represented at the site inspection by a person who is suitably qualified and experiences to comprehend the implications of the work involved.

- The contractor will be responsible for final measurements.

i) Writing must be in block letters and black ink.

j) Quotation procedure using the two (2) stage system will apply: **Not applicable**.

k) Respondents arriving after the allocated time of the briefing session and failing to attend the compulsory RFQ/Site briefing will be disqualified

l) No services must be rendered or goods delivered before an official NHLS Purchase Order form has been received.

m) This RFQ will be evaluated in terms of the 80/20 preference point system prescribed by the Preferential Procurement Regulations, 2022.

n) All questions regarding this RFQ must be forwarded to the procurementcorporate@nhls.ac.za 24 hours prior the RFQ closing date.

o) The General Conditions of Contract (GCC) issued by National Treasury are applicable.

p) In case of bids where Consortia / Joint Ventures, Consortia/Joint Venture agreement signed by both parties must be submitted with bid proposal. Each JV partner must submit all their mandatory documentation. **Quotation must be All-Inclusive**

i. The Supplier shall allow in the quotation for all deliverables as stipulated in the scope, labour, material, consumables, accessories, software, supervision, overhead costs, profit, royalties, all taxes, levies, duties, variations in exchange rates (if applicable), disbursements and everything necessary for the execution and completion of the works in accordance with the quotation documents.

ii. Value Added Tax (VAT) shall be excluded from the rates and prices and provided for as the total VAT on the cost of the Works in the Summary of Schedule of Rates and Prices.
iii. The Supplier rates and prices shall be fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract.
iv. The offer must be in ZAR currency.
v. The NHLS reserve the right to do due diligence on the quotations and to benchmark prices quoted.
vi. Quotes should be submitted on an official letterhead and duly signed.

Delays in the supplier's performance

i. Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
ii. If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration, and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
iii. The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.
iv. Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the application of penalties.
v. Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies of a similar Functionality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to
vi. return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

Objective Criteria limit of active NHLS projects- Preferential Procurement Regulations S21f of 2022

- According to the Preferential Procurement Policy Framework Act (PPPFA), 2000: Preferential Procurement Regulations, 2022
- The bid will be awarded subject to section 2(1)(f) of the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000). Section 2 (1)(f) of the Act states that "the contract must be awarded to the bidder who scores the highest points, unless objective criteria in addition to those contemplated in paragraph (d) and (e) justify the award to another bidder".
- The NHLS will evaluate the **past performance** of the bidder by assessing the completed project
- awarded in the past within the NHLS as an **objective criterion**.

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Schedule of work carried out by the bidder at NHLS

The bidder must indicate in the table below a complete list of contracts awarded by the NHLS, including the current contracts, if any. **This information shall be deemed to be material to the award of this bid. If the bidder has three (3) or more projects that are not completed within the NHLS, the NHLS will justify the award to another tenderer. Failure to disclose the information required will lead to disqualification**.

No	Description of contract	Contract Amount (R)	Duration of the contract/projects (Start and end date)	Project completed (Yes/No) If yes, attach the completion certificate	Contact person and contact number
1					
2					
3					
4					
5					
6					
7					

NB: If three or more projects are not completed within the NHLS, the NHLS will justify the award to another bidder

Signature of the person authorized to sign the Bid:_____

Date: _____

Penalties

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

FOR HAND DELIVERIES OF RESPONSES, PLEASE SUBMIT THE RFQ DOCUMENT TO NHLS RFQ BOX, NO:1 MODDERFONTEIN ROAD, SANDRINGHAM.

	Accept	Do not accept
The Bidder accepts the above terms and conditions and the General Conditions of Contract on NHLS website as per hyperlink GCC Document or visit NHLS website https://www.nhls.ac.za/supply-chain/, click on supply chain management tab then select General Conditions of Contract		

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3. **SCOPE OF WORK / SPECIFICATION**

NATIONAL HEALTH LABORATORY SERVICE (NHLS)

TERMS OF REFERENCE

Supply, Installation, Configuration and Commissioning of a Fuel Management System Including Mat Weighbridge for 12 Generators at NHLS Sandringham

Document Item	Details
Demand Organisation	National Health Laboratory Service (NHLS)
Project	Fuel Management System for 12 Generators
Location	NHLS Sandringham Campus / nominated NHLS areas
Included Equipment	Fuel monitoring sensors, running-hour monitoring, software dashboard, alerts, reports and mat weighbridge / portable weighing system
Contract Type	Once-off supply and installation with support and maintenance
Prepared for	Facilities and Infrastructure Directorate

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1. Purpose

The purpose of this Terms of Reference is to appoint a suitably qualified and experienced service provider to supply, install, configure, integrate, commission and support a fuel management system for twelve (12) NHLS generators. The solution must include fuel inventory monitoring, generator running-hour monitoring, low diesel alerts, maintenance alerts, fuel reconciliation, reporting and a mat weighbridge / portable weighing system for verification of diesel deliveries.

2. Background

NHLS operates critical laboratory, production, data centre and infrastructure services that depend on standby generators during utility power interruptions. Due to frequent power failures, extended generator running hours and operational risks associated with diesel shortages, manual fuel monitoring is no longer sufficient for effective operational control, auditability and risk management.

NHLS therefore requires a centralised fuel inventory management system that will provide accurate visibility of diesel stock, diesel consumption, refuelling activities, generator running hours, abnormal fuel losses, low fuel alarms, maintenance alerts and management reports across the identified generator fleet.

3. Scope of Work

The appointed service provider shall provide a complete fuel management solution covering twelve (12) generators. The scope shall include all equipment, software, installation materials, configuration, commissioning, calibration, training, documentation, support and handover necessary for a fully functional system.

3.1 Site Assessment

The service provider must conduct a detailed site assessment of all 12 generators and associated diesel tanks before installation. The assessment report must be submitted to NHLS for review before installation begins.

Item	Minimum Requirement
Generator details	Capacity, make, model, serial number, asset number and physical location.
Tank details	Tank size, tank type, current condition, accessibility and existing gauges.
Existing monitoring	Existing sensors, controllers, generator panels, alarms and manual recording methods.
Electrical requirements	Power supply requirements for sensors, communication devices and monitoring equipment.
Connectivity	GSM, LAN, Wi-Fi or any suitable communication options available at each generator location.
Installation risks	Safety, operational, fire, environmental and access risks associated with installation.

4. Required System Functionality

4.1 Fuel Inventory Management

The system must monitor diesel levels for each generator tank in real time or near real time and provide auditable records of diesel stock movement.

Requirement	Description
Tank level monitoring	Live or near real-time diesel level per tank.
Total diesel stock	Consolidated diesel quantity available across all 12 generators.
Daily and monthly usage	Diesel consumed per generator per day, week and month.
Refill tracking	Record of each refuelling event, including supplier and delivery details.
Abnormal loss detection	Alerts for possible theft, leakage, sudden drops or unexplained losses.

Fuel reconciliation	Opening stock, refills, consumption, closing stock and variances.

4.2 Generator Classification as Fleet Units

Each generator must be classified as a separate fleet unit within the system. The system must allow NHLS to capture and report against each generator independently.

Field	Description
Unit number	Unique NHLS asset number or fleet number.
Location	Site, building, plantroom or area served.
Generator size	kVA rating.
Tank capacity	Diesel tank size in litres.
Critical load served	Area supported by the generator.
Maintenance interval	Service interval based on running hours and/or calendar period.
Fuel threshold	Minimum diesel level before warning and critical alerts are triggered.

4.3 Running Hours Monitoring

The system must link generator running hours to diesel consumption and maintenance planning. Running hours must be captured automatically where technically possible.

Requirement	Description
Capture running hours	Automatically record generator operating hours.
Link hours to fuel usage	Compare litres consumed against generator hours run.
Abnormal consumption	Identify excessive fuel consumption for investigation.
Usage reports	Generate runtime and diesel consumption reports per generator.
Service planning	Trigger alerts when service hours are approaching or overdue.

4.4 Fuel Refill Management

The system must record diesel delivery and refilling activities and support verification against supplier delivery notes and NHLS records.

Requirement	Description
Refill date and time	Record when diesel was delivered and transferred.
Quantity delivered	Record litres received and/or verified through weighing.
Supplier details	Capture diesel supplier information.
Delivery note reference	Capture invoice and delivery note number.
Before and after levels	Record tank levels before and after refilling.
Reconciliation report	Compare delivered quantity against tank increase and weighbridge data.

4.5 Mat Weighbridge / Portable Weighing System

The fuel management system must include the supply, installation, calibration and commissioning of a mat weighbridge or equivalent portable weighing system for the verification of diesel deliveries and fuel reconciliation. The mat weighbridge must assist NHLS to verify supplier delivery quantities against actual fuel received, fuel issued and fuel recorded on the fuel management system.

4.5.1 Purpose of the Mat Weighbridge

- Confirm the actual quantity of diesel delivered to NHLS.
- Reduce the risk of under-delivery, incorrect invoicing, diesel losses or overcharging.
- Reconcile diesel received against diesel entered into the fuel management system.
- Provide an auditable record of diesel received and issued to generators.
- Support investigation of abnormal diesel consumption or unexplained fuel drops.
- Strengthen financial, operational and audit controls over diesel usage.

4.5.2 Minimum Mat Weighbridge Requirements

No.	Requirement
1	Supply of a mat weighbridge / portable weighing system suitable for diesel delivery verification.
2	Must be capable of weighing diesel drums, bowsers, mobile tanks, fuel transfer tanks or approved diesel containers.
3	Must allow gross weight, tare weight and net weight measurement.
4	Must support conversion from weight to litres where applicable.
5	Must include a digital display, indicator or electronic readout.
6	Must allow weighing records to be printed, exported or electronically stored.
7	Weighing records must include date, time, supplier, delivery note number, generator/unit number and verified quantity.
8	Must be calibrated and supplied with a valid calibration certificate.
9	Must be robust, portable where practical, easy to operate and suitable for NHLS operating conditions.
10	Must be integrated with, or provide records compatible with, the fuel management system for reconciliation and exception reporting.
11	Service provider must provide operating manuals and training to NHLS staff.

4.6 Low Diesel Alerts

The system must provide automated alerts when diesel levels reach pre-set thresholds. NHLS must be able to define alert recipients and escalation levels.

Alert Level	Description
50%	Monitoring alert.
30%	Warning alert.
20%	Critical alert.
10%	Emergency alert requiring urgent refuelling intervention.

Alerts must be sent through one or more of the following channels: SMS, email, mobile application notification and dashboard notification.

4.7 Maintenance Alerts

Alert	Description
Service due soon	Alert before service interval is reached.
Service overdue	Alert when service interval is exceeded.
Excessive runtime	Alert when a generator runs continuously for an extended period.
Abnormal fuel consumption	Alert when fuel consumption exceeds expected operating range.
Sensor or communication fault	Alert when monitoring equipment fails, disconnects or stops reporting.

5. Dashboard and Reporting Requirements

The system must include a secure dashboard accessible to authorised NHLS users. The dashboard must provide a summary view of all 12 generators and allow drilling down to individual units.

Dashboard Item	Requirement
Generator overview	Summary view of all 12 generators.
Fuel levels	Percentage and estimated litres available per tank.
Generator status	Running, stopped, offline, fault or communication lost where supported.
Running hours	Current and accumulated running hours.
Refill history	Diesel delivery, refill and verification records.
Alerts	Active, acknowledged and historical alarms.
Consumption trends	Daily, weekly and monthly diesel usage trends.
Mat weighbridge records	Weighing records and reconciliation data.

5.1 Required Reports

Report	Description
Fuel stock report	Diesel available per generator and total stock available.
Fuel consumption report	Usage per generator and reporting period.
Refill report	Diesel delivered, verified, received and issued.
Mat weighbridge report	Gross, tare and net weight records with diesel quantity conversion where applicable.
Exception report	Unexplained fuel drops, abnormal consumption and variances.
Generator runtime report	Running hours per generator and period.
Maintenance alert report	Services due, overdue and completed.
Monthly management report	Summary of fuel stock, usage, refills, alerts and exceptions.
Audit report	User activity, adjustments, acknowledgements and changes.

6. Technical Requirements

Requirement	Description
Sensors	Suitable diesel tank level sensors for the applicable tank types.
Running-hour interface	Suitable method of capturing generator run status and running hours.
Connectivity	GSM, LAN, Wi-Fi or other approved communication method.
Power supply	Reliable power source with suitable protection and backup where required.
Data storage	Secure storage of historical data for reporting and audit purposes.

User access	Role-based access control for NHLS users.
Scalability	Ability to add more generators or tanks in future.
Calibration	Calibration of fuel sensors and mat weighbridge after installation.
Tamper detection	Detection of disconnection, sensor fault or tampering where technically possible.

7. Compliance Requirements

The service provider must ensure that all work complies with applicable South African legislation, standards and NHLS safety requirements, including occupational health and safety requirements, electrical safety requirements, fire safety requirements, environmental requirements relating to diesel storage and spillage prevention, NHLS site access requirements and applicable SANS standards for electrical, fuel storage and monitoring equipment.

8. Deliverables

No.	Deliverable
1	Detailed site assessment report.
2	Final implementation plan and programme of work.
3	Risk assessment and method statement.
4	Supply and installation of fuel monitoring equipment for 12 generators.
5	Supply, calibration and commissioning of mat weighbridge / portable weighing system.
6	Configuration of dashboard, alerts and user access.
7	Calibration certificates for fuel sensors and mat weighbridge.
8	Commissioning and test report.
9	User training for nominated NHLS personnel.
10	Operating manuals and troubleshooting guide.
11	Maintenance and support plan.
12	Warranty documentation.
13	Monthly reporting templates.
14	Final handover pack.

9. Implementation Requirements

The service provider must submit a project plan indicating site assessment dates, equipment lead times, installation sequence, testing and commissioning dates, training dates and final handover requirements. Work must be planned to minimise disruption to critical NHLS operations and generator availability.

10. Training Requirements

Training must be provided to nominated NHLS Facilities, Technical, Finance and other authorised users. Training must cover dashboard use, fuel level monitoring, refuelling records, reports, alerts, mat weighbridge operation, fuel reconciliation, user administration and basic troubleshooting.

11. Warranty and Support

Item	Requirement
Equipment warranty	State warranty period for all supplied equipment.
Software support	State software support and licence period.
Remote support	Availability of remote system support.
On-site support	Availability and response times for on-site support.
Preventive maintenance	Recommended maintenance schedule for sensors and weighing equipment.
Calibration	Recommended calibration frequency and cost.

11.1 Minimum Service Levels

Priority	Description	Required Response
Critical	System offline or no fuel monitoring on critical generator.	Within 4 hours.
High	Faulty sensor, incorrect readings or mat weighbridge not operational.	Within 8 hours.
Medium	Reporting, dashboard or user access issue.	Within 24 hours.
Low	General query or minor configuration issue.	Within 48 hours.

12. Information to be Submitted by Bidders

No.	Requirement
1	Company profile.
2	Proof of experience with fuel management systems and/or generator monitoring.
3	References for similar projects.
4	Technical proposal.
5	Methodology and implementation plan.
6	Detailed pricing schedule.
7	Warranty and support proposal.
8	System brochure or technical datasheets.
9	Mat weighbridge technical datasheet and calibration requirements.
10	Training plan.
11	Maintenance and support plan.
12	Risk assessment approach.

13. Mandatory Requirements

No.	Mandatory Requirement	Comply / Not Comply
1	Bidder must have experience in fuel management systems, generator monitoring systems or similar industrial monitoring solutions.	
2	Bidder must provide a solution for 12 generators.	
3	Bidder must include fuel level monitoring.	
4	Bidder must include generator running-hour monitoring.	
5	Bidder must include low diesel alerts.	
6	Bidder must include maintenance alerts.	
7	Bidder must provide dashboard and reporting functionality.	
8	Bidder must supply a mat weighbridge or equivalent	

	portable weighing system for verification of diesel deliveries and reconciliation of diesel issued to the 12 generators.	
9	Bidder must include installation, testing, calibration and commissioning.	
10	Bidder must provide training and handover documentation.	
11	Bidder must provide warranty and support details.	

14. Functionality Evaluation Criteria

Criteria	Weight
Experience in similar fuel management / generator monitoring installations	20
Technical solution and system functionality	25
Mat weighbridge suitability, calibration and integration approach	15
Dashboard, alerts and reporting capability	15
Implementation methodology and project plan	10
Support, warranty and maintenance proposal	10
Training and handover approach	5
Total	100

Minimum functionality threshold: 70 points out of 100. Only bidders that meet the minimum functionality threshold should proceed to price and preference evaluation.

15. Pricing Schedule

Bidders must complete the pricing schedule below. All costs must include supply, delivery, installation, configuration, testing, calibration, commissioning and handover unless stated otherwise.

No.	Description	Qty	Unit Price	Total Price
1	Site assessment for 12 generators	1		
2	Fuel level monitoring sensors	12		
3	Generator running-hour monitoring devices / interfaces	12		
4	Communication devices / gateways / SIM modules where required	12		
5	Dashboard / software licence / platform setup	1		
6	Configuration and commissioning per generator	12		
7	Low fuel alert configuration	12		
8	Maintenance alert	12		

	configuration			
9	Supply of mat weighbridge / portable weighing system	1		
10	Installation, calibration and commissioning of mat weighbridge	1		
11	Integration of mat weighbridge records with fuel management system	1		
12	Training on system use, mat weighbridge operation and diesel reconciliation	1		
13	Documentation and final handover pack	1		
14	Warranty and support - Year 1	1		
15	Support and maintenance - Year 2	1		
16	Support and maintenance - Year 3	1		
17	Any additional costs to be specified by bidder	1		
	Total Excluding VAT			
	VAT			
	Total Including VAT			

16. Contract Duration

The contract shall include once-off supply, installation and commissioning of the system, together with support and maintenance for a period to be determined by NHLS, preferably thirty-six (36) months.

17. Special Conditions

- The service provider must comply with NHLS access control, safety and contractor management requirements.
- The service provider must submit risk assessments and method statements before work begins.
- Installation must not compromise generator availability or critical NHLS operations.
- All installed equipment must be suitable for the environment in which it is installed.
- Sensors, cables and devices must be protected from damage and tampering as far as reasonably practicable.

- NHLS must have administrator access to the system.
- NHLS must own or have full access to all fuel, generator and reporting data generated by the system.
- No recurring licence or support cost may be omitted from the pricing schedule.

18. Handover and Acceptance Requirements

Requirement	Status
All 12 generators captured on the system	
All sensors installed and calibrated	
Mat weighbridge supplied, calibrated and operational	
Dashboard operational	
Alerts tested and confirmed	
Reports tested and confirmed	
Fuel reconciliation tested using sample data	
Users trained	
Manuals submitted	
Commissioning report submitted	
Warranty documentation submitted	
NHLS sign-off completed	

19. Conclusion

The proposed fuel management system is required to improve diesel control, reduce operational risk, support generator reliability, improve maintenance planning and provide NHLS with accurate, auditable management information. The appointed service provider must provide a complete, reliable and auditable solution for monitoring and managing diesel across the 12 NHLS generators, including verification of diesel deliveries through a mat weighbridge or equivalent portable weighing system.

4. FORM OF OFFER (SBD 7)

The employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the procurement of:

RFQ 1940624 . **SUPPLY, INSTALLATION, CONFIGURATION AND COMMISSIONING OF A FUEL MANAGEMENT SYSTEM INCLUDING MAT WEIGHBRIDGE FOR 12 GENERATORS AT NHLS SANDRINGHAM CAMPUS**

. . . . . .

The tenderer, identified in the offer signature block, has examined the documents listed in the submission data and addenda.

Thereto as listed in the returnable schedules, and by submitting this offer has accepted the condition of tender.

By the representative of the tenderer, deemed to be duly authorized, signing this part of this form offer and acceptance, the tenderer offers to perform all of the obligations and liabilities of the contractor under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data.

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS:

Rand. . . . . .

. . . . . (in words); R . . . . . .

. . . . . (in figures)

This offer may be accepted by the employer by signing the acceptance part of this form of offer and acceptance and returning one copy of this document to the tenderer before the end of the period of validity stated in the submission data, whereupon the tenderer becomes the party named as the contractor in the conditions of contract identified in the contract data.

Signature(s) . . . . . .

Name(s) . . . . . .

Capacity . . . . . .

for the tenderer

(Name and . . . . . .

address of organization/) . . . . . .

. . . . . .

. . . . . .

Name and signature of witness . . . . . Date . . . . . .

5. RFQ EVALUATION PROCESS AND CRITERIA

The RFQ will be evaluated by the Cross Functional Evaluation Team (CFET) and the successful service provider will be selected based on a Four-phased approach (4-Stages):

Stage 1: Administrative Compliance
All incomplete submissions and respondents who do not meet the compliance requirements at quotation submission will be eliminated from further evaluation.

Stage 2: Mandatory Technical Requirements
All incomplete submissions and respondents who do not meet the minimum mandatory technical requirements at quotation submission will be eliminated from further evaluation

stage 3: functionality evaluation criteria

Determination of **functionality** (100%). To progress to the fourth phase, the Bidder must score a minimum **of 70%.**

Stage 4: Price and Specific Goals
The final evaluation phase will be based on Price and Specific Goals.
Determination of Percentage for Price – 80 percentage, & Determination of level for Specific Goals – 20 percentage.

Stage 1: Administrative Compliance

- Administrative compliance/responsiveness will be tested based on returnable documents submitted and signatures on the bid documents.
- At this stage, it must be determined what documents are required to be returned by bidders. Returnable documents are categorized as follows:

a) Returnable Documents (to be returned by Bidders)

(NOTE: Failure to provide the below listed documents *WILL* lead to disqualification)

1. The Bidder must agree with all NHLS General Conditions of Bid, RFQ and Conditions of Contract (GCC)	**Comply**	**Do Not Comply**
Substantiation: The Bidder must submit and attach to the bid response the signed and accepted NHLS General Conditions of Bid, RFQ and Conditions of Contract (GCC).		

2. Fully completed and signed SBD 4, SBD6.1and SBD 7	**Comply**	**Do Not Comply**
Substantiation: The Bidder must submit and attach to the bid response the signed all SBD 'S		

3. Fully completed BOQ / Pricing schedule Fully completed and signed pricing schedule	**Comply**	**Do Not Comply**	**Comply**	**Do Not Comply**
Substantiation: The Bidder must submit and attach to				

the bid fully completed pricing schedule		

4. B-BBEE Certificate and/or Affidavit. Fully completed and signed preferential points claim form SBD 6.1.	**Comply**	**Do Not Comply**

5.Substantiation: The Bidder must submit and attach to the bid response a valid TAX Clearance Certificate and/or TAX verification Pin and/or TAX Compliance Status Letter issued by the South African Revenue Services (SARS).

6**. SBD 6.1** **Fully completed and signed preferential points claim form SBD 6.1.**	**Comply**	**Do Not Comply**
7. **CSD (Central Supplier Database)**	**Comply**	**Do Not Comply**

Substantiation: The Bidder must provide the CSD (Central Supplier Database) **Registration number (MAAA number) / Attach the updated CSD Summary Report.**

B. Essential

8. B-BBEE Certificate and/or Affidavit. Fully completed and signed preferential points claim form SBD 6.1.	**Comply**	**Do Not Comply**

Substantiation: The bidder must submit and attach to the bid response a copy of B-BBEE Certificate issued by an authorised body or person, or a sworn Affidavit prescribed by the B-BBEE Codes of Good Practice.

Returnable Documents (to be returned by Bidders) Not a disqualification factor

STANDARD BIDDING DOCUMENTATION (SBDs) SBD 4:
BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

1.1 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, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

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

2. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution? **YES/NO**

2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	**Identity Number**	**Name of organ of state**

2.3 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.3.1 If so, furnish particulars:

……
……

2.4 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 or not they are bidding for this contract? **YES/NO**

2.4.1 If so, indicate all companies registered in the CSD in the table below:

RE-ADVERT RFQ: 1940624 SUPPLY, INSTALLATION, CONFIGURATION AND COMMISSIONING OF A FUEL MANAGEMENT SYSTEM INCLUDING MAT WEIGHBRIDGE FOR 12 GENERATORS AT NHLS SANDRINGHAM CAMPUS

Supplier registration number (MAAA)	Status (active/inactive/deleted)

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification**.**

3 GENERAL DECLARATION

I, ……....., the undersigned, in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

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 to be false.

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.

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.

3.5 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.

3.6 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.

3.7 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, 1998 (Act No. 89 of 1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

I CERTIFY THAT THE ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

RE-ADVERT RFQ: 1940624 SUPPLY, INSTALLATION, CONFIGURATION AND COMMISSIONING OF A FUEL MANAGEMENT SYSTEM INCLUDING MAT WEIGHBRIDGE FOR 12 GENERATORS AT NHLS SANDRINGHAM CAMPUS

…… ……
Signature Date

…… ……..
Designation Name of bidder

RE-ADVERT RFQ: 1940624 SUPPLY, INSTALLATION, CONFIGURATION AND COMMISSIONING OF A FUEL MANAGEMENT SYSTEM INCLUDING MAT WEIGHBRIDGE FOR 12 GENERATORS AT NHLS SANDRINGHAM CAMPUS

SBD 6.1

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

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

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

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1. GENERAL CONDITIONS

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

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

1.2 **To be completed by the organ of state**

a) The applicable preference point system for this tender is the 80/20 preference point system.

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

(a) Price; and

(b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

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

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

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

2. DEFINITIONS

(a) **"tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

(b) **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

(c) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

(d) **"tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

(e) **"the Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

80/20 or 90/10

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

80/20 or 90/10

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

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

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

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

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

No.	The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
1.	51% Owned by black people	4	
2.	51% Owned by Black people who are women	4	
3.	51% owned by Black people with disabilities	2	

No.	The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
4.	51% Owned by Black people who are youth	4	
5.	51% Owned by black people living in rural areas or underdeveloped areas or townships	2	
6.	Exempted Micro Enterprise (EME) and/or qualifying small enterprise (QSE)	4	
		Total	

Table 2: The following verification documents must be submitted with the Request for quotation or tender document in order to be awarded points for specific goals:

No	The specific goals allocated points in terms of this tender	Means of verification
1.	51% Owned by black people	Valid BBBEE Certificate issued by SANAS accredited verification agency or DTI /CIPC BBBEE Certificate for Exempted Micro Enterprises or Affidavit sworn under oath
2.	51% Owned by Black people who are women	
3.	51% owned by Black people with disabilities	
4.	51% Owned by Black people who are youth	
5.	51% Owned by black people living in rural areas or underdeveloped areas or townships	Valid lease agreement or municipal statement **or** letter from councillor or letter from traditional council confirming address of the owner of the company **and** a Valid BBBEE Certificate issued by SANAS accredited verification agency **or** DTI /CIPC BBBEE Certificate for Exempted Micro Enterprises **or** Affidavit sworn under oath
6.	Exempted Micro Enterprise (EME) and/or qualifying small enterprise (QSE)	Valid BBBEE Certificate issued by SANAS accredited verification agency **or** DTI /CIPC BBBEE Certificate for Exempted Micro Enterprises or Affidavit sworn under oath

JOINT VENTURE, CONSORTIUM:

For Joint Venture or Consortiums agreement must show percentages of ownership and work to be completed by each party. This agreement must form part of the tender submission.

To determine the Joint Venture or Consortium score for specific goals, NHLS will evaluate at the consolidated B-BBEE certificate issued by a SANAS accredited verification agency and Joint Venture or Consortiums agreement to determine the proportional points for specific goals that will be awarded to the tenderer for black people living in rural areas or underdeveloped areas or townships and Exempted Micro Enterprise (EME) and/or qualifying small enterprise (QSE).

Example, If there are two parties in a Joint Venture with a 50:50 ownership of the Joint Venture.

In a Joint Venture where one party is living within the township and one is living in the suburbs, if one of the specific goals is ownership by black people living in rural areas or underdeveloped areas or township with a total point of 2, the Joint Venture will only be entitled the proportional points of 1 point.

Table 3: The following are the requirements for a valid Sworn Affidavit in terms of the BBBEE Sector Codes of Good Practise:

Abbreviations

BEP = Built Environment Professional

Affidavit Prescribed Formats	Category	Financial Threshold
General Enterprises		
	QSE	Between R10 million and R50 million
	EME	Less than R10 million
Sector Specific Enterprises		
	QSE	Between R10 million and R50 million
	EME	Less than R10 million
Construction Sector Code		
	BEP	Less than R1.8 million
	Contractor	Less than R3 million
	Supplier	Less than R3 million
Financial Sector Code		
	QSE	Between R10 million and R50 million
	EME	Less than R10 million
Information Communication Technology Sector Code (ICT)		
	QSE	Between R10 million and R50 million
	EME	Less than R10 million
Marketing, Advertising & Communication Sector Code (MAC)		
> Public Relations	QSE	Between R5 million and R10 million
> Marketing, Advertising & Communications	EME	Less than R5 million
Property Sector Code		
> Service-based	QSE	Between R5 million and R10 million
	EME	Less than R5 million
> Agency-based	QSE	Between R2.5 million and R35 million
> Asset-based	EME	Less than R2.5 million
	QSE	Between R80 million and R400 million
Tourism Sector Code		
	QSE	Between R5 million and R45 million
	EME	Less than R5 million
Specialised Enterprises		
	QSE	Between R10 million and R50 million
	EME	Less than R10 million

Note 1: A sworn affidavit received from a tenderer that does not meet the above requirement will not be

considered for the allocation of points for specific goals.

Requirements for a valid B-BBEE Certificate and are as follows:

a) A valid copy of a B-BBEE certificate must be issued by a SANAS B-BBEE agency and the expiry date of the certificate must be after the closing date of the request for quotation or tender to be deemed valid.

b) The B-BBBEE certificate contents must contain accurate information about the company.

Requirements for a valid sworn affidavit are as follows:

a) Valid Sworn Affidavits must comply with the requirements outlined in the Justices of the Peace and Commissioners of Oaths Act, no 16 of 1963 and its Regulations promulgated in Government Notice GNR 1258 of 21 July 1972 Justices of the Peace and Commissioners of Oaths Act, No. 16 of 1963. i.e.

(i) The deponent shall sign the declaration in the presence of the commissioner of oaths (COA).

(ii) Below the deponent's signature the COA shall certify that the deponent has acknowledged that he knows and understands the contents of the declaration and the COA shall state the manner, place, and date of taking the declaration.

(iii) The COA shall sign the declaration and print his full name and business address below his signature; and state his designation and the area for which he holds his appointment, or the office held by him if he holds his appointment ex officio.

(iv) the expiry date of the sworn affidavit must be after the closing date of the request for quotation or tender to be deemed valid.

Note 2: A tenderer failing to submit valid proof of specific goals claimed as per indicated above bidders will **not** be disqualified but will be allocated **zero points** for specific goals and will be allocated points for pricing.

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm…….

4.4. Company registration number: ……...

4.5. TYPE OF COMPANY/ FIRM

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

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

i) The information furnished is true and correct;

ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

(a) disqualify the person from the 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 from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

(e) forward the matter for criminal prosecution, if deemed necessary

10. FORM: OHS ACT DECLARATION AND SUBMISSION

The Bidder declares him/herself/herself to be conversant with the following:

1. All the requirements, regulations and standards of the Occupational Health and Safety Act (Act 85 of 1993), hereinafter referred to as "The Act", together with its amendments and with special reference to the following Sections of the Act:

i) Section 8: General duties of Employers to their employees ii) Section 9: General duties of Employers and self-employed persons to persons other than employees.

iii) Section 13: Duty to Inform iv) Section 37: Acts or omissions by employees or mandatories

v) Sub-section 37(2) relating to the purpose and meaning of this Agreement

2. Construction Regulations, 2014 (Government Notice R.84) pertaining to the Contractor and to all his Subcontractors, or any amendments thereto.

3. Bid document Volume 3: Project Specification PD: Supplement to Volume 5: Specification for Occupational Health and Safety.

4. Bid document Volume 3: C1.7 Agreement in terms of Occupational Health and Safety Act.

The Bidder declares that he has or will obtain the necessary knowledge, competence and resources to comply fully with all OHS requirements should he be awarded the contract.

The Bidder confirms that he has included with his bid a written quotation describing how he will comply with OHS requirements

Signature _____ Date _____

Name _____ Capacity

Bidder _____