KANNALAND
MUNISIPALITEIT | MUNICIPALITY

REQUEST FOR TENDER

CLOSING TIME: 12:00 **CLOSING DATE: 13 SEPTEMBER 2024**

RE-ADVERTISMENT OF BID NO: KANNA 09/2024

Request for tender are hereby invited for:

PANEL OF SERVICE PROVIDERS FOR THE CONSTRUCTION, UPGRADING AND/OR MAINTENANCE OF THE ROADS AND STORMWATER INFRASTRUCTURE OF KANNALAND MUNICIPALITY FOR A PERIOD OF THREE (3) YEARS

PLEASE REFER TO KANNALAND MUNICPALITY'S WEBSITE FOR MORE INFORMATION
www.kannaland.gov.za

NOTICE NR: 63/2024

ADV. DILLO SEREO
MUNICIPAL MANAGER

KANNALAND
MUNISIPALITEIT | MUNICIPALITY

CONTRACT KANNA 09/2024 A

PANEL OF SERVICE PROVIDERS FOR THE CONSTRUCTION,UPGRADING AND/OR MAINTENANCE OF THE RODAS AND STORMWATER INFRASTRUCTURE OF KANNALAND MUNICPALITY FOR A PERIOD OF THREE (3) YEARS

ADDENDUM NO. 1

ACKNOWLEDGEMENT OF ADDENDUM NO. 1

DATE ISSUED: 30 August 2024

This Addendum is to be read as forming part of the Tender Documents and consists of the following:

PART 1: CONTRACT KANNA 09/2024 A: AMENDMENT TO THE TENDER DOCUMENT

Receipt of Addendum No.1 is hereby acknowledged. Please acknowledge all files received by ticking the appropriate box

Tick (✓)	Type of Document	Document Name
	(*pdf)	CONTRACT KANNA 09/2024 A: AMENDMENT TO THE TENDER DOCUMENT
	(*word)	CERTIFICATE OF INTENTION TO SUBMIT A TENDER: Addendum 1
	(*word)	MBD 1 for CONTRACT KANNA 09/2024 A: Addendum 1
	(*word)	REGISTRATION ON NATIONAL TREASURY CENTRAL SUPPLIER DATABASE: Addendum 1

COMPANY	
NAME	
SIGNATURE	
DATE	
NOTE	**This acknowledgement form must be duly completed, signed, and emailed prior to the tender closing date emailed to supplychain@kannaland.gov.za.**

PART 1: CONTRACT KANNA 09/2024: AMENDMENT TO THE TENDER DOCUMENT

1. GENERAL NOTE TO TENDERERS

Amendments to the Tender Document, which is in PDF format, cannot be made electronically by any Tenderer and must be changed manually, before submission of the Proposal.

2. AMENDMENTS

2.1 Amendment has been made on **Contract Kanna 09/2024 A** as follows:

*"Replace project number Contract Kanna 09/2024 with **Contract Kanna 09/2024 A**" throughout the tender document.*

Change closing date from "28 MAY 2024" to "13 September 2024" on cover page.

*Replace the **INDEX** table with the following table:*

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2.2 SECTION 1.1: INVITATION TO TENDER

"Replace INVITATION TO TENDER with.

INVITATION TO TENDER

KANNALAND MUNICIPALITY
TENDER NOTICE AND INVITATION TO BID

ADVERTISED IN:	**MUNICIPAL NOTICE BOARD, MUNICIPAL WEBSITE, DIE BURGER, NATIONAL TREASURY e-Tender**		
BID NO:	**KANNA 09/2024 A**	**NOTICE NO:**	**63/2024**
PUBLISHED DATE:	**Friday 30 August 2024**	**DEPARTMENT:**	**INFRASTRUCTURE SERVICES**
Bids are hereby invited for (Tender Description):	**PANEL OF SERVICE PROVIDERS FOR THE CONSTRUCTION,UPGRADING AND/OR MAINTENANCE OF THE ROADS AND STORMWATER INFRASTRUCTURE OF KANNALAND MUNICIPALITY FOR A PERIOD OF THREE (3) YEARS**		
CLOSING TIME AND DATE:	NO LATER THAN **12H00**	**ON THE DATE:**	**Friday 13 September 2024**
	The tenders will be opened in public. Link to be provided to Tenderers who submitted a duly completed Certificate of Intention to Submit a Tender prior to Friday 13 September 2024.Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Submission Data.		
Availability of Bid Documents:	Tender documents are available from 30 August 2024 at no cost in electronic format downloadable from the Kannaland Municipality website.		
Documentation Fee:			

BID RULES:

1. Bids are to be completed in accordance with the conditions and bid rules contained in the bid document and supporting documents must be placed in a sealed envelope and clearly marked "**KANNA 09/2024 A – PANEL OF SERVICE PROVIDERS FOR THE CONSTRUCTION,UPGRADING AND/OR MAINTENANCE OF THE ROADS AND STORMWATER INFRASTRUCTURE OF KANNALAND MUNICIPALITY FOR A PERIOD OF THREE (3) YEARS AS AND WHEN NEEDED** and be deposited in the Bid Box, at the office of the Kannaland Municipality Office, 32 Church Street, Ladismith, 6655.
2. Bids may only be submitted on the bid documentation issued by the Municipality.
3. The Municipality reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept a part of it. The Municipality does not bind itself to accepting the lowest tender or award a contract to the bidder scoring the highest number of points or if it is the only tender. The Municipality reserves the right to cancel or withdraw the request for tender at any time without prior notice.
4. Tenders are subject to the Kannaland Municipality Supply Chain Management Policy.
5. This tender will be evaluated in terms of the functionality criteria. **SECTION 2.2: FUNCTIONALITY SCHEDULES** of the tender document must be fully completed and submitted together with your tender.
6. A valid original or certified B-BBEE certificate, or certified Sworn Affidavit must be submitted with your tender offer. If it's not an original or certified copy it will not be taken into consideration for preference points.
7. A valid tax compliance pin number on an official document of SARS in order for the municipality to verify tax compliance must be submitted with the tender document.
8. Potential service providers must be registered on the Central Supplier Database. The Municipality reserves the right not to award tenders to Bidders who are not registered on the Database.
9. Potential service providers who were found guilty of fraud or corruption or who willfully neglected reneged on or failed to comply with any government, municipal or other public sector contract during the past five years, will be excluded from this process.
10. Potential service providers and all of the directors whose municipal rates and taxes or municipal services charges are in arrears for three months, at the municipality or any other municipality or entity, will be excluded from this process. Please submit a municipal account (not older than 3 (three) months as proof of payment with your tender. If the bidder is not responsible for municipal rates, a Sworn Affidavit or a Lease Agreement must be submitted which indicates the reasons why a municipal account cannot be submitted.
11. No late, faxed or e-mailed tenders will be accepted.
12. NB: No Bid will be considered from persons in the service of the state.
13. Failure to comply with these conditions will invalidate your offer.
14. The conditions of contract will be determined when a works contract have been awarded to the tenderer.

PANEL 1 CONTRACTOR DEVELOPMENT PROGRAMME

Criteria and Weight:
1. **Price, B-BBEE and Locality.**

PANEL 2: OTHER CONTRACTORS

Functionality, Criteria and Weight:
1. **Tender Experience (35 points)**

2. Key personnel (40 points)
3. Capacity – Plant and Equipment (25 points)
4. Bidders that score less than 70 out of 100 points for these criteria will be regarded as non-responsive.

PANEL 3: OTHER CONTRACTORS 90/10

Functionality, Criteria and Weight:
1. Tenderer experience (35 points)
2. Key personnel (40 points)
3. Capacity –Vehicles (25 points)
4. Bidders that score less than 70 out of 100 points for these criteria will be regarded as non-responsive.

Bidders should make sure that the bid adheres to the CIDB requirements in clause.4.1 of the Submission Data when submitting their tender.

CIDB Registration Required	It is estimated that tenderers should have a CIDB contractor grading designation from a 1ME however, tenderers attention is drawn to clause.4.1 of the Submission Data when submitting their tender.	**Validity Period**	90 Days
Site Meeting/Information Session	A Non-compulsory industry session will be held on 06 September 2024 at 10h00 via Ms. Teams. A link to the industry session will be sent to tenderers who complete and submit a Certificate of Intention to Submit a Tender		

ANY ENQUIRIES REGARDING TECHNICAL INFORMATION AND THE BIDDING PROCEDURE MAY BE DIRECTED TO:		
Section:	Supply Chain Management Unit	
Email:	supplychain@kannaland.gov.za	
Authorised by:	**ADV. D SEREO**	**MUNICIPAL MANAGER**

2.3. SECTION 1.2: SUBMISSION DATA

Replace Clause 3.4

3.4	**Communication and employer's Agents** The Employer's Agent during the tender period can be contacted at **supplychain@kannaland.gov.za**

Replace Clause 4.1 with the following

4.1	**Eligibility** Only those respondents who satisfy the following eligibility criteria are eligible to submit proposals: 1. Only those respondents who are registered with the Construction Industry Development Board, in a contractor grading designation in one of the following Grading Levels: 1.1. Panel 1: 1CE, 2CE and 3CE. 1.2. Panel 2: 4CE, 5CE, 6CE, 7CE (Tender value R20 million to R50 million) 1.3. Panel 3: 7CE (Tender value above R50 million to R60 million), 8ME, 9ME are eligible to have their submissions evaluated. 2. Joint ventures are eligible to have their submissions evaluated provided that: every member of the joint venture is registered with the CIDB, a) the lead partner has a contractor grading designation in one of the following Grading Levels: Panel 1 – 1CE, 2CE and 3CE Panel 2 – 4CE, 5CE, 6CE, 7CE (tender value R20 million to R50 million) Panel 3 – 7CE (tender value above R50 million to R60 million), 8ME and 9ME class of construction work; or b) not lower than one level below the required grading designation in the class of works construction works under considerations and possess the required recognition c) the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than the required contractor grading designation. Tenderers whose CIDB registration expires within the tender validity period, need to demonstrate that there is a reasonable chance of being registered in the appropriate grading designation during the tender

	evaluation period, by submitting a copy of their timely application for CIDB registration, with their tender submission. 3. National Treasury Central Supplier Database Tenderers, or in the event of a joint venture, each member of the joint venture, must be registered on the National Treasury Central Supplier Database. If not registered as verified online during the evaluation period; the tender will be declared non-responsive. 4. In case of having a subsidiary arrangement, shall submit an audited proof (letter or shareholding certificate) of agreement between the holding company and the subsidiary. 5. Submit submissions only if the Respondent satisfies the criteria stated in the Submission Data and the Respondent, or any of its principals, is not under any restriction to do business with the employer. 6. Respondents may only make a Submission under 1 (one) company or 1 (one) consortium – tendering with more than 1 company or consortium will result in immediate disqualification. Kannaland will recognise the JV/Consortium as single entity for the duration of the contract. 7. None of the documents with correction fluid on them. Any wrong entry, in case of correction, it must be cancelled by a single stroke and initialled by the Authorised signatory. 8. The Expression of Interest documents issued by Kannaland Municipality are not tampered and remain intact.

Replace Clause 4.5 with the following

4.5	**Clarification meeting** A Non-compulsory industry session will be held on 06 September 2024 at 10h00 via Ms. Teams. A link to the industry session will be sent to tenderers who complete and submit a Certificate of Intention to Submit a Tender.

Replace Clause 4.7 with the following

4.7	**Making submissions** Return the submission documents after completing them entirely in a sealed envelope together with the requested attachments. All attachments required as requested must be printed and bound hard copy and flash drive and submitted as such together with the submission document clearly marked "Reference No **KANNA 09/2024 A – PANEL OF SERVICE PROVIDERS FOR THE CONSTRUCTION, UPGRADING AND/OR MAINTENANCE OF THE ROADS AND STORMWATER INFRASTRUCTURE OF KANNALAND MUNICPALITY FOR A PERIOD OF THREE AS AND WHEN NEEDED** The employer's address for delivery is: 32 Church Street, Ladismith 6655 The above details to be shown on each submitted package Identification Details: Completed package should be submitted and clearly marked: **KANNA 09/2024 A–PANEL OF SERVICE PROVIDERS FOR THE CONSTRUCTION, UPGRADING AND/OR MAINTENANCE OF THE ROADS AND STORMWATER INFRASTRUCTURE OF KANNALAND MUNICPALITY FOR A PERIOD OF THREE AS AND WHEN NEEDED** In a sealed envelope

	Submissions shall be submitted as original, one copy of the original and one scanned copy of the original saved in a memory stick.

Replace Clause 4.9 with the following

4.9	**Closing time** a) The closing time for submission is 13 September 2024 at 12h00 and will be opened in public at the same time. b) Telephonic, telegraphic, telex, facsimile or emailed submissions will not be considered.

Replace Clause 5.9 with the following

5.9	**Evaluation: Returnable schedules required for Submission evaluation purposes** The Respondent is required to submit with its Submission the following certificates and/or documentation in addition to the requirement of eligibility as mentioned in Clause 4.1. **Returnable schedules required for Submission evaluation purposes:** A Submission must be accompanied with a valid and active CIDB Registration certificate (or CIDB CRS number) in a contractor designation in one of the Grading Levels 1CE to 9CE. SECTION 2.1 LIST OF RETURNABLE DOCUMENTS 2.1.1. CERTIFICATE OF INTENTION TO SUBMIT A TENDER 2.1.2. CERTIFICATE OF SIGNATORY 2.1.3. MBD1: INVITATION TO BID AND TERMS AND CONDITIONS FOR BIDDING 2.1.4. RECORD OF ADDENDA TO SUBMISSION DOCUMENTS 2.1.5. PROPOSED AMENDMENTS AND QUALIFICATIONS 2.1.6. VALID CIDB CERTIFICATE OF A RESPONDENT 2.1.7. PREFERRED PANEL 2.1.8. PREFERRED CATEGORY OF WORKS 2.1.9. REGISTRATION ON NATIONAL TREASURY CENTRAL SUPPLIER DATABASE 2.1.10. CERTIFICATE FOR PAYMENT OF MUNICIPAL SERVICES 2.1.11. CERTIFICATE FOR TAX AND VALUE ADDED TAX 2.1.12. MBD4: DECLARATION OF INTEREST 2.1.13. MBD8: DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES 2.1.14. MBD9: CERTIFICATE OF INDEPENDENT BID DETERMINATION 2.1.15. BROAD-BASED BLACK ECONOMIC EMPOWERMENT (B-BBEE) CERTIFICATE 2.1.17. CERTIFICATE OF AUTHORITY FOR JOINT VENTURES 2.1.18. DECLARATION CONCERNING FULFILMENT OF THE CONSTRUCTION REGULATIONS, 2014 2.1.19. COMPANY BANKING DETAILS

2.4. SECTION 2.1: LIST OF RETURNABLE DOCUMENTS

Add the following new forms:

2.1.1. CERTIFICATE OF INTENTION TO SUBMIT A TENDER
2.1.3. MBD1: INVITATION TO BID AND TERMS AND CONDITIONS FOR BIDDING

Replace form 2.1.7 COMPANY PROFILE (CSD) **with** 2.1.9. REGISTRATION ON NATIONAL TREASURY CENTRAL SUPPLIER DATABASE

Delete 2.1.13 PREFERENTIAL PROCUREMENT SCHEDULE MBD6.1

2.5. SECTION 2.2: FUNCTIONALITY SCHEDULES

Replace Schedule 1 table with the following:

Experience of Tenderer (35 points)			
NUMBER	**CRITERIA**	**SCORE**	**MAX SCORE**
1	**Projects of similar scope: x`** - Tenderer failed to submit the evaluation schedule; or submitted incomplete information in the prescribed format with details that will allow obtaining a reference (score 0) - Tenderer has done no project of similar scope. No or poor reference (score 2) - Tenderer has done 3 projects of similar scope, satisfactory reference (score 5) - Tenderer has done 4 projects of similar scope, satisfactory reference (score 10) - Tenderer has done >5 projects of similar scope, good reference (score 15)	15	35
2	**Average value of work:** - <R2mil (score 2) - Above R2mil to R5mil (score 5) - Above R5mil to R10mil (score 10) - >R10mil (score 20)	20	
TOTAL CARRIED OVER TO COMPENTENC ACHIEVEMENT SCHEDULE			**35**

Replace Schedule 2 iii) table with the following:

i) Contract Manager (10 points)

Key Personnel A.1		N. Dip Civil Engineering / Equivalent	Degree or B.Tech Civil Engineering / Equivalent	Hon. Degree in Civil Engineering / Equivalent	Total (a)
Points		2	3	5	
A.1(a)	QUALIFICATIONS				

Key Personnel A.2		Up to 2 Years	Above 2 – 5 Years	Above 5 – 10 Years	Above 10 – 15 Years	Above 15 Years	Total (a)
Points		0	2	3	4	5	
A.2(a)	EXPERIENCE IN ROADS AND STORM WATER INFRASTRUCTURE						

Key Personnel A.3	Total (a)
A3(a) TOTAL CARRIED OVER TO KEY PERSONNEL SUM	

Column (a) in Item A.1(a) + item A.2(a)	

ii) **Site Agent (10 points)**

Key Personnel B.1		Nat Certificate in Civil Engineering / Equivalent	Diploma in Civil Engineering / Equivalent	Total (a)
Points		3	5	
B.1(a)	QUALIFICATIONS			

Key Personnel B.2		Up to 2 Years	Above 2 – 5 Years	Above 5 – 10 Years	Above 10 – 15 Years	Above 15 Years	Total (a)
Points		0	2	3	4	5	
B.2(a)	EXPERIENCE IN ROADS AND STORM WATER INFRASTRUCTURE						

Key Personnel B.3	Total (a)
B.3(a) TOTAL CARRIED OVER TO KEY PERSONNEL SUM Column (a) in Item B.1(a) + item B.2(a)	

iii) **Site Foreman (10 points)**

Site Foreman on permanent/contract basis

Key Personnel C.1		Matric or Grade 12 or Standard 10	N4 Certificate in Civil Engineering or Equivalent	Total (a)
Points		2	5	
C.1(a)	QUALIFICATIONS			

Key Personnel C.2	Up to 2 Years	Above 2 – 5 Years	Above 5 – 10 Years	Above 10 – 15 Years	Above 15 Years	Total (a)
Points	0	2	3	4	5	

C.2(a)	**EXPERIENCE IN ROADS AND STORM WATER INFRASTRUCTURE**						

Key Personnel C.3	**Total (a)**
C3(a) TOTAL CARRIED OVER TO KEY PERSONNEL SUM Column (a) in Item C.1(a) + item C.2(a)	

Contract Kanna 09/2024 A

ADDENDUM NO. 1

PLEASE DO NOT SEND TO TENDERER

BID SPECIFICATION COMITTEE (BSC)
Reviewed by

Member	Designation	Signature	Date
JESSICA FULLER	LED OFFICER		2024-08-29
REANDRO MEYERS	ICT MANAGER		2024-08-29
Dollicia Booysen	SCM		29/08/24

Approved by Municipal Manager

~~Member~~ NAME	Designation	Signature	Date
IMO FRED	MUNICIPAL MANAGER		29/08/24

KANNALAND
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Contract Kanna 09/2024

PANEL OF SERVICE PROVIDERS FOR THE CONSTRUCTION, UPGRADING AND/OR MAINTENANCE OF THE ROADS AND STORMWATER INFRASTRUCTURE OF KANNALAND MUNICIPALITY FOR A PERIOD OF THREE (3) YEARS

26 April 2024

Prepared and issued by:
Kannaland Municipality
PO Box 30
Ladismith
6655

CLOSING DATE: 28 MAY 2024	**CLOSING TIME: 12:00**

NAME OF BIDDER* : ……

---.

ADDRESS* : ……

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……

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TEL NUMBER* : ……

FAX NUMBER* : ……

CENTRAL SUPPLIER DATABASE REG NO* : ……

B-BBEE LEVEL OF CONTRIBUTION* : ……

PREFERENCE POINTS CLAIMED : ……

(TO BE COMPLETED BY BIDDER)

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SECTION 1.1: INVITATION TO TENDER

KANNALAND MUNICIPALITY
TENDER NOTICE AND INVITATION TO BID

ADVERTISED IN:	**MUNICIPAL NOTICE BOARD, MUNICIPAL WEBSITE, DIE BURGER, NATIONAL TREASURY e-Tender**		
BID NO:	**KANNA 09/2024**	**NOTICE NO :**	**25/2024**
PUBLISHED DATE:	**26 April 2024**	**DEPARTMENT:**	**INFRASTRUCTURE SERVICES**
Bids are hereby invited for (Tender Description):	**PANEL OF SERVICE PROVIDERS FOR THE CONSTRUCTION, UPGRADING AND/OR MAINTENANCE OF THE ROADS AND STORMWATER INFRASTRUCTURE OF KANNALAND MUNICIPALITY FOR A PERIOD OF THREE (3) YEARS**		
CLOSING TIME AND DATE:	NO LATER THAN **12H00**	**ON THE DATE:**	**28 MAY 2024**
	The tenders will NOT be opened in public. Requirements for sealing, addressing, delivery, opening and assessment of tenders are stated in the Tender Data.		
Availability of Bid Documents:	Tender documents will only be available electronically and only from 29 April 2024 onwards.		
	A non-refundable fee is payable to a cashier at Kannaland Municipality, 32 Church Street, Ladismith 6655 or via EFT (Kannaland Municipality, Current Account – 420543562, Standard Bank, Ladismith, Branch Code - 050714). Proof of payment will be required on collection of tender documents. Bid Number to be used as payment reference with name of bidding company.		
Documentation Fee:	**R612.60**	The document will also be made available electronically upon receipt of payment.	

BID RULES:

1. Bids are to be completed in accordance with the conditions and bid rules contained in the bid document and supporting documents must be placed in a sealed envelope and clerly marked "**KANNA 09/2024 – PANEL OF SERVICE PROVIDERS FOR THE CONSTRUCTION, UPGRADING AND/OR MAINTENANCE OF THE ROADS AND STORMWATER INFRASTRUCTURE OF KANNALAND MUNICIPALITY FOR A PERIOD OF THREE (3) YEARS** and be deposited in the Bid Box, at the office of the Kannaland Municipality Office, 32 Church Street, Ladismith, 6655.
2. Bids may only be submitted on the bid documentation issued by the Municipality.
3. The Municipality reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept a part of it. The Municipality does not bind itself to accepting the lowest tender or award a contract to the bidder scoring the highest number of points or if it is the only tender. The Municipality reserves the right to cancel or withdraw the request for tender at anytime without prior notice.
4. Tenders are subject to the Kannaland Municipality Supply Chain Management Policy.
5. This tender will be evaluated in terms of the 80/20 or 90/10 preference point system as prescribed in the Preferential Procurement Regulations 2022. The original forms must be completed and submitted together with your tender.
6. An original or certified B-BBEE certificate, or certified Sworn Affidavit must be submitted with your tender offer. If it's not an original or certified copy it will not be taken into consideration for preference points.
7. The maximum points awarded for price and the maximum points for preference, shall be 80 and 20 or 90 and 10.
8. A valid tax compliance pin number on an official document of SARS in order for the municipality to verify tax compliance must be submitted with the tender document.
9. Potential service providers must be registered on the Central Supplier Database. The Municipality reserves the right not to award tenders to Bidders who are not registered on the Database.
10. Potential service providers who were found guilty of fraud or corruption or who willfully neglected reneged on or failed to comply with any government, municipal or other public sector contract during the past five years, will be excluded from this process.
11. Potential service providers and all of the directors whose municipal rates and taxes or municipal services charges are in arrears for three months, at the municipality or any other municipality or entity, will be excluded from this process. Please submit a municipal account (not older than 3 (three) months as proof of payment with your tender. If the bidder is not responsible for municipal rates, a Sworn Affidavit or a Lease Agreement must be submitted which indicate the reasons why a municipal account cannot be submitted.
12. No late, faxed or e-mailed tenders will be accepted.
13. NB: No Bid will be considered from persons in the service of the state.
14. Failure to comply with these conditions may invalidate your offer.
15. The General Conditions of Contract (GCC) as well as Special Conditions of Contract (SCC) forming part of this set of tender documents will be applicable to this tender in addition to the conditions of tender. Where the GCC and SCC are in conflict with one another, the stipulations of the SCC will prevail.

Tenders shall be evaluated in terms of the Preferential Procurement Regulations, 2022	Bidders may claim preference points in terms of the **80/20** principle per their B-BBEE status level of contribution.	Bidders may claim preference points in terms of the **90/10** principle per their B-BBEE status level of contribution.
B-BBEE	**10 points**	**5 points**
LOCALITY OF THE SUPPLIER	Points	Points
Within the boundaries of the Kannaland Municipality	**10**	**5**
Within the boundaries of Garden Route	**5**	**2**
Within Western Cape Province	**2**	**1**
Outside Western Cape Provinces	**0**	**0**

Local Content Requirement	None	80/20	**Preferential Procurement Point System Applicable**	90/10

PANEL 1: CONTRACTOR DEVELOPMENT PROGRAMME

Criteria and Weight:

1. Price, B-BBEE and Locality.
2. Preference point system applicable: 80/20

PANEL 2: OTHER CONTRACTORS 80/20

Functionality, Criteria and Weight:

1. Tenderer experience (40 points)
2. Key personnel (30 points)
3. Capacity – Plant and Euipment (30 points)
4. Bidders that score less than 70 out of 100 points for these criteria will be regarded as non-responsive and will not be evaluated on price, B-BBEE and Locality.
5. Preference point system applicable: 80/20

PANEL 3: OTHER CONTRACTORS 90/10

Functionality, Criteria and Weight:

1. Tenderer experience (40 points)
2. Key personnel (30 points)
3. Capacity – Plant and Equipment (30 points)
4. Bidders that score less than 70 out of 100 points for these criteria will be regarded as non-responsive and will not be evaluated on price, B-BBEE and Locality.
5. Preference point system applicable: 90/10

Bidders should make sure that the bid adheres to the KANNA 09/2024 CIDB Grading Table.

CIDB Registration Required	It is estimated that Tenderers should have the following CIDB grading: **Panel 1:** Contractor Development Programme : Designation of 1CE, 2CE or 3CE **Panel 2:** Other Contractors 80/20 : 4CE, 5CE, 6CE, or (7CE R20 000 000 up to R50 000 000) **Panel 3:** Other Contractors 90/10: (7CE above R50 000 000 to R60 000 000), 8CE or 9CE - The bidder is not allowed to apply for panel 1 where the CIDB grading is above 3CE. - The contractor development programme is only applicable where the municiality declare a project as a developmental project. - **Bidders with a grading 7CE** is allowed to apply for Panel 2 and Panel 3. Panel 2 for bidders with a 7CE CIDB grading is applicable up to R50 000 000 for evaluation purposes. Panel 3 for bidders with a 7CE CIDB grading is applicable above R50 000 000 to R60 000 000 for evaluation purposes. Two separate tender documents must be submitted.	**Validity Period**	90 Days

KANNALAND MUNICIPALITY: KANNA 09/2024 CIDB GRADING TABLE

Tender Values **Minimum**	Tender Values **Maximum**	CIDB GRADING									PPP Sytem Applicable	Panel Name
		1CE	2CE	3CE	4CE	5CE	6CE	7CE	8CE	9CE		
R 0	R 500 000										80/20	Panel 1
above R 500 000	R 1 000 000											
above R 1 000 000	R 3 000 000											
above R 3 000 000	R 6 000 000										80/20	Panel 2
above R 6 000 000	R 10 000 000											
above R 10 000 000	R 20 000 000											
above R 20 000 000	R 50 000 000											
above R 50 000 000	R 60 000 000										90/10	Panel 3
above R 60 000 000	R 200 000 000											
above R 200 000 000	No Limit											

Site Meeting/Information Session	A compulsory clarification meeting will be held on 07 May 2024 at 13h00 at Ladismith Library, Queen Street, Ladismith, 6655.

ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:		**ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:**	
Section:	Infrastructure Services	**Section**:	Supply Chain Management
Contact Person:	**Mr. M Makier**	**Contact Person:**	**Ms D Booysen**
Tel:	028 551 8000	**Tel:**	028 551 8000
Email:	mcgrandle@kannaland.gov.za	**Email:**	dalicia@kannaland.gov.za
Authorised by:		**ADV. D SEREO**	**ACTING MUNICIPAL MANAGER**

SECTION 1.2: SUBMISSION DATA

The conditions for calling for expressions of interest are the standard conditions for calling for expressions of interest as contained in this part of SANS 10845-4 and Standard for Uniformity in Construction and Engineering Procurement (August 2019).

The standard conditions for calling for expressions of interest make several references to the submission data and shall have precedence in the interpretation of any ambiguity or inconsistency between the submission data and the standard conditions for calling for expressions of interest.

Each item of data given below is cross-referenced to the clause in the standard conditions of Submission to which it mainly applies.

Clause Number	Submission Data
3.1	**General** The employer is the **Kannaland Municipality.**
3.4	**Communication and employer's Agents** The Employer's Representative is: "Appointed with every approved work package by the Employer."
3.2	**Supporting Documents** The Submission documents issued by the employer comprises: **Section 1: Submission procedures** Section 1.1 Notice and invitation to submit an expression of interest. Section 1.2 Submission data Section 1.3 Standard Conditions of Submission **Section 2: Returnable schedules and documents** Section 2.1 List of returnable documents Section 2.2 Submission schedules **Section 3: Indicative scope of work** **Section 3.1 Indicative scope of works** **Section 4: Site Information**
3.4	**Communication and employer's agent** The language for communications is English
4.1	**Eligibility** Only those respondents who satisfy the following eligibility criteria are eligible to submit proposals: 1. Only those respondents who are registered with the Construction Industry Development Board, in a contractor grading designation in one of the following Grading Levels: 1.1 Panel 1: **1CE, 2CE and 3CE**. 1.2 Panel 2: **4CE, 5CE, 6CE, 7CE** (Tender value R20 million to R50 million) 1.3 Panel 3: **7CE** (Tender value abovee R50 million to R60 million)**, 8CE, 9CE** are eligible to have their submissions evaluated.

	2. Joint ventures are eligible to have their submissions evaluated provided that: every member of the joint venture is registered with the CIDB, a) the lead partner has a contractor grading designation in one of the following Grading Levels: Panel 1 – 1CE, 2CE and 3CE Panel 2 - 4CE, 5 CE, 6 CE, 7 CE (tender value R20 million to R50 million) Panel 3 - 7 CE (tender value abovee R50 million to R60 million), 8 CE and 9 CE class of construction work; or b) not lower than one level below the required grading designation in the class of works construction works under considerations and possess the required recognition c) the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than the required contractor grading designation. 3. Submit submissions only if the Respondent satisfies the criteria stated in the Submission Data and the Respondent, or any of its principals, is not under any restriction to do business with the employer. 4. Respondent's company is registered in terms of the Companies Act, 2008 (Act 71 of 2008) or Close Corporation Act, 1984, (Act No. 69 of 1984) or, if a partnership, has a partnership agreement (buy and sell agreement for participating partners in this Submission) in place that enables the partnership to automatically continue to function in the event of death or withdrawal of one of the partners. 5. In case of having a subsidiary arrangement, shall submit an audited proof (letter or shareholding certificate) of agreement between the holding company and the subsidiary. 6. Respondents may only make a Submission under 1 (one) company or 1 (one) consortium – tendering with more than 1 company or consortium will result in immediate disqualification. Kannaland will recognise the JV/Consortium as single entity for the duration of the contract. 7. None of the documents with correction fluid on them. Any wrong entry, in case of correction, it must be cancelled by a single stroke and initialled by the Authorised signatory. 8. The Expression of Interest documents issued by Kannaland Municipality are not tampered and remain intact.
4.5	**Clarification meeting** A compulsory clarification meeting will be held on 07 May 2024 at 13h00 at Ladismith Library, Queen Street, Ladismith, 6655.
4.7	**Making submissions** Return the submission documents after completing them entirely in a sealed envelope together with the requested attachments.

	All attachments required and requested must be ring bounded together separately and submitted as such together with the submission document clearly marked "***Reference No KANNA 09/2024*** **PANEL OF SERVICE PROVIDERS FOR THE CONSTRUCTION, UPGRADING AND/OR MAINTENANCE OF THE ROADS AND STORMWATER INFRASTRUCTURE OF KANNALAND MUNICIPALITY FOR A PERIOD OF THREE (3) YEARS** The employer's address for delivery is: **32 Church Street,** Ladismith 6655 The above details to be shown on each submitted package **Identification Details:** Completed package should be submitted and clearly marked: ***KANNA 09/2024*** **PANEL OF SERVICE PROVIDERS FOR THE CONSTRUCTION, UPGRADING AND/OR MAINTENANCE OF THE ROADS AND STORMWATER INFRASTRUCTURE OF KANNALAND MUNICIPALITY FOR A PERIOD OF THREE (3) YEARS** In a sealed envelope.
4.7	Submissions shall be submitted as original, one copy of the original and one scanned copy of the original saved in a memory stick.
4.9	**Closing time** a) The closing time for submission is **28 May 2024** at 12h00 and will be opened in public at the same time. b) Telephonic, telegraphic, telex, facsimile or emailed submissions will not be considered.
5.3	**Late Submission** Late submissions will be returned unopened after the closing time stated in the submission data, unless it is necessary to open a submission to obtain a forwarding address, to the respondent concerned.
5.9	**Evaluation** **Evaluation Criteria** The procedure for the evaluation of responsive Submissions is **Eligibility** and **Functionality,** as explained in the **CIDB**'S Standard for Uniformity in Construction Procurement August 2019 (clause 4.3.1). **Evaluation Procedure** The procedure for the evaluation of responsive Submissions is **detailed as follows:** **Phase 1: Compliance -** Administrative requirements and Mandatory requirements **Phase 2: Functionality** - Respondents must meet the minimum requirements outlined in the functionality criteria and score the at least the minimum functionality points to be considered for further evaluation. Respondents which do not meet minimum functionality **points of 70** will then be rejected. **Functionality Criteria** Functionality criteria is summarised as per the table below;

Functionaity Criteria	Evaluation Schedule	Maximum Number of points
Tenderer experience	Schedule 1	40
Key personnel	Schedule 2	30
Capacity – Plant and Equipment	Schedule 3	30
Maximum possible score for functionality		**100**

*A Submission scoring an average score below **70 points** in Functionality will be considered as*

	DISQUALIFIED for evaluation and will be discarded from any further evaluation.
5.9	**Due Diligence** Before respondents are put in the panel contractors, the employer will undertake due diligence to satisfy themselves that the respondents are; o Respondents concerned are not prohibited in terms of any legislation from submitting a Submission of expression of interest. o Respondents have demonstrated that capacity and capability to complete the works later. o Respondents does not pose a risk to the employer such as not having capacity. Any submission which does satisfy the above requirements will be rejected.
5.9	**Evaluation: Returnable schedules required for Submission evaluation purposes** The Respondent is required to submit with its Submission the following certificates and/or documentation in addition to the requirement of eligibility as mentioned in Clause 4.1. **Returnable schedules required for Submission evaluation purposes:** A Submission must be accompanied with a valid and active CIDB Registration certificate (or CIDB CRS number) in a contractor designation in one of the Grading Levels **1CE to 9CE.** 2.1.1 Record of Addenda to Submission Documents 2.1.2 Proposed Amendments and Qualifications 2.1.3 Resolution for Signatory 2.1.4 Valid CIDB Certificate 2.1.5 Preferred Panel 2.1.6 Preferred Category of Works 2.1.7 Company Profile (CSD) 2.1.8 Certificate for payment of municipal servics 2.1.9 Certificate for tax and value-added tax 2.1.10 Certificate of Independent Bid Administration 2.1.11 Broad-Based Black Economin Empowerment Certificate 2.1.12 Cetificate of Authorisation for Joint Ventures 2.1.13 Preferrential Procurement Schedule 2.1.14 Status of concern submitting bid 2.1.15 Declaration of Interest 2.1.16 Compulsory Enterprise Questionare 2.1.17 Declaration of Bidders Past Supply Chain Management 2.1.18 Deeclaration concerning the fulfillment of Construction Regulation, 2014 2.1.19 Company Bank Details 2.2 Functionality Schedules 2.2.1 Tenderer Experience / Experience of Respondent 2.2.2 Key personnel 2.2.3 Capacity 2.2.4 Competence Achievement Schedule
	ADDITIONAL CONDITIONS The additional conditions of tare: **a) Contractor Development Programme** Bidders who register on Panel 1 (Contractor Development Programme) is eligible for quotations where the Employer designate a project/programme as a Developmental Programme in the delivery of Construction. Where the value of the tender does not exceed R3 million as currently gazetted by the CIDB for grading up to level 3CE, and the Employer has designated the project as developmental, only participating service providers on panel 1 is eligible for quotations. Where the value of the tender does not exceed the maximum value of R3 million rand as currently

	stated in the CIDB up to CIDB 3CE, and the Employer has not designated the project as developmental, bidders with a higher CIDB grading is eligible to participate in the process of quotations in the restrictive quotation process. **b) First Round of Competitive bidding** Respondents shall, in terms of a competitive selection process evaluated against eligibility and functionality criteria. Respondents who pass functionality will be included in the panel for the period of 36 months **without a guarantee of a quantum of work**. **c)** The appointment, implementation and phasing of projects is subject to the availability of funding. **d) Second Round of Competitive Bidding** Upon the completion of first round, the employer will issue project specific tender or Framework to successful Respondents listed in the panel for a specific region. This will be done on as and when required basis. The project specific tender or Framework will include: PART T1: TENDERING PROCEDURE PART T2 - RETURNABLE DOCUMENTS PART C1: AGREEMENTS AND CONTRACT DATA PART C2: PRICING DATA PART C3: SCOPE OF WORK Amongst others the employer will use the Project Specific Tender or Framework to check the status quo of the Respondent's capability since the first round of Tendering.

SECTION 1.3: STANDARD CONDITIONS FOR SUBMISSION

CIDB STANDARD FOR UNIFORMITY IN CONSTRUCTION AND ENGINEERING PROCUREMENT (AUGUST 2019)

D.1 General
D.1.1 Actions

D.1.1.1 The employer and each respondent submitting an expression of interest shall comply with these conditions for calling for expressions of interest. In their dealings with each other, they shall discharge their duties and obligations as set out in D.2 and D.3, timeously and with integrity, and behave equitably, honestly and transparently, comply with all legal obligations and not engage in anti-competitive practices.

D.1.1.2 The employer and the respondent and all their agents and employees involved in the submission process shall avoid conflicts of interest and where a conflict of interest is perceived or known, declare any such conflict of interest, indicating the nature of such conflict. Respondents shall declare any potential conflict of interest in their submissions. Employees, agents and advisors of the employer shall declare any conflict of interest to whoever is responsible for overseeing the procurement process at the start of any deliberations relating to the procurement process or as soon as they become aware of such conflict and abstain from any decisions where such conflict exists or recuse themselves from the procurement process, as appropriate.

Note:
1) A conflict of interest may arise due to a conflict of roles which might provide an incentive for improper acts in some circumstances. A conflict of interest can create an appearance of impropriety that can undermine confidence in the ability of that person to act properly in his or her position even if no improper acts result.
2) Conflicts of interest in respect of those engaged in the procurement process include direct, indirect or family interests in the tender or outcome of the procurement process and any personal bias, inclination, obligation, allegiance or loyalty which would in any way affect any decisions taken.

D.1.1.3 The respondent shall not make a submission without having a firm intention and the capacity to proceed with the next stage of the procurement process.

D.1.2 Supporting documents

The documents issued by the employer for the purpose of obtaining expressions of interest are listed in the submission data.

D.1.3 Interpretation

D.1.3.1 The submission data and additional requirements contained in the submission schedules that are included in the returnable documents are deemed to be part of these conditions for the calling for expressions of interest.

D.1.3.2 For the purposes of these conditions for the calling for expressions of interest, the following definitions apply:

1) **conflict of interest** means any situation in which:

someone in a position of trust has competing professional or personal interests which make it difficult to fulfill his or her duties impartially.

an individual or Respondent is in a position to exploit a professional or official capacity in some way for their personal or corporate benefit.

incompatibility or contradictory interests exist between an employee and the Respondent who employs that employee.

2) **corrupt practice** means the offering, giving, receiving or soliciting of anything of value to influence the action of the employer or his staff or agents in the tender process; and

3) **fraudulent practice** means the misrepresentation of the facts in order to influence the tender process or the award of a contract arising from a tender offer to the detriment of the employer, including collusive practices intended to establish prices at artificial levels.

D.1.4 Communication and employer's agent
Each communication between the employer and a respondent shall be to or from the employer's agent only, and in a form that can be readily read, copied and recorded. Communications shall be in the English language. The employer shall not take any responsibility for non-receipt of communications from or by a respondent. The name and contact details of the employer's agent are stated in the submission data.

D.2 Respondent's obligations
D.2.1 Eligibility
Submit an expression of interest only if the respondent complies with the criteria stated in the submission data and the respondent, or any of his/her principals, is not under any restriction to do business with the employer.

D.2.2 Cost of submissions
Accept that the employer will not compensate the respondent for any costs incurred in the preparation and delivery of a submission.

D.2.3 Check documents
Check the submission documents on receipt, including pages within them, and notify the employer of any discrepancy or omission.

D.2.4 Acknowledge addenda
Acknowledge receipt of addenda to the submission documents, which the employer may issue, and if necessary apply for an extension to the closing time stated in the submission data, in order to take the addenda into account.

D.2.5 Clarification meeting
Attend the clarification meeting(s) at which respondents may familiarize themselves with the proposed work, services or supply (and location, etc.) and raise questions. Details of the meeting(s) are stated in the submission data.

D.2.6 Seek clarification
Request clarification of the submission documents, if necessary, by notifying the employer at least five (5) working days before the closing time stated in the submission data.

D.2.7 Making a submission
D.2.7.1 Return all returnable documents to the employer after completing them in their entirety, either electronically (if they were issued in electronic format) or by writing legibly in non-erasable ink.

D.2.7.2 Seal the original and each copy of the submission as separate packages marking the packages as "ORIGINAL" and "COPY". Each package shall state on the outside the employer's address and identification details stated in the submission data, as well as the respondent's name and contact address.

D.2.7.3 Accept that the employer shall not assume any responsibility for the misplacement or premature opening of the submission if the outer package is not sealed and marked as stated.

D.2.8 Information and data to be completed in all respects
Accept that submissions, which do not provide all the data or information requested completely and in the form required, may be regarded by the employer as non-responsive.

D.2.9 Closing time
Ensure that the employer receives the submissions at the address specified in the submission data not later than the closing time stated in the submission data. Proof of posting shall not be accepted as proof of delivery. The employer shall not accept submissions submitted by telegraph, telex, facsimile or e-mail, unless stated otherwise in the submission data.
Accept that, if the employer extends the closing time stated in the submission data for any reason, the requirements of these conditions for expressions of interest apply equally to the extended deadline.

D.2.10 Clarification of submission
Provide clarification of a submission in response to a request to do so from the employer during the evaluation of submissions.

D.3 Employer's undertakings
D.3.1 Respond to clarification
Respond to a request for clarification received up to five (5) working days before the submission closing time stated in the submission data and notify all respondents who attended the clarification meetings, if any, of those responses.

D.3.2 Issue Addenda
If necessary, issue addenda that may amend or amplify the submission documents to each respondent during the period from the date of the calling for expressions of interest until seven (7) working days before the closing time for submissions stated in the submission data. If, as a result, a respondent applies for an extension to the closing time stated in the submission data, the employer may grant such extension and, shall then notify it to all respondents.

D.3.3 Late submissions
Unless otherwise stated in the submission data, return submissions received after the closing time stated in the submission data, unopened, (unless it is necessary to open a submission to obtain a forwarding address), to the respondent concerned.

D.3.4 Opening of submissions
D.3.4.1 Record the name of each respondent whose submission is opened and acknowledge receipt of each submission.
D.3.4.2 Make available the names of the respondents that made submissions prior to the closing time for submissions to all interested persons upon request.

D.3.5 Non-disclosure
Not disclose to respondents, or to any other person not officially concerned with such processes, information relating to the evaluation and comparison of submissions until after the evaluation process is complete.

D.3.6 Grounds for rejection and disqualification
Determine whether there has been any effort by a respondent to influence the processing of submissions and instantly disqualify a respondent if it is established that he/she engaged in corrupt or fraudulent practices.

D.3.7 Test for responsiveness
Determine, on opening and before detailed evaluation, whether each submission received:

meets the requirements of these conditions for the calling for expressions of interest;

has all the substantive provisions properly and fully completed and signed, and

is responsive to the other requirements of the call for expressions of interest.

D.3.8 Non-responsive submissions
Reject all non-responsive submissions.

D.3.9 Evaluation of responsive submissions
D.3.9.1 Evaluate submissions using the evaluation criteria established in the submission data.
D.3.9.2 Notify the respondents of the outcome of the evaluation process after adjudication within two (2) weeks of the evaluation report being accepted by the employer.

D.3.10 Provide written reasons for actions taken
Provide upon request written reasons to respondents for any action that is taken in applying these conditions, but withhold information which is not in the public interest to be divulged, which is considered to prejudice the legitimate commercial interests of respondents or might prejudice fair competition between respondents.

SECTION 2.1 LIST OF RETURNABLE DOCUMENTS

2.1.1 RECORD OF ADDENDA TO SUBMISSION DOCUMENTS

I / We confirm that the following communications received from Kannaland Muncipality before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer: (Attach additional pages if more space is required).

	Date	Title or Details
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Attach additional pages if more space is required.

Signed _____ Date _____

Name _____ Position _____

Bidder _____

2.1.2 PROPOSED AMENDMENTS AND QUALIFICATIONS

The Respondent should record any deviations or qualifications he may wish to make to the Submission documents in this Returnable Schedule. Alternatively, a Respondent may state such deviations and qualifications in a covering letter to his Submission and reference such letter in this schedule.

Page	Clause or item	Proposal

Signed _____ Date _____

Name _____ Position _____

Bidder

_____

2.1.3 CERTIFICATE OF SIGNATURE

a) COMPANIES AND CLOSE CORPORATIONS

(a) If a bidder is a Company, a certified copy of the resolution by the board of directors, duly signed, authorising the person who signs this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid, and/or contract on behalf of the company must be with this bid that is, before the closing time and late date of the bid.

(b) In the case of a Close Corporation (CC) submitting a bid, a resolution by its member authorising a member or other official of the corporation to sign the documents on their behalf, shall be included with the bid.

Date Resolution was taken					
Resolution signed by (name and surname)					
Capacity					
Name and Surname of delegated Authorised Signatory					
Capacity					
Specimen Signature					
Full name and surname of all Director (s) / Member (s)					
1.		2.			
3.		4.			
5.		6.			
7.		8.			
9.		10.			
Is a certified copy of the resolution attached?		YES		NO	
Signed on behalf of company / cc		DATE			
PRINT NAME					

b) PARTNERSHIP

We the undersigned partners in the business trading as ……. hereby authorise Mr/Mrs …… to sign this bid as well as any resulting from the bid and any other documents and correspondence in connection with this bid and / or contract for and on behalf of the above-mentioned partnership.

The following particulars in respect of every partner must be furnished and signed by every partner:

FULL NAME OF PARTNER		**SIGNATURE**	
SIGNED ON BEHALF OF PARTNERSHIP		**DATE**	
PRINT NAME			
WITNESS 1		**WITNESS 2**	

c) CONSORTIUM

We the undersigned consortium partners, hereby authorise …… (Name of entity) to act as lead consortium partner and further authorise Mr/Ms: …….to sign this offer as well as any contract resulting from this TENDER and any other documents and correspondence in connection with this TENDER and / or contract for and on behalf of the consortium.

The following particulars in respect of each consortium member must be provided and signed by each member.

Full name of consortium member	**Role of consortium**	**% Participation**	**Signature**
SIGNED ON BEHALF OF THE CONSORTIUM		**DATE**	
PRINT NAME			
WITNESS 1		**WITNESS 2**	

2.1.4 VALID CIDB CERTIFICATE OF A RESPONDENT

(attach after this page)

2.1.5 PREFERRED PANEL

Panel Name	Panel Description	Please tick one	
Panel 1	Contractor Development Programme	1CE	☐
		2CE	☐
		3CE	☐
Panel 2	Other 80/20	4CE	☐
		5CE	☐
		6CE	☐
	7CE (above R20 million up to R50 million)	7CE	☐
Panel 3	Other 90/10	7CE	☐
		8CE	☐
	7CE (above R50 million up to R60 million)	9CE	☐

If a bidder has a valid 7CE CIDB grading and only register on panel 2, the bidder is only eligible to receive quotations up to R50 million.

The undersigned, who warrants that he/she is duly autorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the Bidder / Respondent are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed _____ Date _____

Name _____ Position _____

Bidder _____

2.1.6 PREFFERED CATEGORY OF WORKS

The Bidder / Respondent must select a category of works where they deem to have capacity and capability to providing works or services for.

Category of Works	**Please tick the relevant box**		
	Very good	**Good**	**Average**
Construction of new Roads and Storm water infrastructure	☐	☐	☐
Upgrade and Refurbishment of existing Roads and Storm water Infrastructure	☐	☐	☐
Carry out Maintenance and/or rehabilitation on existing Roads and Storm water Infrastructure	☐	☐	☐

The undersigned, who warrants that he/she is duly autorised to do so on behalf of the enterprise, confirms that the content of this schedule that presented by the Bidder / Respondent are within my personal knowledge and are to the best of my knowledge both true and correct.

Signed _____ Date _____

Name _____ Position _____

Bidder _____

2.1.7 COMPANY PROFILE

(attach company profile)

2.1.8 CERTIFICATE FOR PAYMENT OF MUNICIPAL SERVICES

KANNALAND MUNICIPALITY CERTIFICATE FOR PAYMENT OF MUNICIPAL SERVICES (To be signed in the presence of a Commissioner of Oaths)	
I, the undersigned, in submitting the accompanying bid, declare that I am duly authorised to act on behalf of:	(name of the enterprise)
hereby acknowledges that according to SCM Regulation 38(1) (d) (i), the Municipality may reject the TENDER of the Tenderer if any municipal rates and taxes or municipal service charges owed by the Tenderer or any of its directors/members/partners to the Kannaland Municipality, or to any other municipality or municipal entity, are in arrears for more than 3 (three) months.	
That to the best of my personal knowledge, neither the firm nor any director/member/partner of said firm is in arrears on any of its municipal accounts with any municipality in the Republic of South Africa, for a period longer than 3 (three) months.	
PHYSICAL BUSINESS ADDRESS(ES) OF THE RESPONDENT / BIDDER	**MUNICIPAL ACCOUNT NUMBER**

FURTHER DETAILS OF THE BIDDER'S Director / Shareholder / Partners, etc.:

Director / Shareholder / partner	Physical address of the Business	Municipal Account number(s)	Physical residential address of the Director /shareholder / partner	Municipal Account number(s)

Therefore, hereby agrees and authorises the Kannaland Municipality to deduct the full amount outstanding by the Tenderer or any of its directors/members/partners from any payment due to the Tenderer.

I further hereby certify that the information set out in this schedule and/or attachment(s) hereto is true and correct. The Tenderer acknowledges that failure to properly and truthfully complete this schedule may result in the TENDER being disqualified, and/or in the event that the Tenderer is successful, the cancellation of the contract.

NAME (PRINT)		**SIGNATURE**	
CAPACITY		**DATE**	
NAME OF ENTERPRISE			

COMMISSIONER OF OATHS	**Apply official stamp of authority on this page:**
Signed and sworn to before me at _____ , on this ___ day of 20___ by the Deponent, who has acknowledged that he/she knows and understands the contents of this Affidavit, it is true and correct to the best of his/her knowledge and that he/she has no objection to taking the prescribed oath, and that the prescribed oath will be binding on his/her conscience. COMMISSIONER OF OATHS: - Position: _____ Address: _____ Tel: _____	

This information will be chacked with every quotation provided by Kannaland Municipality.

2.1.9 CERTIFICATE FOR TAX AND VALUE ADDED TAX

Tax
CE1 – CE9: Proof of registration for tax must be attached. Where the respondent / bidder is not yet registered, the document can must reach the offices of Kannaland Municipality before the bid evaluation process commence.

Value-Added Tax
CE1 – CE9: Proof of registration for VAT must be attached. Where the respondent / bidder is not yet registered, the document can must reach the offices of Kannaland Municipality before the bid evaluation process commence.

A valid tax clearance will be requested with every quotation to the succesfull respondents / bidders on the panel in the respective category.

2.1.10 CERTIFICATE OF INDEPENDENT BID ADMINISTRATION

MBD 9

1. This Municipal Bidding Document (MBD) must form part of all bids[1] invited.

1. Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).[2] Collusive bidding is a per-sé a prohibition meaning that it cannot be justified under any grounds.

3. Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:

a. Take all reasonable steps to prevent such abuse;

b. Reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and

c. Cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.

1. This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.

2. In order to give effect to the above, the attached Certificate of Bid Determination (MBD9) must be completed and submitted with the bid:

[1] Includes price tenders, advertised competitive bids, limited bids and proposals.

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

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, ……..the undersigned, in submitting the accompanying bid:
……
(Bid Number and Description)
in response to the invitation for the bid made by:
……..
(Name of Municipality / Municipal Entity)

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[3] will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
   (a) Prices;
   (b) Geographical area where product or service will be rendered (market allocation)
   (c) Methods, factors or formulas used to calculate prices;
   (d) The intention or decision to submit or not to submit, a bid;
   (e) The submission of a bid which does not meet the specifications and conditions of the bid; or
   (f) Bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictivepractices 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 / RESPONDENT**

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

2.1.11 BROAD-BASED BLACK ECONOMIC EMPOWERMENT (B-BBEE) CERTIFICATE

1. Valuation of preference points is based on tenderers' scorecards in accordance with the Construction Sector Codes of Practice promulgated in Gazette 32305 on 5 June 2009. In terms of Government Notice 810 of 31 July 2009, only BBBEE Verification Certificates issued by Accredited Verification Agencies or Verification Agencies that are in possession of a valid pre-assessment letter from the South African National Accreditation System (SANAS) will be valid.

2. However, despite the above, all Verification Certificates issued by non-accredited Verification Agencies before 1 February 2010 will be valid for 12 (twelve) months from the date of issue on condition that the Verification Agency is registered with ABVA (see www.abva.co.za for details)

3. Tenderers shall therefore submit their company's scorecard by attaching to this page a BBBEE Verification Certificate. The BBBEE Verification Certificate must indicate the OWNERSHIP (BO) details.

4. The Verification Certificate must be current, meaning that it must have been issued more recently than 12 (twelve) months prior to the tender closing date.

5. In the event of a Joint Venture (JV), a consolidated BBBEE Verification Certificates must be submitted for the JV or a score of zero points will be applied.

Signed ..... Date .....

Name ..... Position .....

Respondent / Bidder.....

NOTE: AN ORIGINAL OR CERTIFIED COPY MUST BE INCLUDED IN THE TENDER IN ORDER TO CLAIM POINTS FOR B-BBEE.

2.1.12 CERTIFICATE OF AUTHORITY FOR JOINT VENTURES

This Returnable Schedule is to be completed by joint ventures.

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorise Mr/Ms . . . . , authorised signatory of the company . . . . . , acting in the capacity of lead partner, to sign all documents in connection with the tender offer and any contract resulting from it on our behalf.

NAME OF FIRM	ADDRESS	DULY AUTHORISED SIGNATORY
Lead partner		Signature ……. Name: ……. Designation: ……..
		Signature ……. Name: ……. Designation: ……..
		Signature ……. Name: ……. Designation: ……..
		Signature ……. Name: ……. Designation: ……..

2.1.13 PREFERENTIAL PROCUREMENT SCHEDULE

MBD 6.1

EVALUATION CRITERIA

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

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

preference points for specific goals.

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

1. GENERAL CONDITIONS

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

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

- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

a) The applicable preference point system for this tender is the 90/10 preference point system.

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

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

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

(a) Price; and

(b) Specific Goals.

(c) B-BBEE Status Level

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS	POINTS
PRICE	**80**	**90**
SPECIFIC GOALS	**10**	**5**
BBBEE	**10**	**5**
Total points for Price and Specific Goals / B-BBEEE	**100**	**100**

PROOF FOR CLAIMING PREFERENCE POINTS FOR SPECIFIC GOALS:

- Municipal account in the name of the bidder if the bidder is the owner of the property (as proof of address) must be attached
- SAPS sworn affidavit and rental agreement from owner of the residence if bidder is renting the property and is not the owner of the property living at the address provided
- SAPS sworn affidavit from owner of the property if bidder is living on the property in a separate structure and is not the owner of the property living at the address provided.

PROOF OF B-BBEE STATUS LEVEL OF CONTRIBUTOR:

1) a sworn affidavit as prescribed by the B-BBEE Codes of Good Practice; or
2) B-BBEE status level certificate issued by an authorized body or person

B-BBEE Status Level of Contributor	Number of Points (80/20 system)	Number of Points (90/10 system)
1	**10**	**5**
2	**9**	**4.5**
3	**7**	**3.5**
4	**6**	**3**
5	**4**	**2**
6	**3**	**1.5**
7	**2**	**1**
8	**1**	**0.5**
Non-compliant contribution	**0**	**0**

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 and B-BBEE status level with the tender, will be interpreted to mean that preference points for specific goals and B-BBEE status level 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

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

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

80/20 or 90/10

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

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.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Within boundaries of Kannaland	5	10		
Within boundaries of Garden Route	2	5		
Within the Western Cape	1	2		
Outside of the Western Cape	0	0		

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 tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

i) The information furnished is true and correct;

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

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

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

(a) disqualify the person from the tendering process;

(b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;

(c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;

(d) recommend that the tenderer or service provider, 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 forward the matter for criminal prosecution, if deemed necessary.

……..

SIGNATURE OF RESPONDENT / BIDDER (S)

SURNAME AND NAME: ……..

DATE: ……..

ADDRESS: ……..

……..

……..

……..

2.1.14 STATUS OF CONCERN SUBMITTING BID

1. General

State whether the tenderer is a company, a closed corporation, a partnership, a sole practitioner, a joint venture or a co-operative:

(Mark the appropriate option below)

Public Company	
Private Company	
Closed Corporation	
Partnership	
Sole Proprietary	
Joint Venture	
Co-operative	

2. **General**

If the Trading Entity is a:		**Documentation to be submitted with the tender**
1	Closed Corporation, incorporated under the Close Corporation Act, 1984, Act 69 of 1984.	CIPRO CK1 or CK2 (Copies of the founding statement) and list of members.
2	Private Company incorporated with share capital, under the companies Act, 1973, Act 61of 1973. (Including Companies incorporated under Art 53 (b)).	Copies of: a) CIPRO CM 1 - Certificate of Incorporation b) CIPRO CM 29 – Contents of Register of Directors, Auditors and Officers c) Shareholders Certificates of all Members of the Company.
3	Private Company incorporated with share capital, under the companies Act, 1973, Act 61of 1973 in which any, or all, shares are held by another Closed Corporation or company with, or without, share capital.	Copies of documents referred to in 1 and/or 2 above in respect of all such Closed Corporations and/or Companies.
4	Public Company incorporated with share capital, under the companies Act, 1973, Act 61of 1973 (Including Companies incorporated under Art 21)	A signed statement of the Company's Secretary confirming that the Company is a public Company. Copy of CM 29.
5	Sole Proprietary or a Partnership	Copy of the Identity Document of: a) Such Sole Proprietary, or b) Each of the Partners in the Partnership Copy of the Partnership agreement.
6	Co-operative	CIPRO CR2 - Copies of Company registration document. (The percentage of work to be done by each partner must clearly be indicated on Form RDB1 (or RDB2 as applicable) of the tender document: MBD6.1 Preference Points Claim Form in terms of the Preferential Procurement Regulations 2001).
7	Joint Venture	All the documents (as described above) as applicable to each partner in the JV as well as a copy of the Joint Venture agreement. (The percentage of work to be done by each partner of the joint venture must clearly be indicated in the Joint Venture Agreement).

Note:

1. If the shares are held in trust provide a copy of the Deed of Trust (only the front page and pages listing the trustees and beneficiaries are required) as well as the Letter of Authority as issued by the Master of the Supreme Court, wherein trustees have been duly appointed and authorised, must be provided.
2. Include a copy of the Certificate of Change of Name (CM9) if applicable.
3. Registered for Vat Purposes in Terms of the Value-Added Tax Act, (Act No. 89 of 1991)

(Make an X in the appropriate space below)

Yes	
No	

Registration number: …….

2.1.15 DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the State.[1]

2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluation/adjudication authority.

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

3.1 Full Name of bidder or his or her representative:.....

3.2 Identity Number:.....

3.3 Position occupied in the Company (director, trustee, shareholder[2]):.....

3.4 Company Registration Number:.....

3.5 Tax Reference Number:.....

3.6 VAT Registration Number:.....

3.7 The names of all directors/trustees/shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? **YES/NO**

3.8.1 If yes, furnish particulars

.....

.....

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

(a) a member of –
  (i) any municipal council;
  (ii) any provincial legislature; or
  (iii) the national assembly or the national council of provinces
(b) a member of the board of directors of any municipal entity
(c) an official of any municipality of municipal entity
(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the public finance management act, 1999 (act no.1 of 1999);
(e) a member of the accounting authority of any national or provincial public entity; or
(f) an employee of parliament or a provincial legislature

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

3.9 Have you been in the service of the state for the past twelve months? **YES/NO**

3.9.1 If yes, furnish particulars

.....

.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES/NO**

3.10.1 If yes, furnish particulars

.....

.....

3.11 Are you aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES/NO**

3.11.1 If yes, furnish particulars

.....

.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES/NO**

3.12.1 If yes, furnish particulars

.....

.....

3.13 Is any spouse, child or parent of the company's directors, trustees, managers, principle shareholders in service of the state? **YES/NO**

3.13.1 If yes, furnish particulars

.....

.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract? **YES/NO**

3.14.1 If yes, furnish particulars

.....

.....

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

Full Name	Identity Number	State Employee Number

…….
Signature

……
Date

…….
Capacity

…….
Name of Bidder

2.1.16 COMPULSORY ENTERPRISE QUESTIONARE

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

Section 1: Name of enterprise: .....

Section 2: VAT registration number, if any: .....

Section 3: CIDB registration number, if any: .....

Section 4: Particulars of sole proprietors and partners in partnerships

Name*	Identity number*	Personal income tax number*

* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

Section 5: Particulars of companies and close corporations

Company registration number
.....

Close corporation number
.....

Tax reference number
.....

Section 6: Record of service of the state

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:

☐ a member of any municipal council

☐ a member of any provincial legislature

☐ a member of the National Assembly or the National Council of Province

☐ an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)

☐ a member of the board of directors of any municipal entity

☐ a member of an accounting authority of any national or provincial public entity

☐ an official of any municipality or municipal entity

☐ an employee of Parliament or a provincial legislature

If any of the above boxes are marked, disclose the following: (insert separate page if necessary)

Name of sole proprietor, partner, director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		current	Within last 12 months

Section 7: Record of spouses, children and parents in the service of the state

Indicate by marking the relevant boxes with a cross, if any spouse, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:

☐ a member of any municipal council

☐ a member of any provincial legislature

☐ a member of the National Assembly or the National Council of Province

☐ an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)

☐ a member of the board of directors of any municipal entity

☐ a member of an accounting authority of any national or provincial public entity

☐ an official of any municipality or municipal entity

☐ an employee of Parliament or a provincial Legislature

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

* Insert separate page if necessary

The undersigned, who warrants that he/she is duly authorised to do so on behalf of the enterprise:

i) authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services

that my / our tax matters are in order;

ii) confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;

iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;

iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest;

v) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise, confirms that the contents of this schedule are within my personal knowledge and are to the best of my belief both true and correct.

…….	**……**
Signature	**Date**
…….	**…….....**
Name	**Position**

<u>Respondent / Bidder</u>

2.1.17 DECLARATION OF BIDDERS PAST SUPPLY CHAIN MANAGEMENT

MBD 8:

1 This Municipal Bidding Document must form part of all bids invited.

2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.

3 The bid of any bidder may be rejected if that bidder, or any of its directors have:

a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;

b. been convicted for fraud or corruption during the past five years;

c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or

d. been listed in the Register for TENDER Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).

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

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the audi alteram partem rule was applied). The Database of Restricted Suppliers now resides on the National Treasury's website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	Yes ☐	No ☐
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for TENDER Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for TENDER Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	Yes ☐	No ☐
4.2.1	If so, furnish particulars:		

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

CERTIFICATION

I, ……. THE UNDERSIGNED (NAME) CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT. I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVES TO BE FALSE.

……... ……..

SIGNATURE **DATE**

……..……. ……..

POSITION **NAME OF BIDDER**

2.1.18 DECLARATION CONCERNING FULFILMENT OF THE CONSTRUCTION REGULATIONS, 2014

In terms of the Construction Regulations, 2014 (hereinafter referred to as the Regulations), promulgated on 07 February 2014 in terms of the Occupational Health and Safety Act, 1993 (Act No 85 of 1993) the Employer shall not appoint a service provider to perform any work unless the service provider can satisfy the Employer that his/her firm has the necessary competencies and resources to carry out the work safely and has allowed adequately in his/her tender for the due fulfilment of all the applicable requirements of the Act and the Regulations.

Tenderers shall answer the questions below:

1. I confirm that I am fully conversant with the Regulations and that my company has (or will acquire/procure) the necessary competencies and resources to timeously, safely and successfully comply with all of the requirements of the Regulations.

(Tick)

YES	
NO	

2. Indicate which approach shall be employed to achieve compliance with the Regulations. (Tick)

Own resources, competent in terms of the Regulations (refer to 3 below)	
Own resources, still to be hired and/or trained (until competency is achieved)	
Specialist subcontract resources (competent) - Specify: …… …… …… …… …… …… …… …… …… …… …… ……	

3. Provide details of proposed key persons, competent in terms of the Regulations, who will form part of the Contract team as specified in the Regulations (CVs to be attached):

……
……
……
……

4. Provide details of proposed training (if any) that will be undergone:

……
……
……
……

5. List potential key risks identified and measures for addressing risks:

……
……
……
……

6. I have fully included in my tendered rates and prices (in the appropriate payment items provided in the Schedule of Quantities) for all resources, actions, training and any other costs required for the due fulfilment of the Regulations for the duration of the construction and defects repair period.

(Tick)

YES	
NO	

SIGNATURE OF PERSON(S) AUTHORISED TO SIGN THIS BID:

1. ..... ID NO: ..... (Name in Print): .....

2. ..... ID NO: ..... (Name in Print): .....

2.1.19 COMPANY BANKING DETAILS

The following company details schedule must be completed to ensure that the pre-requisite requirements to tendering are met.

Registered Company Name: .....

.....

Company Registration Number: .....

VAT Number: .....

Bank Name and Branch: .....

Branch Number .....

Bank Account Number: .....

Type of Account .....

Contact Person at Bank .....

Telephone number of contact person at bank .....

Details of Company's Bank

Bank Stamp and Date	Branch Manager Name ..... Bank and branch contact details .....

Number of sheets, appended by the tenderer to this Schedule..... (If nil, enter NIL).

Tenderer's Tax Details

Tenderer's VAT vendor registration number: .....

Tenderer's SARS tax reference number: .....

.....

SIGNED ON BEHALF OF BIDDER / RESPONDENT:

2.2 FUNCTIONALITY SCHEDULES

Functionality will be scored in any of the three levels as follow;

i) Panel 1 – Contractor with CIDB grading designation 1 to 3
ii) Panel 2 – Contractor with CIDB grading designation 4 to 7 (tender value maximum R50 million)
iii) Panel 3 – Contractor with CIDB grading designation 7 (tender value above R50 million to R60 million) to 9

2.2.1 Schedule 1: Experience of Respondents / Bidders

The experience of the company (as opposed to key staff members) for completed projects under the following works categories;

Construction, Refurbishment, Repair and Maintenance of Municipal Roads and Storm water infrastructures

The information shall be for completed projects within the last **15 years** only.

Respondents / Bidders should very briefly describe their experience in this regards, emphazise the nature of the works and complexity. The description should be presented in tabular form as per the Template below and append to this page.

Employer Contact person and contact details (telephone, email address, etc.)	Project Name and brief description of works	Contract Value	Planned dates		Actual dates	
			Start	End	Start	End

The Respondent should submit appointment letters and corresponding completion certificates as a means of verification per listed projects completed to support the listed highest value of project completed.

Experience of Tenderer (40 points)			
NUMBER	**CRITERIA**	**SCORE**	**MAX SCORE**
1.	Projects of similar scope:x` - Tenderer failed to submit the evaluation schedule; or submitted incomplete information in the prescribed format with details that will allow obtaining a reference **(score 0)** - Tenderer has done no project of similar scope. No or poor reference **(score 5)** - Tenderer has done 3 projects of similar scope, satisfactory reference **(score 10)** - Tenderer has done 4 projects of similar scope, satisfactory reference **(score 15)** - Tenderer has done >5 projects of similar scope, good reference **(score 20)**	**20**	**40**
2.	Average value of work: - <R2mil **(score 2)** - Above R2mil to R5mil **(score 5)** - Above R5mil to R10mil **(score 10)** - >R10mil **(score 20)**	**20**	
TOTAL CARRIED OVER TO COMPENTENC ACHIEVEMENT SCHEDULE			**25**

2.2.2 Schedule 2: Key personnel (30 points)

The Tenderer will receive a maximum of 30 points based on information provided in this Schedule

Notes to tenderer:

1. The intention of this form is to demonstrate the tenderer's project structure, as well as the lines of responsibility between members of the project team and the overall company structure. Attach own organogram to this form.
2. Joint Venture tenders require each element of the venture to submit separate organograms that show the individual structure of each member company and the lines of responsibility of the proposed personnel involved in the project. In addition, there must also be a combined organogram that indicates how the joint venture itself will function and the proposed share of the work will become a contractual obligation between the members of the joint venture.
3. State the city or town where the company's head office is located. The locality of regional or satellite offices, regardless of degree of autonomy or size is not required. Only submit the number of offices other than the head office. Do not count offices outside RSA.
4. Registered professional engineers, technicians or technologists means those who are involved in the construction of roads and streets with related storm water structures. Registered professionals of other disciplines (e.g. mechanical) are considered as employees only.
5. For all foreign nationals must attach SAQA accreditation and certified proof of work permit.
6. To be considered for an appointment in terms of this Tender, the Tenderer must have the following key personnel in his permanent employment at the close of Tenders. Alternatively, a signed undertaking from a specialist Professional Service Provider, stating that they will undertake the necessary work on behalf of the Tenderer in terms of a sub-consultant agreement, will be acceptable. Such undertaking must be attached.

CONSTRUCTION PERSONNEL

i) **Contract Manager (15 points)**

Key Personnel A.1		**N. Dip Civil Engineering / Equivalent**	**Degree or B.Tech Civil Engineering / Equivalent**	**Hon. Degree in Civil Engineering / Equivalent**	**Total (a)**
Points		**5**	**7**	**10**	
A.1(a)	**QUALIFICATIONS**				

Key Personnel A.2		**Up to 2 Years**	**Above 2 – 5 Years**	**Above 5 – 10 Years**	**Above 10 – 15 Years**	**Above 15 Years**	**Total (a)**
Points		**0**	**2**	**3**	**4**	**5**	
A.2(a)	**EXPERIENCE IN ROADS AND STORM WATER INFRASTRUCTURE**						

Key Personnel A.3	**Total (a)**
A3(a) TOTAL CARRIED OVER TO KEY PERSONNEL SUM Column (a) in Item A.1(a) + item A.2(a)	

ii) **Site Agent (15 points)**

Key Personnel B.1		**Nat Certificate in Civil Engineering / Equivalent**	**Diploma in Civil Engineering / Equivalent**	**Total (a)**
Points		**7**	**10**	
B.1(a)	**QUALIFICATIONS**			

Key Personnel B.2		**Up to 2 Years**	**Above 2 – 5 Years**	**Above 5 – 10 Years**	**Above 10 – 15 Years**	**Above 15 Years**	**Total (a)**
Points		**0**	**2**	**3**	**4**	**5**	
B.2(a)	**EXPERIENCE IN ROADS AND STORM WATER INFRASTRUCTURE**						

Key Personnel B.3	**Total (a)**
B.3(a) TOTAL CARRIED OVER TO KEY PERSONNEL SUM Column (a) in Item B.1(a) + item B.2(a)	

iii) **Site Foreman (10 points)**

Site Foreman on permanent/contract basis

Key Personnel C.1		**Matric or Grade 12 or Standard 10**	**N4 Certificate in Civil Engineering or Equivalent**	**Total (a)**
Points		**2**	**5**	
C.1(a)	**QUALIFICATIONS**			

Key Personnel C.2		**Up to 2 Years**	**Above 2 – 5 Years**	**Above 5 – 10 Years**	**Above 10 – 15 Years**	**Above 15 Years**	**Total (a)**
Points		**0**	**2**	**3**	**4**	**5**	
C.2(a)	**EXPERIENCE IN ROADS AND STORM WATER INFRASTRUCTURE**						

Key Personnel C.3	**Total (a)**
C3(a) TOTAL CARRIED OVER TO KEY PERSONNEL SUM Column (a) in Item C.1(a) + item C.2(a)	

Key Personnel C						Total
Points						
A3(a)	**Contract Manager**					
B3(a)	**Site Agent**					
C3(a)	**Site Foreman**					
c) TOTAL CARRIED OVER TO KEY PERSONNEL SUM						

Experience	Points
Provide detailed CVs and certified qualifications for all Key Personnel for each category stated above.	**40**
KEY PERSONNEL SUM **(Key Personnel A(c) + Key Personnel B(c) + Key Personnel C(c))**	

<u>Key Personnel Sum carried over to Competence Achivement Schedule.</u>

N.B Points to be allocated based on the CV's provided. The appointed contractor is to provide such personnel as attached or one with equivalent qualifications and experience. Failure to do so will result in zero points.

2.2.4 Schedule 3: Capacity (25 points)

1. The following are lists of major items of relevant equipment that I / we presently own or lease and will have available for this contract or will acquire or hire for this contract if my / our tender is accepted.
2. The tenderer will receive Quality points for listing of plant available for this specific contract as follows:
   - Major plant for construction works if well identified and 100% is owned and available at start of contract maximum points will be as stated in allocated points if owned column.
   - Points for the plant correctly identified and owned will be calculated according to the allocated points based on the quantities under the Quantities Required column.
3. Proof of ownership to be submitted: Natis to be attached.
4. Documents requested above must be certified and not older than 3 months. Failure to adhere to the directive zero points will be allocated.

Description, size, capacity, etc.	**Quantity by Respondent**		**Quantity Required**		**Point Allocation**		**Points Scored**		
	Owned (a)	**Hire (b)**	**No** (c)	**Weight** (d)	**Owned** (e)	**Hire** (f)	**Owned (g)** [(a)x(c)x(d)x(e)]	**Hire (h)** [(b)x(c)x(d)x(f)]	**Total (i) [(g) + (h)]**
Motor Grader minimum size 140 G			1	2	2	3			
Tipper Trucks minimum 10m3			2	2	2	2			
Single drum vibratory roller smooth – 10 ton			1	1	2	1			
Water tanker minimum 10 kl			1	2	2	3			
Light Delivery Vehicle minimum 1 ton			1	2	2	2			
Mobile crane			1	2	2	2			
Tractor Loading Backhoe minimum 7 tons			1	2	2	2			
Total			**25**	**13**	**25**	**13**			

Total of column (i) carried over to Competence Achievement Schedule.

2.2.5 Competence Achievement Schedule (Quality)

	MAXIMUM POINTS TO BE ALLCOATED	POINTS CLAIMED BY RESPONDENT / BIDDER	ALLOCATED POINTS (Office Use Only)
Tenderer Experience	40		
Key Personnel	30		
Capacity – Plant and Equipment	30		
TOTAL	**100**		

Total allocated for Quality is 100 points. The minimum threshold required to qualify for the next stage of evaluation is 70 points. Only those tenders that achieve the minimum number will proceed to the preference evaluation stage.

SUPPLY CHAIN POLICY USING THE PREFERENCE POINT SYSTEM

Tenders shall be evaluated in terms of the Preferential Procurement Regulations, 2022	Bidders may claim preference points in terms of the **80/20** principle per their B-BBEE status level of contribution.	Bidders may claim preference points in terms of the **90/10** principle per their B-BBEE status level of contribution.
B-BBEE	**10 points**	**5 points**
LOCALITY OF THE SUPPLIER	Points	Points
Within the boundaries of the Kannaland Municipality	**10**	**5**
Within the boundaries of Garden Route	**5**	**2**
Within Western Cape Province	**2**	**1**
Outside Western Cape Provinces	**0**	**0**

SECTION 3: INDICATIVE SCOPE OF WORK

3.1 Employer's Objective

Kannaland's objective is to put in place a number of Panel of Contractors for a range of commonly encountered goods, services and works within Municipal Services Infrastructure to achieve a significant contribution to Councils objectives relating to improvements in access to acces to sustainable roads and storm water infrastructure.

Kannaland planned to achieve the above by entering into an agreement with Panel of Contractors over a three-year term with potential contractors for,

PANEL OF CONTRACTORS FOR CONSTRUCTION, UPGRADING AND/OR MAINTENANCE OF ROADS AND STORM WATER INFRASTRUCTURE FOR A PERIOD OF THREE (3) YEARS

on an as and when instructed basis, to secure the services of contractors capable of serving the emerging municipal needs for such services within all the areas.

The ultimate goal is to streamline the procurement of construction services from the open market to fulfil Kannaland Municipality's strategic objectives, while maintaining transparency, fairness and equitability in the procurement process.

3.2 Background

Slow supply chain management (SCM) practices underlie many challenges in slow project implementation, particularly in the more rural and remote municipalities such as Kannaland. Efficient SCM practices which reduce costs, enable a rapid response to municipal service delivery needs and result in quality outcomes can contribute significantly to the improvement of access to reida

3.3 Overview of the Works

The overview of the works entails creation of Panel of Contractors with potential contractors which set out the terms and conditions under which specified works which include Construction, Refurbishment, Maintenance and Repair of Water and Sewer infrastructure the areas of Kannaland Municipality.

3.4 Extent of the Works

The extent of scope of works includes but not limited to;

- Construction of new Roads and Storm water Infrastructure
- Upgrade and Refurbishment of existing Roads and Storm water Infrastructure
- Carry out Maintenance and/or Repairs of existing Roads and Storm water Infrastructure

3.5 Standard Project Specifications

The following specifications will also be applicable later when the need arise;

1. PROJECT SPECIFICATION
2. STANDARD AND VARIED SPECIFICATIONS
   - 2.1 Standard Specifications
   - 2.2 Amendments / Variations to Standard Specifications

3. PARTICULAR SPECIFICATION
   3.1 Building Work and Trades
   3.2 Generic Labour-intensive Specification (PLI)
   3.3 Occupational Health and Safety
   3.4 Environmental Specification

3.6 Deliverables

When Successful to be on the panel, the Respondent will be expected amongst others to assist the employer to achieve the following deliverable at high level**.**

No	Category	Deliverable
1	Upgrade and rehabilitation of existing Roads and Storm Water Infrastructure	Completed upgrade and/or refurbishment of Roads and Stormwater infrastructure.
2	Construction of new municipal roads and storm water infrastructure	Completed and functional Roads and Stormwater Infrastructure
3	Maintenance and/or repairs of existing roads and storm water infrastructure	Completed well maintained and/or repairs of existing Roads and Stormwater infrastructure

3.7 Procurement Strategy

The Employer intends entering into a pre-contract with a limited number of a contractors for the improvements of Municipality infrastructure facilities following a competitive selection process (qualified procedure).

The NEC3 Form of contracts with Bills of Quantities pricing strategy may be used by the employer.

At the later stage, The Respondent will be expected to ensure compliance to Construction Health and Safety is of utmost importance.

For work with a value above R30 million, where feasible, the main contractor will be expected to subcontract a minimum of 30% to any of the identified designated groups (local sub-contractors owned by any of the identified designated groups). The responsibility to appoint, manage and pay sub-contractors rests with the main contractor. Kannaland Municipality may only assist where necessary.

The Panel list of contractors shall enable Kannaland Municipality to identify the B-BBEE Status level, EMEs or QSEs status, Capacity and capability, CIDB Grading Level. It will assist Kannaland Municipality to identify development opportunities for contractors.

Kannaland Municipality will give written instruction to the Respondents in the Panel to submit a quotation or Submission or call-off for a proposed works, – Submission (s) will give written acknowledgement of receipt of the quotation or tender or call-off.

The quotation or tender or call-off enquiry document will contain all the relevant forms, the scope of work, pricing schedule and related information describing and defining the works, including any additional contract information.

If a request for quotation or tender or call-off instruction is subject to a multi-source bidding process (i.e competing with other quotation or tender or call-off from other Respondents within the Panel), this will be stated in the quotation or tender or call-off from other Respondents within the Panel document. The Respondent(s) will prepare his/her quotation according to the format issued in with quotation or tender or call-off from other Respondents within the Panel.

The Respondents(s)'s rates and prices will be and apply as the maximum allowable rates and prices quoted for quotation or tender or call-off instruction under this Agreement.

3.8 Developmental procurement objectives and obligations

The employer's*development objectives are to promote broad based black economic empowerment in support of the economic transformation of South Africa.

*Clarification note: In the context of infrastructure within the Republic of South Africa, **development objectives means "**secondary objectives" as per SANS/ISO 1085-1" construction procurement-part 1: processes, methods and procedures" (South African Bureau of standards)

3.9 General requirements

The Respondent shall in Providing the Works observe all by-laws and associated regulations and industry norms established in relevant South African national standards published in terms of the Standards Act of 2008 or standards recommended by professional associations.

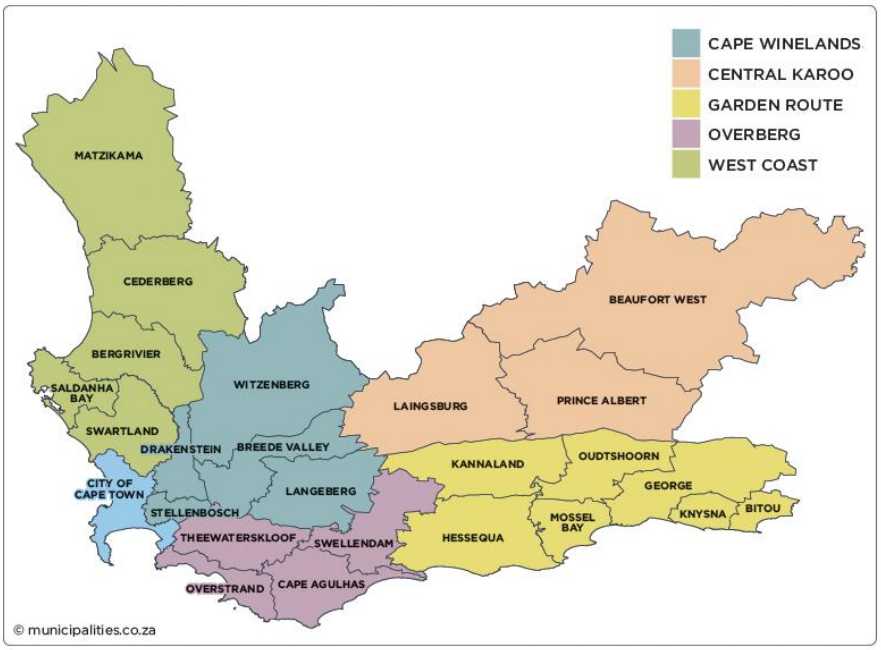
The Respondent shall only utilize in the provision of the services materials (substances that can be incorporated into the works)**,** products (item manufactured or processed for incorporation into the works), components (products manufactured as distinct units to serve a specific function or functions) and assemblies (set of related components attached to each other) which are:

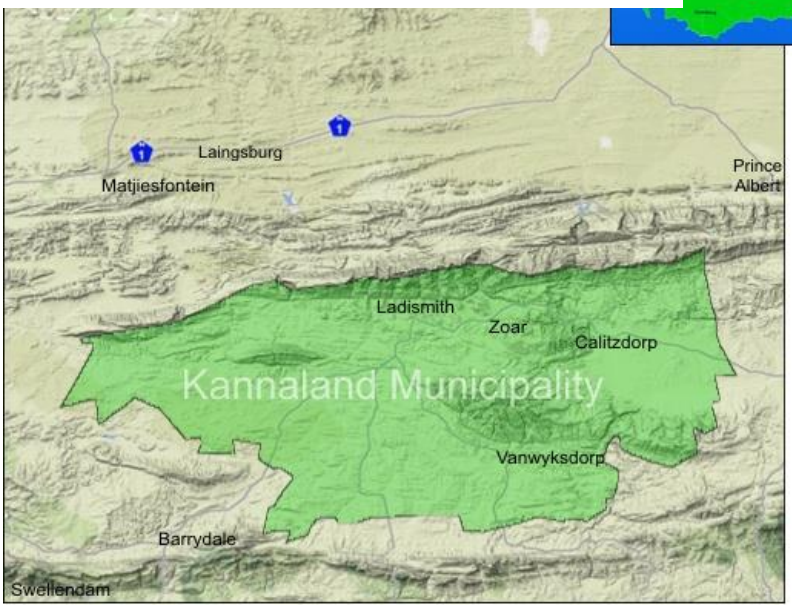
a) fit for their intended purpose; and

b) capable of fulfilling required functions under intended use conditions or when in use, with planned maintenance, under the influence of the environmental actions or a result of a self-ageing process for a period of time within industry accepted norms.

SECTION 4: SITE INFORMATION

Kannaland Municipality is situated in the Western Cape province, as part of the Garden Route District. The municipality delivers services to the towns of Ladismith, Calitzdorp, Zoar, Van Wyksdorp and various rural areas within these towns.





End of Dcument

2.1.3 **MBD 1**

PART A
INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE KANNALAND MUNICIPALITY					
BID NUMBER:		CLOSING DATE:		CLOSING TIME:	
DESCRIPTION					
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

BIDDING RESPONSE DOCUMENTS MAY BE DEPOSITED

Via email at supplychain@kannaland.gov.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					
TAX COMPLIANCE STATUS	TCS PIN:		**OR**	CSD No:	
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐Yes ☐No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	☐Yes ☐No [IF YES, ANSWER PART B:3]	
TOTAL NUMBER OF ITEMS OFFERED			**TOTAL BID PRICE**	**R**	
SIGNATURE OF BIDDER	……		**DATE**		
CAPACITY UNDER WHICH THIS QUOTE IS SIGNED					

BIDDING PROCEDURE ENQUIRIES AND TECHNICAL INFORMATION MAY BE DIRECTED TO:	
E-MAIL ADDRESS	supplychain@kannaland.gov.za

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 ONLINE**
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

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

SIGNATURE OF BIDDER: ……

CAPACITY UNDER WHICH THIS BID IS SIGNED: ……

DATE: ……...

2.1.1 CERTIFICATE OF INTENTION TO SUBMIT A TENDER

Notes to Tenderer:

1. **The duly completed certificate of intention to submit a tender must be submitted by whoever intends to tender for this particular tender prior to Wednesday 4 September 2024. Failure to submit the certificate of intention to tender within the required period may render the tenderer non-responsive and Kannaland Municipality does not accept responsibility for any communication not received by the tenderer timeously.**
2. **Failure to submit this certificate would result in the tenderer not receiving addenda or additional issued information and may result in the tenderer being non-responsive if "any material amendment/s" contained in the addenda or additional information is not included in the tender offer/submission.**
3. **Late notification of intention to tender by a prospective tenderer will not necessarily result in the tender closing date being extended.**
4. **Should you intend to submit a tender for this particular tender please sign the certificate, scan and email the completed document to the email address indicated in 3.4 of this tender document Submission data.**
5. **Kannaland Municipality shall send all correspondences, including Addenda, only to the Tenderer's email address as provided herein; in addition, Kannaland Municipality shall upload all correspondences on Kannaland Municipality website and National Treasury e-Tender Portal.**

This is to certify that I, ...

.....

representative of (insert name of tenderer) .....

of (address) .....

.....

.....

telephone number .....

fax number .....

e-mail: .....

intends to submit a tender in response to the tender notice and invitation for tender this contract.

TENDERER'S REPRESENTATIVE (Signature): .....

DATE: .....

2.1.9 REGISTRATION ON NATIONAL TREASURY CENTRAL SUPPLIER DATABASE

The tenderer shall provide a scanned copy in .pdf of the Active Supplier Listing on the National Treasury Central Supplier Database (www.treasury.gov.za).

In the case of a Joint Venture (JV), the tenderer shall provide scanned copies in .pdf of the Active Supplier Listing on the National Treasury Central Supplier Database for each member of the Joint Venture.

Name of Contractor: .....

Central Supplier Database Supplier Number: .....

Supplier Commodity: .....

Delivery Location: .....

SIGNED BY TENDERER: .....