



HARRY GWALA DISTRICT MUNICIPALITY

**SERVICING, REPAIRING AND INSTALLATION OF FIRE SYSTEM
SUPPLYING, INSTALLATION, SERVICING AND REPAIRING OF FIRE EXTINGUISHERS
FOR A PERIOD OF 12 MONTHS**

CONTRACT NUMBER: HGDM873/HGDM/2025

TENDER AMOUNT IN RANDS: R.....

TENDER AMOUNT IN WORDS:

.....

**The Municipal Manager
Harry Gwala District Municipality
40 Main Street
Ixopo
3276**

**Tel: 039 834 8700
Fax: 039 834 1701**

**NAME OF
SERVICE COMPANY :**

CONTACT PERSON :

CONTACT NO. :

EMAIL ADDRESS :

PHYSICAL ADDRESS :

CSD Registration of a Number:

SARS PIN

CRS Number

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HARRY GWALA DISTRICT MUNICIPALITY

“Together We Deliver and Grow”

OFFICE OF THE MUNICIPAL MANAGER

40 Main Street, Private Bag X501, IXOPO 3276

Tel: (039) 834 8707 Fax: (039) 834 1701

Email: madolon@harrygwalam.gov.za

RE-ADVERTISEMENT NOTICE

Bids are hereby invited from qualified and experienced Bidders for the provision of the following services for the Harry Gwala District municipality.

PROJECT NAME	TENDER NUMBER	CLOSING DATE AND TIME	COMPULSORY BRIEFING
SERVICING, REPAIRING AND INSTALLATION OF FIRE SYSTEM SUPPLYING, INSTALLATION, SERVICING AND REPAIRING OF FIRE EXTINGUISHERS FOR A PERIOD OF 12 MONTHS	HGDM873/HGDM/2025	06 JULY 2026 at 12:00	19 JUNE 2026 at 10:30

The following returnable documents must be submitted with the bids:

- Valid tax clearance certificate or SARS pin
- Prices quoted must be firm and must be inclusive of VAT (if applicable).
- The following MBD forms must be submitted with all Bids (available on our website and reception) MBD 4, MBD 6.1, MBD 8 and MBD 9.
- All bids submitted must have full name(s) of company, registration number and company letterhead.
- Service Providers must bid as per specification required.
- All bids submitted shall be valid for 30 days after the tender closing date.
- Your company must be registered on municipal database and central supplier database.

NB: No documents will be sold after briefing meeting.

NB: BRIEFING STARTS AT 10H30, NO BIDDERS WILL BE ALLOWED TO JOIN THE MEETING LATE

SPECIFIC GOALS

PREFERENCE DISCRIPTION	POINT	SYSTEM	NUMBER OF POINTS	VERIFICATION DOCUMENTS
SPECIFIC GOALS: RDP			20	
South African owned enterprise			20	Utility bill, I.D documents of directors and CIPC documents/ CSD
Total points			20	

COLLECTION OF BID DOCUMENTS

Bid documents may be collected from the **10 June 2026** between **09h00 to 16h00** at Harry Gwala District Municipality Offices, Finance Services Department, situated at Ixopo 40 Main Street, Ixopo 3276. Tender documents will be issued upon payment of a non-refundable cash fee of **R300.00** each. Bid documents can also be downloaded on municipal website: www.harrygwaladm.gov.za.

CLOSING DATE

The closing date for the bid is as per the table above. Bids must be enclosed in **SEALED ENVELOPES** and clearly labelled with the contract number and project name on the outside of the envelopes addressed to **The Municipal Manager**.

Bids must be deposited in the Bid Box at the reception area of Harry Gwala District Municipality, 40 Main Street, IXOPO before the closing date and time. Telegraphic, telexed or faxed bids will not be considered, and late bids will not be accepted.

Harry Gwala District Municipality does not bind itself to accept the lowest or any Bid and reserves the right to accept the whole or any part of the bid.

BID ENQUIRIES

All bid enquiries and other matters shall be directed to Mr X. Mhlongo during working hours on Tel.:039-834 8700/48/56 email: mhlongox@harrygwaladm.gov.za

Mr. GM Sineke
Municipal Manager

**SECTION A:
INVITATION TO BID**

MBD1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE HARRY GWALA DISTRICT MUNICIPALITY

BID NUMBER: **HGDM873/HGDM/2025**
CLOSING DATE: 06 JULY 2026

CLOSING TIME: 12h00

DESCRIPTION: SERVICING, REPAIRING AND INSTALLATION OF FIRE SYSTEM
SUPPLYING, INSTALLATION, SERVICING AND REPAIRING OF FIRE EXTINGUISHERS FOR A PERIOD OF 12 MONTHS.

DEPOSITED IN THE BID BOX SITUATED AT

**40 MAIN STREET (HGDM Main Office)
IXOPO
3276**

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

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS – (NOT TO BE RE-TYPED)

THIS BID IS SUBJECT TO THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

THIS BID WILL BE EVALUATED AND ADJUDICATED ACCORDING TO THE FOLLOWING CRITERIA:

1. Relevant specifications
2. Value for money
3. Capability to execute the contract
4. PPPFA & associated regulations
5. Eligibility Criteria

NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (SEE DEFINITION ON MBD 4 ATTACHED)

THE FOLLOWING PARTICULARS MUST BE FURNISHED

(FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)

NAME OF BIDDER
POSTAL ADDRESS
PHYSICAL ADDRESS.....
EMAIL ADDRESS
TELEPHONE NUMBER CODE.....NUMBER.....
CELLPHONE NUMBER
FACSIMILE NUMBER CODENUMBER.....
VAT REGISTRATION NUMBER
HAS AN ORIGINAL TAX CLEARANCE CERTIFICATE BEEN ATTACHED (MBD 2)? YES/NO

ARE YOU THE ACCREDITED REPRESENTATIVE

IN SOUTH AFRICA FOR THE GOODS/SERVICES OFFERED BY YOU?

YES/NO

(IF YES ENCLOSE PROOF)

SIGNATURE OF BIDDER

DATE/...../.....

CAPACITY UNDER WHICH THIS BID IS SIGNED

TOTAL BID PRICE.....

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Municipality: Harry Gwala District Municipality

Department: Financial Services Department

Contact Person: Mrs Tanya Khumalo

Email: bastermant@harrygwalam.gov.za

ANY EQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:

Contact Person: Mr X Mhlongo

Email: mhlongox@harrygwalam.gov.za

FORM A: CERTIFICATE OF ATTENDANCE AT CLARIFICATION MEETING

CONTRACT NO: HGDM873/HGDM/2025

PROJECT NAME: SERVICING, REPAIRING AND INSTALLATION OF FIRE SYSTEM
SUPPLYING, INSTALLATION, SERVICING AND REPAIRING OF FIRE EXTINGUISHERS FOR A
PERIOD OF 12 MONTHS

It is hereby CERTIFIED that I, (name) in my capacity
as.....and a duly authorized representative
if..... (the TENDERER) of
(address)..... in the company
of..... (the TENDERER) attended the official Site
Inspection on (date) for and on behalf of the above-named
Tenderer.

I hereby further DECLARE that I am satisfied with the description of the Works and the explanations
given by the above-named Engineer.

SIGNATURE
(On behalf of TENDERER)

DATE
AS WITNESS: -

(On behalf of Municipal representative)

NAME

SIGNATURE

DATE

NB: This to be completed and signed where briefing meeting was held.

SECTION C: SCM Compliance

SCM Key compliance: The following mandatory documents must be submitted with the bid.

1. The tenderer submits **a valid** Tax Compliance Status (TCS) Pin by the South African Revenue Services or has planned to meet outstanding tax obligations.
2. The suppliers must submit CSD full report or CSD Registration Number
3. MBD Forms (relevant) must be completed in full and be signed and failure to do so will render the service provider being non-responsive. MBD 1,2,3,4,8 ,9 and 5 for tenders above 10million
4. Municipal utility bill for municipal rates and services for all directors of the company (owners, shareholders/ non-executive directors) and for the company to confirm that municipal rates are not in arrears for more than 90 days
 - Attach a valid lease agreement if the company is leasing the office space
 - Attach a valid lease agreement if the director is leasing accommodation
 - Attach affidavit if account is under parents, siblings, grandparents and you are not paying any Municipal rates
5. A copy of marriage certificate if municipal account is under your spouse
6. The tender offer must be fully completed and signed by a person authorized to sign on behalf of the Tenderer.
7. A Joint-Venture Agreement, if applicable, must be submitted with tender.

General SCM compliance

Tender offers will only be accepted if:

The tenderer purchases the tender document or download it from the HGDM website

8. The tenderer or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 person prohibited from doing business with the public sector.
9. The tenderer has not:
 - a. abused the Employer's Supply Chain Management System; or
 - b. failed to perform on any previous contract and has been given a written notice to this effect.
10. The tenderer has completed the Declaration of Interest and Compulsory Enterprise Questionnaire, and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the employer or potentially compromise the tender process and persons in the employee of the state are permitted to submit tenders or participate in the contract.
11. The tenderer is required to complete the Banking Details schedule.
12. Submit proof of a Public Liability Insurance Policy to the value of at least R10 Million providing cover against all claims (including claims related to the use or misuse of firearms), against the Council, service provider or its employees; only if applicable.
13. All returnable schedules are to be completed, and all relevant certificates attached where indicated.
14. Track report to be submitted when claiming for kilometres travelled

NB: In the event of a mistake having been made it shall be crossed out in ink and be accompanied by a full signature at each alteration. The municipality reserves the right to reject the tender if corrections are not made in accordance with the statement above. (Usage of correction pen is not permitted)

SECTION D:

REGISTRATION ON THE HARRY GWALA DISTRICT MUNICIPALITY SUPPLIERS DATABASE

1. In terms of the Harry Gwala District Municipality Supply Chain Management Policy Framework, all suppliers of goods and services to the Municipality are required to register on the Suppliers Database.
2. If you wish to apply for registration, forms may be downloaded from the website, **<http://www.harrygwaladm.gov.za>**, or obtained by collecting it in the offices of the Municipality (SCM).
3. If a business is registered on the Database and it is found subsequently that false or incorrect information has been supplied, then the Municipality may, without prejudice to any other legal rights or remedies it may have;
 - 3.1 De-register the supplier from the Database,
 - 3.2 Cancel a Bid or a contract awarded to such supplier, and the supplier would become liable for any damages if a less favourable quotation is accepted or less favourable arrangements are made.
4. **The same principles as set out in paragraph 3 above are applicable should the supplier fail to request updating of its information on the Suppliers Database, relating to changed particulars or circumstances.**
5. Application for registration must be submitted to the Harry Gwala office at Harry Gwala District Municipality. IF THE SUPPLIER IS NOT REGISTERED AT THE CLOSING TIME OF BID, THE SUPPLIER IS REQUIRED TO SUBMIT A COPY OF THE REGISTRATION APPLICATION FORM, TOGETHER WITH THE BID DOCUMENTATION, TO THE RESPECTIVE DEPARTMENT INVITING BIDS.

SECTION E: RECORD OF ADDENDUM TO TENDER DOCUMENTS

Note: This is only applicable where the addendum was issued only.

We confirm that the following communications received from the employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer.		
	Date	Title or Details
1.		
2.		
3.		
4.		
5.		

Attach additional pages if more space is required.

Failure to acknowledge any addendum released by Harry Gwala District Municipality may result in your tender submission being declared non-responsive.

SIGNATURE: DATE:
(Of person authorised to sign on behalf of the Tenderer)

SECTION F: REFERENCE LETTERS

Bidders must have specific relevant experience and submit references (in a form of written proof/(s) on organization's letterhead including relevant contact person, nature of service, contract amount, commencement date, telephone number, fax number and email addresses) of similar work undertaken.

Reference Letters are to be signed and be stamped by the organisation the bidder has worked for.

NB: In a case where a bidder has purchase orders, those purchase order must be accompanied by the signed stamped reference letters.

Example. - Each Appointment letter must be accompanied by Reference letter
Each Purchase order must be accompanied by the reference letter

SIGNATURE: DATE:
(person authorised to sign on behalf of the Tenderer)

SECTION G:

SCOPE OF WORKS

SERVICING, REPAIRING AND INSTALLATION OF FIRE SYSTEM
SUPPLYING, INSTALLATION, SERVICING AND REPAIRING OF FIRE EXTINGUISHERS FOR A PERIOD OF 12 MONTHS.

In awarding this Tender, Harry Gwala District Municipality expects the Services Provider to be responsible for following:

1. Fire system

The servicing of the existing Fire System will be done at Harry Gwala District Municipality offices (Main office Ixopo). The scope includes the upgrade of the fire detection system through the comprehensive designing a compliant and modern fire detection and alarm system (staff alarm with MCP's, fire detectors, sounders, etc.), which would connect into the existing fire control panels. This must include new interfaces to all required systems in the municipality (gas suppression, automatic sprinklers, HVAC, smoke extraction, etc.). The fire detection system shall be an L3 system at minimum, however, can be upgraded to an L2 or L1. The service provider will be required to install an integrated emergency voice evacuation system.

Control room (Main office)

The service provider will be required to repair/ replace the panel batteries, clear all faults, test the system, make sure all devices are online and supported by the technical report, label all devices as per installation, programme all system interfacing on the panel, make sure that there is battery backup and do all necessary replacement in the panel. The service provider will further install, and service manual activated fire alarm system that provides both audible and visual alarms in accordance with SANS 10139.

2. Fire hydrants and Fire Hoses

The service provider will be required to service the fire hydrants and fire hoses within the Harry Gwala District Municipality offices and plants. The service provider will be expected to service the hydrants by:

- Opening the hydrant and allowing the water pressure to be released

- Check the main washer sealing at normal hand tension.
- Checking the gland for leaks.
- Checking that the hose clip is in correct working order.
- Checking the condition of lip washer.
- Affixing signed service label.

The service provider will be required to service the hose reels

- Check the hose reel mounting bolts for corrosion and physical damage, check whether the frame is mounted in a secure manner and whether the reel operates freely.
- Unwind reel completely and check condition of hose and physical damage.
- Check waterway and the waterway components for corrosion.
- Check operation of hose nozzle.
- Check condition of hose reel frame.
- Close hose nozzle and switch on water supply at stopcock and check whether the hose is in an acceptable condition and is fitted in an acceptable manner and whether it can withstand the pressure in the supply main.
- While hose is under pressure, check for leaks especially at gland.
- Ensure that waterway of the hose reel and the hose reel hose can withstand a test pressure of 2 000kpa for 3 minutes.
- Components of the hose reel shall be checked whether they are functioning as prescribed by the manufacturer.
- Water control fitting to the hose reel shall be checked whether they are functioning as prescribed by the manufacturer.
- The fire hose reel shall be checked whether it is not more than 30 m or less than 28 m in length, and It is free from joints.
- All water seals shall be checked for leakage.
- At the end of service, service labels shall be completed and fitted.
- Close stopcock, empty hose and rewind onto reel and ensure all operating parts operate with ease.
- Check operation of draw-off shackle and general condition of pipe work.
- Wipe hose reel and affix signed and dated service label.

SERVICE LABELS

- When all the relevant inspection and service procedures have been completed recorded, indelibly and on an acceptable, waterproof, adhesive label that is firmly fixed to the fire hose reel, the following information will be required:
 - The name, physical address and contact number of the reconditioning organization
 - The date of service
 - The next service due date.
 - Pressure at time of service
- The handle shall be sealed in a manner that prevents use without breaking using an acceptable safety seal.

Positioning of the service labels

Fire hose reels shall have two (2) service labels applied in the following positions:

- a) One label on the outside of the front hose reel disc; and
- b) One label in a position that is visible once the fire hose reel is fully unwound.

3. FIRE EXTINGUISHERS

The Fire extinguishers that will be serviced will be collected and installed to various Satellites within the district covering Johannes Phumani Phungula (Ubuhlebezwe), Dr. Nkosazana Dlamini-Zuma, UMzimkhulu and Kokstad local municipal areas of jurisdiction. The Fire extinguishers that will be procured will be delivered and installed to various Satellites within the district covering Johannes Phumani Phungula (Ubuhlebezwe), Dr. Nkosazana Dlamini-Zuma, UMzimkhulu and Kokstad local municipal areas of jurisdiction. The Fire extinguishers holding brackets that will be procured will be delivered and installed to various Satellites within the district covering Johannes Phumani Phungula (Ubuhlebezwe), Dr. Nkosazana Dlamini-Zuma, UMzimkhulu and Kokstad local municipal areas of jurisdiction. The service provider will also be required to individually tag by issuing bar codes for all fire extinguishers and capture them into a register.

If fixed fire extinguishers must be removed from site, the necessary arrangements shall be made with the responsible person to ensure satisfactory protection with a replacement.

Items to be Serviced

- 9.0kg DCP Fire Extinguishers
- 4.5kg DCP Fire Extinguishers
- 2.5kg DCP Fire Extinguishers
- 2.5kg CO² Fire Extinguishers

Recharges, Parts and Materials

- Discharge nozzle
- Instruction label
- Service label
- Pressure test label
- DCPSP head valve
- Gauge
- Discharge house nozzle
- O' ring
- Plunger
- Plunger o' ring
- Relieve valve
- Lead / Plastic seal

Nitrogen No CO₂ (Carbon dioxide) Extinguisher

- Spares – Instruction label
- Pressure test label
- Hose & Horn 5kg
- Fixed Horn 2kg
- Co₂ valve
- Plastic / lead seal
- Service label

- Only powder that complies with the requirements of SABS 1522 shall be used for refilling fire extinguishers.
- If, during servicing, powder is removed for the effective inspection and control of a cylinder, the powder may be re-used, subject to the following:

- The powder shall be sieved and if it is determined, during sieving, that the powder is free of lumps, the powder may be re-used; if not, it shall be discarded. Powder so qualified for re-use shall be identified with the cylinder from which it was removed.
- CO² extinguishers shall be charged with CO² that complies with the requirements of SABS 1567.
- Foam extinguishers shall be charged only with the type of foam marked on the extinguisher label.

External checks

- Thoroughly clean the container and examine the exterior for corrosion and physical damage and, if any damage to the seams or joints is observed, remove the extinguisher from service and submit it for a major service.
- If there are any minor dents in the container, remote from any seam or joint, allow the extinguisher to remain in service.
- If the registered person does not consider the severity and extent of corrosion to be serious, clean, repaint and re-label the container in a way that ensures compliance with the requirements of the original manufacturer.
- Check all component parts for corrosion and physical damage. If necessary, replace the parts with the correct components recommended and supplied by the fire extinguisher manufacturer. If such components are not available, use parts that comply with the requirements of the original manufacturer. If not possible, the extinguisher shall be condemned.

Fire extinguisher hose

- Examine it for wear and kinking.
- If the hose is not in good condition, replace it with a hose of acceptable quality and design.

Mounting brackets

- Examine the mounting brackets for physical damage and firm anchorage.

Mass of fire extinguisher

- Determine the full mass of the extinguisher and, if it is found to vary by more than 5% from the marked full mass, present the extinguisher for a major service.
- If no mass is marked on the extinguisher, determine the actual mass, and record it on the new service label attached to the extinguisher.

Pressure indicating device.

- Verify that it is operative.

SERVICE LABELS

- When all the relevant inspection and service procedures have been completed, recorded, indelibly and on an acceptable, waterproof, adhesive label that is firmly fixed to the fire extinguisher, the following information will be required:
 - The name, physical address, and contact number of the reconditioning organization.
 - The date of service and the next service due
 - Pressure at time of service
 - The handle shall be sealed in a manner that prevents use without breaking using an acceptable seal.

New equipment

All new equipment supplied to Harry Gwala District Municipality shall comply with SANS manufacturing standards with all relevant supporting documentation. • All new fire equipment supplied must first be approved by the municipality.

The contract shall remain in effect for a period of twelve (12) months from the date of commencement. The appointed service provider will be expected to maintain consistent service levels, adhere to delivery schedules, and comply with all relevant standards and municipal requirements for the entire contract period.

4. FIRE DRILL

The service provider will be required to conduct fire drill for Harry Gwala District Municipality employees. A fire drill involves activating the alarm, calmly and orderly evacuating the building via the nearest safe exit and stairs and proceeding to a designated assembly

point. Upon arrival at the assembly point, a headcount is performed to ensure everyone is accounted for, followed by a debriefing to discuss what went well and what can be improved.

Municipal offices, satellite offices and water treatment works (WTW) and wastewater treatment works (WWTW) include the following:

Under Johannes Phumani Phungula Local Municipal area.

1. Harry Gwala District Municipality Main Office (Ixopo)
2. Umgeni Farm satellite Office (Ixopo)
3. Disaster Management Centre (Ixopo)
4. Ichibini WTW
5. Nokweja WTW
6. Esqandulweni WTW
7. Ncakubana WTW

Under Umzimkhulu Local Municipal area

8. UMzimkhulu satellite office
9. Umzimkhulu WTW
10. Umzimkhulu WWTW
11. Washbank WTW
12. Ibisi WTW
13. Ibisi WWTW
14. Rietvlei WTW
15. Njunga WTW
16. Mnqumeni WTW
17. Riverside WWTW
18. Riverside WTW

Under Greater Kokstad Local Municipal area

19. Kokstad Satellite Office
20. Kokstad WTW
21. Kokstad WWTW
22. Franklin WTW

Under DR Nkosazana Dlamini-Zuma Local Municipal area

23. DR Nkosazana Dlamini-Zuma satellite office (Underberg)
24. Underberg WTW
25. Underberg WWTW (new)
26. Underberg WWTW (old)
27. Himeville WWTW
28. Mqatsheni WTW

29. Bulwer WTW
30. Bulwer WWTW
31. Mangwaneni WTW
32. Hlanganani WTW
33. Hlanganani WWTW
34. Nomandlovu WTW
35. Creighton WTW
36. Khukhulela WTW
37. St Appollinaris WTW
38. St Appollinaris WWTW

1. SPECIAL CONDITIONS:

- 2.1 Service Provider information should be registered on Harry Gwala District Municipality Database.
- 2.2 Service provider must have previous experience in projects of similar nature.
- 2.3 No costs, apart from the costs specified in this document, will be accepted or allowed to be charged to either Service provider, the Service Provider must ensure that all other costs are covered in the tender.

2. LIABILITY:

Council will not in any way be liable for any loss, injury or damage which may be sustained by the successful Bidder, his employees, his equipment or any other person through handling or use of the items offered for sale. The bidder must follow the Workmen's Compensation Act No. 30 of 1941, for all workmen employed in the contraction process.

All machinery used by the Service provider must comply with the regulations as specified in the Machinery and Occupational Safety Act No. 6 of 1983 as amended.

3. INSURANCES REQUIRED

The Supplier shall submit within seven (7) days from date of receipt of the Provisional Letter of Acceptance, to the Head: Supply Chain Management, the following Insurances and Surety:

- Third Party Insurance to the value of R1 000 000.00 (for any single claim) for any damages to private property/persons arising out of this contract. The policy must be in force for the full duration of the contract period. For any single claim.
- Works Insurance to an amount of the total tender amount.
- Further to the above, the supplier shall indemnify the Council and its employees and agents against all losses and claims for injuries or damages to any person or property whatsoever which may arise out of the execution of this contract.

- When the Head: Supply Chain Management is, in her absolute discretion satisfied with the above arrangements, a Final Letter of Acceptance will be forwarded to the Supplier, confirming that the tender and the letter constitute a binding agreement between the Contractor and the Harry Gwala District Municipality.

4. VALIDITY:

The Service Provider shall be bound by his offer for a period of ninety (90) days from the closing date.

5. PRICES:

All prices quoted must be firm and inclusive of VAT.



Section H:

Evaluation Criteria and RDP Goals

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022 POINTS WILL BE AWARDED AS FOLLOWS: -

The bid will be evaluated in two stages namely:

- Stage 1 - Functionality
- Stage 2 - Price and Preferential Points

The 80/20 preference point system will be used for this bid.

KEY CRITERIA ASPECT	BASIS FOR POINTS ALLOCATION	SCORE	MAXIMUM POINTS	VERIFICATION METHOD
Company experience in the servicing, repairing and installation of fire system.	Provide at least 5 or more previous projects on the servicing, repairing and installation of fire system.	20	20	Appointment letters on a company letterhead signed by authorized personnel, reference letters on a company letterhead, stamped and signed by authorized personnel to be attached with valid contact details.
	Provide at least 3-4 previous projects on the servicing, repairing and installation of fire system.	15		
	provide at least 1-2 previous projects on the servicing, repairing and installation of fire system.	10		
Company experience in the supplying, installation, servicing and repairing of fire extinguishers	Provide at least 5 or more previous projects on the Supplying, installation, servicing and repairing of fire extinguishers.	20	20	Appointment letters on a company letterhead signed by authorized personnel, reference letters on a company letterhead, stamped and signed by authorized personnel to be attached with valid contact details.
	Provide at least 3-4 previous projects on the Supplying, installation, servicing and repairing of fire extinguishers	15		
	provide at least 1-2 previous projects on the Supplying, installation, servicing and repairing of fire extinguishers	10		
Personnel experience in the	Curriculum vitae must be provided	20	20	Personnel experience in the servicing,

servicing, repairing and installation of fire system.	No Curriculum vitae	0		repairing and installation of fire system to attach CV'S and qualifications.
Company must be registered with South African qualification and Certification committee for the fire industry	SAQCC registration	30	30	Registration certificate must be provided
	No SAQCC registration	0		
Financial Viability A-C Rating is preferred D or below rating is disqualified	A-rating	10	10	Signed and stamped bank rating on a bank letterhead
	B-rating	08		
	C-rating	05		
Total number of points			100	
Minimum threshold points to qualify to stage 2			60	

Stage 1

Assessment of functionality. Only service providers who achieve a minimum of 60 of the total available points, in accordance with the criteria, will qualify for stage two of the evaluation. The formula will be used to calculate Functionality using the criteria mentioned below. Functionality will first be evaluated using the following points:

A score of less than 60 out of 100 points for functionality will render the tender nonresponsive, this therefore indicate that, the onus rests with the tenderer to supply sufficient information to allow for evaluation and award of points detailed below. If insufficient information is supplied, zero points will be awarded for that item. Please note that, functionality points will only be utilized to determine the responsiveness of tenders and will not be utilized further in the evaluation process. Any tender that will scores below 60 points on functionality will be regarded as non-responsive and shall not proceed to evaluation level.

Stage 2:

This bid Shall be evaluated in terms of the Preferential Procurement Policy Framework Act (No 5 of 2022), bidders may claim preference points in terms of Specific Goal

PREFERENCE DISCRIPTION	POINT	SYSTEM	NUMBER OF POINTS	VERIFICATION DOCUMENTS
SPECIFIC GOALS: RDP			20	
South African owned enterprise			20	Utility bill, I.D documents of directors and CIPC documents/ CSD
Total points			20	



SECTION I

PRICING SCHEDULE/BILL OF QUANTITIES (BOQ)/ COST BREAKDOWN

ITEM NO	ITEM DESCRIPTION	SIZE	QUANTITY	UNIT PRICE
1.	SERVICING OF FIRE EXTINGUISHERS	1.1. 2KG	1	
		1.2. 2.5KG	1	
		1.3. 4.5KG	1	
		1.4. 9KG	1	
2.	PREPARING PORTABLE FIRE EXTINGUISHERS REGISTER	2KG 2.5KG 4.5KG 9KG	1	
3.	REPLACEMENT OF DISCHARGE HORN	3.1. 2KG	1	
		3.2. 2.5KG	1	
		3.3. 4.5 KG	1	
		3.4. 9KG	1	
4.	REPLACEMENT OF FIRE EXTINGUISERS VALVE ASSEMBLY	4.1. 2KG	1	
		4.2 2.5KG	1	
		4.3. 4.5 KG	1	
		4.4. 9KG	1	
5.	REPLACEMENT OF FIRE EXTINGUISHERS NITROGEN RECHARGE	5.1. 2KG	1	
		5.2. 2.5KG	1	
		5.3. 4.5KG	1	
		5.4. 9KG	1	
6.	PRESSURE TESTING+ HYDROSTATIC TESTING OF	6.1. 2KG	1	
		6.2. 2.5KG	1	
		6.3. 4.5KG	1	

	FIRE EXTINGUISHERS	6.4. 9KG	1	
7.	REFILLING OF FIRE EXTINGUISHERS	7.1. 2KG	1	
		7.2. 2.5KG	1	
		7.3. 4.5KG	1	
		7.4. 9KG	1	
8.	REPLACEMENT OF DISCHARGE NOZZLE	8.1. 2KG	1	
		8.2. 2.5KG	1	
		8.3. 4.5KG	1	
		8.4. 9KG	1	
9.	INSTRUCTION LABEL	2KG 2.5KG 4.5KG 9KG	1	
10.	SERVICE LABEL	2KG 2.5KG 4.5KG 9KG	1	
11.	DCPSP HEAD VALVE REPLACEMENT	11.1. 2KG	1	
		11.2. 2.5KG	1	
		11.3. 4.5KG	1	
		11.4. 9KG	1	
12.	GUAGE REPLACEMENT	12.1. 2KG	1	
		12.2. 2.5KG	1	
		12.3. 4.5KG	1	
		12.4. 9KG	1	
13.	DISCHARGE HOUSE NOZZLE REPLACEMENT	13.1. 2KG	1	
		13.2. 2.5KG	1	

		13.3. 4.5KG	1	
		13.4. 9KG	1	
14.	SPARES INSTRUCTION	2KG 2.5KG 4.5KG 9KG	1	
15.	PRESSURE TEST LABEL	2KG 2.5KG 4.5KG 9KG	1	
16.	CO2 VALVE REPLACEMENT	16.1. 2KG	1	
		16.2. 2.5KG	1	
		16.3. 4.5KG	1	
		16.4. 9KG	1	
17.	SUPPLY AND INSTALLATION OF FIRE EXTINGUISHERS	17.1. 2KG	1	
		17.2. 2.5KG	1	
		17.3. 4.5KG	1	
		17.4. 9KG	1	
18.	SUPPLY AND INSTALLATION OF DCP FIRE EXTINGUISHERS STEEL CABINETS	18.1. 2KG	1	
		18.2. 2.5KG	1	
		18.3. 4.5KG	1	
		18.4. 9KG	1	
19.	SUPPLY AND INSTALLATION OF FIRE EXTINGUISHERS CABINETS – FIBRE GLASS	19.1. 2KG	1	
		19.2. 2.5KG	1	
		19.3. 4.5KG	1	
		19.4. 9KG	1	
20.	SUPPLY AND INSTALLATION OF FIRE EXTINGUISHERS	20.1. GENERIC FIRE EXTINGUISHER HOOK MOUNT EXTINGUISHER BRACKET WALL	1	

	HOLDING BRACKETS	HANGING CLIP UNIVERSAL FOR 2KG		
		20.2. GENERIC FIRE EXTINGUISHER HOOK MOUNT EXTINGUISHER BRACKET WALL HANGING CLIP UNIVERSAL 2.5KG	1	
		20.3. FIRE EXTINGUISHER J WALL BRACKET	1	
		20.4. POLYPROPYLENE FIRE EXTINGUISHER BRACKET FOR 4.5KG	1	
		20.5. FIRE EXTINGUISHER HEAVY-DUTY BRACKET 9KG SAFEQUIP	1	
21.	SUPPLY AND INSTALLATION OF NEW SPRINKLER SYSTEM INCLUDING NEW PIPING for 150 sq.m building		1	
22.	SUPPLY AND INSTALLATION OF SECURITY SYSTEM (FINGER RECOGNITION/FACE RECOGNITION)		1	
23.	SERVICING OF FIRE SYSTEM:			
	23.1. WHITE BOX		1	
	23.2. FIRE HYDRANTS INCLUDING ALL PIPING		1	
	23.3. FIRE HOSES AND CHECK WATER LEVELS	1		

24.	REPAIRING OF FIRE SYSTEM	ITEMS TO BE REPAIRED	UNIT	BILL AMOUNT
		24.1. XP95 OPTICAL SMOKE DETECTOR	55	
		24.2. XP95 FIXED TEMPERATURE HEAT DETECTOR; CLASSA2/S (55°C)	5	
		24.3. XP95 MOUNTING BASE	60	
		24.4. XP95 BLANK XPERT CARD	60	
		24.5. DISCOVERY MCP (NEW VERSION)	8	
		24.6. DISCOVERY MPC2 HINGED FLAP	8	
		24.7. XP95 OPEN-AREA SOUNDER BEACON, RED (SONOS)	4	
		24.8. PH30 FIRE CABLE	3000	
		24.9. 12V BATTERY 7.2AMP	2	
		24.10. POWER SUPPLY SWITCH MODE 24VDC-2A	1	
		24.11. 25MM PVC CONDUIT & FITTINGS	100	
		24.12. INTELLIGENT REFLECTIVE BEAM DETECTOR	2	
		24.13. REFLECTOR MIRRORS SPARES	2	
		24.14 SOTERIA/ XP95 INPUT/ OUTPUT UNIT	2	
		24.15. BLOCK PLAN	1	
25.	UPGRADE OF THE FIRE DETECTION SYSTEM		1	
26.	SUPPLY AND INSTALLATION OF AN INTERGRATED EMERGENCY VOICE EVACUATION SYSTEM		1	

27.	SUPPLY AND INSTALLATION OF FIRE SYSTEM	1	
28.	CONDUCT FIRE DRILL	1	
	SUB-TOTAL		
	15%VAT		
	TOTAL COST		



APPROVAL OF SCOPE OF WORKS / TERMS OF REFERENCE

Signed by and on behalf of the Harry Gwala District Municipality by in her/his capacity as, she/he is being duly authorized thereto and warranting such authority, at on the day of 202.....

Signature

Date:

Witness (Project Manager)

Signature

Date:

**SECTION J:
RELEVANT EXPERIENCE**

Bidders must have specific experience and submit appointment letters as well as references (in a form of written proof/(s) on organization's letter head ad including relevant contact person, nature of service, contract amount, commencement date, telephone number, fax number and email addresses) of similar work undertaken.

The following is a statement of work of a similar nature successfully executed by myself/ourselves:

Employer (Name, Tel. No. or Fax No.)	Details of Project	Value of Work (fees)	Year

Continued overleaf... - /

Employer (Name, Tel. No. or Fax No.)	Details of Project	Value of Work (fees)	Year

Failure to provide the necessary information will compromise the bidding document.

SIGNED ON BEHALF OF THE BIDDER

.....

SECTION K

**DECLARATION THAT INFORMATION ON HARRY GWALA DISTRICT MUNICIPALITY
SUPPLIER DATABASE IS CORRECT AND UP TO DATE**

(To be completed by bidder)

THIS IS TO CERTIFY THAT I (name of bidder/authorised representative)

....., WHO REPRESENTS (state name

Of bidder).....

AM AWARE OF THE CONTENTS OF THE HARRY GWALA DISTRICT MUNICIPALITY SUPPLIER DATABASE WITH RESPECT TO THE SUPPLIER’S DETAILS AND REGISTRATION INFORMATION, AND THAT THE SAID INFORMATION IS CORRECT AND UP TO DATE AS ON THE DATE OF SUBMITTING THIS BID.

AND I AM AWARE THAT INCORRECT OR OUTDATED INFORMATION MAY BE A CAUSE FOR DISQUALIFICATION OF THIS BID FROM THE EVALUATION PROCESS, AND/OR POSSIBLE CANCELLATION OF THE CONTRACT THAT MAY BE AWARDED ON THE BASIS OF THIS BID.

.....
SIGNATURE OF BIDDER OR AUTHORISED REPRESENTATIVE

DATE :



SECTION L: ENTERPRISE QUESTIONNAIRE

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: 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 4: Particulars of companies and close corporations

Company registration number

Close corporation number

Tax reference number

Section 5: 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 | ☐ 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 any provincial legislature | ☐ a member of an accounting authority of any national or provincial public entity |
| ☐ a member of the National Assembly or the National Council of Province | ☐ an employee of Parliament or a provincial legislature |
| ☐ a member of the board of directors of any municipal entity | |
| ☐ an official of any municipality or municipal entity | |

If any of the above boxes are marked, disclose the following:

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

*insert separate page if necessary

Section 6: 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 | ☐ 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 any provincial legislature | ☐ a member of an accounting authority of any national or provincial public entity |
| ☐ a member of the National Assembly or the National Council of Province | ☐ an employee of Parliament or a provincial legislature |
| ☐ a member of the board of directors of any municipal entity | |
| ☐ an official of any municipality or municipal entity | |

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



A) TAX CLEARANCE CERTIFICATE REQUIREMENTS

It is a condition of a bid that the taxes of the successful bidder **must** be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the supplier's tax obligations.

1. In order to meet this requirement, suppliers are required to complete in full the attached form TCC 001 "Application for a Tax Certificate" and submit it to any SARS branch office nationally. The Tax Clearance Certificate Requirements are also applicable to foreign bidders/individuals who wish to submit bids.
2. SARS will then furnish the suppliers with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval. Copies of TCC 001 "Application for a Tax Clearance Certificate" form are available from any SARS branch office nationally or on the website www.sars.gov.za.
3. The original Tax Clearance Certificate or SARS PIN must be submitted together with the bid. Failure to submit the original and valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.
4. In Bids where Consortia/Joint Ventures/Sub-suppliers are involved, each party must submit a separate Tax Clearance Certificate.
5. Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.

SECTION N:**MBD3****FORM OF OFFER AND ACCEPTANCE****NAME OF BIDDER (ORGANISATION):** _____**A. OFFER**

The Employer, identified in the Acceptance signature block, has solicited offers to enter into a contract in respect of the following works:

BID NO HGDM873/HGDM/2025

The Bidder, identified in the Offer signature block below, by submitting this Offer has accepted the Conditions of Tender.

By the representative of the Bidder, deemed to be duly authorised, signing this part of this Form of Offer and Acceptance, the Bidder offers to perform all of the obligations and liabilities of the Supplier under the Contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the Conditions of Contract.

Price:**R**..... (in figures)

Amount in words.....

*including VAT

*excluding VAT

* tick relevant box

The prices / rates quoted must be firm	Is the delivery period stated firm? Yes/No:
Name: (of person authorised to sign the bid)	Signature:
Name of Witness:	Signature of Witness:
Date:	Failure of a Bidder to sign this form will invalidate the bid
Address of Organisation: _____	
Telephone No. _____ Fax No. _____	

B. ACCEPTANCE

By signing this part of the Form of Offer and Acceptance, the Employer identified below accepts the Bidder's Offer. In consideration thereof, the Employer shall pay the Supplier the amount due in accordance with the Conditions of Contract. Acceptance of the Bidder's Offer shall form an agreement between the Employer and the Bidder upon the terms and conditions contained in this Agreement and in the Contract that is the subject of this Agreement.

Name : (of person authorised to sign the bid)	Signature:
Capacity:	Date:
Name of Witness:	Signature of Witness:

SECTION O:

MBD 4

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
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 evaluating/adjudicating 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, shareholder²):.....

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.

.....

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

(a) a member of –

- (i) any municipal council;
- (ii) any provincial legislature; or
- (iii) the national Assembly or the national Council of provinces;

(b) a member of the board of directors of any municipal entity;

(c) an official of any municipality or municipal entity;

(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);

(e) a member of the accounting authority of any national or provincial 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 exercises 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 Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders 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:

.....

.....

Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

SECTION P:

MBD.5

DECLARATION FOR PROCUREMENT ABOVE R10 MILLION (ALL APPLICABLE TAXES INCLUDED)

For all procurement expected to exceed R10 million (all applicable taxes included), bidders must complete the following questionnaire:

1 Are you by law required to prepare annual financial statements for auditing?* **YES / NO**

1.1 If yes, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years.

.....
.....

2 Do you have any outstanding undisputed commitments for municipal services towards any municipality for more than three months or any other service provider in respect of which payment is overdue for more than 30 days?
***YES / NO**

2.1 If no, this serves to certify that the bidder has no undisputed commitments for municipal services towards any municipality for more than three months or other service provider in respect of which payment is overdue for more than 30 days.

2.2 If yes, provide particulars.

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

* Delete if not applicable

3 Has any contract been awarded to you by an organ of state during the past five years, including particulars of any material non-compliance or dispute concerning the execution of such contract?

***YES / NO**

3.1 If yes, furnish particulars

.....

4. Will any portion of goods or services be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality / municipal entity is expected to be transferred out of the Republic?

***YES / NO**

4.1 If yes, 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 PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

SECTION Q:**MBD 6.1****PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022**

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

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

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

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

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

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

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

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

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

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

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

2. DEFINITIONS

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

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

80/20 or 90/10

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

Where

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{min} = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ \mathbf{Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)} & \mathbf{or} & \mathbf{Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)} \end{array}$$

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)
South African owned enterprise		20		

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 contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

.....

SECTION R:**MBD 8****DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES**

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

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audialterampartem</i> 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)? 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 outside of 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	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes ☐	No ☐
4.4.1	If so, furnish particulars:		

CERTIFICATION

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

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

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

.....
Signature

.....
Position

.....
Date

.....
Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *per se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

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

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

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

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

HGDM873/HGDM/2025

(Bid Number and Description)

**SERVICING, REPAIRING, AND INSTALLATION OF FIRE SYSTEM.
SUPPLYING, INSTALLATION, SERVICING AND REPAIRING OF FIRE
EXTINGUISHERS FOR HARRY GWALA DISTRICT MUNICIPALITY FOR A
PERIOD OF 12 MONTHS.**

in response to the invitation for the bid made by:

(Name of Institution)

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

I certify on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:

- (a) has been requested to submit a bid in response to this bid invitation.

- (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder.
- 6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
- 7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
- 8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids

that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder



SECTION T:

CERTIFICATE OF AUTHORITY FOR SIGNATURE

The Tenderer must indicate the enterprise status by ticking the appropriate box hereunder.

(I) SOLE PROPRIETOR	(II) CLOSE CORPORATION	(III) PARTNERSHIP	(IV) COMPANY	(V) JOINT VENTURE / CONSORTIUM	
				Incorporated	
				Unincorporated	

The Tenderer must provide a certificate in the form of a resolution of the partners or directors authorising the signatory on behalf of the enterprise(s) **and such resolution shall include a specimen signature of the signatory.**

Failure to provide the certificate(s) in the form of a resolution as described above shall result in the tender being considered non-responsive and rejected.

NB: Certificate of Authority" to sign all documents in connection with this Tender and any contract or agreement which may arise therefrom, duly signed and dated, shall be provided by the Board of Director(s) of the firm and shall be attached and must be on a Company letter head (signature of signatory is required) example (s) is provided below.

(I) CERTIFICATE FOR SOLE PROPRIETOR

I....., hereby confirm that I am
the sole owner of the business trading as:
.....

Specimen Signature of Sole Owner:
.....

Date:

(II) CERTIFICATE FOR CLOSE CORPORATION

I / We, the undersigned, being the key members in the business trading as..... hereby authorise Mr/Ms, acting in the capacity of, to sign all documents in connection with the tender for Contract No. and any contract resulting from it on our behalf.

Signatures of Members:

NAME	ADDRESS	SIGNATURE	DATE

Note: This certificate is to be completed and signed by all of the key members upon whom rests the direction of the affairs of the Close Corporation as a whole.

Specimen Signature of Signatory:

Date:

(III) CERTIFICATE FOR PARTNERSHIP

We, the undersigned, being the key partners in the business trading as

.....

hereby authorise Mr/Ms

.....

acting in the capacity of , to sign all documents
in connection with the tender for Contract No.
..... and any contract resulting from it on
our behalf.

NAME	ADDRESS	SIGNATURE	DATE

Note: This certificate is to be completed and signed by all of the key partners upon whom rests the direction of the affairs of the Partnership as a whole.

Specimen Signature of Signatory:

Date:

(IV) CERTIFICATE FOR COMPANY

I, chairperson
of the Board of Directors

of, hereby confirm that by
resolution of the Board

(Copy attached) taken on
20.....,

Mr/Ms,
acting in the capacity of

....., was authorised
to sign all documents in connection with this tender and any contract resulting from it
on behalf of the company.

Signature of Chairman:

Specimen Signature of Signatory:

Date:

(V) CERTIFICATE FOR JOINT VENTURE / CONSORTIUM

[This Returnable Schedule is to be completed by a Joint Venture / Consortium]

We, the undersigned, are submitting this tender offer in Joint Venture / Consortium
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 therefrom on our behalf.

NAME OF COMPANY	ADDRESS	DULY AUTHORISED SIGNATORY
Lead Partner		Signature..... Name..... Designation..... Date.....
		Signature..... Name..... Designation..... Date.....
		Signature..... Name..... Designation..... Date.....

In addition to this Certificate of Authority on behalf of the JV or Consortium, separate Certificates of Authority are also required from each parent company to the Joint Venture or Consortium. These must be in the form of a resolution of the partners or directors authorising the signatory on behalf of the enterprise to sign the JV or Consortium Certificate of Authority.

For example, if a joint venture partner is a limited liability company, then a resolution of the board of directors for that company is required to demonstrate that the person signing on behalf of the JV has the authority to do so from the parent company. The tenderer must do this either by using the relevant pro forma certificate (I), (II), (III) or (IV), as provided in this Returnable Form B, for that particular type of parent organisation, or by providing a certificate in the form of a resolution of the partners or directors authorising the signatory on behalf of the enterprise **and such resolution shall include a specimen signature of the signatory.**

SECTION U:

CERTIFICATE FOR MUNICIPAL SERVICES

Information required in terms of the Harry Gwala District Municipality's Supply Chain Management Policy. Latest municipal services account statement must be attached.

Tender Number: HGDM873/HGDM/2025

Name of the Tenderer: _____

FURTHER DETAILS OF THE BIDDER/S: Proprietor / Director(s) / Partners, etc:

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

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

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

I, _____, the undersigned,

(full name in block letters)

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

Signature

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

at _____ on the _____ day of _____ 2026.

Please note:

Even if the requested information is not applicable to the Bidder, the table above should be endorsed NOT APPLICABLE and THIS DECLARATION MUST STILL BE SIGNED.

**SECTION V:
BANK DETAILS**

The Bidder shall provide details of banking details which shall be applicable to this contract.

Bank Details - Bank Name:

Address:

Account Number:.....

Contact Person:.....

Tel No.:

Fax No.:

Auditor Details - Firm Name:

Address:

Firm Number:

Contact Person:

Tel No.:

Fax No.:

SIGNED ON BEHALF OF THE BIDDER:

.....

SECTION W: COMPANY PROFILE

Bidders are required to submit a Company Profile that records their ability to undertake specific tasks.

The Company Profile must include the following items:

- A detailed list of services provided by the company.
- Detailed equipment provided by the company.
- Details of personnel (organogram/ company structure)
- Provision of emergency services
- Etc.

SIGNATURE:

DATE:
(Of person authorised to sign on behalf of the Tenderer)

**NB: THIS WILL ONLY BE APPLICABLE WHERE IT IS A REQUIREMENT TO
SUBMIT THE PROFILE**

**SECTION X:
CIDB**

Bidders must be registered with CIDB in Class of required works and have a grading of specific level or higher. Only bidders who satisfy the eligibility criteria stated in the Bid Data are eligible to submit bids.

CONTRACT NO: HGDM873/HGDM/2025

Name of Bidder :
.....
.....

CRS NO :

CIDB Grading Level:

FOR JOINT VENTURE

Name of Bidder :
.....
.....

CRS Number (1) :

CRS Number (2) :

CIDB Grading Level for Joint venture:

SIGNATURE:DATE:

(Of person authorised to sign on behalf of the Tenderer)

NB: Information to be provided only if applicable.

SECTION Y:

SPECIAL INSTRUCTIONS AND NOTICES TO SERVICE PROVIDERS REGARDING THE COMPLETION OF BID FORMS

PLEASE NOTE THAT THIS BID IS SUBJECT TO TREASURY REGULATIONS 16A ISSUED IN TERMS OF THE MUNICIPAL FINANCE MANAGEMENT ACT, 2003, THE HARRY GWALA DISTRICT MUNICIPALITY SUPPLY CHAIN MANAGEMENT POLICY FRAMEWORK.

1. Unless inconsistent with or expressly indicated otherwise by the context, the singular shall include the plural and visa versa and with words importing the masculine gender shall include the feminine and the neuter.
2. Under no circumstances whatsoever may the bid forms be retyped or redrafted. Photocopies of the original bid documentation may be used, but an original signature must appear on such photocopies.
3. The supplier is advised to check the number of pages and to satisfy himself that none are missing or duplicated.
4. Bids submitted must be complete in all respects.
5. Bids shall be lodged at the address indicated not later than the closing time specified for their receipt, and in accordance with the directives in the bid documents.
6. Each bid shall be addressed in accordance with the directives in the bid documents and shall be lodged in a separate sealed envelope, with the name and address of the bidder, the bid number and closing date indicated on the envelope. The envelope shall not contain documents relating to any bid other than that shown on the envelope. If this provision is not complied with, such bids may be rejected as being invalid.
7. All bids received in sealed envelopes with the relevant bid numbers on the envelopes are kept unopened in safe custody until the closing time of the bids. Where, however, a bid is received open, it shall be sealed. If it is received without a bid number on the envelope, it shall be opened, the bid number ascertained, the envelope sealed and the bid number written on the envelope.
8. A specific box is provided for the receipt of bids, and no bid found in any other box or elsewhere subsequent to the closing date and time of bid will be considered.
9. No bid sent through the post will be considered if it is received after the closing date and time stipulated in the bid documentation, and proof of posting will not be accepted as proof of delivery.
10. No bid submitted by telefax, telegraphic or other electronic means will be considered.
11. Bid documents must not be included in packages containing samples. Such bids may be rejected as being invalid.
12. Any alteration made by the supplier must be initialled.
13. Use of correcting fluid is prohibited
14. Bids will be opened in public as soon as practicable after the closing time of bid.

15. Where practical, prices are made public at the time of opening bids.
16. If it is desired to make more than one offer against any individual item, such offers should be given on a photocopy of the page in question. Clear indication thereof must be stated on the schedules attached



SECTION Z:

CONDITIONS OF BID

1. I/We hereby bid to supply all or any of the supplies and/or to render all or any of the services described in the attached documents to the Harry Gwala District Municipal Administration (hereinafter called the "Harry Gwala District Municipality") on the terms and conditions and be in accordance with the specifications stipulated in the bid documents (and which shall be taken as part of and be incorporated into this bid) at the prices and on the terms regarding time for delivery and/or execution inserted therein.
2. I/we agree that:
 - (a) the offer herein shall remain binding upon me and open for acceptance by the Municipality during the validity period indicated and calculated from the closing time of the bid;
 - (b) this bid and its acceptance shall be subject to Treasury Regulations 16A issued in terms of the Municipal Finance Management Act, 2003, the Harry Gwala District Municipality Supply Chain Management Policy Framework, and the General Conditions of Contract.
 - (c) if I/we withdraw my bid within the period for which I/we have agreed that the bid shall remain open for acceptance, or fail to fulfil the contract when called upon to do so, the Municipality may, without prejudice to its other rights, agree to the withdrawal of my bid or cancel the contract that may have been entered into between me and the Municipality. I/we will then pay to the Municipality any additional expenses incurred by the Municipality having either to accept any less favourable bid or, if fresh bids have to be invited, the additional expenditure incurred by the invitation of fresh bid and by the subsequent acceptance of any less favourable bid. The Municipality shall have the right to recover such additional expenditure by set-off against monies which may be due to me under this or any other bid or contract or against any guarantee or deposit that may have been furnished by me or on my behalf for the due fulfilment of this or any other bid or contract and pending the ascertainment of the amount of such additional expenditure to retain such monies, guarantee or deposit as security for any loss the Municipality may sustain by reason of my default;
 - (d) if my bid is accepted, the acceptance may be communicated to me by registered post, and that the South African Post Office Limited shall be treated as delivery agent to me;
 - (e) the law of the Republic of South Africa shall govern the contract created by the acceptance of my bid and I choose *domicilium citandi et executand* in the Republic at (full physical address) :
.....
.....
3. I/we furthermore confirm that I/we have satisfied myself as to the correctness and validity of my bid: that the price(s), rate(s) and preference quoted cover all of the work/item(s) and my obligations under a resulting contract, and I accept that any mistakes regarding the price(s) and calculations will be at my risk.
4. I/we hereby accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement, as the Principal(s) liable for the due fulfilment of this contract.
5. I/we agree that any action arising from this contract may in all respects be instituted against me and I/we hereby undertake to satisfy fully any sentence or judgement which may be pronounced against me as a result of such action.
6. I/we confirm that I/we have declared all and any interest that I or any persons related to my business has with regard to this bid or any related bids by completion of the Declaration of Interest Section.

7. CERTIFICATION OF CORRECTNESS OF INFORMATION SUPPLIED IN THIS DOCUMENT

I/we, THE UNDERSIGNED, WHO WARRANT THAT I AM DULY AUTHORISED TO DO SO ON BEHALF OF THE BIDDER, CERTIFY THAT THE INFORMATION SUPPLIED IN TERMS OF THIS DOCUMENT IS CORRECT AND TRUE, THAT THE SIGNATORY TO THIS DOCUMENT IS DULY AUTHORISED AND ACKNOWLEDGE THAT:

- (1) The bidder will furnish documentary proof regarding any quote issue to the satisfaction of the Municipality, if requested to do so.
- (2) If the information supplied is found to be incorrect and/or false then the Municipality, in addition to any remedies it may have, may:-
 - (a) Recover from the supplier all costs, losses or damages incurred or sustained by the Municipality as a result of the award of the contract, and/or
 - (b) Cancel the contract and claim any damages which the Municipality may suffer by having to make less favourable arrangements after such cancellation.

SIGNED ON THIS DAY OF 202.....

AT

**SIGNATURE OF SUPPLIER OR DULY
AUTHORISED REPRESENTATIVE**

NAME IN BLOCK LETTERS

ON BEHALF OF (BIDDER'S NAME):

CAPACITY OF SIGNATORY:

NAME OF CONTACT PERSON (IN BLOCK LETTERS, PLEASE)

POSTAL ADDRESS

TELEPHONE NUMBER:

FAX NUMBER:

CELLULAR PHONE NUMBER:

E-MAIL ADDRESS:

SECTION Z1:**CONTRACT DATA PROVIDED BY EMPLOYER****PART A: DATA PROVIDED BY THE EMPLOYER**

The following contract specific data are applicable to this contract.

REFERENCE	CONTRACT SPECIFIC DATA PROVIDED BY THE EMPLOYER		
Clause 1.	Name of Employer: The Municipality of Harry Gwala District represented by Head of Municipality: Municipal Manager.		
Clause 1.2	Address of Employer: <table> <tr> <td><u>Physical:</u> 40 Main Street Ixopo 3276</td><td><u>Postal:</u> Private Bag X 501 Ixopo 3276</td></tr> </table> Telephone No: (039) 834 8700 Fax No: (039) 834 1701	<u>Physical:</u> 40 Main Street Ixopo 3276	<u>Postal:</u> Private Bag X 501 Ixopo 3276
<u>Physical:</u> 40 Main Street Ixopo 3276	<u>Postal:</u> Private Bag X 501 Ixopo 3276		
Clause 1.3	Name of Project Manager : Mr X Mhlongo		
Clause 1.4	Special non-working days are Saturdays, Sundays and Holidays and the days following statutory public holidays as declared by National Government: New Year's Day, Human Rights Day, Good Friday, Family Day, Freedom Day, Workers' Day, Youth Day, National Women's Day, Heritage Day, Day of Reconciliation, Christmas Day and the Day of Goodwill.		
Clause 1.5	The Project manager is required to obtain the specific approval of the Employer for any expenditure in excess of the Contract Price.		
Clause 1.6	The Works shall be completed for the portions as set out in the Scope of Works The whole of the project shall be completed within 3 months including special non-working days		
Clause 1.8	The value of the certificates issued shall be adjusted in accordance with the Contract Price Adjustment Schedule with the following values:		