



FETAKGOMO TUBATSE LOCAL MUNICIPALITY

PUBLIC NOTICE:

In accordance with the Fetakgomo Tubatse Local Municipality Supply Chain Management Policy, eligible and interested companies, consortiums and joint ventures are hereby invited to submit quotations for the following RFQs:

No.	RFQ Number	Description	Quantity/Size	Briefing Session	Specific Goal
1	FTLM/Q01/26/27	Assessment of weighbridge at Malogeng Landfill Site.	1	Compulsory: 21 August 2026 at 12h00, Malogeng Landfill Site.	Locality within the boundaries of FTLM.
2	FTLM/Q02/26/27	Calibration and repair of four speed law enforcement machines.	4	Compulsory: 21 August 2026 at 10h00, Head Office Burgersfort.	Locality within the boundaries of FTLM.
3	FTLM/Q03/26/27	Appointment of an OHS consultant for the FTLM OHS audit. Detailed qualifications and municipal areas are set out in Annexure A.	15 municipal areas	Not applicable.	Locality within the boundaries of FTLM.

HEAD OFFICE

Ikastania Street | P.O. Box 206, Burgersfort, 1150
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REGIONAL OFFICE

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4	FTLM/Q04/26/27	Supply and delivery of disposable gloves and face masks. Only bidders with disabilities will be considered; compulsory medical certificate requirements apply (to be attached)	Gloves: 250 pairs; Dust masks: 50 pcs x 200 boxes	Not applicable.	Locality within the boundaries of FTLM.
5	FTLM/Q05/26/27	Supply and delivery of heavy-duty refuse bags.	Black refuse bags: 20s x 1000, 750 x 950 mm; Green refuse bags: 20s x 1000, 750 x 950 mm	Not applicable.	Locality within the boundaries of FTLM.
6	FTLM/Q06/26/27	Fumigation/pest control of municipal offices at Apel Offices and satellite offices. Detailed sites, areas and certification requirements are set out in the Annexure B.	As per RFQ document	Not applicable.	Locality within the boundaries of FTLM.
7	FTLM/Q07/26/27	Refilling or servicing of municipal fire extinguishers at Apel Offices and satellite offices. Detailed locations and compliance requirements are set out in Annexure C.	As per RFQ document	Not applicable.	Locality within the boundaries of FTLM.
8	FTLM/Q08/26/27	Opening of municipal emergency exit doors at various municipal facilities.	As per RFQ document	Not applicable.	Locality within the boundaries of FTLM.

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		Detailed locations and certification requirements are set out in Annexure D.			
9	FTLM/Q09/26/27	Provision of qualified clinical psychologist / EAP intervention services for identified participants. Detailed scope, minimum qualifications and submission requirements are set out in Annexure E.	Five participants; minimum six sessions	Not applicable.	Locality within the boundaries of FTLM.
10	FTLM/Q10/26/27	Supply and Delivery of Steel Flat Bars Each flat bar be cut 30cm to make the total number of twenty. Be bind in groups of twenty Be loaded, transported and offloaded municipal warehouse.	100 x 6m (length)		Locality within the boundaries of FTLM.
11	FTLM/Q11/26/27	Supply and Delivery of Working Tools Sizes and quantity are set out in Annexure F			Locality within the boundaries of FTLM
12	FTLM/Q12/26/27	Supply and Delivery of Stationery Sizes and quantity are set out in Annexure G			Locality within the boundaries of FTLM
13	FTLM/Q13/26/27	Supply and Delivery of Cleaning Materials			Locality within the boundaries of FTLM

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NB: Signed quotations and fully completed MBD forms, downloadable from the municipal website, must be priced and initialled on each page. Documents must be placed in a sealed envelope clearly marked with the RFQ description and quotation number and deposited in the tender box at Burgersfort Head Office or Apel Regional Office by no later than 12h00 on **25 August 2026**. Compulsory briefing sessions apply to RFQ No. FTLM/Q01/26/27 and FTLM/Q02/26/27 only; see details above.

For further information, please contact Katlego Ntobeng, Senior SCM Officer, on 013 231 1000/1065.

Please note

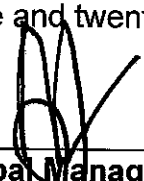
The following returnable documents are compulsory and failure to submit them will result in disqualification:

- Valid copy of the company registration documents (CK documents)
- Originally certified copies of directors' IDs; smart ID cards must be copied on both sides. Certification must not be older than six (6) months.
- Submission of municipal rates and taxes statements or municipal service invoices issued to the bidder and all directors by any municipality or municipal entity. Rates and taxes must not be in arrears for more than three (3) months/90 days for both the bidding company and its directors.
 - I. If staying in a non-rate-able area, please attach original letter from the Tribal Authority / Chief or Headman / sworn affidavit, or municipal proof of residence.
 - II. If you are renting, attach a copy of a valid signed lease agreement.
 - III. If the business is operating at the director's residence, a sworn affidavit must be attached stating such.
- MBD 1, 4, 6.1, 8 and 9 forms must be fully completed, signed and initialled on each page.
- False or incorrect declarations on any MBD forms will result in disqualification.
- Any price amendment not accompanied by a signature will result in disqualification.

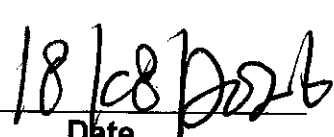
NB: All certified documents must be originally certified and must not be older than six (6) months.

Evaluation Criteria

A preferential point system shall apply, whereby points will be calculated in accordance with the Preferential Procurement Regulations, 2022. Eighty (80) points will be allocated for price and twenty (20) points for the specific goal stated above.



Municipal Manager
Makgata MJ



Date

HEAD OFFICE

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ANNEXURE A

Appointment of an OHS consultant for the FTLM OHS audit.

FTLM/Q03/26/27

The consultant must provide Baseline/issue-based Risk Assessment using 5x5 Risk Matrix for entire municipal facilities/buildings/machineries and etc against the level of compliance.

The Director or member of the company must hold the following qualifications:

- * Safety Health and Environmental Management (SHEMTRAC)
- * Incidents Investigator
- * Risk Assessor
- * Hazardous Identification and Risk Assessment (HIRA)
- * First aid
- * SAIOSH

The scope must cover the following municipal areas;

1. Burgersfort Civic Centre
2. Burgersfort Workshop
3. Burgersfort old Municipal building
4. Ohrigstad Satelite Offices
5. Praktiseer Satelite Offices
6. Praktiseer Traffic Testing station or Ground
7. Steelpoort Roadworthy
8. Mapodile Library
9. Mapodile Satelite Offices
10. Mapodile Thusong Centre
11. Atok Thusong Centre
12. Malogeng landfill site
13. Apel Regional office
14. Molopo Traffic Station
15. Mohlaletse Thusong

ANNEXURE B

Fumigation/pest control of municipal offices at Apel Offices and satellite offices.

FTLM/Q06/26/27

FUMIGATION/ PEST CONTROL OF MUNICIPAL OFFICES AT APEL OFFICES AND ITS SATELITE OFFICES

Mayor building Part 1(Apel)	: 600m2
Mayor building Part 2(Apel)	: 300m2
New building (Apel)	: 641m2
IT Building (Apel)	: 325m2
Mabopo Traffic Station (Apel)	: 300m2
Atok Thusong Centre	: 5232m2
Mohlaletse Thusong center	: 438 m2
Malogeng Landfill site	: 225m2
Moses Mabotha Hall	: 1345m2

NB! Give special attention to cockroaches/termites, and snakes at all offices, kitchens, and boardrooms and around the wall outside, and Atok Thusong Centre has some dangerous insects or termites that damage the municipal property please give special attention to it as well.

The company director/s or member/s must have Pest Control certificate or Certificate of Registration for Pest Control issued by National Department of Agriculture as provided in the regulation **(to be attached)**

ANNEXURE C

Refilling or servicing municipal fire extinguishers at Apel Offices and satellite offices.

FTLM/Q07/26/27

The service provider or company must have and attached valid registration with SAQCC-1475, and valid SANS 1475 Permit accredited by the Department of Employment and Labour (DOE&L), and SABS approved.

Attach valid registration of service technician by SAQCC-Fire.

The service provider must attach proof of previous work done of the same nature with traceable contact numbers.

The areas are as follows:

- | | |
|------------------------------|---|
| 1. Apel Regional offices | 03x 5kg co2 and 10x 4.5kg |
| 2. Atok Thusong Centre | 02x 5kg co2 and 16x 9kg |
| 3. Mohlaletse Thusong Centre | 02x 5kg co2 and 02x 1x9kg and 1x 4.5kg, please replace the 9kg by 4.5kg and add extra 4x 4.5kg (supply and install) |
| 4. Mabopo DTLC | 03x 4.5kg, please supply and install 03x 5kg co2 and 5x4.5kg. |
| 5. Malogeng Landfill | 08x4.5kg, supply and install extra 10x4.5kg and 02x5kg co2. |
| 6. Mosses Mabotha Hall | supply and installs new 16x 4.5kg and 04x5kg co2. |

ANNEXURE D

OPENING OF MUNICIPALITIE'S EMERGENCY EXIT DOORS

FTLM/Q08/26/27

1. Head office

- 2 from lower ground
- 3 from lower ground floor
- 1 from first floor
- 1 from second floor

2. Ohrigstad

- 1x emergency exit door

3. Regional office

- 1x Chamber
- 1x Reception admin building
- 1x New building

4. Mabopo Vehicle Testing Station

- 1x Passage
- 1x Kitchen

5. Mhlaletse Thusong Centre

- 5x doors

6. Atok Thusong Centre

- 4x doors

The company must have a valid certificate of operation from the Locksmith Association of South Africa and Liability insurance Certificate (to be attached)

The service provider must attach the previous work done related to the requested services.

ANNEXURE E

PROVISION OF QUALIFIED CLINICAL PSYCHOLOGIST / EAP INTERVENTION SERVICES

FTLM/Q09/26/27

Provision of Employee Assistance Programme (EAP) clinical psychological assessment, counselling and intervention services for five (5) identified participants, comprising one municipal senior manager and four family members.

SCOPE OF SERVICES

- Provide a minimum of six (6) EAP intervention/counselling sessions for the identified participants.
- Conduct appropriate clinical psychological assessments and counselling based on the needs of the participants.
- Assess and address underlying factors contributing to the presenting concerns, including relevant psychosocial contributors.
- Provide comprehensive psychological intervention within the practitioner's lawful scope of practice.
- Where clinically appropriate, provide recommendations regarding further support, referral or intervention.
- Maintain strict confidentiality and protect all personal and clinical information in accordance with applicable professional and legal requirements.
- Provide appropriate feedback/reporting to the Municipality's authorised EAP/SHEQ representative, without compromising client confidentiality.
- Commence on the services immediately following appointment and coordinate sessions with the authorized municipal representative and/or participants.

SERVICE REQUIREMENTS / MINIMUM QUALIFICATIONS

The service provider / Clinical Psychologist must meet the following minimum requirements:

- A degree in Clinical Psychology or higher.
- More than five (5) years' relevant experience in Clinical Psychology and/or EAP-related interventions.
- Own or have access to a suitable professional place of practice where consultations can be conducted confidentially.
- Valid registration with the Health Professions Council of South Africa (HPCSA) in the appropriate category and/or other applicable professional body, where relevant.
- Demonstrable experience in psychological assessment, counselling and employee wellness/EAP interventions.
- Professional indemnity/other applicable professional credentials, where required by the practitioner's professional and regulatory framework.
- Detailed company/practitioner profile, including relevant experience and previous similar assignments.
- Proof of valid HPCSA registration and professional registration details.
- Curriculum vitae/profile of the proposed Clinical Psychologist, indicating more than five (5) years' relevant experience.

ANNEXURE F**SCHEDULE OF REQUIRED WORKING TOOLS****FTLM/Q11/26/27**

The following working tools are required for the relevant operational sub-unit. Bidders are requested to quote for the items and quantities specified below.

No.	Description / Specification	Quantity	Unit
1	Trim tech brush cutter 43cc (Petrol)	20	Each
2	Nylon heads	20	Each
3	Trim liner 3.3mm x 2KG	10	Each
4	Wolf / Trimtech chain saw 45cc (Petrol)	05	Each
5	Chain saw oil	20 L	Litres
6	Secateur (Lasher)	19	Each
7	Garden forks (Lasher)	10	Each
8	Garden spades	10	Each
9	Round nose shovel	10	Each
10	Pruning lopper (Lasher)	10	Each
11	Concrete wheelbarrow (Lasher)	10	Each
12	Pick heads and pick wood handle	10 + 10	Each
13	Combination garden leaf rake	20	Each
14	Steel rake (Lasher)	10	Each
15	Leather hand gloves	50	Each
16	Bench grinder	02	Each
17	Garden cane knives	20	Each
18	Pick heads and fibre handle	5 + 5	Each
19	Knap sack sprayer 8L	10	Each
20	Compact leaf blower 5 (Petrol)	04	Each
21	Telescopic pole pruner Trimtech (3m) (Petrol)	04	Each

Note: All items must comply with the specifications stated in this annexure and be new, fit for purpose, and of acceptable quality.

HEAD OFFICE

Kastama Street, P.O. Box 206, Bulwerfort 1150

REGION

Stand No. 1, Mashung, Ga

ANNEXURE G

Supply and Delivery of Stationery

FTLM/Q12/26/27

NO	DESCRIPTION	QUANTITY REQUESTED
1	Suspension files 25 x5packs with flexi tabs and inserts	125 units
2	Sticky notes memo Cubes Assorted	50 Units
3	Desktop heavy duty stapler small (6mm)	50 units
4	Heavy duty desk top stable remover	50 Units
5	Stickers: Sign here	50units
6	Opti plan files (A4-450)25x30	750 units
7	Arch liver files(A5-255x210)10x50	500 units
8	Opti- storage box	200 boxes
9	ENVELOPS A4 BROWN	100 units
10	Staples 6mm	50 Boxes
11	Pens: Click Black pens	200units
14	Pencil all types HB2	30 units
15	Trip Authorisation books triplicates of 50 pages	150 units
16	Logbooks triplicates 50pages	150
17	TLB BOOK triplicates 50pages	50
18	Frosted sheet clear	100 Units
19	File dividers 10x100 various colour per 10x100packs	1000 Units

HEAD OFFICE

Kastania Street, P.O. Box 206, Burgersfort 4150

REGION

Stand No. 1, Mastung, Gd

ANNEXURE H**Supply and Delivery of Cleaning Materials****FTLM/Q13/26/27**

NO	DESCRIPTION	QUANTITY REQUESTED
1	Multi- purpose cleaning Liquid 25L	5units
2	Pine gel (25L)	18 units
3	Dis infection cleaning g Liquid 5L	30 units
4	Toilet bowl cleaner (25 L)	10 units
5	Dish washing liquid (25L)	15 units
6	Toilet brushes	100 Units
7	Air fresher 500mlX200	200 Units
8	Wood Furniture oil 500ml x200	200 Units
9	Heavy duty broom stick	50 Units
10	Heavy Duty refuse bags Black 750x950mm Heavy Duty refuse green750x950 mm	1500packs
11	Microfiber mop 1x50	1500 Packs
12	Trash bags (1.2 gallons small office bags)	50 units
13	Urinal deodorant Mates	1500 units
14	Hand Soap 25Lx10	50 Units
15	Kitchen cloth medium 7per pack x10	10 Units
16	Due blocks assorted colours 2kgx20	70 units
17	Urinal cleaner 5Lx30	20 units
18	Multi-insert killer spray 600mL (insecticide 6009705420742) 6x4	30 units
19	Sponge Sources 55 mm x50	240 units
		50PACKS

HEAD OFFICE

1 Kastania Street, P.O. Box 206, Birger for, 1150

REGION

Stand No. 1, Mastung, Gd



MBD1

PART A

REQUEST FOR QUOTATION

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (Fetakgomo Tubatse Local Municipality)					
QUOTATION NUMBER:		CLOSING DATE:		CLOSING TIME:	
DESCRIPTION					
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS					
HEAD OFFICE					
1 Kastania Street P.O. Box 206, Burgersfort ,1150					
REGIONAL OFFICE					
Stand No 1, Mashung , Ga- Nkwana					
P.O Box 818, Apel, 0739					
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:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT ☐ Yes ☐ No		
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED? ☐ Yes ☐ No [IF YES, ANSWER PART B:3]		
TOTAL NUMBER OF ITEMS OFFERED			TOTAL BID PRICE	R	
SIGNATURE OF BIDDER			DATE		
CAPACITY UNDER WHICH THIS BID IS SIGNED					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT	Budget & Treasury				
CONTACT PERSON	Ntobeng KF				
TELEPHONE NUMBER	013 231 1065				
E-MAIL ADDRESS	kfntobeng@ftlm.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, 2017, 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										
<table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?</td> <td style="text-align: right;">☐ YES ☐ NO</td> </tr> <tr> <td>3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?</td> <td style="text-align: right;">☐ YES ☐ NO</td> </tr> <tr> <td>3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?</td> <td style="text-align: right;">☐ YES ☐ NO</td> </tr> <tr> <td>3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?</td> <td style="text-align: right;">☐ YES ☐ NO</td> </tr> <tr> <td>3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?</td> <td style="text-align: right;">☐ YES ☐ NO</td> </tr> </table> 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.	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
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									

**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:

FETAKGOMO TUBATSE LOCAL MUNICIPALITY

The following returnable documents are compulsory and will lead to disqualification if not attached:

- Valid copy of the company registration (CK) documents.
- CSD Report to be generated by the municipality.
- Original certified ID Copies of directors, smart ID cards must be copied on both sides (Not older than 6 months)
- Submission of Municipal rates and taxes or municipal service invoice issued to the bidder and all directors, by any other municipality or municipal entity. The rates and taxes charges must not be in arrears for more than three months (90 days) for both the bidding company & its directors:
 - I. If staying in a non-rate-able area, please attach original letter from the Tribal Authority / Chief or Headman / sworn affidavit
 - II. or municipal proof of residence.
 - III. If you are renting, attach a copy of a valid signed lease agreement.
 - IV. If the business is operating at the director's residence, a sworn affidavit must be attached stating such.
- MBD 1, 4, 6.1, 8 and 9 forms must be fully completed and signed
- False or incorrect declaration on any of the MBD forms will result in disqualification.
- Price amendment without signature will amount to disqualification.

Please note that all certified documents must be originally certified and not older than 6 months.

NB - Smart ID cards must be printed on both sides.

NB: BIDDERS WHO FAIL TO COMPLY WITH EITHER OR ALL OF THE ABOVE-MENTIONED REQUIREMENTS SHALL BE AUTOMATICALLY DISQUALIFIED.

Evaluation Criteria:

The 80/20 preference point system in terms of the Preferential Procurement regulation 2022 and SCM Policy, will be applicable as follows:

- 80 points for price.
- 20 points for specific goal.

Specific goal will be allocated as follows:

- 20 points for companies with areas within the boundaries of Fetakgomo- Tubatse Local Municipality.

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:

.....

.....

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

Full Name	Identity Number	State Employee Number

CERTIFICATION

I, THE UNDERSIGNED (NAME)

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

I ACCEPT THAT THE MUNICIPALITY MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

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.

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:

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

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:

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

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)
Companies with areas within the boundaries of Fetakgomo- Tubatse Local Municipality	N/A	20	N/A	

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:

.....

.....

.....

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 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 <i>audi alteram partem</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)? 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:		
Item	Question	Yes	No
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 ☐
4.7.1	If so, furnish particulars:		

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME)
CERTIFY THAT THE INFORMATION FURNISHED ON THIS
DECLARATION FORM TRUE AND CORRECT.**

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

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

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 *pe se* 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.
- 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:

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 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