REQUEST FOR QUOTATION FOR THE APPOINTMENT OF A PROPERTY MANAGEMENT SERVICE PROVIDER AS PER ANNEXTURE A. ATTACHED (TOR).

EXTENSION - GPFQ781 CLOSING DATE AND TIME: 09 November 2026 11:00 am

All quotations are to be submitted to the following email address quotations@gpf.org.za

FOR TECHNICAL ENQURIES: Maneo Moya on 060 886 7771 / maneom@gpf.org.za

FOR SUPPLY CHAIN ENQUIRIES: Ms. Constance Sambo on 066 481 3210/ constances@gpf.org.za

PRICING	
Description	**Total (VAT Inclusive if applicable)**
REQUEST FOR QUOTATION FOR THE APPOINTMENT OF A PROPERTY MANAGEMENT SERVICE PROVIDER AS PER ANNEXTURE A. ATTACHED (TOR).	
NB: A detailed TOR/Specification is attached to Annexure A. **NB: There will be a Non- Compulsory Briefing Session scheduled as follows:** **Date and time: 05 November 2026 at 11:00am** **Location: Microsoft Teams meeting** **Join:** https://teams.microsoft.com/meet/3936585188271898?p=yNaSphNhmGpbOV5UKN Meeting ID: 393 658 518 827 189 8 Passcode: gQ2kQ7Wu	

NB: All submissions must be accompanied by the following duly completed and signed documents:

- **TAX COMPLIANCE STATUS PIN**
- **Compliant BBBEE Certificate / Sworn Affidavit**
- **Central Supplier Database number (MAAA)**
- **Standard Bidding Documents (SBD) 4- declaration of interest**
- **Standard Bidding Documents (SBD) 6.1**
- **Proof of banking details**
- **The Quotation should be on a company letterhead.**

N:B Failure to submit a duly and signed SBD 4 will result in disqualification.

Note that Forms must be fully completed and signed.

GPF reserves the right to cancel the RQF/Appointment at its sole discretion and that payment can be withheld if in its opinion the quality of the service does meet the minimum requirements.

NB: Late submissions will not be considered.

NB: GPF will only accept submissions from service providers that are invited.

THE RFQ WILL BE EVALUATED USING THE 80/20 PREFERENTIAL POINT SYSTEM STIPULATED IN THE BELOW TABLE BY USING COMPANY OWNERSHIP:

GEYODI	**80/20 (Allocation of 20 points)**
Women	8
Youth	8
People with Disabilities	4

The GEYODI points will be calculated based on the percentage of the ownership information.

Board of Trustees: Craig Cornish (Chairperson) | Maseapo Kganedi (Deputy Chairperson) | Mpho Hlahla | Rethabile Kikine | Solomuzi Mabuza | Leon Marincowitz | Gilberto Martins | Nangamso Matebese | Lita Mbokotho | Busi Mhaga | Ezra Ndwandwe | Gugu Phakathi| Sochayile Khanyile

Lindiwe Kwele (Chief Executive Officer) | Thandi Kuzwayo (Acting Company Secretary)

TE Number 930002158 030 / 030671-NPO
Registered as Gauteng Partnership Trust IT 2422/02. Trading as Gauteng Partnership Fund (GPF)

82 Grayston Drive Sandton 2196
011 685 6600 www.gpf.org.za

ANNEXURE A



TERMS OF REFERENCE: REQUEST FOR PROPOSAL FOR THE QUOTATION OF PROPERTY MANAGEMENT SERVICES FOR THE GAUTENG PARTNERSHIP FUND AT 32 END STREET JOHANNESBURG CBD FOR A PERIOD OF TWO (2) YEARS

1. BACKGROUND

1.1. The Gauteng Partnership Fund (GPF) was founded in 2002 as a Benevolent Trust under the Trust Properties Control Act 57 (1988), by the Executive Authority of the GPF, Gauteng Department of Human Settlements. Gauteng Partnership Trust is trading as the Gauteng Partnership Fund (GPF): 31 August 2005 GPF was listed as a Schedule 3C Provincial Public Entity (PPE), in terms of the Public Finance Management Act (Act 1 of 1999, as amended by Act 29 of 1999) (PFMA). The Gauteng Partnership Trust trading as Gauteng Partnership Fund (GPF) is a PFMA Schedule 3C provincial public entity under the Gauteng Department of Human Settlements (GDHS).

1.2. GPF reports to the Gauteng Department of Human Settlements (GDHS) as its Executive Authority. It aims to support the National priorities and outcomes as detailed in the National Development Plan (NDP) and aligned Medium Term Strategic Framework (MTSF) and directs its efforts at contributing to the decisive spatial transformation and modernisation of human settlements pillars of the Gauteng Provincial Government's (GPG) Ten Pillars Programme of Transformation, Modernisation and Reindustrialisation (TMR).

2. **THE QUOTATIONS WILL BE EVALUATED BASED ON THE FOLLOWING STAGES.**

2.1. Mandatory Criteria
2.2. Functionality Criteria
2.3. Administration compliance
2.4. Price and Specific requirements

3. **SCOPE OF WORK**

3.1. The appointed service provider will act as the managing agent to manage 56 units, overseeing rental collection through Computer Rental Collection Management System, bookkeeping and property maintenance on behalf of the GPF. The property comprises of 50 Residential Units and 6 Retail Units in the Johannesburg CBD.

Duties

- Act as a rental agent for the specified units
- Market vacant units and conduct property showings to reduce vacancy levels
- Screen potential tenants and process rental applications
- Educate customers on rental services and process rental agreements
- Conduct affordability, reference and credit checks
- Negotiate lease terms
- Bad debts processing
- Prepare necessary documents on behalf of the GPF including: representation contracts, lease agreements, monthly tenants statements,
- Collecting rent from tenant and accounting for same in relevant reports.

PPRA TRUST ACCOUNT AND RENT COLLECTION REQUIREMENTS

- The appointed managing agent must be registered with the Property Practitioners Regulatory Authority (PPRA) for the applicable property practitioner activities and must maintain valid Fidelity Fund Certificate(s) (FFC) for the principal and relevant property practitioners for the duration of the appointment.

- All rentals, deposits, service charges and other monies received from tenants and other sources on behalf of GPF must be treated as trust money and deposited immediately into a compliant section 54(1) trust account maintained with a bank registered in terms of the Banks Act, 1990, unless the service provider has a valid PPRA trust-account exemption applicable to this mandate.

- GPF rental receipts may not be deposited into the service provider's ordinary/business operating account.

- The service provider must maintain separate accounting records and tenant/property ledgers for GPF, showing rental billed, receipts, deposits, arrears, approved deductions, management fees, property expenses and remittances.

- Trust accounting records must be balanced/reconciled at least monthly. A monthly trust reconciliation, relevant bank statement, tenant rental roll, collection report, arrears report and remittance schedule must be supplied to GPF.

- Trust monies may only be retained and paid out when the service provider is lawfully entitled to the money or is lawfully instructed in writing to make payment. Management fees may only be deducted when contractually due and supported by the agreed fee schedule and statement.

- Rates, taxes, utilities, maintenance, insurance or other property expenses may only be paid from rental monies held in trust where pre-authorised by the management mandate/SLA and supported by approved budgets, invoices and appropriate documentation.

- Trust monies may not be used to pay the service provider's own business operating expenses, staff costs, subscriptions or other unrelated expenditure.

- The service provider must have appointed an auditor in compliance with the Property Practitioners Act and Property Practitioner Regulatory Authority requirements.

- The service provider must immediately report to the GPF any trust-account shortage, irregularity, suspected fraud, unauthorised transaction, banking error or regulatory non-compliance affecting GPF monies.

- Interest earned on trust monies must be administered in accordance with section 54 of the Property Practitioners Act, the applicable Regulations and current PPRA directives.

- Maintain property ensuring compliance with legal and health & safety regulations and municipal by-laws.

4. MANAGEMENT

- The service provider must ensure that personnel has relevant training and qualifications as per Property Practitioners Regulatory Authority (PPRA) requirements. The service provider must have experience with a traceable record in leasing properties for both public and/or private sectors.
- The project leader must be a registered PPRA by profession and have a minimum of five (5) years extensive experience the field of leasing residential properties including flats.
- The service provider must provide progress reports on the work performed,

and this should be submitted at the completion of tasks together with recommendations if necessary.

5. DELIVERABLES

A service level agreement will be entered into with the service provider and the following will form part of the agreement but not limited to the below points:

- Monthly rental collection reports
- Quarterly property maintenance and repair reports
- Annual compliance audit reports

6. SERVICE PROVIDER PERSONNEL: MINIMUM QUALIFICATIONS

- The proposed personnel must have an NQF Level 4 Certificate in Real Estate Agency.
- The project lead must be registered with the PPRA.
- The managing agent must be a registered estate agent; they must also have an up-to-date Property Fidelity Fund Certificate issued by PPRA.

7. SERVICE LEVEL AGREEMENT

The relationship between GPF and the successful service provider will be managed through a Service Level Agreement (SLA).

8. DURATION

The total term of the appointment is 24 months (twenty-four months)

9. PERFORMANCE MEASUREMENT

The successful service provider will be evaluated based on the scope of work upon the contracting stage where performance indicators will be included in the SLA.

The following will be added to the SLA:

Performance Matrix

- Rental collection rates
- Reduction in vacancy rates
- Debt Collection on arrears
- Property Maintenance and repair completion rates as per maintenance plan
- Improving operational cashflow surplus levels
- Compliance with regulatory requirements
- Timeliness and accuracy of progress reports

10. MANDATORY

Failure to comply with the Mandatory Functional Requirements assessed in this phase 1 will lead to disqualification of the Service provider.

Bidders who fail to comply with the Mandatory Requirements will be disqualified

Mandatory Requirements No		Comply	Do not comply	Properly mark your attachments from annexure A-D
1.	The service provider must provide certified valid proof of a Property Fidelity Fund Certificate (FFC) (Certified copies must not be older than 6 months if the certificate has expired, the incumbent is to provide the expired certificate with proof of renewal)	☐	☐	Annexure A
2.	The service provider must provide certified valid proof of registration with the Property Practitioners Regulatory Authority (PPRA) requirements. (Certified copies must not be older than 6 months if the certificate has expired, the incumbent is to provide the expired certificate with proof of renewal)	☐	☐	Annexure B
3	Proof of a compliant section 54(1) trust account, including bank confirmation/letter and trust-account details, unless a valid PPRA exemption applies.	☐	☐	Annexure C

11. FUNCTIONALITY EVALUATION

All proposals submitted will be evaluated, in line with the PPPFA Regulations of 2022. The bidders will be required to score a minimum threshold of 70 points (functionality/technical) to qualify to be in the panel.

Functionality: Criteria (minimum threshold is 70 points)

CRITERION Functionality	WEIGHT
1. Suppliers must provide written contactable reference letters not older than five (5) years from current and previous projects where similar services were rendered: The positive reference letters on a letterhead from the clients must include: > contactable person > date and signature	50

• 3 positive reference letters (50 =points) • 2 positive reference letters (30= points) • 1 positive reference letter (10= points) • No reference letter (0 points) Note: Letters of award/appointment will not be accepted	
2. Skills of Lead Agent on the project Qualifications of the Principal agent charged with the responsibility of managing the GPF property. (Attach CV & certified copies of qualifications). Bidders must attach a CV indicating the year in which they started working in the real estate industry. For CV attached: o 7 to 9 years of experience (20 Points) o 4 to 6 years of experience (10 Points) o 0 to 3 years of experience (0 points) For the certified copies of Qualifications in Real Estate Management (certified copies must not be older than 6 months): o National Diploma or higher (20 Points) o NQF Level 4 Certificate or equivalent (10 Points) o Requirement not met (0 points)	40
Organogram – detailing person/s by position as to who will be responsible for managing the GPF project/s a. Organogram detailing person by position and to who will be responsible for managing the GPF project(s). (10 Points) b. No organogram (0 points)	10
Total points for Functionality	100
A minimum requirement for inclusion out of 100 is	70

Suppliers with a total score of less than 70 points for functionality will be disqualified.

14. PRICE AND SPECIFIC REQUIREMENTS

The Service Provider must therefore provide/ indicate a commission % percentage to be charged on the total rental amount collected. This must fall within the recommended standard market practice for **Full Management** (Collection & Maintenance)**%** of the monthly rent.

Managing Agent	**Commission % on total amount of rental collected**	**VAT**

14.1. Preference Point System Evaluation

The contract will be awarded in terms of Regulation 4 of the 2022 Preferential Procurement Regulations - 80/20 preference point system for acquisition of goods or

services with Rand value equal to or below R50 million, which calculation comprises the following:

80/20 - PREFERENCE POINT SYSTEM		POINTS
Price	**I**n accordance with Preferential Procurement Regulation 4	**80**
Specific Goals	As defined below)	**20**

THE RFQ WILL BE EVALUATED USING THE 80/20 PREFERRENTIAL POINT SYSTEM AS STIPULATED IN THE BELOW TABLE:

GEYODI	80/20 (Allocation of 20 points)
Women	8
Youth	8
People with Disabilities	4

The GEYODI points will be calculated based on the percentage of the ownership information.

Technical / Functional Criteria	Weightings
Total technical/functional	100
Minimum threshold	**80**
Price	
Points allocated for price	80
Preference Points	
Points allocated for Preference	20
TOTAL FOR PRICE and PREFERENCE POINTS	**100**

15. ADMINISTRATIVE COMPLIANCE

The proposal must be accompanied by the following administrative and mandatory documentation, as applicable to the RFQ:

- Valid Tax Compliance Status (TCS) PIN.
- Central Supplier Database (CSD) registration number (MAAA).
- Standard Bidding Document (SBD) 4 – Declaration of Interest, duly completed and signed. Failure to submit a duly completed SBD 4 will result in disqualification.
- Standard Bidding Document (SBD) 6.1 – Preferential Points Claim Form, duly completed and signed.
- Proof of banking details.
- Any other mandatory documentation stipulated in the RFQ or required by GPF.
- Failure to submit a mandatory administrative document may result in disqualification

where the applicable RFQ or procurement rules prescribe such consequence.

16. COMMITMENT /UNDERTAKING

Service providers' undertake or commit to comply with the following below;
This information must be submitted prior to the signing of the Service Level Agreement (SLA)

No	Description
1.	All personnel supplied by the bidder must have an NQF Level 4 Certificate in Real Estate Agency
2.	The service provider undertakes to exercise reasonable due diligence and duty of care on all GPF transactions
3.	For emergency services, staff should be replaced with b./backup staff as per GPF's requirements
4.	The service provider undertakes to comply with the Occupational Health and Safety Act (regulations for hazardous substances).
5	The service provider undertakes to familiarise itself and comply with the Protection of Personal Information Act (POPIA), 2013

Service Provider's signature :…….

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

1.1 Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

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

2. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

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

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

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

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

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

2.3.1 If so, furnish particulars:

……
……
……

2.4 Does the bidder or any of its directors/trustees/shareholders members/partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise, whether or not they are bidding for this contract? **YES/NO**

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

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

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

3 GENERAL DECLARATION

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

3.1 I have read and I understand the contents of this disclosure.

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found to be false.

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

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act, 1998 (Act No. 89 of 1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

I CERTIFY THAT THE ABOVE IS CORRECT.

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

……	……
Signature	Date
……	……...
Designation	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

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1. GENERAL CONDITIONS

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

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

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

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

2. DEFINITIONS

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

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

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

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

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

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

80/20 **or** **90/10**

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1. **POINTS AWARDED FOR PRICE**

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

80/20 **or** **90/10**

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

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

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

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

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

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

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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)
Percentage of women	4	8		
Percentage of Youth	4	8		
Percentage of people with disabilitied	2	4		
Total points	10	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]

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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:	.....
	.....
	.....
	.....

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