Province of the
EASTERN CAPE
HEALTH

Office of the Nelson Mandela Bay Health District Manager
Private Bag X 28000 · Greenacres · Port Elizabeth · 6057

Enquiries : S. Calitz
Tel : 041 391 8179

Date : 2026-11-09

ADVERTISEMENT OF A RFQ
REQUEST FOR QUOTATIONS via E-Tender Portal

Nelson Mandela Bay Health District
REF.NO : SCMU3-P26/27-1047-NMM

PROVISIONING FOR THE SUPPLY AND DELIVERY OF MINOR REPAIR WORK TO WINDOWS AND ACCESSORIES AT VARIOUS HEALTH FACILITIES NELSON MANDELA BAY HEALTH DISTRICT HEALTH FACILITIES

Quotations are hereby invited from a registered supplier/company to provide for the above items at Nelson Mandela Bay Health District.

All bidding documents must be downloaded, completed signed by the bidder.

Electronic quotation to be completed as required. Please ensure that you quote according to the specification's requirements.

Submission of completed documents is done via E-Tenders. No other form of submission form will be accepted.

Ensure that all the required compliance proof of evidence is submitted via E-Tender System by closing date and time in table below.

Bid Issue starting date is **10 November 2026**	Closing Date is **24 November 2026** at 11h00.
Bid Enquiry Period	**10 –18 November 2026 11h00**

.....
MR. R. DE VOS
DEPUTY DIRECTOR : SCM
NELSON MANDELA BAY HEALTH DISTRICT

Part 1 General Conditions

1. CONDITIONS FOR THIS TENDER General

1.1 The bidder must be registered on **Central Supplier Database (CSD) and summary report (not older than30 days)** must be attached as proof thereof.

1.2 The closing time for the receipt of quotations in response to this invitation to quote is detailed on the cover page of this invitation to bid.

1.3 Bidders must be a legal entity or partnership (consortium is acceptable subject to bid documents and specifications).

1.4 Eastern Cape Department of Health (ECDoH) does not bind itself to accept either the lowest or any other bid and reserves the right to accept the bid which it deems to be in the best interest of the State.

1.5 Receipt of the invitation to quote does not confer any right on any party in respect of the Services or in respect of or against the ECDoH.

1.6 The ECDoH (as the case may be) reserves the right, in its sole discretion, to withdraw by notice to bidders any Services or combination of Services from the bid process, to terminate any party's participation in the process or to accept or reject any response to this invitation to quote on notice to the bidders without liability to any party.

1.7 Bid documentation submitted by the bidder will be valid and open for acceptance for a period of **90 calendar days from the closing date of the bid.**

1.8 Provincial Treasury price index will be used for price evaluation and prices above the price index and/or market prices will not be accepted.

1.9 The Department reserves the right to award the bid to one or more than one bidder/s .

1.10 **No tippex is allowed on the tender document.**

1.11 Please ensure that you read the specification to ensure that your price is submitted on the correct goods & services required.

1.12 In Case of Samples : Products must be delivered in accordance to the samples provided no deviation is allowed or permitted.

1.13 All documentation inclusive of supporting documentation requested in terms of the Bid Document requirements must be submitted and signed off where required

1.14 VAT must be recorded separately if your company is a registered VAT Vendor. If your company is not a registered VAT Vendor you are not permitted to charge VAT

1.15 All prices must include all charges related to deliver the services, NO additional or extra costs will be paid not calculated in the unit pricing.(e.g delivery etc.)

1.16 Joint Ventures/Sub Contracting agreements must be attached to bid document

1.17 The department reserves the right not to accept bids whose quotations fall beyond reasonable rates

2. ADDITIONAL REQUIREMENTS TO THIS CONTRACT

- If the supplier is unable to deliver goods due to any reason, alternative arrangements must be made by the supplier him/herself as it is not the facilitates responsibility.

3. PROJECT DELIVERABLES

- The supply and delivery dates and times will be agreed upon with the successful bidder.
- Delivery addresses will be provided to the suppliers
- If at any time during performance of the contract, the supplier or its Sub Service Provider(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s).
- Non-compliance to delivery period will lead to cancellation of the contract.

First instance	Issue notice of breach
Second instance	Meeting and second notice of breach
Third instance	Cancellation of contract

4. ORDER QUANTITIES AND PRICES

This contract is term based and prices are fixed throughout the period of the contract. Quantities will vary depending on health facility needs, as the need arise.

5. EVALUATION PROCESS

The 80/20 preference point system will be used in terms of Regulation 6 of the Preferential Procurement Regulation, 80 points (maximum) for the lowest price bid and 20 points (maximum) for HDI Special Goals

6. EVALUATION CRITERIA

6.1 The bid will be evaluated as follows:

- Stage 1: Administrative compliance /pre-qualification
- Stage 2 : Administrative Mandatory qualifications
- Stage 2: Price and Specific Goals Points

The stages are further detailed below

6.2. Stage 1: Compliance Pre-qualification evaluation

6.2.1 ECDOH has defined minimum pre-qualification criteria that must be met by the Bidder in order for ECDoH to accept a bid for evaluation. In this regard a pre-qualification verification will be carried out by ECDoH in order to determine whether a bid complies in this regard.

6.2.2 Where the Bidder's bid fails to comply fully with any of the pre-qualification criteria, or ECDoH is for any reason unable to verify whether the pre-qualification criteria are fully complied with, ECDoH will have the right to either:

6.2.3 Reject the Bid in question and not to evaluate it at all;

6.2.3. a give the Bidder an opportunity to submit and/or supplement the information and/or documentation provided by it under its Bid so as to achieve full compliance with the pre-qualification criteria, provided that such information and/or documentation can be provided within a period of 7 (seven) days, or such alternative period as ECDoH may determine, of it being requested by ECDoH and is administrative in nature, as opposed to forming a material part of the Bidder's Bid;
in any event permit the bid to be evaluated, subject to the outstanding information and/or documentation being submitted prior to the award of the Bid.

6.3. The following Administration Pre-qualification criteria shall apply:

Administration Compliance Requirements

6.3.1 The bid documentation must be completed comprehensively and correctly in original BLACK ink all signatures MUST be Original. All SBD documents

6.3.2 Bidders must be a legal entity or partnership (consortia/joint ventures are acceptable subject to

Paragraph 11 of Part 1 of the Bid Document).

6.3.3 Bidders must be Registered on the Central Suppliers Data Base

6.3.4 CIPRO certificate (Company Registration Documents) **and** ID copies (must be certified with original stamp within 3 months from closing date of bid

6.3.8 Locality Ownership: Proof of business address (municipal account or valid lease agreement)

Prospective bidders are required to submit the following documentation for quality for Administrative compliance;

#	***Administrative Requirements***	Complied	
		YES	NO
A	Joint Venture Agreement requirement if applicable		
B	CIPRO certificate (Company Registration Documents) (must be certified with original stamp within 3 months from closing date of bid)		
C	ID copies (must be certified with original stamp within 3 months from closing date of bid)		
D	Disability Ownership: Proof of ownership (CIPRO certificate) with valid medical documentary proof.		
E	Military Veterans Ownership: Proof of ownership (CIPRO certificate) with valid proof of veteran status.		

6.4 **Stage 2: Mandatory Pre-qualification evaluation**

The following Administration Pre-qualification criteria shall apply:
Mandatory Administration Compliance Requirements

6.4.1 Declaration forms (SBD 4) must be completed and signed.(new format SBD4, 8, 9 in one document)

6.4.2 **Proof of Financial Stability to be attached**
Proof of Financial Capacity: Submission of
a) Recent Audited Financial Statements,
b) Good Standing letter from Registered Financial Institution Bank(not an account Confirmation letter)
c) ECDC Financial Assistance Letter

6.4.3 Submission of a completed and signed SBD1 – Supplier Contract details

6.4.4 Submission of a completed and signed SBD4 - Declaration

6.4.5 Submission of a completed and signed SBD6.1 – HDI Special Goal Claim form

6.4.6 Submission of a completed and signed SBD3.1

6.4.7 Submission of Valid CIDB Registration Grading of 1GB or Higher

6.4.8 Submission of Valid COIDA Registration on General Construction/Painting work

6.4.9 Mandatory submission of documents via E-Tender Portal, NO manual submission is accepted

Prospective bidders are required to submit the following documentation for quality for Administrative compliance;

#	***Mandatory Administrative Requirements***	Complied	
		YES	NO
A	Invitation to Bid (SBD1) completed and signed		
B	Pricing Schedule (SBD 3.1)		
C	New 2022 Declaration of Interest (SBD 4)		
D	Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022 (SBD 6.1)		
E	Financial Capacity(good stand letter from Bank, recent audit financial Statements or ECDC Financial Assistance)		
D	Submission of Valid CIDB Registration Grading of 1GB or Higher		
E	Submission of Valid COIDA Registration on General Construction/Maintenance & Repair work		

6.5 SECOND STAGE: PRICE AND PREFERENCE POINTS EVALUATION

As a general rule the Department must follow an open bidding process as this is a requirement in terms of Section 217 of the Constitution of RSA, 1996 as amended.

The 80/20 Preference Point system in terms of Preferential Regulations 6 must be applied for all procurement from R0,00 to R1 million inclusive of Vat. The following formula must be used to calculate points out of 80 for price

$$Ps = 80\left(1 - \frac{Pt - P\min}{P\min}\right)$$

Where
Ps = points scored for comparative price of bid or offer under consideration.
Pt =Comparative price of bid or offer under consideration.
Pmin = comparative price of lowest acceptable bid or offer.

The following table must be used to calculate the score out of 20 points for Specific Goals

The specific goals allocated points in terms of this tender	Weighting (of 20 POINTS)	Number of points (80/20 system)
Historically Disadvantaged Individuals Ownership	20%	4
Women Ownership	20%	4
Youth Ownership	20%	4
Disability Ownership	10%	2
Military Veterans Ownership	10%	2
Locality Ownership Nelson Mandela Bay Metro	20%	4
TOTAL		**20**

a) A tenderer must submit proof of its Specific Goals status of contributor.

b) A tenderer failing to submit proof of Specific Goals status level of contributor or is a non-compliant contributor to Specific Goals may not be disqualified, but may only score points out of 80 price, and scores 0 points out of 20 for Specific Goals.

c) The Specific Goals supporting documents required to verify claimed points may in line with the specified requirements include:

- CSD report (must be recent within 7 days from closing date);
- CIPRO certificate and/or ID copies (must be certified with original stamp within 3 months from closing date of bid/quote);
- Medical certificate / Doctor's medical report (Impairment should be substantially limiting - long term or of recurring nature)
- Municipal accounts or proof of address

d) A tenderer may not be awarded points for Specific Goals status level of contributor if the tender documents indicate that they intend subcontracting 25% of their contract value to any other person not qualifying for at least the points that the tenderer qualifies for, unless the intended subcontractor is an EME that has the capability to execute the contract.

Overall Objective

This specification establishes the requirements of the Eastern Cape Department of Health: Nelson Mandela Bay Health District, for the appointment of a **qualified** service provider that can effectively supply the following services as per the tender specifications below.

Bid Strategy

Nelson Mandela Bay Health District to support all facilities as per instruction.

- The Department of Health reserve the right to award the contract to more than one service provider in order the have access to a data base of service providers.
- This contract is a RATE BASED Contract per unit and will be implemented accordingly.
- The contract is for a period of 12 months on the basis of "As and When Needed""
- The required services will also be in accordance with the budget available for infrastructure maintenances & repairs.
- The Contract has **NO** set quantities.
- Contract is linked to the approved SCM Delegated threshold values linked to a 5day bid RFQ/informal bidding process.
- Termination of contract will be either reaching 12 months period or the SCM delegated threshold value, which ever comes first.
- The bidder does not have any access or right to any value not procured against this contract. In other words, If there is NO need for services NO orders will be raised against this contract and therefore no claim to any value can be raised against this contract.
- Delivery is at any of the Primary Health Care Facilities in Nelson Mandela Bay Health District but is not limited to PHC. The infrastructure manager may grant approval for our supporting health facilities to be service in accordance with this tender's term and conditions as agreed in the Letter of Award and Service Level Agreement.
- The Department reserves the right to enter into price negotiations if required
- Order(s): Will be issued in accordance with the available budget allocations.

Delivery Period within : As urgently as possible depending on the need not exceeding 5 days to start services

Delivery Place/Address : Primary Health Care Facilities in Nelson Mandela Bay Health District

Contact person for delivery : Infrastructure Manager : Ms. Dunywa

SPECIFICATION

1.PURPOSE

The purpose of this document is the provisioning, supply, delivery, and replacement of broken or non-functional windows, window handles, and brackets across designated Primary Health Care (PHC) facilities. The intervention aims to restore structural integrity, bolster clinical security, optimize natural ventilation, and ensure stringent compliance with national health facility standards.

2.SCOPE OF WORK

The appointed contractor is legally and structurally bound to execute the following distinct project phases:

Phase A: Preliminary Inspections and Site Preparation

- **Site Surveying**: Conduct comprehensive physical site assessments at each clinic to record exact window frame apertures, rebate dimensions, handle orientations (left/right hand), and bracket configurations prior to material procurement.

- **De-glazing**: Safely hack out all shards of shattered, cracked, or degraded glass from active steel, timber, or aluminum frame profiles.

- **Frame Remodeling & Prep**: Remove all residues of hardened, cracked putty and unserviceable rubber gaskets. Treat rusted steel frames with a commercial-grade rust-converter and zinc-phosphate metal primer prior to re-glazing.

Phase B: Materials Provisioning and Supply Chain

- **Glass Consumables**: Supply and deliver factory-cut 6.38mm Clear Laminated Safety Glass bearing distinct, indelible South African Bureau of Standards (SABS) stamps on every pane. Supply 6mm laminated safety glass blades for louver configurations.

- **Ironmongery & Hardware**: Supply and deliver commercial-grade anodized aluminum or satin-finish Grade 304/316 stainless steel window handles and locking pegs. Brittle PVC or injection-molded plastic handles are strictly prohibited.

- **Hinges & Friction Mechanisms**: Supply heavy-duty stainless steel friction stays (minimum 20mm track profile width) capable of structurally sustaining wind load capacities specific to the geographic region.

Phase C: Installation and Glazing Operations

- **Glazing Execution**: Bed and face-putty laminated glass into timber/steel frames using top-tier, weather-resistant, non-cracking glazing putty struck off smoothly at a neat 45-degree angle. Fit aluminum apertures using UV-stabilized, non-perishable EPDM rubber gaskets.

- **Hardware Anchorage**: Mount replacement handles utilizing countersunk, tamper-proof stainless steel security screws into multi-point pre-drilled holes.

- **Clinical Privacy Enhancements**: Apply professional, scratch-resistant, heavy-duty matte frosted privacy window film (retaining a minimum of 20% Visible Light Transmission) across consulting rooms, social work cubicles, and pharmacy dispensaries.

Phase D: Infection Control, Housekeeping, and Handover

- **Containment Cleanliness**: Maintain continuous housekeeping. Sweep, vacuum, and clear every microscopic glass splinter and putty shaving from clinic floors, window sills, and external pathways.

- **Hazardous Waste Abatement**: Securely containerize all hazardous glass waste and old ironmongery. Dispose of materials off-site at a legally registered municipal dumping ground and provide a formal **Safe Waste Disposal Certificate** to the Facility Manager.

- **Quality Closeout**: Present signed-off job cards from each institutional manager alongside a formally issued structural **Glazing Certificate of Compliance (CoC)**.

3. Statutory Framework and Compliance Standard

All materials supplied and workmanship rendered must strictly align with the current legislative provisions of South Africa:

1. **SANS 10400 Part N**: National Building Regulations – Glazing.

2. **SANS 1263-1**: Safety Glazing Materials for Buildings (Human Impact Specifications).

3. **Occupational Health and Safety Act (Act 85 of 1993)**: Including Construction Regulations (2014) regarding safe working at heights and public zoning safety.

4. **National Department of Health (NDoH) Ideal Clinic Realization Framework**: Adhering to absolute hygiene, facility safety, and structural infrastructure checklists.

4. Operational Restraints and Site Execution Conditions

- **Clinical Continuity**: Works must be executed with minimal noise and dust disruption to patient consulting flows. The contractor must implement heavy-duty canvas or plastic dust containment barriers to seal off active construction zones from sterile clinical paths.

- **Working Hours**: Standard site execution must take place during standard operational shifts (07:30 to 16:00, Monday to Friday). Any weekend or after-hours structural shut-downs must be approved in writing by the Institutional Management 48 hours in advance.

- **Defects Liability Period**: The contractor must provide a mandatory **12-month comprehensive written warranty** on all installations, detailing coverage for structural sagging, putty cracking, glass loosening, or mechanism failures.

SBD 3.1

PRICING SCHEDULE – FIRM PRICES
(PURCHASES)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of Bidder.....
Bid number...SCMU3-P26/27-1047-NMM : **PROVISIONING FOR THE SUPPLY AND DELIVERY OF MINOR REPAIR WORK TO WINDOWS AND ACCESSORIES AT VARIOUS HEALTH FACILITIES NELSON MANDELA BAY HEALTH DISTRICT HEALTH FACILITIES**
Closing Time 11:00 Closing Date...see page 1 of bid documents...

OFFER TO BE VALID FOR...90...DAYS FROM THE CLOSING DATE OF BID.

BID PRICE IN RSA CURRENCY -- ALL APPLICABLE TAXES INCLUDED – "NO VAT CHARGES ALLOWED ON NON-VAT ITEMS"
- NON VAT VENDORS MAY NOT CHARGE VAT – DELIVERY CHARGES TO BE INCLUDED IN UNIT PRICE

NB : USE BLACK INK TO FILL THIS FORM
- Does the offer comply with the specification(s)? *YES/NO
- If not to specification, indicate deviation(s)
.....
- Period required for delivery .....
*Delivery: Firm/not firm

BILL OF QUANTITIES

SECTION A: PRELIMINARIES AND GENERAL (P&Gs)

ITEM	DESCRIPTION : COMPLIANCES REQUIREMENTS
A1	**Compliance & Safety**: Establishment of Health and Safety File, provision of PPE, and adherence to the Occupational Health and Safety Act (Act 85 of 1993).
A2	**Infection Control & Barriers**: Provision of temporary plastic/canvas dust barriers to isolate work zones from active clinical areas.
A3	**Waste Management**: Safe collection, containerization, removal, and legal dumping of broken glass and hazardous debris off-site.
A4	**Insurance & Guarantees**: Public liability insurance and standard workmanship warranties.

SECTION B: WINDOW GLASS AND GLAZING

Note: All glass must bear the SABS/SANS 1263-1 safety mark.

ITEM	DESCRIPTION	UNIT	QTY	Unit rate Excluding VAT	VAT	Unit Rate Including VAT
B1	**Glass Removal**: Carefully hack out broken or cracked glass from existing frames, clean out old putty/gaskets, and prepare rebates.	m^2	1			
B2	**6.38mm Laminated Safety Glass**: Supply and install clear laminated shatterproof safety glass into steel/timber frames, including non-cracking glazing putty.	m^2	1			
B3	**6.38mm Laminated Safety Glass (Aluminum)**: Supply and install clear laminated shatterproof safety glass into aluminum frames, including new EPDM rubber gaskets.	m^2	1			
B4	**Privacy Film**: Supply and apply heavy-duty, scratch-resistant frosted privacy window film (minimum 20% VLT) to consulting room windows.	m^2	1			
B5	**Louver Glass Strips**: Supply and fit 6mm thick laminated safety glass louver blades (standard 152mm width x varying lengths).	m^2	1			

SECTION C: WINDOW HANDLES AND LOCKING MECHANISMS

Note: Brittle PVC or plastic components are strictly prohibited.

ITEM	DESCRIPTION	UNIT	QTY	Unit rate Excluding VAT	VAT	Unit Rate Including VAT
C1	**Hardware Removal**: Remove broken, rusted, or missing window handles and backplates; patch/drill frame as required.	m^2	1			
C2	**Anodized Aluminum Cockspur Handles**: Supply and install heavy-duty satin/natural anodized aluminum window handles (Left Hand).	m^2	1			
C3	**Anodized Aluminum Cockspur Handles**: Supply and install heavy-duty satin/natural anodized aluminum window handles (Right Hand).	m^2	1			
C4	**Stainless Steel Peg Stays:** Supply and install heavy-duty Grade 304 stainless steel multi-position peg stays, complete with pin rests.	m^2	1			

SECTION D: BRACKETS, HINGES, AND FRICTION STAY

ITEM	DESCRIPTION	UNIT	QTY	Unit rate Excluding VAT	VAT	Unit Rate Including VAT
D1	**Friction Stays (Standard)**: Supply and install heavy-duty Grade 304 stainless steel friction hinges/stays (e.g., 300mm/12-inch) to top-hung or side-hung frames.	Pair	1			
D2	**Friction Stays (Heavy Duty)**: Supply and install heavy-duty stainless-steel friction stays (e.g., 500mm/20-inch) for large perimeter windows.	Pair	1			
D3	**Louver Weather Brackets**: Supply and fit replacement anodized aluminum louver bracket sets (left and right galleries), including internal mechanisms.	Set	1			

NOTE THE FOLLOWING: PRICE SCHEDULE MUST BE COMPLETED IN FULL AND CORRECTLY. FAILURE TO COMPLLETE WILL RESULT IN ELIMINATION.

PLEASE RECORD COMPANY DETAILS BELOW

Signature of authorized person: _____

Print Name : _____

CAPACITY : _____ **DATE :** _____

Company Stamp Here

Part 1 – Signed Bid Advert, Specifications, Operational / Services Conditions and requirements
Part 2 – Bid Conditions of Bid / Contract
Part 3 – Bid Forms and related documentation.

- **Schedule A** – SBD1 Bid Advert
- **Schedule B** – SBD2, CSD Registration, Logis and Tax Information
- **Schedule C** – Declaration of Interest (SBD 4)
- **Schedule D** - Preference Points Claim Forms (SBD 6.1)
- **Schedule E** – Financial Particulars

DEFINITIONS

The rules of interpretation and defined terms contained in the General Conditions of Contract (GCC) shall apply to this invitation to bid unless the context requires otherwise.

In addition the following terms used in this invitation to bid shall, unless indicated otherwise, have the meanings assigned to such terms in the table below.

DEFINITIONS

The rules of interpretation and defined terms contained in the General Conditions of Contract (GCC) shall apply to this invitation to bid unless the context requires otherwise.

In addition the following terms used in this invitation to bid shall, unless indicated otherwise, have the meanings assigned to such terms in the table below.

ECDoH	means the Eastern Cape Department of Health acting for and on behalf of the Eastern Cape Provincial Government;
Invitation to bid	means this invitation to bid comprising. o The cover page and the table of content and definitions o Part 1 which details the Conditions of Bid. o Part 2 which details the Conditions of Contract and Operational Requirements. o Part 3 which details the bid Specifications. o Part 4 which contains all the requisite bid forms and certificates. As read with GCC – *General Conditions of Contract* http://www.treasury.gov.za/divisions/ocpo/sc/GeneralConditions/General%20Conditions%20of%20Contract.pdf
Services	means the services defined on the cover page of this invitation to bid and described in detail in the Terms of Reference;
Terms of Reference	means the Terms of Reference contained in Part 4 of this invitation to bid;
Submission of Bid	Via E-Tender Portal

Part 2

CONDITIONS OF BID

1. **BACKGROUND AND INTRODUCTORY PROVISIONS**

Refer to Part 1 of this invitation to bid for background and introductory information relating to the Services and this invitation to bid.

2. **OFFER AND SPECIAL CONDITIONS**

2.1. Without detracting from the generality of clause 2.2 below, bidders must submit a completed and signed Invitation to Bid form (SBD 1) and requisite bid forms attached as (Part 3 – Schedule A) with their bids. Bidders must take careful note of the special conditions.

2.2. **All bids submitted in reply to this invitation to bid should incorporate all the forms, parts, certificates and other documentation forming part of this invitation to bid, duly completed where required.**

2.3. **It is a requirement that the bidder must attach proof of registration with (CSD) Central Supplier Database. Failure to provide proof as a registered CSD Service Provider, will invalidate your bid.**

2.4. In the event that any form or certificate provided in Part 5 of this invitation to bid does not have adequate space for the bidder to provide the requested details, the bidder should attach an annexure to such form or certificate on which the requested details should be provided and the bidder should refer to such annexure in the form or certificate provided.

2.5. Proof of Service Delivery
To submit invoice along with the following documents,

a.) proof of service rendered in a form of a service voucher signed by the end user:

b.) Proof of delivery of goods signed by the end user on receipt of delivery.

2.6 Penalty Clauses will be monitored by contract office where the appointed bidder fails to comply as per the scope of work.

2.7 The ECDOH reserves the right to award the bid to one or more than one bidder/s. The difference in point score should not exceed 10% between the lowest and highest point scorer.

2.8 There will be a reserve bidder appointed in a case of poor or non-delivery.

2.9 If the price offered by a tenderer scoring the highest points is not market related, the organ of state may not award the contract to that tenderer. **The organs of state may**

(i) Negotiate a market-related price with the tenderer scoring the highest points or cancel the tender.

(ii) If the tenderer does not agree to a market-related price, negotiate a market-related price with the tenderer scoring the second highest points or cancel the tender;

(iii) If the tenderer scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the tenderer scoring the third highest points or cancel the tender.

2.10 If a market-related price is not agreed as envisaged in paragraph (b)(iii), the organ of state must cancel the tender.

3. **CLOSING TIME OF BIDS AND PROVISIONS RELATING TO SUBMISSION OF BIDS**

3.1. The closing time for the receipt of bids in response to this invitation to bid is detailed on the cover page of this invitation to bid.

3.2. All bids must be submitted in a sealed envelope bearing the bid number, bid description and closing date.

3.3. All bids must be received before the closing time and date stipulated above and must be posted to or deposited in the bid box at the address detailed on the cover page of this invitation to bid.

4. **ENQUIRIES**

Should any bidder have any enquiries relating to this invitation to bid, such inquiries may only be addressed to the person/s detailed on the cover page to this invitation to bid at the number/s stipulated.

5. **SITE BRIEFING**

Refer to Part 1 Advert & Specifications of bid documents

5.1 **Pricing must be stipulated INCLUSIVE OF VALUE ADDED TAX if you are a VAT vendor. Please Note : NON VAT vendors may not charge VAT.**

6. **DECLARATION OF INTEREST**

The bidder should submit a duly signed declaration of interest (SBD 4) together with the bid. The declaration of interest is attached as (Part 3 – Schedule D). Failure to do so will invalidate your bid.

7. **CONSORTIUM/JOINT VENTURE**

7.1 It is recognized that bidders may wish to form consortia to provide the Services.

7.2 A bid in response to this invitation to bid by a consortium shall comply with the following requirements:-

7.2.1 It shall be signed so as to be legally binding on all consortium members;

7.2.2 One of the members shall be nominated by the others as authorized to be the lead member and this authorization shall be included in the agreement entered into between the consortium members;

7.2.3 The lead member shall be the only authorized party to make legal statements, communicate with the Technical Review Committee and/or the ECDoH and receive instructions for and on behalf of any and all the members of the consortium;

7.2.4 A copy of the agreement entered into by the consortium members shall be submitted with the bid.

7.2.5 Each party to the Consortium must submit a consolidated BBBEE status Level Verification certificate for every separate BID.

8. **ORGANISATIONAL PRINCIPLES AND EXPERIENCE**

The bidder should submit a clear indication of the envisaged authorized organizational principles, procedures and functions for an effective delivery of the required Service at the relevant Institutions with the bid. These details should be submitted on the form attached as (Part 3 – Schedule F)

9. **DETAILS OF THE PROSPECTIVE BIDDERS NEAREST OFFICE TO THE LOCATION OF THE CONTRACT**

The bidder should provide full details regarding the bidders nearest office to the Institutions at which the Services are to be provided (see Part 4 of this invitation to bid). These details should be provided on the form attached as (Part 3 – Schedule G) which completed form, must be submitted together with the bid.

10. **FINANCIAL PARTICULARS**

Bidder must provide full details regarding its financial particulars and standing, which particulars should be submitted together with the bid on the form attached as (Part 34- Schedule H). If no such details are submitted it would be assumed that the bidder is not in good standing with his/her financial institution. Official latest audited financial statements signed by the relevant authorized authority to be attached (Accounting firm).

11. **PREFERENCE POINTS CLAIM FORMS**

(Part 3 – Schedule E) SBD6.1 contains the Preference Points Claim Forms in terms of Preferential Procurement Regulations to be completed and signed by the bidder to the extent applicable and returned with this bid.

12. **ACCEPTANCE OF BIDS**

The Eastern Cape Department of Health (ECDoH) does not bind itself to accept either the lowest or any other bid and reserves the right to accept the bid which it deems to be in the best interest of the State even if it implies a waiver by the State, the Eastern Cape Department of Health (ECDoH) of certain requirements which the State, Eastern Cape Department of Health (ECDoH) considers to be of minor importance and not complied with by the bidder.

13. **NO RIGHTS OR CLAIMS**

13.1 Receipt of the invitation to bid does not confer any right on any party in respect of the Services or in respect of or against the State, Eastern Cape Department of Health (ECDoH). The State, the Eastern Cape Department of Health (ECDoH) reserves the right, in its sole discretion, to withdraw by notice to bidders any Services or combination of Services from the bid process, to terminate any party's participation in the bid process or to accept or reject any response to this invitation to bid on notice to the bidders without liability to any party. Accordingly, parties have no rights, expressed or implied, with respect to any of the Services as a result of their participation in the bid process.

13.2 Eastern Cape Department of Health (ECDoH), nor any of their respective directors, officers, employees, agents, representatives or advisors will assume any obligations for any costs or expenses incurred by any party in or associated with any appraisal and/or investigation relating to this invitation to bid or the subsequent submission of a bid in response to this invitation to bid in respect of the Services or any other costs, expenses or liabilities of whatsoever nature and howsoever incurred by bidders in connection with or arising out of the bid process.

14. **NON DISCLOSURE, CONFIDENTIALITY AND SECURITY**

14.1 The invitation to bid and its contents are made available on condition that they are used in connection with the bid process set out in the invitation to bid and for no other purpose. All information pertaining to this invitation to bid and its contents shall be regarded as restricted and divulged on a "need to know" bases with the approval of the ECDoH.

14.2 In the event that the bidder is appointed pursuant to this invitation to bid such bidder may be subject to security clearance prior to commencement of the Services.

15. **ACCURACY OF INFORMATION**

15.1 The information contained in the invitation to bid has been prepared in good faith. Eastern Cape Department of Health (ECDoH) nor any of their respective directors, advisors, officers, employees, agents, representatives make any representation or warranty or give any undertaking express or implied, or accept any responsibility or liability whatsoever, as to the contents, accuracy or completeness of the information contained in the invitation to bid, or any other written or oral information made available in connection with the bid and nothing contained herein is, or shall be relied upon as a promise or representation, whether as to the past or the future.

15.2 This invitation to bid may not contain all the information that may be required to evaluate a possible submission of a response to this invitation to bid. The bidder should conduct its own independent analysis of the operations to the extent required to enable it to respond to this bid.

16. **COMPETITION**

16.1 Bidders and their respective officers, employees and agents are prohibited from engaging in any collusive action with respect to the biding process which serves to limit competition amongst bidders.

16.2 In general, the attention of bidders is drawn to Section 4(1)(iii) of the Competition Act1998 (Act No. 89 of 1998) (the Competition Act) that prohibits collusive biding.

16.3 If bidders have reason to believe that competition issues may arise from any submission of a response to this bid invitation they may make, they are encouraged to discuss their position with the competition authorities before submitting response.

16.4 Any correspondence or process of any kind between bidders and the competition authorities must be documented in the responses to this invitation to bid.

17. **RESERVATION OF RIGHTS**

17.1 Without limitation to any other rights of the ECDoH (whether otherwise reserved in this invitation to bid or under law), the ECDoH expressly reserves the right to:-

17.2 Request clarification on any aspect of a response to this invitation to bid received from the bidder, such requests and the responses to be in writing;

17.3 Amend the biding process, including the timetables, closing date and any other date at its sole discretion;

17.4 Reject all responses submitted by bidders and to embark on a new bid process.

17.5 Check the bidder involvement in the local economic development of the region (employment of the staff from Nelson Mandela Metro to reflect on the bid).

18. **DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES**

18.1 The bidder must complete the declaration and sign accordingly to submit with the bid. The declaration of bidder's past supply chain management practices is attached as Part 3– Schedule F

19. **REQUIREMENTS**

19.1 Previous performance of the bidder will be considered in the evaluation of the bid.

19.2 Form Part 5 schedule J must be completed accordingly.

19.3 Financial standing of the bidder will be considered for risk analysis and bidders are required to submit documentary proof to demonstrate financial stability in the form of:-

a. Latest Audited financial statements in the case of Companies and in the case of Close Co-operation CC.**OR**

b. Letter from the financial institution confirming availability of funds OR

c. Letter of good standing and/or proof from the financial institution indicating a positive rating must be attached.

19.4 All bidders to familiarize themselves with the General conditions of contract on http://www.treasury.gov.za/divisions/ocpo/sc/GeneralConditions/General%20Conditions%20of%20Contract.pdf

20. CLOSING TIME OF BIDS AND PROVISIONS RELATING TO SUBMISSION OF BIDS

3.1 The closing time for the receipt of bids in response to this invitation to bid is detailed on the cover page of this invitation to bid.

3.2 All bids must be submitted via e-tender portal (www.etenders.gov.za) before the closing time and date stipulated on the cover page of this invitation to bid.

3.3 All bids must be received before the closing time and date stipulated above and must be submitted on e-tender portal (www.etenders.gov.za) No late bid submission will be accepted.

Guide: How to submit a response to the E-tender Portal

1. (https://www.etenders.gov.za/)
2. Click "Login"
3. Select "Supplier Login"
4. Type in your Central Supplier Database (CSD) login credentials.
5. Click Browse Opportunities
6. Select Currently Advertised.
7. Click "+" on any tender opportunity you wish to apply for.
8. Click on "Start eSubmission Process"
9. Select Supplier
10. Click "Start response"
11. Check the submission checklist and attached the compulsory documents.
12. Confirm and proceed.
If you experience difficulties on eSubmission please contact:
021 406 9229 /012 406 9222 or email etenders@treasury.gov.za
13. Take note of the envelope submission in item 3.4 below

3.4 In order to make the evaluation process smoother, bidders are required to submit in the bid proposals and all supporting documents in the following e-tender submission Envelopes / Files numbered as;

Envelope 1	Fully Completed and Signed SBD Documents
Envelope 2	Item 6.3 - Administrative Compliance Evidence
Envelope 3	Item 6.4 - Mandatory Compliance Evidence
Envelope 4	Item 6.5 – HDI Score Claim Evidence
Envelope 5	Company Profiles

Part 3 : Schedule A

SBD1

PART A
INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE *(NAME OF DEPARTMENT/ PUBLIC ENTITY)*					
BID NUMBER:	**SCMU3-P26/27-1047-NMM**	CLOSING DATE:	**24 November 2026**	CLOSING TIME:	**11h00**
DESCRIPTION	**PROVISIONING FOR THE SUPPLY AND DELIVERY OF MINOR REPAIR WORK TO WINDOWS AND ACCESSORIES AT VARIOUS HEALTH FACILITIES NELSON MANDELA BAY HEALTH DISTRICT HEALTH FACILITIES**				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT *(STREET ADDRESS)*					
ELECTRONIC SUBMISSION VIA E-TENDERS					

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO		TECHNICAL ENQUIRIES MAY BE DIRECTED TO:	
CONTACT PERSON		CONTACT PERSON	
TELEPHONE NUMBER		TELEPHONE NUMBER	
FACSIMILE NUMBER		FACSIMILE NUMBER	
E-MAIL ADDRESS		E-MAIL ADDRESS	

SUPPLIER INFORMATION				
NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
FACSIMILE NUMBER	CODE		NUMBER	
E-MAIL ADDRESS				
VAT REGISTRATION NUMBER				
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No: MAAA

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐Yes ☐No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	☐Yes ☐No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

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

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

PART B
TERMS AND CONDITIONS FOR BIDDING

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

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

SIGNATURE OF BIDDER: .....

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

DATE: .....

SBD 2

TAX CLEARANCE REQUIREMENTS

IT IS A CONDITION OF BIDDING:-

1. The Department of Health must verify the tax compliance status of bidders on the Central Supplier Database (CSD) for all price quotations R0-R30 000 and competitive bids exceeding the value of R30 001 (vat inclusive) prior to award as per National Treasury Instruction no. 4A of 2016/17 Central Supplier Database and circular compiled thereafter governing Tax Compliance Status.
2. Also note that it is the responsibility of the services provider registered on the CSD to ensure Tax Compliance at all times.

Directorship (Print clearly)

Surname & Initials	Identity No.	Gender	%

Central Supplier Database (CSD) Number: _____

EC Department of Health Logis Number: _____

Company Registration Number: _____

Company Vat Registration Number:_____

Company Tax Reference Number: _____

BANK DETAIL CONFIRMATION

Bank Name	
Branch Code	
Account Type	
Account No	

Please answer the following questions carefully-:

Questions	Yes	No	Year
Is your business under voluntary suspension?			
Is your business under suspension by the Authority?			
Are all the directors provided above registered as directors of the business by the Authority?			
Has your business or any of the directors found guilty by the Authority or any agencies of the state of improper conduct in terms of the Act? If so please provide a separate paper for explanation.			
Is your business in partnership with any of the well-established businesses?			
Has your business status changed in the last five years?			

Instructions

Please read the instructions carefully

1. The form must be completed in full.
2. The list of directors means all those directors who are share holders in business and who are registered as such.
3. Only the number of personnel registered under the name of the business should be provided.

Conditions

1. The Eastern Cape Department of Health will not be responsible in any way for incorrect information supplied by the service provider or any agencies/authority/state organs holding such information.
2. It is the responsibility for each business to update the Eastern Cape Department of Health with any change in its status.
3. It is the responsibility for the business to ensure that the information provided to South African Revenue Services is correct and up-to-date.

SBD4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

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

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

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

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

2.3.1 If so, furnish particulars:

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

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

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

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

Part 3 : Schedule D

SBD 6.1

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

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

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

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	
SPECIFIC GOALS	
Total points for Price and SPECIFIC GOALS	**100**

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

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

2. DEFINITIONS

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

any other method envisaged in legislation;

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

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

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

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

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

80/20 or **90/10**

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

80/20 or **90/10**

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

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

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

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

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

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

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

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

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

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Historically Disadvantaged Individuals Ownership	20%(4)	
Women Ownership	20%(4)	
Youth Ownership	20%(4)	
Disability Ownership	10%(2)	
Military Veterans Ownership	10%(2)	
Locality Ownership Nelson Mandela Bay Metro	20%(4)	
TOTAL	100%(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: .....

.....

.....

FINANCIAL PARTICULARS

This schedule must be completed by the bidder and submitted together with the bid. **Documentary proof confirming availability of financial resources to execute the contract from the bidder's financial institution and /or Audited Financial Statements must be submitted with the bid.** If this requirement is not complied with in full the bid may be considered invalid.

Nature of Service: _____

Name of bidder: _____

Bid Number: _____

	FINANCIAL POSITION OF BIDDER I/we hereby certify that I/we have the necessary financial capacity and resources to execute the above contract successfully for the bid amount. I / we hereby attach letter confirming availability of financial resources from the financial institution. I / we give the DOH permission to contact the financial institution below to confirm the information provided. In the absence of the above, a letter confirming that the bidder has applied for financial assistance from any financial institution and that the institution is willing to favorably consider such application in the event that the bidder is successful, will also satisfy the Department.
NAME OF FINANCIAL INSTITUTION	
ADDRESS	
TEL.NO	
FAX NO	
CONTACT PERSON	

.....
SIGNATURE OF (ON BEHALF OF) BIDDER

.....
NAME IN CAPITALS

Witnesses

1. .....

2. .....