National Research Foundation | SAASTA South African Agency for Science and Technology Advancement

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REQUEST FOR QUOTATION (RFQ) NUMBER:	**RFQ/NRF-SAASTA 147/2026/2027** (Please use this number as reference when sending quotations and supporting documentation)
DESCRIPTION	NRF-SAASTA wishes to appoint a suitably qualified and experienced service provider for the maintenance, servicing and water quality management of the Filter Shop filter set – Option 1 system, with a 5,000 litres per hour (LPH) UV sterilisation light for a period of 36 months, at the Didacta Building.
RFQ ISSUED DATE	**18 November 2026**
RFQ VALIDITY PERIOD	60 days from the closing date.
CLOSING DATE	**01 December 2026**
CLOSING TIME	**11:00 AM**
EXPECTED DATE SERVICES IS REQUIRED	**From January 2027**
COMPULSORY BRIEFING SESSION/ SITE VISIT/SITE INSPECTION	**Date**: Wednesday 24 November 2026 **Time**: 11:00 am **Venue**: SAASTA, 211 Nana Sita Street, Pretoria CBD
MANDATORY REQUIREMNTS *NB: Bidders who do not submit all the required mandatory documents will be considered non-responsive and will not proceed to the next stage of the evaluation.*	**Please refer to Annexure D of this document (Page)**
DELIVERY ADDRESS OF GOODS/SERVICES	SAASTA, 211 Nana Sita Street, Pretoria CBD
RFQ RESPONSES MUST BE EMAILED TO:	All quotations should be emailed to **quotes1@saasta.nrf.ac.za** . Failure to follow these instructions will result in your quote not being considered.
ENQUIRIES REGARDING THIS RFQ SHOULD BE SUBMITTED VIA E-MAIL TO	Enquires can be directed at this e-mail address **Y.Nkenkana@saasta.nrf.ac.za** , you may contact Yanga Nkenkana on 012 392 9395

BOARD MEMBERS: Prof Ari Sitas *(Chairperson)*, Mr Mark Brits, Prof Pumla Gobodo-Madikizela, Prof Glenda Gray, Ms Funeka Khumalo, Dr Len Konar, Ms Lahlane Malema, Prof Pamela Maseko, Prof Teboho Moja, Dr Mathetha Mokonyama, Dr Ntombi Mutshekwane, Mr Mavuso Shabalala, Dr Angus Paterson *(Acting CEO)*

Important Notes to this RFQ:

- **Service providers/suppliers should ensure that RFQ responses are emailed to the correct email address, (quotes1@saasta.nrf.ac.za)**
- **If the quotation is late, it shall not be accepted for consideration.**
- **The NRF-SAASTA reception is generally accessible 8 hours a day (07h45 to 16h00); 5 days a week (Monday to Friday) for delivery of goods.**
- **Supplier to complete and sign all Annexures to this document (Standard Bidding Documents and Mandatary Requirements);**
- **Supplier must provide a copy of the valid Tax Clearance Certificate or CSD no (MAAA……)**
- **Supplier must provide an Original certified SANAS accredited BBBEE Certificate or Sworn Affidavit in order to claim for specific goals;**

Prohibition of Gifts & Hospitality:

"Except for the specific goods or service procured by the NRF-SAASTA, service providers/suppliers are required not to offer any gift, hospitality or other benefit to any NRF-SAASTA official. To avoid doubt, branded marketing material is considered to be a gift.

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SERVICE PROVIDER/SUPPLIER: .....

REGISTRATION NUMBER: .....

CSD REGISTRATION NUMBER: .....

ADDRESS: .....

CONTACT PERSON: .....

TEL: .....

1. NRF-SAASTA's standard conditions of purchase shall apply.
2. Late submissions will not be accepted.
3. The recommended service provider will be required to complete and sign all Standard Bidding Documents (SBDs) and Annexures. Please duly complete and sign the **SBD 1, 4**, **SBD 6.1 forms** respectively
4. All service providers/suppliers must adhere to the General Conditions of Contract as prescribed by National Treasury.
5. Any service provider/supplier who has reasons to believe that the RFQ specification is based on a specific brand must inform the NRF-SAASTA before the RFQ closing date and time.
6. It is the responsibility of the service provider/supplier to ensure that the NRF-SAASTA is in possession of the valid Tax Clearance Certificate (TCC). The onus is on the service provider/supplier to ensure that the NRF-SAASTA receives a valid TCC as soon as the validity of the said certificate expires.
7. No goods or services shall be delivered before the issuing of an official authorised NRF-SAASTA Award Letter or Purchase Order (PO) signed by the authorised NRF-SAASTA official. The NRF-SAASTA reserves the right not to make payment or accept the goods or services should the goods or services be delivered to the NRF-SAASTA before the NRF-SAASTA Award Letter or PO is issued. (An official authorised NRF-SAASTA PO should have the Supply Chain Management (SCM): Manager signature or such other official duly authorised in terms of the NRF-SAASTA's Delegations of Authority and Approval Framework), Description of the item, Quantity of items purchased, Date of delivery of the item, Total amount of the items purchased inclusive of Vat where applicable.
8. This RFQ will be evaluated based on the 80/20 preference point system applicable to bids with a Rand value of R2 000 up to a rand value of R1 000 000 000. 00. (all applicable taxes included).
9. Please note that RFQ responses should be sent to email address mentioned on the cover page of the RFQ document, failure to do so, it shall not be accepted for consideration.
10. Service providers/suppliers are required to be registered on the Central Supplier Database (CSD).
11. After 14 days of closing date of Request For Quotation (RFQ) without receiving a signed purchase order by a properly delegated official, please consider your Quotation unsuccessful.
12. Append/Submit your correct banking details on your quotation and should be in the correct payee name as per CSD verification.
13. Banking details on the invoice must correspond with those verified on CSD
14. By responding to this RFQ you agree to all terms and conditions of the **Government Procurement: General Conditions of contract, July 2010.** You can log on www.saasta.ac.za/procurement/openbids to access this document.

*1 Which is referred to as tenders in the PPPFA and Preferential Procurement Regulations, 2022 include advertised competitive bids, written price quotations or proposal.

*2 It should be noted that written price quotation / RFQ bidding method is applicable to written price quotations from R2 000.00 up to the rand value of less than R 1 000 000. 00. (Vat inclusive).

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I, the undersigned (NAME)……certify that:

I have read and understood the conditions of this RFQ;

I have supplied the required information and the information submitted as part of this RFQ is true and correct.

Signature: _____ **Date:** _____

Capacity: _____

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https://www.saasta.ac.za/procurement/guidelines/

https://www.nrf.ac.za/sites/default/files/documents/General%20Conditions%20of%20Contract.pdf

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Annex C : RFQ SPECIFICATION

1. BACKGROUND TO THE NATIONAL RESEARCH FOUNDATION|SOUTH AFRICAN AGENCY FOR SCIENCE AND TECHNOLOGY ADVANCEMENT

The South African Agency for Science and Technology Advancement is a business unit of the National Research Foundation (NRF) tasked with coordinating public awareness, appreciation and engagement in science, technology and innovation (STI) across South Africa to foster a scientifically literate nation.

2. BACKGROUND OF THE PROJECT

The NRF-SAASTA wishes to appoint a suitable experienced and technically competent service provider for the maintenance, servicing, repair and performance monitoring of the existing Filter Shop Filter Set – Option 1, including the associated ultraviolet (UV) water sterilisation system with a rated treatment capacity of 5,000 litres per hour (5,000 LPH).

The purpose of this procurement is to ensure that the existing water filtration and disinfection system remains in optimal working condition and consistently supplies water that is safe for human consumption throughout the contract period.

The appointed service provider will be responsible for scheduled preventative maintenance, corrective maintenance, replacement of filtration components and consumables, maintenance of the UV sterilisation unit, water quality testing and verification of the overall system performance.

The maintenance services must be performed in accordance with the original equipment manufacturer's (OEM) specifications, recommended maintenance intervals, applicable South African legislation and standards governing drinking water quality.

The contract will be awarded for a period of 36 months to ensure continuity of maintenance, effective system performance and uninterrupted access to safe treated drinking water.

3. DETAILED SPECIFICATION

No.	BRIEF DESCRIPTION OF ITEM(S)/SERVICE(S) REQUIRED	UNIT OF MEASURE	QUANTITY OF ITEM(S)
Year 1 (First 12 months)			
1.	Quarterly inspection and preventative maintenance including system flushing and performance testing	Quarterly	4
2.	Replacement of filter cartridges, membranes and consumables including cleaning and sanitation of the filtration system	Bi-annually	2
3.	Maintenance and Full Servicing of 5,000 LPH UV system including replacement and testing	Bi-Annually	2
4.	Drinking water quality laboratory testing	Quarterly	4
Year 2 (second 12 months)			
5.	Quarterly inspection and preventative maintenance including system flushing and performance testing	Quarterly	4
6.	Replacement of filter cartridges, membranes and consumables including cleaning and sanitation of the filtration system	Bi-annually	2

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No.	BRIEF DESCRIPTION OF ITEM(S)/SERVICE(S) REQUIRED	UNIT OF MEASURE	QUANTITY OF ITEM(S)
7.	Maintenance and Full Servicing of 5,000 LPH UV system including replacement and testing	Bi-Annually	2
8.	Drinking water quality laboratory testing	Quarterly	4
	Year 3 (Third 12 months)		
9.	Quarterly inspection and preventative maintenance including system flushing and performance testing	Quarterly	4
10.	Replacement of filter cartridges, membranes and consumables including cleaning and sanitation of the filtration system	Bi-annually	2
11.	Maintenance and Full Servicing of 5,000 LPH UV system including replacement and testing	Bi-Annually	2
12.	Drinking water quality laboratory testing	Quarterly	4

OBJECTIVE OF THE PROCUREMENT

The objectives of this procurement are to:

Maintain the existing Filter Shop Filter Set – Option 1 in accordance with the manufacturer's requirements.

Ensure the effective operation of the 5,000 LPH UV sterilisation system.

Maintain the quality and safety of treated drinking water in accordance with applicable South African drinking water standards.

Prevent system failures through scheduled preventative maintenance.

Ensure the timely replacement of exhausted filtration cartridges, membranes, UV lamps and other consumable components.

Provide ongoing technical support and corrective maintenance throughout the 36-month contract period.

Ensure that all maintenance interventions are documented and that the system's operational performance is regularly verified.

SCOPE OF SERVICES

The appointed service provider shall provide all labour, supervision, tools, equipment, testing instruments, transport and other resources necessary to perform the required services.

The scope shall on request include, but not be limited to, the following:

INITIAL INSPECTION AND CONDITION ASSESSMENT

The service provider shall:

- Conduct a comprehensive inspection of the existing Filter Shop Filter Set – Option 1.

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- Assess the condition and performance of all filtration stages.
- Inspect filter housings, cartridges, membranes, pipes, valves, pressure gauges, connectors, seals and fittings.
- Inspect the UV sterilisation system and all associated components.
- Identify worn-out, damaged, exhausted or defective components requiring replacement.
- Assess water pressure, flow rates and the general operating condition of the system.
- Identify any deficiencies that may compromise the quality or safety of drinking water.
- Submit an initial condition assessment report outlining the system's condition and recommended maintenance interventions.

GENERAL FILTRATION SYSTEM MAINTENANCE

The service provider shall undertake the following maintenance activities:

- Routine inspection and servicing of all filtration stages.
- Replacement of filter cartridges in accordance with the manufacturer's recommended replacement intervals and actual operating conditions.
- Replacement of membranes, where applicable and required.
- Inspection and replacement of worn-out O-rings, seals, connectors and fittings.
- Cleaning and sanitisation of filter housings and associated water-contact components.
- Inspection of inlet and outlet pipes, valves and connections for leaks, blockages or deterioration.
- Checking and adjustment of water pressure and flow rates within the manufacturer's recommended operating parameters.
- Flushing and sanitisation of the complete filtration system following maintenance and component replacement.
- Verification that all replacement cartridges, membranes and consumables are compatible with the installed Filter Shop system.
- Identification and rectification of operational defects affecting filtration performance.
- All cleaning and sanitising chemicals must be suitable for potable water applications and must not compromise the quality or safety of drinking water.

UV STERILISATION SYSTEM MAINTENANCE – 5,000 LPH

- The appointed service provider shall undertake comprehensive maintenance, servicing and performance verification of the existing UV sterilisation system with a rated treatment capacity of 5,000 litres per hour.
- The maintenance scope shall include:
- Inspection and servicing of the complete UV sterilisation unit.
- Inspection of the UV lamp and verification of its operating condition and service life.
- Replacement of UV lamps in accordance with the manufacturer's recommended operating hours and replacement intervals.
- Cleaning and inspection of the quartz sleeve to remove scale, deposits and contaminants that may reduce UV transmission.
- Inspection and testing of the UV ballast, controller and associated electrical connections.
- Inspection of UV intensity monitoring equipment, sensors and alarm indicators, where fitted.

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- Inspection and replacement of seals, O-rings and associated fittings where necessary.
- Verification of the water flow rate against the UV unit's rated treatment capacity.
- Verification that the system achieves the manufacturer's specified UV disinfection dose at the actual operating flow rate.
- Inspection of inlet and outlet connections to identify leaks or restrictions affecting system performance.
- Verification of the correct operation of safety mechanisms and alarm systems, where fitted.
- Testing and commissioning of the UV system following each maintenance intervention.
- The service provider must ensure that the UV system operates within the manufacturer's specified design parameters and achieves the required disinfection performance at its rated capacity.
- The use of a UV lamp beyond its manufacturer's recommended service life shall not be permitted, irrespective of whether the lamp continues to illuminate.
- All replacement UV lamps, quartz sleeves, controllers and associated components must be original manufacturer-approved products or technically equivalent products approved for use with the installed system.

WATER QUALITY TESTING AND VERIFICATION

Since the filtration system supplies water intended for human consumption, the appointed service provider shall ensure that appropriate water quality monitoring and verification are undertaken throughout the contract period.

The requirements shall include:

- Conducting an initial water quality assessment.
- Conducting periodic treated water quality testing through a SANAS-accredited laboratory.
- Testing relevant microbiological, physical, aesthetic and chemical parameters in accordance with applicable SANS 241 requirements.
- Conducting laboratory testing at least twice annually, or more frequently where required by the risk assessment, water quality results or applicable requirements.
- Providing official laboratory water quality analysis reports.
- Identifying and reporting any parameters that do not comply with the applicable drinking water quality limits.
- Recommending corrective interventions where water quality results indicate non-compliance.
- Conducting follow-up testing following corrective interventions to verify that the required water quality has been achieved.
- Laboratory testing must be performed by a SANAS-accredited laboratory whose accreditation scope covers the specific parameters being tested.
- The service provider shall immediately notify the NRF if laboratory results indicate that the treated water may be unsafe for human consumption.
- Where water quality non-compliance is identified, the service provider must recommend appropriate corrective measures and ensure that the affected water is not made available for drinking until the necessary interventions have been completed and satisfactory verification has been obtained.
- Note: The replacement of filter cartridges or the operation of the UV lamp alone shall not be regarded as proof that water is safe for human consumption. Appropriate water quality verification must be undertaken.

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PREVENTATIVE AND CORRECTIVE MAINTENANCE

The service provider shall provide both preventative and corrective maintenance throughout the 36-month contract period.

This shall include:

- Scheduled inspection and servicing.
- Replacement of exhausted filter cartridges and consumables.
- Replacement of membranes, where applicable.
- Replacement of UV lamps within the prescribed service life.
- Cleaning and sanitisation of the filtration and UV systems.
- Repair or replacement of defective minor components.
- Leak detection and rectification.
- Troubleshooting and resolving system failures.
- Flushing and testing following maintenance interventions.
- Restoration of the system to its required operating condition.

All major repairs or work outside the approved contractual scope must receive prior written approval from the NRF before commencement.

CONTRACT PERIOD AND MAINTENANCE FREQUENCY

The contract shall be for a period of thirty-six (36) months from the commencement date stipulated in the appointment letter or purchase order.

The service provider shall submit a detailed maintenance programme covering the entire contract period.

The following minimum maintenance schedule shall apply, subject to the manufacturer's recommendations:

No.	Maintenance activity	Minimum frequency
1	General system inspection	Quarterly
2	Preventative maintenance and servicing	As per OEM recommendations
3	Filter cartridge replacement	As per OEM recommendations and condition
4	Membrane replacement, where applicable	As per OEM recommendations
5	UV lamp inspection	Quarterly

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6	UV lamp replacement	Within OEM-prescribed service life
7	Quartz sleeve cleaning and inspection	During scheduled servicing and as required
8	UV controller and electrical component inspection	Quarterly
9	Leak detection and pressure assessment	Quarterly
10	Drinking water quality laboratory testing	Quarterly
11	System cleaning, sanitisation and flushing	During scheduled servicing
12	Maintenance reporting	After every intervention

The service provider must ensure that no filtration cartridge, membrane or UV lamp exceeds its manufacturer's prescribed replacement interval.

DELIVERABLES

The appointed service provider shall provide the following deliverables throughout the contract period:

1. Initial system condition assessment report.
2. Approved 36-month preventative maintenance programme.
3. Quarterly maintenance and inspection reports.
4. Records of all replacement components and consumables.
5. UV system performance verification reports.
6. Drinking water laboratory analysis reports.
7. Corrective maintenance and breakdown reports.
8. Annual system performance assessment.
9. Recommendations for future maintenance and component replacement.
10. Final contract performance report upon completion of the 36-month period.

MATERIALS AND WORKMANSHIP

The service provider shall supply all labour, tools, equipment and materials necessary to undertake the approved maintenance work.

All materials shall:

- Be fit for purpose.
- Meet applicable industry standards.
- Be compatible with existing building installations.
- Be approved by the organisation before installation.
- Be supported by applicable product warranties where relevant.

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No additional work or replacement of major components shall be undertaken without prior written approval.

PROVIDE DETAILED REQUIREMENTS TO EVALUATE THE BIDDER'S ABILITY TO DELIVER ON THE BID.

- Company profile demonstrating relevant experience in water filtration system maintenance.
- Details of the proposed SANAS-accredited laboratory and its relevant accreditation scope.
- Proposed maintenance methodology and a detailed 36-month maintenance programme.
- Confirmation that replacement components will be compatible with the existing system.
- The contractor shall be or have in his employment qualified Artisans leading maintenance teams, proof of qualifications for maintenance team leaders shall be provided on request. Bidders must submit ***CV's which clearly indicates the role of the Key staff required. Evidence of experience in maintaining UV sterilisation systems with a capacity of at least 5,000 LPH***
- Bidder to submit Two (2) written references and or completion certificate with contact details for those customers for whom the service provider has completed work within the last sixty months that meet the minimum threshold of "Meets requirements."

  Meet the minimum threshold of "Meets requirements" means that the Two (2) written references:
  - has contact details of the referee,
  - must be signed and dated by the referee,
  - not older than sixty months,
  - must talk to work similar or related to this RFQ, Maintaining UV sterilisation systems with a capacity of at least 5,000 LPH

- Quotation to be on a company letterhead with detailed description of the items quoted meeting the minimum specification (To include brand and model number of new units)

APPLICABLE LEGISLATION AND STANDARDS

All maintenance, servicing, replacement components and water quality testing must comply with the latest applicable editions and amendments of the following:

1. **SANS 241 – Drinking Water Quality:** Requirements for water intended for human consumption.
2. **Water Services Act, 1997 (Act No. 108 of 1997):** Applicable requirements relating to drinking water quality.
3. **National Water Act, 1998 (Act No. 36 of 1998):** Applicable water resource protection requirements.
4. **Occupational Health and Safety Act, 1993 (Act No. 85 of 1993):** Applicable occupational health and safety requirements.

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5. **ISO/IEC 17025:** General requirements for the competence of testing and calibration laboratories.
6. Applicable standards and technical requirements relating to potable water treatment and UV disinfection equipment.
7. Original equipment manufacturer's specifications, installation requirements, operating manuals and maintenance instructions.

All replacement materials, components and chemicals must be suitable for **potable water applications** and must not introduce contaminants into the treated water.

SERVICES MEASURE AND EXPECTATIONS

Response Times: The service provider shall adhere to the following minimum service levels

- Emergencies – Within 12 hours - Immediate safety risk, major water leak or critical electrical fault
- Urgent - Within 24 hours - Significant disruption to building operations
- Non-Urgent - Within 48 hours - Minor defect or non-critical maintenance

Response time shall be measured from the time the service request is formally communicated to the service provider.

REPLACEMENT PARTS

- All replacement parts shall be new, unused, or fully refurbished and comply fully with the original manufacturer's specifications or as otherwise stated by the NRF -SAASTA representative.
- Replacement parts will preferably be obtained from the original manufacturer or as otherwise approved by the NRF - SAASTA representative.
- The service provider shall guarantee these parts for a period of no less than 12 months from the date of installation or as otherwise specified in writing by the NRF - SAASTA representative.
- Any replacement part that was not obtained from the original manufacturer, as well as the supplier of the replacement part, shall be clearly specified on the service report.
- Where spare parts are obsolete it is expected from the service provider to reverse components where possible and provide the necessary guarantee

COMPLETION OF WORKS, UPON THE COMPLETION OF WORK THE SERVICE PROVIDER MUST SUBMIT THE FOLLOWING:

- Proof of Work done - the contractor will provide photos of before/during and after work completed with claim submitted. Photos can be submitted electronically @ building@saasta.nrf.ac.za
- Quality of Work and Workmanship - Works with poor workmanship will not be signed off and NRF - SAASTA reserve the right to hold payments until satisfied with the quality of the work.
- Once work is completed by the contractor, the project manager shall verify the correctness of work. Should there be any defects after work is done, an assessment will be done, and the contractor might be liable to rectify the defects at their own cost.
- The bidder is to remove the old equipment and replace with new equipment (old equipment remains the property of SAASTA)

SERVICE PROVIDER'S RESPONSIBILITY FOR DEFECTS

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Where a repair is found to be defective due to poor workmanship, the service provider shall rectify the defect at no additional cost, subject to the agreed warranty period.

The service provider shall notify the organisation where a repair cannot be completed during the initial call-out and provide an estimated completion date.

OCCUPATIONAL HEALTH AND SAFETY WHEN WORKING ON NRF SITES;

- All personnel performing work on SAASTA site/s as part of this contract are responsible to obtain safety induction.
- Over and above the obligations provided by the Occupational Health and Safety Act (OHS Act No 85 of 1993 and its Regulations, known as 'the Act'), the appointed bidder meets with all relevant health and safety instructions as given to them by site safety personnel, where relevant. Personal protection equipment including closed safety shoes, hard hats, height safety equipment, and high visibility vests are worn at all times while on the work site. All personnel are to obey the relevant instructions, including signage, related to restricted access and speed limits on all sites.
- The appointed bidder, once signing the contract (SBD 7 and the NRF's Section 37.2 agreement), is responsible for itself, its employees, and those people affected by its operations in terms of the Act the regulations promulgated in terms thereof. The appointed bidder performs all work and uses equipment on site complying with the provisions of the Act.
- The appointed bidder maintains a health and safety plan complying with the requirements of The Act at the work site during the period that contracted work takes place on the site.
- SAASTA manages the appointed bidder in his/her capacity for the execution of this contract to meet the provisions of the said Act and the regulations promulgated in terms thereof.
- The appointed bidder accepts liability for any contraventions to the Act. Each member of the appointed bidder's team (including sub-contracted personnel), submit a signed indemnity form prior to entering the work site and kept in the appointed bidder's health and safety file.
- Ensure that chemicals used for cleaning and sanitisation are suitable for potable water systems.
- Prevent contamination of the drinking water supply during maintenance.
- Ensure safe handling and disposal of used filters, UV lamps and other replaced components.
- Submit the required safety documentation before commencing work.
- Ensure that electrical work associated with the UV system is undertaken by appropriately qualified and legally competent personnel.
- Where the system becomes unsafe for drinking water consumption, the service provider must immediately notify the NRF and recommend appropriate interim measures until the system has been restored and satisfactory water quality has been verified.

SITE INSPECTION

- Bidders are encouraged to conduct a site inspection before submitting their quotations to familiarise themselves with the existing installation and verify the system configuration, components and maintenance requirements.
- The service provider shall ensure that the proposed replacement components are compatible with the existing Filter Shop Filter Set – Option 1 and the installed 5,000 LPH UV sterilisation system.

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MANAGING SERVICE LEVELS

a) Upon appointment, both parties agree on the final set of performance levels for each deliverable service levels including measurable key performance indicators with minimum thresholds in writing which is appended to this contract document.

b) Where both parties agree to variation of these, both parties sign the revision which is appended to this contract document.

c) Where either party has identified poor performance under this contract, both parties will meet and investigate the matter to determine the root cause, the correction plan, and the execution planning thereof.

d) Both parties will monitor the corrective actions.

e) Both parties will assess the applicability of penalties to the incurred poor performance and apply these,

f) The service performance levels are:

Service	**Measurement methodology**	**Penalty trigger level**	**Penalty**
Supply, delivery and new installations	Specifications data	Delivery note	Non acceptance of delivery, Cancellation of contract if no correction available
Service/maintenance of equipment's	NRF Building and Maintenance representatives will verify the completeness of the order and sign off if complete.	Non delivery within the agreed timelines by both parties	Should work not be done as per specification GCC 22 will apply.
Completion of project within the contract	Non-completion of project within agreed timelines	Failure to complete the project within the agreed timelines	Completion certification will not be issued by NRF representative.

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Annex D : EVALUATION CRITERIA

Stage 1: Mandatory requirements.

The evaluation criteria will be based on the following requirements:

NB: Any bidder failing to meet "YES" in the criterion listed below will be disqualified.

No.	DESCRIPTION	TECHNICAL BID EVALUATION CRITERIA
1.	Company profile demonstrating relevant experience in water filtration system maintenance.	❑ YES ❑ No
2.	Details of the proposed SANAS-accredited laboratory and its relevant accreditation scope.	❑ YES ❑ No
3.	Proposed maintenance methodology and a detailed 36-month maintenance programme.	
4.	Does The bidder have a professional indemnity and public liability insurance of not less than R1 000 000	❑ YES ❑ No
5.	Confirmation that replacement components will be compatible with the existing system.	❑ YES ❑ No
6.	The contractor shall be or have in his employment qualified Artisans leading maintenance teams, proof of qualifications for maintenance team leaders shall be provided on request. Bidders must submit ***CV's which clearly indicates the role of the Key staff required. Evidence of experience in maintaining UV sterilisation systems with a capacity of at least 5,000 LPH***	❑ YES ❑ No
7.	Bidder to submit Two (2) written references and or completion certificate with contact details for those customers for whom the service provider has completed work within the last sixty months that meet the minimum threshold of "Meets requirements." Meet the minimum threshold of "Meets requirements" means that the Two (2) written references: o has contact details of the referee, o must be signed and dated by the referee, o not older than sixty months,	❑ YES ❑ No

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No.	DESCRIPTION	TECHNICAL BID EVALUATION CRITERIA
1.	Company profile demonstrating relevant experience in water filtration system maintenance.	❑ YES ❑ No
2.	Details of the proposed SANAS-accredited laboratory and its relevant accreditation scope.	❑ YES ❑ No
3.	Proposed maintenance methodology and a detailed 36-month maintenance programme.	
4.	Does The bidder have a professional indemnity and public liability insurance of not less than R1 000 000	❑ YES ❑ No
5.	Confirmation that replacement components will be compatible with the existing system.	❑ YES ❑ No
6.	The contractor shall be or have in his employment qualified Artisans leading maintenance teams, proof of qualifications for maintenance team leaders shall be provided on request. Bidders must submit ***CV's which clearly indicates the role of the Key staff required. Evidence of experience in maintaining UV sterilisation systems with a capacity of at least 5,000 LPH***	❑ YES ❑ No
	○ must talk to work similar or related to this RFQ, Maintaining UV sterilisation systems with a capacity of at least 5,000 LPH	
8.	Quotation to be on a company letterhead with detailed description of the items quoted meeting the minimum specification (To include brand and model number of new units)	❑ YES ❑ No

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Stage 2: Price and NRF-SAASTA specific goals as per the below NRF Generic Scorecard for Bids ≤ R1 million:

SPECIFIC GOALS AS PER BID INVITATION		
CATEGORY	Sub-Category	Allocated Points
B-BBEE Level - Maximum 8 Points	Level 1 to Level 3	8
	Level 4 to Level 6	6
	Level 7 to Level 8	2
Ownership - Maximum 8 Points	Supplier that is at least 51% Black-owned.	3
	Supplier that is at least 51% Black female-owned.	3
	Supplier that is at least 51% Black youth-owned.	1
	Supplier that is at least 51% owned by People with Disabilities.	1
Company Size - Maximum 4 Points	EME	4
	QSE	
TOTAL POINTS ALLOCATED		**20**

NB: Proof or documentation that may be considered to claim points for specific goal related to this scorecard may include, amongst others;

- **Valid B-BBEE certificate**. A bidder must submit proof of its B-BBEE status level of contributor in the form of a valid B-BBEE certificate as issued by SANAS accredited agency;
- **Valid sworn affidavit.** A certified sworn affidavit by the person or person acting on behalf of an enterprise indicating the level of ownership in the enterprise.
- **Ownership Certificate** issued by the Companies and Intellectual Property Commission (CIPC).

This RFQ will be evaluated based on the 80/20 preference point system applicable to bids with a rand value of up to R1 000 000. 00. (All applicable taxes included).

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Annex E : COST BREAK DOWN

1. The service provider/supplier is required to provide a full cost breakdown for each item required on an official company letterhead;
2. The service provider/supplier is required to list all additional costs associated with the services listed above, with the conditions of when such costs will apply;
3. All prices must be VAT inclusive (if VAT registered) and must be quoted in South African Rand (ZAR);
4. No price changes will be accepted after official Purchase Order (PO) is issued.

NB: Price calculation Guide to be aligned to the quotation

No	Description	Unit of Measure	Quantity	Unit Price	Total VAT inclusive
Year 1(First 12 Months)					
1	Quarterly inspection and preventative maintenance including system flushing and performance testing	Quarterly	4		
2	Replacement of filter cartridges, membranes and consumables including cleaning and sanitation of the filtration system	Bi-annually	2		
3	Maintenance and Full Servicing of 5,000 LPH UV system including replacement and testing	Bi-Annually	2		
4	Drinking water quality laboratory testing	Quarterly	4		
5	Emergency Call out	Rate/Hour	10		
6	Provisional Sum	Sum	Value		R5 000.00
Total for Year 1(First 12 Months)					
Year 2(Second 12 months)					
7	Quarterly inspection and preventative maintenance including system flushing and performance testing	Quarterly	4		
8	Replacement of filter cartridges, membranes and consumables	Bi-annually	2		

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	including cleaning and sanitation of the filtration system				
9	Maintenance and Full Servicing of 5,000 LPH UV system including replacement and testing	Bi-Annually	2		
10	Drinking water quality laboratory testing	Quarterly	4		
11	Emergency Call out	Rate/Hour	10		
12	Provisional Sum	Sum	Value		R5 000.00
Total for Year 2(Second 12 Months)					
Year 3(Third 12 months)					
13	Quarterly inspection and preventative maintenance including system flushing and performance testing	Quarterly	4		
14	Replacement of filter cartridges, membranes and consumables including cleaning and sanitation of the filtration system	Bi-annually	2		
15	Maintenance and Full Servicing of 5,000 LPH UV system including replacement and testing	Bi-Annually	2		
16	Drinking water quality laboratory testing	Quarterly	4		
17	Emergency Call out	Rate/Hour	10		
18	Provisional Sum	Sum	Value		R5 000.00
Grand Total for 36 months (Year 1 + Year 2 + Year 3) VAT inclusive					

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Annex F : STANDARD BIDDING DOCUMENTS

SCM-Bid documents SBD 1

SCM-Bid documents SBD 4

SBD 6.1 in terms of PPR 2022

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Annex G : NRF- Declaration of interest

Declaration of Interest	
1.	All information provided by or on behalf of the bidder must be true, complete and accurate in every material respect. The NRF may verify any declaration or supporting information. A bid will be disqualified if the bidder makes a false or misleading statement, fails to disclose material information, or submits a declaration that is not true and complete in every material respect, without prejudice to any other remedy available to the NRF under applicable law.
2.	The bidder must disclose any actual, potential or perceived conflict of interest relevant to the bid. This includes any employment by an organ of state; any relationship with a person employed by the NRF or involved in the evaluation, adjudication or administration of the bid; and any direct or indirect financial, ownership, management, controlling or other interest in the bidder, a related enterprise or another bidder.
3.	The duty to disclose is continuous. The bidder must promptly notify the NRF in writing of any new conflict of interest, or any change to information previously disclosed, arising before the award or during the performance of any resulting contract. Disclosure does not automatically disqualify a bidder; the NRF will assess the circumstances and may impose appropriate measures to protect the integrity, fairness and impartiality of the procurement process.

Declaration and Signature

I confirm that I have read and understood the table above, I am authorised to sign on behalf of the bidder, and that the information provided is true, complete and accurate. I will promptly notify the NRF in writing of any new or changed conflict of interest before award or during contract performance.

Full name of authorised signatory:
_____

Position / title:
_____

Name of supplier / company:
_____

Company registration number:
_____

Signature:
_____

Date:
_____

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ADDITIONAL INFORMATION IN PICTURES FOR ILLUSTRATION PURPOSES ONLY



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SBD1

PART A
INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (*NRF/SAASTA*)					
BID NUMBER:	as per the attached RFQ form	CLOSING DATE:	as per the attached RFQ form	CLOSING TIME:	11:00
DESCRIPTION	Supply of goods/services as per the attached RFQ				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).					

BID RESPONSE DOCUMENTS MAY BE Emailed to **quotes1@saasta.nrf.ac.za**

SUPPLIER INFORMATION						
NAME OF BIDDER						
POSTAL ADDRESS						
STREET ADDRESS						
TELEPHONE NUMBER	CODE		NUMBER			
CELLPHONE NUMBER						
FACSIMILE NUMBER	CODE		NUMBER			
E-MAIL ADDRESS						
VAT REGISTRATION NUMBER						
	TCS PIN:		**OR**	CSD No:		
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	☐ Yes ☐ No		
IF YES, WHO WAS THE CERTIFICATE ISSUED BY?						
AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND NAME THE APPLICABLE IN THE TICK BOX	☐	AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)				
	☐	A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS)				
	☐	A REGISTERED AUDITOR				
		NAME:				

[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 BELOW]
SIGNATURE OF BIDDER	……	**DATE**	
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)			
TOTAL NUMBER OF ITEMS OFFERED		**TOTAL BID PRICE (ALL INCLUSIVE)**	

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		**TECHNICAL INFORMATION MAY BE DIRECTED TO:**	
DEPARTMENT/ PUBLIC ENTITY		CONTACT PERSON	
CONTACT PERSON		TELEPHONE NUMBER	
TELEPHONE NUMBER		FACSIMILE NUMBER	
FACSIMILE NUMBER		E-MAIL ADDRESS	
E-MAIL ADDRESS			

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SBD1

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. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.

1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.

1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR 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 TAX COMPLIANCE STATUS (TCS) 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 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.

2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.

2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

3.1.	IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
3.2.	DOES THE BIDDER HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
3.3.	DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
3.4.	DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO

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

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SBD4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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 and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are 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. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest1 in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	**Identity Number**	**Name of State institution**

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.

SBD4

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

2.2.1 If so, furnish particulars:

……
……

2.3 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**

2.3.1 If so, furnish particulars:

…….
…….

3 DECLARATION

I, the undersigned, (name).....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 not to be true and complete in every respect;

3.3 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 consortium2 will not be construed as collusive bidding.

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.

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

SBD4

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 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

…… ……
Signature Date

…… ……
Position 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
NRF SPECIFIC GOALS	20
TOTAL POINTS FOR PRICE AND SPECIFIC GOALS	100

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

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

2. DEFINITIONS

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

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

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

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

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

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

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

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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.

Specific goals for the tender and points claimed are indicated per the table below. Price and NRF-SAASTA specific goals as per the below NRF Generic Scorecard for Bids ≤ R1 million is applicable. The proof or documentation that may be considered to claim points for specific goal related to this scorecard may include, amongst others.

SPECIFIC GOALS AS PER BID INVITATION		
CATEGORY	**Sub-Category**	**Allocated Points**
B-BBEE Level - Maximum 8 Points	Level 1 to Level 3	8
	Level 4 to Level 6	6
	Level 7 to Level 8	2
Ownership - Maximum 8 Points	Supplier that is at least 51% Black-owned.	3
	Supplier that is at least 51% Black female-owned.	3
	Supplier that is at least 51% Black youth-owned.	1
	Supplier that is at least 51% owned by People with Disabilities.	1
Company Size - Maximum 4 Points	EME	4
	QSE	
TOTAL POINTS ALLOCATED		**20**

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

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.

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SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: .....

DATE: .....

ADDRESS: .....

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