

**TRANSNET**



**TRANSNET CORPORATE CENTRE**

an Operating Division of **TRANSNET SOC LTD**

[hereinafter referred to as **Transnet**]

[Registration No. 1990/000900/30]

**REQUEST FOR PROPOSAL [RFP] [SERVICES]**

**FOR THE PROVISION OF A PANEL OF SERVICE PROVIDERS TO PROVIDE FIREARMS TRAINING TO TRANSNET SECURITY OFFICERS ON AN AS AND WHEN REQUIRED BASIS FOR A PERIOD OF THREE (3) YEARS**

<b>RFP NUMBER</b>	<b>TCC/2023/06/0003/32070/RFP</b>
<b>ISSUE DATE:</b>	<b>27 February 2024</b>
<b>CLOSING DATE:</b>	<b>29 March 2024</b>
<b>CLOSING TIME:</b>	<b>12:00 PM</b>
<b>BID VALIDITY PERIOD:</b>	<b>180 Business Days from Closing Date</b>

**Note to the bidders:**

*Bidders are required to ensure that electronic bid submissions are done at least a day before the closing date to prevent issues which they may encounter due to their internet speed, bandwidth or the size of the number of uploads they are submitting. Transnet will not be held liable for any challenges experienced by bidders as a result of the technical challenges. Please do not wait for the last hour to submit. A Bidder can upload 30mb per upload and multiple uploads are permitted.*

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**RFP FOR THE PROVISION OF  
FOR THE PROVISION OF A PANEL OF SERVICE PROVIDERS TO PROVIDE FIREARMS TRAINING TO  
TRANSNET SECURITY OFFICERS FOR AS AND WHEN REQUIRED BASIS FOA A PERIOD OF THREE (3)  
YEAR**

**SECTION 1: SBD1 FORM**

**PART A  
INVITATION TO BID**

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF TRANSNET CORPORATE CENTRE, A DIVISION TRANSNET SOC LTD</b>							
BID NUMBER:	<b>TCC/2023/06/0003/32070/RFP</b>	ISSUE DATE:	<b>27 February 2024</b>	CLOSING DATE:	<b>29 March 2024</b>	CLOSING TIME:	<b>12H00</b>
DESCRIPTION	FOR THE PROVISION OF A PANEL OF SERVICE PROVIDERS TO PROVIDE FIREARMS TRAINING TO TRANSNET SECURITY OFFICERS FOR AS AND WHEN REQUIRED BASIS FOA A PERIOD OF THREE (3) YEARS						
<b>BID RESPONSE DOCUMENTS SUBMISSION</b>							
<b>RESPONDENTS ARE TO UPLOAD THEIR BID RESPONSE PROPOSALS ONTO THE TRANSNET SYSTEM AGAINST EACH TENDER SELECTED (please refer to section 2, paragraph 3 for a detailed process on how to upload submissions):</b> <a href="https://transnetetenders.azurewebsites.net">https://transnetetenders.azurewebsites.net</a>							
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>							
CONTACT PERSON	Vonani Shivambu						
TELEPHONE NUMBER	011 021 2401						
E-MAIL ADDRESS	Vonani.shivambu@transnet.net						
<b>SUPPLIER INFORMATION</b>							
NAME OF BIDDER							
POSTAL ADDRESS							
STREET ADDRESS							
TELEPHONE NUMBER	CODE						
CELLPHONE NUMBER							
FACSIMILE NUMBER	CODE						
E-MAIL ADDRESS							
VAT REGISTRATION NUMBER							
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		<b>OR</b>	CENTRAL SUPPLIER DATABASE	UNIQUE REGISTRATION REFERENCE NUMBER: MAAA		
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		TICK APPLICABLE BOX ] <input type="checkbox"/> Yes  <input type="checkbox"/> No		

\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
Date & Company Stamp

<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED FOR PURPOSES OF COMPLIANCE WITH THE B-BBEE ACT]</b>			
<b>B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE</b>			
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER QUESTIONNAIRE BELOW]
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>			
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?			<input type="checkbox"/> YES <input type="checkbox"/> 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 1.3 BELOW.			

## PART B TERMS AND CONDITIONS FOR BIDDING

<b>1. TAX COMPLIANCE REQUIREMENTS</b>
1.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS. 1.2 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. 1.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA. 1.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID. 1.5 IN BIDS WHERE UNINCORPORATED CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER. 1.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

**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: \_\_\_\_\_

\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
Date & Company Stamp

**SECTION 2 : NOTICE TO BIDDERS****1 INVITATION TO BID**

Responses to this RFP [hereinafter referred to as a **Bid** or a **Proposal**] are requested from persons, companies, close corporations or enterprises [hereinafter referred to as an **entity, Respondent** or **Bidder**].

<b>DESCRIPTION</b>	FOR THE PROVISION OF A PANEL OF SERVICE PROVIDERS TO PROVIDE FIREARMS TRAINING TO TRANSNET SECURITY OFFICERS FOR AS AND WHEN REQUIRED BASIS FOR A PERIOD OF THREE (3) YEARS [ <b>Services</b> ]
<b>TENDER ADVERT</b>	All Transnet tenders are advertised on the National Treasury's e-Tender Publication Portal and the Transnet website. Should one of these media (i.e. National Treasury's e-Tender Publication Portal or Transnet website) not be available, bidders are advised to check on the other media for advertised tenders.
<b>RFP DOWNLOADING</b>	<p>This RFP may be downloaded directly from National Treasury's e-Tender Publication Portal at <a href="http://www.etenders.gov.za">www.etenders.gov.za</a> free of charge.</p> <p>To download RFP and Annexures:</p> <ul style="list-style-type: none"> <li>• Click on "Tender Opportunities";</li> <li>• Select "Advertised Tenders";</li> <li>• In the "Department" box, select Transnet SOC Ltd.</li> </ul> <p>Once the tender has been in the list, click on the "Tender documents" tab and process to download all uploaded documents.</p> <p>The RFP may also be downloaded from the Transnet Portal at <a href="https://transnetetenders.azurewebsites.net">https://transnetetenders.azurewebsites.net</a> (please use <b>Google Chrome</b> to access Transnet link/site) free of charge (<i>refer to section 2, paragraph 3 below for detailed steps</i>)</p>
<b>COMMUNICATION</b>	<p>Transnet will publish the outcome of this RFP on the National Treasury e-tender portal and Transnet website with 10 days after the award has been finalised. All unsuccessful bidders have a right to request for reasons for their bid not being successful. This requested must be directed to the contact person stated in the SBD 1 form</p> <p>Any addenda to the RFP or clarifications will be published on the e-tender portal and Transnet website. Bidders are required to check the e-tender portal or Transnet website prior to finalising their bid submissions for any changes or clarifications to the RFP.</p> <p>Transnet will not be held liable if Bidders do not receive the latest information regarding this RFP with the possible consequence of either being disadvantaged or disqualified as a result thereof.</p>
<b>BRIEFING SESSION</b>	<p><b>Yes Compulsory</b></p> <p>Bidders are required to confirm their attendance and to send their contact details including the number of representatives to the following address: Vonani.Shivambu@transnet.net not later than <b>12:00 on 12 March 2024</b></p> <p>This is to ensure that Transnet may make the necessary arrangements for the briefing session.</p> <p>Refer to paragraph 2 for details.</p>
<b>CLOSING DATE</b>	<p><b>12:00 pm on Friday 29 March 2024</b></p> <p>Bidders must ensure that bids are uploaded timeously onto the system. Generally, if a bid is late, it will not be accepted for consideration.</p> <p><b><i>Bidders are required to ensure that electronic bid submissions are done at least a day before the closing date to prevent issues which they may encounter due to their internet speed, bandwidth or the size of the number of uploads they are submitting. Transnet will</i></b></p>

	<b><i>not be held liable for any challenges experienced by bidders as a result of the technical challenges. Please do not wait for the last hour to submit. A Bidder can upload 30mb per upload and multiple uploads are permitted.</i></b>
<b>VALIDITY PERIOD</b>	<p><b>180 Business Days from Closing Date</b></p> <p>Bidders are to note that they may be requested to extend the validity period of their bid, at the same terms and conditions, if the internal evaluation process has not been finalised within the validity period. However, once the adjudication body has approved the process and award of the business to the successful bidder(s), the validity of the successful bidder(s)' bid will be deemed to remain valid until a final contract has been concluded.</p> <p>Should a bidder fail to respond to a request for extension of the validity period before it expires, that bidder will be excluded from tender process.</p> <p>With regard to the validity period of next highest ranked bidders, please refer to Section 2, paragraph 10.12</p>

Any additional information or clarification will be published on the e-Tender portal and Transnet website, if necessary.

## 2 FORMAL BRIEFING

A compulsory pre-proposal RFP briefing will be conducted via Microsoft Teams on the **14 March 2024** at **10H00** for a period of ± 1.5 hours. The briefing session will start punctually, and information will not be repeated for the benefit of Respondents arriving late.

2.1 Respondents failing to attend the compulsory RFP briefing will be disqualified.

## 3 PROPOSAL SUBMISSION

Transnet has implemented a new electronic tender submission system, the e-Tender Submission Portal, in line with the overall Transnet digitalization strategy where suppliers can view advertised tenders, register their information, log their intent to respond to bids and upload their bid proposals/responses on to the system.

a) The Transnet e-Tender Submission Portal can be accessed as follows:

- Log on to the Transnet eTenders management platform website/ Portal ([transnetetenders.azurewebsites.net](https://transnetetenders.azurewebsites.net)) Please use **Google Chrome** to access Transnet link/site);
- Click on "ADVERTISED TENDERS" to view advertised tenders;
- Click on "SIGN IN/REGISTER – for bidder to register their information (must fill in all mandatory information);
- Click on "SIGN IN/REGISTER" - to sign in if already registered;
- Toggle (click to switch) the "Log an Intent" button to submit a bid;
- Submit bid documents by uploading them into the system against each tender selected.
- No late submissions will be accepted. The bidder guide can be found on the Transnet Portal [transnetetenders.azurewebsites.net](https://transnetetenders.azurewebsites.net)

## 4 RFP INSTRUCTIONS

4.1 Please sign documents [sign, stamp and date the bottom of each page] before uploading them on the system. The person or persons signing the submission must be legally authorised by the respondent to do so.

- 4.2 **All returnable documents tabled in the Proposal Form [Section 5] must be returned with proposals.**
- 4.3 Unless otherwise expressly stated, all Proposals furnished pursuant to this RFP shall be deemed to be offers. Any exceptions to this statement must be clearly and specifically indicated.

## 5 JOINT VENTURES OR CONSORTIUMS

Respondents who would wish to respond to this RFP as a Joint Venture [JV] or consortium with B-BBEE entities, must state their intention to do so in their RFP submission. Such Respondents must also submit a signed JV or consortium agreement between the parties clearly stating the percentage [%] split of business and the associated responsibilities of each party. If at the time of the bid submission such a JV or consortium agreement has not been concluded, the partners must submit confirmation in writing of their intention to enter into a JV or consortium agreement should they be awarded business by Transnet through this RFP process. This written confirmation must clearly indicate the percentage [%] split of business and the responsibilities of each party. In such cases, award of business will only take place once a signed copy of a JV or consortium agreement is submitted to Transnet.

- Respondents are to note that for the purpose of Evaluation, a JV will be evaluated based on one consolidated B-BBEE score card (a consolidated B-BBEE Status Level verification certificate) Preference points will be awarded to a bidder for attaining the specific goals requirements in accordance with the table indicated in Section 8, Clause 4.1 of the specific goals Claim Form.

## 5. COMMUNICATION

- 5.1 For specific queries relating to this RFP, an RFP Clarification Request Form should be submitted onto the system and to Vonani Shivambu before **12:00 pm on 25 March 2024**, substantially in the form set out in Section 8 hereto. In the interest of fairness and transparency, Transnet's response to such a query will be published on the e-tender portal and Transnet website.
- 5.2 After the closing date of the RFP, a Respondent may only communicate with the **Vonani Shivambu** at telephone number **011 012 2401**, email [vonani.shivambu@transnet.net](mailto:vonani.shivambu@transnet.net) on any matter relating to its RFP Proposal.
- 5.3 Respondents are to note that changes to its submission will not be considered after the closing date.
- 5.4 It is prohibited for Respondents to attempt, either directly or indirectly, to canvass any officer or employee of Transnet in respect of this RFP between the closing date and the date of the award of the business.
- 5.5 Respondents found to be in collusion with one another will be automatically disqualified and restricted from doing business with organs of state for a specified period.
- 5.6 Transnet will publish the outcome of this RFP in the National Treasury e-tender portal and Transnet website with 10 days after the award has been finalised. Respondents are required to check the National Treasury e-tender Portal and Transnet website for the results of the tender process. All unsuccessful bidders have a right to request Transnet to furnish individual reasons for their bid not being successful. This requested must be directed to the contact person stated in the SBD 1 form

## 6 CONFIDENTIALITY

All information related to this RFP is to be treated with strict confidence. In this regard Respondents are required to certify that they have acquainted themselves with the Non-Disclosure Agreement. All information related to

a subsequent contract, both during and after completion thereof, will be treated with strict confidence. Should the need however arise to divulge any information related to this RFP or the subsequent contract, written approval must be obtained from Transnet.

## **7 COMPLIANCE**

The successful Respondent [hereinafter referred to as the **Service provider** shall be in full and complete compliance with any and all applicable laws and regulations.

## **8 EMPLOYMENT EQUITY ACT**

Respondents must comply with the requirements of the Employment Equity Act 55 of 1998 applicable to it including (but not limited to) Section 53 of the Employment Equity Act.

## **9 DISCLAIMERS**

Respondents are hereby advised that Transnet is not committed to any course of action as a result of its issuance of this RFP and/or its receipt of Proposals. In particular, please note that Transnet reserves the right to:

- 9.1 modify the RFP's Goods/Services and request Respondents to re-bid on any such changes;
- 9.2 reject any Proposal which does not conform to instructions and specifications which are detailed herein;
- 9.3 disqualify Proposals submitted after the stated submission deadline [closing date];
- 9.4 award a contract in connection with this Proposal at any time after the RFP's closing date;
- 9.5 award a contract for only a portion of the proposed Goods/Services which are reflected in the scope of this RFP;
- 9.6 split the award of the contract between more than one Supplier/Service provider, should it at Transnet's discretion be more advantageous in terms of, amongst others, cost or developmental considerations;
- 9.7 cancel the bid process;
- 9.8 validate any information submitted by Respondents in response to this bid. This would include, but is not limited to, requesting the Respondents to provide supporting evidence. By submitting a bid, Respondents hereby irrevocably grant the necessary consent to Transnet to do so;
- 9.9 request audited financial statements or other documentation for the purposes of a due diligence exercise;
- 9.10 not accept any changes or purported changes by the Respondent to the bid rates after the closing date and/or after the award of the business, unless the contract specifically provided for it;
- 9.11 to cancel the contract and/request that National Treasury place the Respondent on its Database of Restricted Suppliers for a period not exceeding 10 years, on the basis that a contract was awarded on the strength of incorrect information furnished by the Respondent or on any other basis recognised in law;
- 9.12 to award the business to the next ranked bidder, provided that he/she is still prepared to provide the required Goods at the quoted price, should the preferred bidder fail to sign or commence with the contract within a reasonable period after being requested to do so. Under such circumstances, the validity of the bids of the next ranked bidder(s) will be deemed to remain valid, irrespective of whether the outcome of the tender has been published the outcome of the bid process on the National Treasury e-tender Portal and Transnet website. Bidders may therefore be requested to advise whether they would still be prepared to provide the required Goods at their quoted price.



Note that Transnet will not reimburse any Respondent for any preparatory costs or other work performed in connection with its Proposal, whether or not the Respondent is awarded a contract.

#### **10 LEGAL REVIEW**

A Proposal submitted by a Respondent will be subjected to review and acceptance or rejection of its proposed contractual terms and conditions by Transnet's Legal Counsel, prior to consideration for an award of business. A material deviation from the Standard terms or conditions could result in disqualification.

#### **11 SECURITY CLEARANCE**

Acceptance of this bid could be subject to the condition that the Successful Respondent, its personnel providing the Goods/Services and its subcontractor(s) must obtain security clearance from the appropriate authorities to the level of **CONFIDENTIAL/ SECRET/TOP SECRET**. Obtaining the required clearance is the responsibility of the Successful Respondent. Acceptance of the bid is also subject to the condition that the Successful Respondent will implement all such security measures as the safe performance of the contract may require.

#### **12 NATIONAL TREASURY'S CENTRAL SUPPLIER DATABASE**

Respondents are required to self-register on National Treasury's Central Supplier Database (CSD) which has been established to centrally administer supplier information for all organs of state and facilitate the verification of certain key supplier information. Respondents must register on the CSD prior to submitting their bids. Business may not be awarded to a Respondent who has failed to register on the CSD. Only foreign suppliers with no local registered entity need not register on the CSD.

***For this purpose, the attached SBD 1 form must be completed and submitted as a mandatory returnable document by the closing date and time of the bid.***

#### **13 TAX COMPLIANCE**

Respondents must be compliant when submitting a proposal to Transnet and remain compliant for the entire contract term with all applicable tax legislation, including but not limited to the Income Tax Act, 1962 (Act No. 58 of 1962) and Value Added Tax Act, 1991 (Act No. 89 of 1991).

It is a condition of this bid that the tax matters of the successful Respondents be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the Respondents tax obligations.

The Tax Compliance status requirements are also applicable to foreign Respondents/ individuals who wish to submit bids.

Where Consortia / Joint Ventures / Sub-contractors are involved, each party must be registered on the Central Supplier Database and their tax compliance status will be verified through the Central Supplier Database.

**Transnet urges its clients, suppliers and the general public to report any fraud or corruption to  
TIP-OFFS ANONYMOUS:**



**You can choose to be Anonymous or Non-Anonymous on ANY of the platforms**  
**PLEASE RETAIN YOUR REFERENCE NUMBER**

				
	<p><b>AI Voice Bot "Jack"</b> Speak to our AI Voice Chat Bot "JACK", you converse with him like chatting to a human, with the option to record a message and speak to an agent at anytime.</p>	<p><b>What's App</b> Speak to an Agent via What's App.</p>	<p><b>Speak to an Agent</b> Speak to an Agent via the platform with no call or data charge</p>	<p><b>Telegram</b> Speak to an Agent via Telegram</p>
 <b>0800 003 056</b>	 <b>086 551 4153</b>	 <b>reportit@ethicshelpdesk.com</b>	 <b>*120*0785980808#</b>	

Respondent's Signature

Date & Company Stamp

### **SECTION 3: BACKGROUND, OVERVIEW AND SCOPE OF REQUIREMENTS**

#### **1 BACKGROUND**

Transnet is registered as an Official Institution to possess and use firearms, by the Registrar of Firearms of the South African Police Service (SAPS) with the Registered Number 767, as defined in Section 95(vi) of the Firearms Control Act, 2000 (Act No. 60 of 2000).

Transnet, registered as an Official Institution must comply with the Firearms Control Act, 2000 (Act No. 60 of 2000), the Firearms Regulation of 2004 and undertakes to adhere to the legislative requirements applicable to an Official Institution, licensed to possess firearms.

Transnet has six (6) operating division namely: Transnet Freight Rail (TFR), Transnet Engineering (TE), Transnet National Ports Authority (TNPA), Transnet Ports Terminals (TPT), Transnet Pipelines (TPL) and Transnet Properties (TP) operating across the country, and a Corporate Centre that manage all namely Transnet Corporate Centre (TCC).

Each of these operating divisions has its own in-house security compliment responsible within their unique environment in which they operate and ensure that goods and service are delivered to the public. This includes the monitoring, protection of asset and resources on a day-to-day basis to ensure the optimal functioning of operations from within their own operational environments.

Transnet recently obtained Peace Officers status from the Minister of Justice as gazetted (No 47197) on the 5th of August 2022, government gazette.

In order for Transnet to provide firearms to Peace Officers, the necessary practical and theoretical training should be complied with to ensure that employees are competent to possess and use the required firearms, as required by legislation.

Notwithstanding the above mentioned, it is also a requirement that all security officers that will be appointed as Peace Officers have the required training and regular training be conducted to maintain high levels of firearms competency and skills.

Transnet Academy, herewith seeks to partner with an accredited Training Service Provider to deliver top quality firearms training. The firearms training should enhance compliance to the legislation and alignment Transnet Security to be in a better position to fight crime. An estimate of ±981 learners will be trained. The targeted learners will be inclusive of employees on bargaining unit and management levels.

## 2 OBJECTIVES

2.1 The objectives of the firearms training are as follows:

2.1.1 To ensure that every employee that is issued with an official firearm has successfully completed the prescribed knowledge test of the Firearms Control Act;

2.1.2 To ensure that every employee that is issued with an official firearm has successfully completed the prescribed practical training including the practical test (shoot) relating to safe and efficient handling of a firearm;

2.1.3 To ensure that all employees are qualified up to the level of business purposes standards;

2.1.4 To ensure that firearms competency levels are maintained through bi-annual testing regarding Regulation 21 refreshers training and testing on the relevant unit standard;

2.1.5 To train and develop members further in the safe handling and use of firearms on tactical level, in addition build capacity within Transnet to assist the business and the firearms industry;

2.1.6 To ensure Transnet complies as an official institution.

## 3 SCOPE OF REQUIREMENTS

The intended scope requirements for the Firearms training programme are as follow:

3.1.1 The appointment of an accredited Training Service Provider will safeguard that all of our employees are trained annually as legally required, to ensure that there is no negative impact or risk for the organisation regarding compliance. The service provider must adhere to all the required mandatory requirements and may not be a reputational risk for Transnet SOC Ltd. The vision, mission and values of Transnet SOC Ltd must be supported. The training must be of a high quality and standards.

3.1.2 No outsourcing of firearms training by the appointed accredited service providers will be allowed.

3.1.3 Transnet will schedule the specific training with the appointed service provider on a regular basis, as and when required

3.1.4 The service providers must ensure that a training planning schedule and strategy is provided annually, as to indicate where and when the employees will be trained at the identified areas within the regions.

3.1.5 The service providers must ensure that all employees (issued with Official Firearms) are trained in the associated unit standards related to the testing and training in the safe use and handle of firearms (Outcomes Based).

3.1.6 The service providers must analyse results, ensure remedial and re-training of those employees that do not meet the required pass standard. Members that fail the 1<sup>st</sup> attempt must undergo remedial training and be allowed an additional two (2) attempts (3 Attempts in total).

3.1.7 The service provider must submit tested results, feedback on performance, Training provider certificate and PFTC Statement of Results (SOR) for those that will undergo firearms training.

3.1.8 The service provider must submit tested results, feedback on performance and a letter of compliance for learners that undergo regulation 21 testing.

3.1.9 All recommendations based on the outcomes of the Firearms Training, Regulation 21 Firearms Refresher training and Regulation 21: Bi-annual testing, should be reported to the Head of Faculty of Leadership and Functional Development.

3.2 **Criteria:** The preferred Service Provider should meet the following criteria:

3.2.1 The Service Provider must be accredited with:

3.2.1.1 Private Security Industry Regulatory Authority (PSIRA),

3.2.1.2 The Safety and Security Sector Education and Training Authority (SASSETA),

3.2.1.3 South African Professional Firearm Trainers Council (PFTC),

3.2.1.4 South African Police Services (SAPS),

3.2.1.5 National Regulator for Compulsory Specifications (NRCS), if they have their own shooting range.

3.2.2 The training to be delivered at recognized, approved, accredited training facility /campuses and/or other available and agreed venues.

3.2.3 Knowledge of legislation: the National Qualifications Framework (NQF), the South African Qualifications Authority (SAQA) and the Skills Development Act, etc.;

3.2.4 Knowledge of both formative and summative assessment methods, using a range of methodologies;

3.2.5 The Service Provider must clearly demonstrate extensive experience of not less than five (5) years in the firearms training and security environment;

3.2.6 Expertise and knowledge of Security environment will be an advantage;

3.2.7 As part of the proposal the Service Provider should show examples of similar work done previously with references;

3.2.8 The Service Provider is expected to provide training within the following legal standards as indicated in the table below, and provide scope of relevant services, modules and curriculum on offer;

Unit Standard Number	Description
US117705	Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)
US119649	Handle and use of a Handgun
US119650	Handle and use of a Self-Loading Rifle or Carbine
US119652	Handle and use a Shotgun
US119651	Handle and use a manually operated rifle or carbine
US123515	Handle and use of a Handgun for Business Purposes
US123511	Handle and use of Self-Loading Rifle or Carbine of Business Purpose
US123514	Handle and use a Shotgun for Business Purposes
US123519	Handle and use a manually operated rifle or carbine for business purposes
US123510	Apply tactical knowledge in the use of firearms
US123513	Demonstrate tactical proficiency with a handgun
US123518	Demonstrate tactical proficiency with a self-loading rifle or carbine
US123512	Demonstrate tactical proficiency with a shotgun
US123516	Supervise Shooting Exercises (Range Officer)
US123517	Supervise the operation of a shooting range and tactical shooting exercises

US123520	Supervise firearm training (Firearms Instructors)
Regulation 21: Firearms Training (Bi-Annually) Testing	In order to maintain and sustain the competency of a Transnet employee, Transnet must comply with legislation in the proper and safe handling and use of the relevant firearm and ammunition. This includes a legal assessment and a practical shoot test. The Regulation 21: Bi-Annual Testing is required for every unit standard the employee is qualified.

3.2.9 The ability to deliver quality services within tight timeframes;

3.2.10 Ascertain return on investment using an approved methodology.

3.2.11 The facilitators to be utilized by the Service Provider must possess relevant qualifications with at least 5 years of facilitation experience in line with the training to be offered with a proven track record;

3.2.12 For facilitation purposes, the training provider will be required to provide CV's of the facilitators, assessors and moderator with relevant qualifications.

3.2.13 Valid copy of Safety and Security Sector Education and Training Authority (SASSETA) and/or Qualification Council for Trades and Occupations (QCTO) certificate of accreditation stating the courses for which the bidder and the facilitators, assessors and moderators are accredited for.

3.2.14 The Service Provider must have liability insurance.

3.3 **Training Concept/ Approach.** The concept training approach is as follows:

3.3.1 **Category 1A – Regulation 21 Firearms Refresher Training:** Regulation 21; Firearms Refresher Training for members that have been found competent previously and has to undergo a firearms refresher training on as table indicated below and undergo Regulation 21 firearms testing over a period of no more than three (3) days;

Unit Standard	Description
US117705	Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)
US119649	Handle and Use of handgun
US123515	Handle and Use of handgun for business purposes

3.3.2 **Category 1B – Firearms Training:** Members that is Not Yet Competent in

**4** firearms to undergo training on over a period of five (5) days on the following;

Unit Standard	Description
US117705	Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)
US119649	Handle and use of handgun
US123515	Handle and use of handgun for business purposes

3.3.3 **Category 1C – Annual Regulation 21 Testing:** Annual Regulation 21: Firearms Training and Assessment for all member that have been found competent during firearms training and during the firearms refresher training. The training and assessment to be covered and concluded over a period of one (1) day on the following:

Unit Standard	Description
US117705	Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)
US119649	Handle and Use of handgun
US123515	Handle and Use of handgun for business purposes

#### 4. ACCREDITED TRAINING SERVICE PROVIDERS

4.1 An official institution must ensure that the prescribed training is only provided by a service provider i.t.o. SAQAA, 1995 (Act No. 58 of 1995) read with the Skills Development Act, 1998 (Act No. 97 of 1998) and who is accredited with POSLEC SETA (Now SASSETA) as a service provider to provide training in the safe use and handling of firearms. PFTC is responsible for the quality assurance regarding Qualification ID 50480 FETC: Firearm Training and associated unit standards. All Training Service providers are required to be accredited with PFTC, in order to conduct the required firearms training and associated unit standards.

#### 5. PROVISION OF ACCREDITED SHOOTING RANGES AND CLASSROOM FACILITIES

5.1 The appointed Accredited Training Service Provider must provide accredited facilities closest to the specific depot within the region. Proof of such an accredited facilities and shooting range will have to be provided.

5.2 All practical training or testing which will involve the actual firing of a firearm shall be conducted at a shooting range that complies with the applicable compulsory specification set in terms of Standards Act, 1993 (Act No. 29 of 1993) and which has been accredited under the Firearms Control Act.

5.3 The Service Provider must provide the training facilities (including shooting range) and all training material as indicated below:

5.3.1 Training manuals,

5.3.2 Knowledge test/assessment.

5.3.3 Ammunition and dummy rounds. The Service Providers should familiarize himself/ herself with the details of the type of training required, the specific unit standard and the numbers of employees requiring this training and the re-medial and re-assessment.

5.3.4 Firearms with two (2) magazines for the specific training

5.3.4.1 Handgun: CZ and or Glocks

5.3.4.2 Rifle: LM4 or DM4

5.3.4.3 Shotgun: Mossberg or Barretta.

5.3.4.4 Manual Operating Rifle .223.

5.3.5 PPE (Safety Goggles and Ear Protectors)

5.3.6 Holsters and Magazine pouches (Employee has required security belts).

5.3.7 Water and cups for employees during training session.

5.3.8 Sanitisation Stations.

5.3.9 Meals are excluded.

- 5.4 The nearest accredited shooting range/ training facilities of the Service Provider or accredited contracted shooting range/ classroom facilities from an external entity to the...
- 5.5 A Service Level Agreement (SLA) or Memorandum of Understanding (MoU) must be in place between the Service Provider and external entity to use the external shooting range/ classroom facility venue.
- 5.6 The methodology to be followed should as a minimum include the following:
  - 5.6.1 All Transnet documents is intellectual property and should be dealt with accordingly.
  - 5.6.2 Provide services in compliance with applicable company policies (national and international legislation).

**6. SPECIFIC REQUIREMENTS**

- 6.1 **Regulation 21 Firearms Refresher Training:** Minimum training requirements relating to the Regulation 21 Firearms Refresher training programme includes a review of safe handle and use of handguns for business purposes (Practical\_Training Session). The Programme should entail the following:
  - 6.1.1 Register Learners and complete training administration.
  - 6.1.2 Review and testing on the Firearms Control act,
  - 6.1.3 Review safety precautions, fundamentals of shooting, parts of the firearm, stripping and assembling, cleaning and maintenance of a handgun and different safe carry conditions, action drills (magazine change and IA drills) and shooting from behind cover.
  - 6.1.4 Conduct practical shooting practice (Shoot) - Handle and Use Handgun for business purposes as prescribed by PFTC. Start with basic shoot and progressive build-up to business shoot. Not more than 100 rounds.
  - 6.1.5 Conduct Regulation 21 Practical Test and shoot. Conduct practical observation test and practical shoot on Handgun for business purposes Reg 21 Shoot. Only three attempts will be allowed. Appointed service provider to make provision to the cost of ammunition.
  - 6.1.6 Detail usage of ammunition to kept, Transnet will only pay for the amount of ammunition used per learners as some learners will past the 1st attempt, those that have to receive remedial, refresher training and re-shoots ammunition usages must be limited to not more than 100 rounds per session.
  - 6.1.7 Consolidate results and sign-off assessment results.
- 6.2 **Firearms Training:** To capacitate and upskill employee’s further in firearms unit standards as indicated in the table below will be required. Transnet will book members according to Transnet Operations requirements for the specific training:

Category	Description
<b>Category 2</b>	US119650 – Handle and use of a Self-Loading Rifle or Carbine
	US123511 – Handle and use of Self-Loading Rifle or Carbine of Business Purpose
<b>Category 3</b>	US119652 – Handle and use a Shotgun
	US123514 – Handle and use a Shotgun for Business Purposes



<b>Category 4</b>	US119651 – Handle and use a manually operated rifle or carbine
	US123519 – Handle and use a manually operated rifle or carbine for business purposes
<b>Category 5</b>	US123510 – Apply tactical knowledge in the use of firearms
<b>Category 6</b>	US123513 – Demonstrate tactical proficiency with a handgun
	US123518 – Demonstrate tactical proficiency with a self-loading rifle or carbine
	US123512 – Demonstrate tactical proficiency with a shotgun
<b>Category 7</b>	US123516 – Supervise Shooting Exercises (Range Officer)
	US123517 – Supervise the operation of a shooting range and tactical shooting exercises
	US123520 – Supervise firearm training (Firearms Instructors)
<b>Category 8</b>	Regulation 21: Firearms Training (Bi-Annually) Testing  In order to maintain and sustain the competency of a Transnet employee, Transnet must comply with legislation in the proper and safe handling and use of the relevant firearm and ammunition. This includes a legal assessment and a practical shoot test. The Regulation 21: Bi-Annual Testing is required for every unit standard the employee is qualified.

6.2.1 Including to have task teams members qualified up till tactical level.

6.3 Transnet is managed per corridor that falls within a region/ province. The objective is to appoint an Accredited Firearms Training Service Provider per region/ province that is capable and able to deliver high quality standards training per region/ Province. The service provider must indicate with an X on the table below the region/Province they are bidding for:

<b>Province/Region</b>	<b>Depot/ Area</b>	<b>Estimated total employees that require firearms training per region</b>	<b>Region or Province Bidding For</b>
Eastern Cape	East London, Port Elizabeth, Ngqura, Swartskops, Uitenhage, Queenstown	85	
Free State and Northern Cape	Bethlehem, Bloemfontein, Harrismith, Kroonstad, Sasolburg, Kimberley, Postmasburg	54	
Gauteng, Limpopo, Limpopo and Northwest	Johannesburg, Pretoria, Kempton Park, Sentrarand, Isando, Polokwane, Ermelo, Nelspruit, Standerton, Witbank, Mafikeng, Potchefstroom and Rustenburg	472	
KwaZulu-Natal	Durban, Richards Bay, Ladysmith, Newcastle, Vryheid	271	
Western Province	Beaufort West, Cape Town, Saldanha, Worcester	99	
<b>Grand Total</b>		981	

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6.4 **Short Term Goal:** To get all members qualified, reskilled and competent in the safe handling and use of handgun for business purposes.

6.5 There are three member categories required to be trained and are as follow:

6.5.1 **Category 1A:** Members that have completed firearms training previously and required a firearms refresher training before they undergo the Regulation 21 testing.

6.5.2 **Category 1B:** Members that required firearms training, basic till business purposes for handgun.

6.5.3 **Category 1C:** All of the above category (members) to attend within the area a bi-annually Regulation 21 testing and shoot.

6.6 The table below depicts the estimated number of members per category that require the specific training as indicated in paragraph 6.3.

Depot	Competent	NYC	Grand Total
<b>Eastern Cape</b>			
East London	11	6	17
Port Elizabeth	20	14	34
Ngqura	22	9	31
Swartkops	0	1	1
Uitenhage	0	1	1
Queenstown	1	0	1
<b>Total (EC)</b>	54	31	85
<b>Free State</b>			
Bloemfontein	16	2	18
Kroonstad	12	0	12
Bethlehem	5	0	5
Harrismith	3	0	3
Sasolburg	5	0	5
<b>Total (FS)</b>	41	2	43
<b>Gauteng</b>			
City Deep	77	0	77

Germiston	20	2	22
Heidelberg (GP)	1	1	2
Isando	10	0	10
Johannesburg	77	23	100
Krugersdorp	5	0	5
Leeuhof	13	1	14
Millsite	4	0	4
Natalspruit	10	0	10
Parktown	10	2	12
Pretoria	30	0	30
Pyramid	16	0	16
Sentrarand	37	4	41
Springs	0	1	1
Alrode	0	1	1
Kilnerpark	3	6	9
Koedoespoort	8	4	12
<b>Total (GP)</b>	<b>321</b>	<b>45</b>	<b>366</b>
<b>KwaZulu-Natal</b>			
Durban	74	82	156
Bayhead	3	1	4
Tongaat	2	0	2
Pietermaritzburg C	7	0	7
Empangeni	36	47	83
Ladysmith	7	0	7
Newcastle	5	0	5

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Vryheid	7	0	7
<b>Total (KZN)</b>	141	130	271
<b>Limpopo</b>			
Polokwane	6	0	6
<b>Total (LP)</b>	6	0	6
<b>Mpumalanga</b>			
Ermelo	13	0	13
Nelspruit	23	1	24
Ogies	13	0	13
Standerton	4	0	4
Witbank	17	0	17
<b>Total (MP)</b>	70	1	71
<b>Northwest Province</b>			
Brits	1	0	1
Mafikeng	2	0	2
Potchefstroom	9	0	9
Rustenburg	17	0	17
<b>Total (NWP)</b>	29	0	29
<b>Northern Cape</b>			
Kimberley	8	0	8
Beaconsfield	2	0	2
Postmasburg	1	0	1
<b>Total (NC)</b>	11	0	11
<b>Western Cape</b>			
<b>Depot</b>	<b>Competent</b>	<b>NYC</b>	<b>Grand Total</b>
Cape Town	12	26	38

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Bellville	20	4	24
Beaufort West	1	0	1
Saldanha	3	22	25
Worcester	1	0	1
Mossel Bay	2	6	8
Salt River	1	1	2
<b>Total (WP)</b>	<b>40</b>	<b>59</b>	<b>99</b>
<b>Grand Total</b>	<b>713</b>	<b>268</b>	<b>981</b>

6.7 Training location or shooting range may not be further than 80km from specific depots. For ease of attendance depots can be combined should the venue or shooting range be within radius.

## 7. ADMINISTRATION

7.1 A proposal needs to be accompanied by a clear breakdown of costs and activities to outline the budget  
Comprehensively by the service provider.

7.2 It is required that the appointed Firearms Training Service Provider generates a Portfolio of Evidence (POE) for each Transnet member that attends firearms training or firearms refreshers training. The POE is to be kept by the Service Provider for each learner for a period of five (5) years for each learner and must containing the following:

7.2.1 For Firearms Training – as prescribed by PFTC the following documents should be provided:

- 7.2.1.1 Copy of Attendance register is to be send to Transnet School of Security.
- 7.2.1.2 Copy of Training Provider Training Certificate.
- 7.2.1.3 Signed of Copy of PFTC Statement of Results.

7.2.2 For Regulation 21: Firearms Refresher Training the following documents should be provided:

- 7.2.2.1 Leainers Training Registration form,
- 7.2.2.2 Copy of Training Attendance Register
- 7.2.2.3 Copies of the all the Learners Firearms Training Certificates,
- 7.2.2.4 Copies of SASSETA/ PFTC Statement of Results,
- 7.2.2.5 Copy of SAPS Competency Certificate,
- 7.2.2.6 Theoretical assessment results,
- 7.2.2.7 Observation Check list,
- 7.2.2.8 Target/s,
- 7.2.2.9 Copy of Ammunition register,
- 7.2.2.10 Copy of signed Service Providers Firearms Training Certificate,
- 7.2.2.11 Copy of Service Providers Letter of Compliance,
- 7.2.2.12 Training Satisfaction Survey Form/ Customers satisfaction Survey Form,
- 7.2.2.13 Assessment Satisfaction Survey Form.

7.2.3 For annual Regulation 21 Firearms Training the following documents should be provided:

- 7.2.3.1 Copy of Attendance Register,
- 7.2.3.2 Observation Check list,
- 7.2.3.3 Target/s,
- 7.2.3.4 Copy of Ammunition register,
- 7.2.3.5 Copy of Service Providers Letter of Compliance,
- 7.2.3.6 Training Satisfaction Survey Form/ Customers satisfaction Survey Form,
- 7.2.3.7 Assessment Satisfaction Survey Form.

7.2.4 The appointed Accredited Service provider is to provide the below mentioned documentation at the end of each training intervention for record purposes:

- 7.2.4.1 Name List of members that reported per training intervention (Excel Format) template will be provided, indicating whom has not reported.
- 7.2.4.2 Copy of Attendance Register.
- 7.2.4.3 Copy of signed Service Providers Firearms Training Certificate,
- 7.2.4.4 Signed of Copy of PFTC Statement of Results.
- 7.2.4.5 Copy of Service Providers Letter of Compliance,
- 7.2.4.6 Training Report inclusive of recommendation relating to training conducted per depot,
- 7.2.4.7 Documents as required by Transnet School of Security.

## **5 GREEN ECONOMY / CARBON FOOTPRINT**

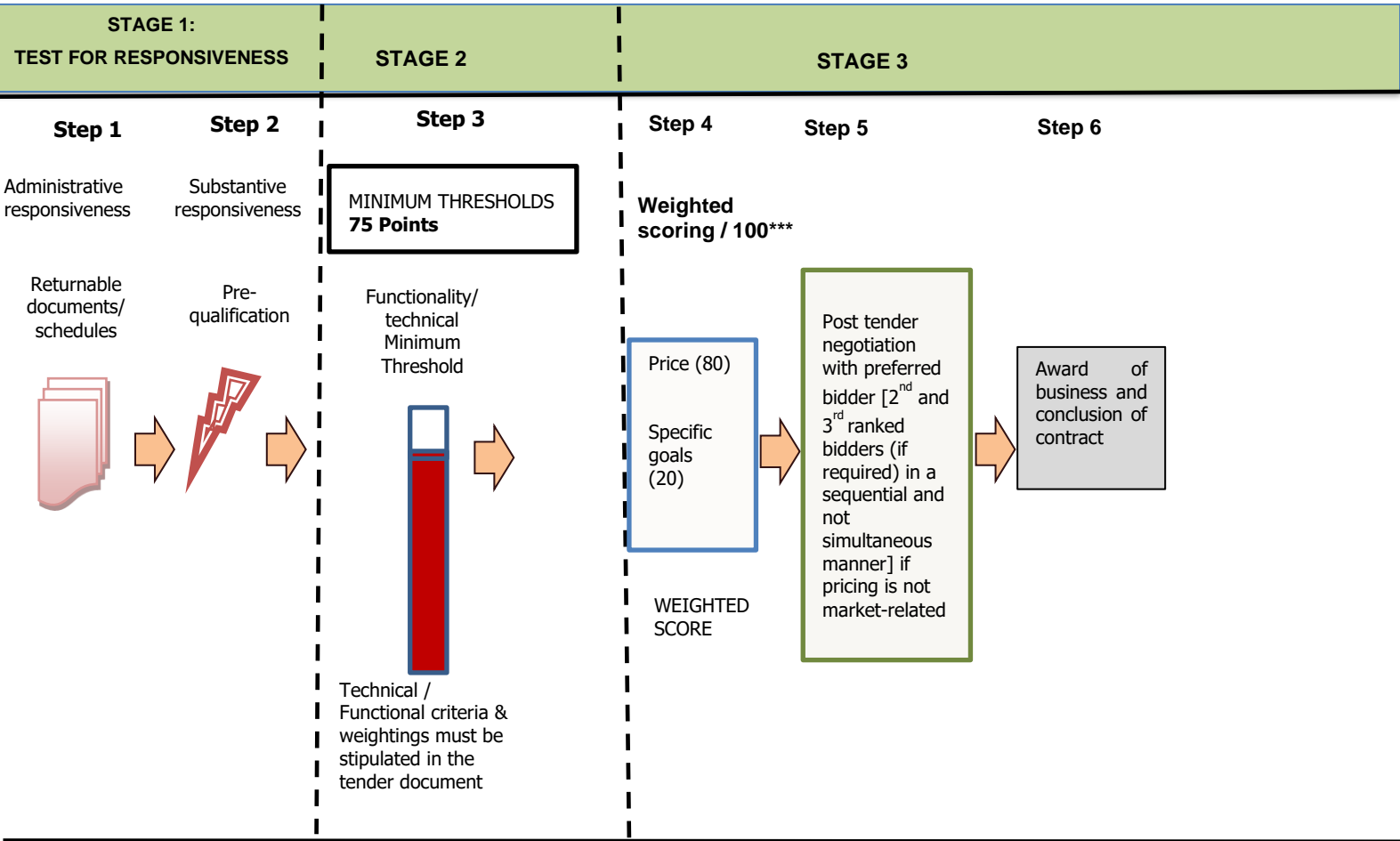
Transnet wishes to have an understanding of your company's position with regard to environmental commitments, including key environmental characteristics such as waste disposal, recycling and energy conservation. *Please submit details of your entity's policies in this regard.*

## **6 GENERAL SERVICE PROVIDER OBLIGATIONS**

- 6.1** The Service provider(s) shall be fully responsible to Transnet for the acts and omissions of persons directly or indirectly employed by them.
- 6.2** The Service provider(s) must comply with the requirements stated in this RFP.

**7 EVALUATION METHODOLOGY**

Transnet will utilise the following methodology and criteria in selecting a preferred Service provider:



NB: Evaluation of the various stages will normally take place in a sequential manner. However, in order to expedite the process, Transnet reserves the right to conduct the different steps of the evaluation process in parallel. In such instances the evaluation of bidders at any given stage must not be interpreted to mean that bidders have necessarily passed any previous stage(s).

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**7.1 STEP ONE: Test for Administrative Responsiveness**

The test for administrative responsiveness will include the following:

<b>Administrative responsiveness check</b>	<b>RFP Reference</b>
<ul style="list-style-type: none"> <li>Whether the Bid has been lodged on time</li> </ul>	<i>Section 1 paragraph 3</i>
<ul style="list-style-type: none"> <li>Whether all Mandatory Documents and/or schedules [where applicable] were completed and returned by the closing date and time.</li> </ul>	<i>Section 5</i>
<ul style="list-style-type: none"> <li>Whether the Bidder has attended Compulsory Briefing Session</li> </ul>	<i>For Virtual (MS Teams Attendance Register/Chat box respondent Details)</i>

***The test for administrative responsiveness [Step One] must be passed for a Respondent's Proposal to progress to Step Two for further pre-qualification***

**7.2 STEP TWO: Test for Substantive Responsiveness to RFP**

The test for substantive responsiveness to this RFP will include the following:

<b>Check for substantive responsiveness</b>	<b>RFP Reference</b>
<ul style="list-style-type: none"> <li>Whether the Bid contains a priced offer as prescribed in the pricing schedule,</li> </ul>	<i>Section 4</i>
<ul style="list-style-type: none"> <li>Whether the Bid completed SBD 1 form,</li> </ul>	<i>Section 1</i>
<ul style="list-style-type: none"> <li>Whether the Bidder has attended Compulsory Briefing Session</li> </ul>	<i>Section 2</i>
<ul style="list-style-type: none"> <li>Whether any Technical Pre-qualification Criteria/minimum requirements/legal requirements have been met as follows:           <ul style="list-style-type: none"> <li>- ANNEXURE M: Bidder to confirm the acceptance of the scope of work for the Provision of a Panel of Service Providers to Provide Firearms Training to Transnet Security Officers for as and When Required Basis for a Period of Three (3) Years,</li> </ul> </li> </ul>	<i>Annexure L</i>
<ul style="list-style-type: none"> <li>Whether the bid is accredited with Private Security Industry Regulatory Authority (PSIRA),</li> </ul>	<i>Annexure M</i>
<ul style="list-style-type: none"> <li>Whether the bid is accredited with The Safety and Security Sector Education and Training Authority (SASSETA),</li> </ul>	<i>Annexure N</i>
<ul style="list-style-type: none"> <li>Whether the bid is accredited with South African Professional Firearm Trainers Council (PFTC),</li> </ul>	<i>Annexure O</i>
<ul style="list-style-type: none"> <li>Whether the bid is accredited with South African Police Services (SAPS),</li> </ul>	<i>Annexure P</i>

***The test for substantive responsiveness [Step Two] must be passed for a Respondent's proposal to progress to Step Three for further evaluation.***



**7.3 STEP THREE: Minimum Threshold 75 points for Technical Criteria**

The test for the Technical and Functional threshold will include the following:

Technical Evaluation Criteria	Points Weightings	Scoring guideline
<p><b>REFERENCE LETTERS</b></p> <p>Three (3) written references with contact details, for those customers for whom the bidder has completed work within the last five (5) years.</p> <p><b>NB:</b> Reference letter not complying with the following five (5) requirements will not be considered for evaluation:</p> <ol style="list-style-type: none"> <li>Reference letter must be on the Company Letter Head,</li> <li>Indicating type of training provided,</li> <li>The rated level of service (poor, good, satisfactory, excellent, etc) and</li> <li>Signed references letter by the client.</li> <li>The reference letter must make reference to the following unit standards in which training on relevant unit standard were conducted:</li> </ol>	<p>25</p>	<ul style="list-style-type: none"> <li>Three (3) or more reference letters with contact details, for those customers for whom the bidder has completed work within the last five (5) years. <b>[25]</b></li> <li>Two (2) reference letters with contact details, for those customers for whom the bidder has completed work within the last five (5) years. <b>[20]</b></li> <li>1(one) reference letters with contact details, for those customers for whom the bidder has completed work within the last five (5) years. <b>[15]</b></li> <li>No reference letters with contact details, for those customers for whom the bidder has completed work within the last five (5) years. <b>[0]</b></li> </ul>
US117705 Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)		
US119649 Handle and Use of handgun		
US123515 Handle and Use of handgun for business purposes		
US119650 – Handle and use of a Self-Loading Rifle or Carbine		
US123511 – Handle and use of Self-Loading Rifle or Carbine of Business		
US119652 – Handle and use a Shotgun		
US123514 – Handle and use a Shotgun for Business Purposes		
US119651 – Handle and use a manually operated rifle or carbine		
US123519 – Handle and use a manually operated rifle or carbine for business purposes		
US123510 – Apply tactical knowledge in the use of firearms		
US123513 – Demonstrate tactical proficiency with a handgun		
US123518 – Demonstrate tactical proficiency with a selfloading rifle or carb		
US123512 – Demonstrate tactical proficiency with a shotgun		
US123516 – Supervise Shooting Exercises (Range Officer)		
US123517 – Supervise the operation of a shooting range and tactical shooting exercises		
US123520 – Supervise firearm training (Firearms Instructors)		
<b>Key Personnel Experience</b>		

Technical Evaluation Criteria	Points Weightings	Scoring guideline
<p><b>Facilitator Experience</b></p> <p>Bidder must provide CVs of the facilitator experience in providing facilitation/ lectures in Firearms Training for resources that will be allocated to this project.</p>	15	<ul style="list-style-type: none"> <li>• Facilitator/s has over five (5) years' experience. <b>[15]</b></li> <li>• Facilitator/s has three (3) up to four (4) years' experience. <b>[10]</b></li> <li>• Facilitator/s has one (1) to two (2) years' experience. <b>[5]</b></li> <li>• Facilitator has less than Zero (0) experience. <b>[0]</b></li> </ul>
<p><b>Assessor Experience</b></p> <p>Bidder must provide CVs of the assessor experience in providing Assessors in Firearms Training for resources that will be allocated to this project.</p>	15	<ul style="list-style-type: none"> <li>• Assessor/s has over five (5) years' experience. <b>[15]</b></li> <li>• Assessor/s has three (3) up to four (4) years' experience. <b>[10]</b></li> <li>• Assessor/s has one (1) to two (2) years' experience. <b>[5]</b></li> <li>• Assessor/s has less than Zero (0) experience <b>[0]</b></li> </ul>
<p><b>Moderator Experience</b></p> <p>Bidder must provide CVs of the moderator experience in providing moderation in Firearms Training for resources that will be allocated to this project.</p>	15	<ul style="list-style-type: none"> <li>• Moderator/s has over five (5) years' experience. <b>[15]</b></li> <li>• Moderator/s has three (3) up to four (4) years' experience. <b>[10]</b></li> <li>• Moderator/s has one (1) to two (2) years' experience. <b>[5]</b></li> <li>• Moderator/s has less than Zero (0) experience. <b>[0]</b></li> </ul>
<p><b>Key Personnel Qualification</b></p> <p>Bidder must provide Facilitator, Assessor and Moderator (SETA/DHET/ SASSETA/ PFTC/ SAPS accreditation certificates. The certificates must indicate the required legal unit standards for the training. The following unit standards will be relevant:</p>	15	<ul style="list-style-type: none"> <li>• Facilitator has Certificate indicating the required legal Unit standards for the Firearm training. <b>[5]</b></li> </ul>

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Technical Evaluation Criteria	Points Weightings	Scoring guideline
US117705 Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)		<ul style="list-style-type: none"> <li>• Assessor has Certificate indicating the required legal Unit standards for the Firearm training. <b>[5]</b></li> <li>• Moderator has Certificate indicating the required legal Unit standards for the Firearm training. <b>[5]</b></li> <li>• Facilitator, Assessor and Moderator has no certificate indicating the required legal Unit standards for the Firearm training. <b>[0]</b></li> </ul>
US119649 Handle and Use of handgun		
US123515 Handle and Use of handgun for business purposes		
US119650 – Handle and use of a Self-Loading Rifle or Carbine		
US123511 – Handle and use of Self-Loading Rifle or Carbine of Business Purpose		
US119652 – Handle and use a Shotgun		
US123514 – Handle and use a Shotgun for Business Purposes		
US119651 – Handle and use a manually operated rifle or carbine		
US123519 – Handle and use a manually operated rifle or carbine for business purposes		
US123510 – Apply tactical knowledge in the use of firearms		
US123513 – Demonstrate tactical proficiency with a handgun		
US123518 – Demonstrate tactical proficiency with a self-loading rifle or carbine		
US123512 – Demonstrate tactical proficiency with a shotgun		
US123516 – Supervise Shooting Exercises (Range Officer)		
US123517 – Supervise the operation of a shooting range and tactical shooting exercises		
US123520 – Supervise firearm training (Firearms Instructors)		
<p><b>Training Facilities/ Venues</b></p> <p>Proof of accredited Training Facilities/ Venues/ Shooting Ranges Provincially available at required depots and/ or Number/s of Memorandum of understanding (MoU) or Service Level Agreements (SLA) already in place with other service provider per region / province at identified venues. Provide list and contact details of service providers or training providers that company has MoU or SLA's with.</p>	15	<ul style="list-style-type: none"> <li>• Bidder has six (6) or more accredited training facilities or MoU/ SLA in place <b>[15]</b></li> <li>• Bidder has four (4) to five (5) accredited training facilities or MoU/ SLA in place <b>[10]</b></li> <li>• Bidder has one (1) to three (3) accredited training facilities or MoU/ SLA in place <b>[5]</b></li> <li>• Bidder has no zero (0) accredited training facilities or MoU/ SLA in place <b>[0]</b></li> </ul>
<b>Total Weighting:</b>	<b>100</b>	
<b>Minimum qualifying score required:</b>	<b>75</b>	

Respondents are to note that Transnet will round off final technical scores to the nearest 2 (two) decimal places for the purposes of determining whether the technical threshold has been met.

**The minimum threshold for technical/functionality [Step Three] must be met or exceeded for a Respondent's Proposal to progress to Step Four for final evaluation**

#### 7.4 STEP FOUR: Evaluation and Final Weighted Scoring

a) **Price and TCO Criteria** [Weighted score 80 points]:

Evaluation Criteria	RFP Reference
<ul style="list-style-type: none"> <li>• Commercial offer</li> </ul>	<i>Section 4</i>
<ul style="list-style-type: none"> <li>• Commercial discounts<sup>1</sup></li> <li>• Price adjustment conditions / factors</li> <li>• Exchange rate exposure</li> <li>• Disbursements</li> </ul>	<i>Section 4</i>

Transnet will utilise the following formula in its evaluation of Price:

$$PS = 80 \left( 1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where:

$Ps$  = Score for the Bid under consideration  
 $Pt$  = Price of Bid under consideration  
 $Pmin$  = Price of lowest acceptable Bid

<sup>1</sup> Only unconditional discounts will be taken into account during evaluation. A discount which has been offered conditionally will, despite not being taken into account for evaluation purposes, be implemented when payment is effected

- b) **Specific Goals** [Weighted score 20 point]
- Specific goals preference points claim form
  - Preference points will be awarded to a bidder for attaining the specific goals requirements in accordance with the table indicated in Section 8, Clause 4.1 of the specific goals Claim Form.

#### 7.5 SUMMARY: Applicable Thresholds and Final Evaluated Weightings

Thresholds	Minimum Threshold
Technical / functionality	75

Evaluation Criteria	Final Weighted Scores
Price and Total Cost of Ownership	80
Specific goals - Scorecard	20
<b>TOTAL SCORE:</b>	<b>100</b>

#### 7.6 STEP FIVE: Post Tender Negotiations (if applicable)

- Respondents are to note that Transnet may not award a contract if the price offered is not market-related. In this regard, Transnet reserves the right to engage in PTN with the view to achieving a market-related price or to cancel the tender. Negotiations will be done in a sequential manner i.e.:
  - first negotiate with the highest ranked bidder or cancel the bid, should such negotiations fail,
  - negotiate with the 2nd and 3rd ranked bidders (if required) in a sequential manner.
- In the event of any Respondent being notified of such short-listed/preferred bidder status, his/her bid, as well as any subsequent negotiated best and final offers (BAFO), will automatically be deemed to remain valid during the negotiation period and until the ultimate award of business.
- Should Transnet conduct post tender negotiations, Respondents will be requested to provide their best and final offers to Transnet based on such negotiations. Where a market related price has been achieved through negotiation, the contract will be awarded to the successful Respondent(s).

#### 7.7 STEP SIX: Award of business and conclusion of contract

- Immediately after approval to award the contract has been received, the successful bidder(s) will be informed of the acceptance of his/their Bid by way of a Letter of Award. Thereafter the final contract will be concluded with the successful Respondent(s).
- A final contract will be concluded and entered into with the successful Bidder at the acceptance of a letter of award by the Respondent.

**SECTION 4: PRICING AND DELIVERY SCHEDULE**

Respondents are required to complete the table below:

**EASTERN CAPE** (±85 employees)

East London/ Port Elizabeth/ Queenstown/ Ngqura/ Swartkops/ Uitenhage

**Category 1A:** Regulation 21 Firearms Refresher Training

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	US117705 – Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)	Each	85		
2	US119649 – Handle and Use of handgun	Each	85		
3	US123515 - Handle and Use of handgun for business purposes	Each	85		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

**Category 1B:** Firearms Training

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	US117705 – Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)	Each	85		
2	US119649 – Handle and Use of handgun	Each	85		
3	US123515 - Handle and Use of handgun for business purposes	Each	85		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

**Category 1C:** Bi-Annual Regulation 21 Testing

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	US117705 – Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)	Each	85		
2	US119649 – Handle and Use of handgun	Each	85		

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3	US123515 - Handle and Use of handgun for business purposes	Each	85		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

**Firearms Training Category**

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	<b>Category 2:</b> US119650 – Handle and use of a Self-Loading Rifle or Carbine	Each	85		
2	<b>Category 2:</b> US123511 – Handle and use of Self-Loading Rifle or Carbine of Business Purpose	Each	85		
3	<b>Category 3:</b> US119652 – Handle and use a Shotgun	Each	85		
4	<b>Category 3:</b> US123514 – Handle and use a Shotgun for Business Purposes	Each	85		
5	<b>Category 4:</b> US119651 – Handle and use a manually operated rifle or carbine	Each	85		
6	<b>Category 4:</b> US123519 – Handle and use a manually operated rifle or carbine for business purposes	Each	85		
7	<b>Category 5:</b> US123510 – Apply tactical knowledge in the use of firearms	Each	85		
8	<b>Category 6:</b> US123513 – Demonstrate tactical proficiency with a handgun	Each	85		
9	<b>Category 6:</b> US123518 – Demonstrate tactical proficiency with a self-loading rifle or carbine	Each	85		
10	<b>Category 6:</b> US123512 – Demonstrate tactical proficiency with a shotgun	Each	85		
11	<b>Category 7:</b> US123516 – Supervise Shooting Exercises (Range Officer)	Each	85		
12	<b>Category 7:</b> US123517 – Supervise the operation of a shooting range and tactical shooting exercises	Each	85		
13	<b>Category 7:</b> US123520 – Supervise firearm training (Firearms Instructors)	Each	85		
14	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123515: Handle and Use Handgun for Business Purposes	Each	85		

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15	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123511: Handle and Use Handgun Self-Loading Rifle and Carbine for Business Purposes	Each	85		
16	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123515: Handle and Use Handgun for Business Purposes	Each	85		
17	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123515: Handle and Use Handgun Business Purposes	Each	85		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

**FREE STATE** (±54 employees)

Bloemfontein/ Kroonstad/ Bethlehem/ Harrismith/ Sasolburg/Kimberley/ Postmasburg

**Category 1A:** Regulation 21 Firearms Refresher Training

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	US117705 – Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)	Each	54		
2	US119649 – Handle and Use of handgun	Each	54		
3	US123515 - Handle and Use of handgun for business purposes	Each	54		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

**Category 1B:** Firearms Training

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	US117705 – Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)	Each	54		
2	US119649 – Handle and Use of handgun	Each	54		
3	US123515 - Handle and Use of handgun for business purposes	Each	54		
<b>TOTAL PRICE exclusive of VAT:</b>					

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<b>VAT (if applicable):</b>				
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>				

**Category 1C:** Bi-Annual Regulation 21 Testing

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	US117705 – Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)	Each	54		
2	US119649 – Handle and Use of handgun	Each	54		
3	US123515 - Handle and Use of handgun for business purposes	Each	54		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

**Firearms Training Category**

Item No	Description of Item	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	<b>Category 2:</b> US119650 – Handle and use of a Self-Loading Rifle or Carbine	Each	54		
2	<b>Category 2:</b> US123511 – Handle and use of Self-Loading Rifle or Carbine of Business Purpose	Each	54		
3	<b>Category 3:</b> US119652 – Handle and use a Shotgun	Each	54		
4	<b>Category 3:</b> US123514 – Handle and use a Shotgun for Business Purposes	Each	54		
5	<b>Category 4:</b> US119651 – Handle and use a manually operated rifle or carbine	Each	54		
6	<b>Category 4:</b> US123519 – Handle and use a manually operated rifle or carbine for business purposes	Each	54		
7	<b>Category 5:</b> US123510 – Apply tactical knowledge in the use of firearms	Each	54		
8	<b>Category 6:</b> US123513 – Demonstrate tactical proficiency with a handgun	Each	54		
9	<b>Category 6:</b> US123518 – Demonstrate tactical proficiency with a self-loading rifle or carbine	Each	54		
10	<b>Category 6:</b> US123512 – Demonstrate tactical proficiency with a shotgun	Each	54		

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11	<b>Category 7:</b> US123516 – Supervise Shooting Exercises (Range Officer)	Each	54		
12	<b>Category 7:</b> US123517 – Supervise the operation of a shooting range and tactical shooting exercises	Each	54		
13	<b>Category 7:</b> US123520 – Supervise firearm training (Firearms Instructors)	Each	54		
14	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123515: Handle and Use Handgun for Business Purposes	Each	54		
15	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123511: Handle and Use Handgun Self-Loading Rifle and Carbine for Business Purposes	Each	54		
16	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123515: Handle and Use Handgun for Business Purposes	Each	54		
17	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123515: Handle and Use Handgun Business Purposes	Each	54		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

**Gauteng** (±366 employees)

Esselen Park/ Heidelberg/ Pretoria/ Kilner Park/Polokwane/ Ermelo/Nelspruit/ Ogies/ Witbank/ Standerton/ Brits/ Mafikeng/Potchefstroom/ Rustenburg

**Category 1A:** Regulation 21 Firearms Refresher Training

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	US117705 – Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)	Each	472		
2	US119649 – Handle and Use of handgun	Each	472		
3	US123515 - Handle and Use of handgun for business purposes	Each	472		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

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**Category 1B:** Firearms Training

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	US117705 – Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)	Each	472		
2	US119649 – Handle and Use of handgun	Each	472		
3	US123515 - Handle and Use of handgun for business purposes	Each	472		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

**Category 1C:** Bi-Annual Regulation 21 Testing

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	US117705 – Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)	Each	472		
2	US119649 – Handle and Use of handgun	Each	472		
3	US123515 - Handle and Use of handgun for business purposes	Each	472		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

**Firearms Training Category**

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	<b>Category 2:</b> US119650 – Handle and use of a Self-Loading Rifle or Carbine	Each	472		
2	<b>Category 2:</b> US123511 – Handle and use of Self-Loading Rifle or Carbine of Business Purpose	Each	472		
3	<b>Category 3:</b> US119652 – Handle and use a Shotgun	Each	472		
4	<b>Category 3:</b> US123514 – Handle and use a Shotgun for Business Purposes	Each	472		
5	<b>Category 4:</b> US119651 – Handle and use a manually operated rifle or carbine	Each	472		

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6	<b>Category 4:</b> US123519 – Handle and use a manually operated rifle or carbine for business purposes	Each	472		
7	<b>Category 5:</b> US123510 – Apply tactical knowledge in the use of firearms	Each	472		
8	<b>Category 6:</b> US123513 – Demonstrate tactical proficiency with a handgun	Each	472		
9	<b>Category 6:</b> US123518 – Demonstrate tactical proficiency with a self-loading rifle or carbine	Each	472		
10	<b>Category 6:</b> US123512 – Demonstrate tactical proficiency with a shotgun	Each	472		
11	<b>Category 7:</b> US123516 – Supervise Shooting Exercises (Range Officer)	Each	472		
12	<b>Category 7:</b> US123517 – Supervise the operation of a shooting range and tactical shooting exercises	Each	472		
13	<b>Category 7:</b> US123520 – Supervise firearm training (Firearms Instructors)	Each	472		
14	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123515: Handle and Use Handgun for Business Purposes	Each	472		
15	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123511: Handle and Use Handgun Self-Loading Rifle and Carbine for Business Purposes	Each	472		
16	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123515: Handle and Use Handgun for Business Purposes	Each	472		
17	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123515: Handle and Use Handgun Business Purposes	Each	472		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

**KWAZULU-NATAL** (±271 employees)

Durban/ Richards Bay/ Ladysmith/ Newcastle/ Vryheid

**Category 1A:** Regulation 21 Firearms Refresher Training

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	US117705 – Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)	Each	271		
2	US119649 – Handle and Use of handgun	Each	271		

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3	US123515 - Handle and Use of handgun for business purposes	Each	271		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

**Category 1B:** Firearms Training

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	US117705 – Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)	Each	271		
2	US119649 – Handle and Use of handgun	Each	271		
3	US123515 - Handle and Use of handgun for business purposes	Each	271		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

**Category 1C:** Bi-Annual Regulation 21 Testing

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	US117705 – Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)	Each	271		
2	US119649 – Handle and Use of handgun	Each	271		
3	US123515 - Handle and Use of handgun for business purposes	Each	271		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

**Firearms Training Category**

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	<b>Category 2:</b> US119650 – Handle and use of a Self-Loading Rifle or Carbine	Each	271		

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2	<b>Category 2:</b> US123511 – Handle and use of Self-Loading Rifle or Carbine of Business Purpose	Each	271		
3	<b>Category 3:</b> US119652 – Handle and use a Shotgun	Each	271		
4	<b>Category 3:</b> US123514 – Handle and use a Shotgun for Business Purposes	Each	271		
5	<b>Category 4:</b> US119651 – Handle and use a manually operated rifle or carbine	Each	271		
6	<b>Category 4:</b> US123519 – Handle and use a manually operated rifle or carbine for business purposes	Each	271		
7	<b>Category 5:</b> US123510 – Apply tactical knowledge in the use of firearms	Each	271		
8	<b>Category 6:</b> US123513 – Demonstrate tactical proficiency with a handgun	Each	271		
9	<b>Category 6:</b> US123518 – Demonstrate tactical proficiency with a self-loading rifle or carbine	Each	271		
10	<b>Category 6:</b> US123512 – Demonstrate tactical proficiency with a shotgun	Each	271		
11	<b>Category 7:</b> US123516 – Supervise Shooting Exercises (Range Officer)	Each	271		
12	<b>Category 7:</b> US123517 – Supervise the operation of a shooting range and tactical shooting exercises	Each	271		
13	<b>Category 7:</b> US123520 – Supervise firearm training (Firearms Instructors)	Each	271		
14	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123515: Handle and Use Handgun for Business Purposes	Each	271		
15	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123511: Handle and Use Handgun Self-Loading Rifle and Carbine for Business Purposes	Each	271		
16	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123515: Handle and Use Handgun for Business Purposes	Each	271		
17	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123515: Handle and Use Handgun Business Purposes	Each	271		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

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**WESTERN PROVINCE** (±99 employees)

Cape Town/ Bellville/ Beaufort West/ Saldanha/ Worcester/ Mossel Bay

**Category 1A:** Regulation 21 Firearms Refresher Training

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	US117705 – Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)	Each	99		
2	US119649 – Handle and Use of handgun	Each	99		
3	US123515 - Handle and Use of handgun for business purposes	Each	99		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

**Category 1B:** Firearms Training

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	US117705 – Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)	Each	99		
2	US119649 – Handle and Use of handgun	Each	99		
3	US123515 - Handle and Use of handgun for business purposes	Each	99		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

**Category 1C:** Bi-Annual Regulation 21 Testing

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	US117705 – Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000)	Each	99		
2	US119649 – Handle and Use of handgun	Each	99		
3	US123515 - Handle and Use of handgun for business purposes	Each	99		
<b>TOTAL PRICE exclusive of VAT:</b>					
<b>VAT (if applicable):</b>					
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>					

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**Firearms Training Category**

Item No	Description of Goods / Services	Unit	Quantity	Price Per Candidate	TOTAL PRICE OF ITEM [ZAR]
1	<b>Category 2:</b> US119650 – Handle and use of a Self-Loading Rifle or Carbine	Each	99		
2	<b>Category 2:</b> US123511 – Handle and use of Self-Loading Rifle or Carbine of Business Purpose	Each	99		
3	<b>Category 3:</b> US119652 – Handle and use a Shotgun	Each	99		
4	<b>Category 3:</b> US123514 – Handle and use a Shotgun for Business Purposes	Each	99		
5	<b>Category 4:</b> US119651 – Handle and use a manually operated rifle or carbine	Each	99		
6	<b>Category 4:</b> US123519 – Handle and use a manually operated rifle or carbine for business purposes	Each	99		
7	<b>Category 5:</b> US123510 – Apply tactical knowledge in the use of firearms	Each	99		
8	<b>Category 6:</b> US123513 – Demonstrate tactical proficiency with a handgun	Each	99		
9	<b>Category 6:</b> US123518 – Demonstrate tactical proficiency with a self-loading rifle or carbine	Each	99		
10	<b>Category 6:</b> US123512 – Demonstrate tactical proficiency with a shotgun	Each	99		
11	<b>Category 7:</b> US123516 – Supervise Shooting Exercises (Range Officer)	Each	99		
12	<b>Category 7:</b> US123517 – Supervise the operation of a shooting range and tactical shooting exercises	Each	99		
13	<b>Category 7:</b> US123520 – Supervise firearm training (Firearms Instructors)	Each	99		
14	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123515: Handle and Use Handgun for Business Purposes	Each	99		
15	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123511: Handle and Use Handgun Self-Loading Rifle and Carbine for Business Purposes	Each	99		
16	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123515: Handle and Use Handgun for Business Purposes	Each	99		
17	<b>Category 8:</b> Regulation 21: Firearms Training (Bi-Annually) Testing US123515: Handle and Use Handgun Business Purposes	Each	99		

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<b>TOTAL PRICE exclusive of VAT:</b>				
<b>VAT (if applicable):</b>				
<b>TOTAL PRICE inclusive of VAT (where applicable)</b>				

*Respondents are to note that Transnet will round off final pricing scores to the nearest 2 (two) decimal places.*

**Notes to Pricing:**

- a) Respondents are to note that if the price offered by the highest scoring bidder is not market-related, Transnet may not award the contract to that Respondent. Transnet may-
  - (i) negotiate a market-related price with the Respondent scoring the highest points or cancel the RFP;
  - (ii) if that Respondent does not agree to a market-related price, negotiate a market-related price with the Respondent scoring the second highest points or cancel the RFP;
  - (iii) if the Respondent scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the Respondent scoring the third highest points or cancel the RFP.

If a market-related price is not agreed with the Respondent scoring the third highest points, Transnet must cancel the RFP.

- b) Prices must be quoted in South African Rand inclusive of VAT.
- c) Accommodation and Flights (Government Rate and Economy Class) & Car Hire (Group B) will be reimbursed according to AA rates. Any disbursement not specifically priced for will not be considered/accepted by Transnet.
- d) To facilitate like-for-like comparison bidders must submit pricing strictly in accordance with this pricing schedule and not utilise a different format. Deviation from this pricing schedule could result in a bid being declared non-responsive.
- e) Quantities given are estimates only. Any orders resulting from this RFP will be on an "as and when required" basis.
- f) Where a Respondent's price(s) includes imported goods/items, the rate of exchange to be used must be in South African Rands for purposes of determining whether the price is market related or not and must be the currency's rate published by the South African Reserve Bank on the date of the advertisement of the bid:  
Currency rate of exchange utilised: \_\_\_\_\_
- g) Respondents, if awarded the contract, are required to indicate that their prices quoted would be kept firm and fixed a period of 12 months, subject thereafter to adjustment (i.e. after the initial period of 12 months), utilizing the following price index/indices/adjustment formula. [Not to be confused with bid validity period Section 2, clause 1]

<b>YES</b>		<b>NO</b>	
------------	--	-----------	--

.....  
.....

**1. DISCLOSURE OF CONTRACT INFORMATION****PRICES TENDERED**

Respondents are to note that, on award of business, Transnet is required to publish the tendered prices of the successful and unsuccessful Respondents *inter alia* on the National Treasury e-Tender Publication Portal, ([www.etenders.gov.za](http://www.etenders.gov.za)), as required per National Treasury Instruction Note 01 of 2015/2016.

**JOHANNESBURG STOCK EXCHANGE DEBT LISTING REQUIREMENTS**

Transnet may also be required to disclose information relating to the subsequent contract i.e. the name of the company, goods/services provided by the company, the value and duration of the contract, etc. in compliance with the Johannesburg Stock Exchange (JSE) Debt Listing Requirements.

**DOMESTIC PROMINENT INFLUENTIAL PERSONS (DPIP) OR FOREIGN PROMINENT PUBLIC OFFICIALS (FPPO)**

Transnet is free to procure the services of any person within or outside the Republic of South Africa in accordance with applicable legislation. Transnet shall not conduct or conclude business transactions, with any Respondents without having:

- Considered relevant governance protocols;
- Determined the DPIP or FPPO status of that counterparty; and
- Conducted a risk assessment and due diligence to assess the potential risks that may be posed by the business relationship.

As per the Transnet Domestic Prominent Influential Persons (DPIP) and Foreign Prominent Public Officials (FPPO) and Related Individuals Policy available on Transnet website <https://www.transnet.net/search/pages/results.aspx?k=FPIDP#k=DPIP>, Respondents are required to disclose any commercial relationship with a DPIP or FPPO (as defined in the Policy) by completing the following section:

The below form contains personal information as defined in the Protection of Personal Information Act, 2013 (the "Act"). By completing the form, the signatory consents to the processing of her/his personal information in accordance with the requirements of the Act. Consent cannot unreasonably be withheld.						
<b>Is the Respondent</b> (Complete with a "Yes" or "No")						
<b>A DPIP/FPPO</b>		<b>Closely Related to a DPIP/FPPO</b>		<b>Closely Associated to a DPIP/FPPO</b>		
<b>List all known business interests, in which a DPIP/FPPO may have a direct/indirect interest or significant participation or involvement.</b>						
No	Name of Entity / Business	Role in the Entity / Business (Nature of interest/ Participation)	Shareholding %	Registration Number	Status (Mark the applicable option with an X)	
					Active	Non-Active
1						
2						
3						

Respondents declaring a commercial relationship with a DPIIP or FPPO are to note that Transnet is required to annually publish on its website a list of all business contracts entered into with DPIIP or FPPO. This list will include successful Respondents, if applicable.

**2. RISK**

Respondents must elaborate on the control measures put in place by their entity, which would mitigate the risk to Transnet pertaining to potential non-performance by the Respondent, in relation to:

**2.1 Quality and specification of Services delivered:**

\_\_\_\_\_  
\_\_\_\_\_

**2.2 Continuity of supply:**

\_\_\_\_\_  
\_\_\_\_\_

**2.3 Compliance with the Occupational Health and Safety Act, 85 of 1993:**

\_\_\_\_\_  
\_\_\_\_\_

SIGNED at \_\_\_\_\_ on this \_\_\_\_ day of \_\_\_\_\_ 20\_\_

SIGNATURE OF WITNESSES

ADDRESS OF WITNESSES

1 \_\_\_\_\_  
Name \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

2 \_\_\_\_\_  
Name \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

SIGNATURE OF RESPONDENT’S AUTHORISED REPRESENTATIVE: \_\_\_\_\_

NAME: \_\_\_\_\_

DESIGNATION: \_\_\_\_\_

\_\_\_\_\_  
Respondent’s Signature

\_\_\_\_\_  
Date & Company Stamp

**SECTION 5: PROPOSAL FORM AND LIST OF RETURNABLE DOCUMENTS**

I/We \_\_\_\_\_  
*[name of entity, company, close corporation or partnership]* of *[full address]*

\_\_\_\_\_ carrying on business trading/operating as \_\_\_\_\_

represented by \_\_\_\_\_

in my capacity as \_\_\_\_\_

being duly authorised thereto by a Resolution of the Board of Directors or Members or Certificate of Partners, dated \_\_\_\_\_ to enter into, sign execute and complete any documents relating to this proposal and any subsequent Agreement. The following list of persons are hereby authorised to negotiate on behalf of the abovementioned entity, should Transnet decide to enter into Post Tender Negotiations with highest ranked bidder(s).

FULL NAME(S)	CAPACITY	SIGNATURE
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I/We hereby offer to supply/provide the abovementioned Goods/Services at the prices quoted in the schedule of prices in accordance with the terms set forth in the documents listed in the accompanying schedule of RFP documents.

I/We agree to be bound by those conditions in Transnet's:

- (i) Master Agreement (which may be subject to amendment at Transnet's discretion if applicable);
- (ii) General Bid Conditions; and
- (iii) any other standard or special conditions mentioned and/or embodied in this Request for Proposal.

I/We accept that unless Transnet should otherwise decide and so inform me/us in the letter of award, this Proposal [and, if any, its covering letter and any subsequent exchange of correspondence], together with Transnet's acceptance thereof shall constitute a binding contract between Transnet and me/us.

Should Transnet decide that a formal contract should be signed and so inform me/us in a letter of award [the **Letter of Award**], this Proposal [and, if any, its covering letter and any subsequent exchange of correspondence] together with Transnet's Letter of Award, shall constitute a binding contract between Transnet and me/us until the formal contract is signed.

I/We further agree that if, after I/we have been notified of the acceptance of my/our Proposal, I/we fail to enter into a formal contract if called upon to do so, or fail to commence the supply/provision of Services within 2 [two] weeks thereafter, Transnet may, without prejudice to any other legal remedy which it may have, recover from me/us any

\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
Date & Company Stamp

expense to which it may have been put in calling for Proposals afresh and/or having to accept any less favourable Proposal.

Furthermore, I/we agree to a penalty clause/s which will allow Transnet to invoke a penalty against us for non-compliance with material terms of this RFP including the delayed delivery of the Goods/Services due to non-performance by ourselves, , etc.

I/we agree that non-compliance with any of the material terms of this RFP, including those mentioned above, will constitute a material breach of contract and provide Transnet with cause for cancellation.

### ADDRESS FOR NOTICES

The law of the Republic of South Africa shall govern any contract created by the acceptance of this RFP. The *domicilium citandi et executandi* shall be a place in the Republic of South Africa to be specified by the Respondent hereunder, at which all legal documents may be served on the Respondent who shall agree to submit to the jurisdiction of the courts of the Republic of South Africa. Foreign Respondents shall, therefore, state hereunder the name of their authorised representative in the Republic of South Africa who has the power of attorney to sign any contract which may have to be entered into in the event of their Proposal being accepted and to act on their behalf in all matters relating to such contract.

Respondent to indicate the details of its *domicilium citandi et executandi* hereunder:

Name of Entity: \_\_\_\_\_

Facsimile: \_\_\_\_\_

Address: \_\_\_\_\_

### NOTIFICATION OF AWARD OF RFP

As soon as possible after approval to award the contract(s), the successful Respondent [**Service provider**] will be informed of the acceptance of its Proposal. Transnet will also publish the outcome of the tender, including successful and unsuccessful bidders, in the National Treasury e-tender portal. Any unsuccessful bidder has a right to request reasons for the bid not to be successful and Transnet has a duty to provide those reasons on receipt of the request from the bidder.

### VALIDITY PERIOD

Transnet requires a validity period of 180 Business Days [from closing date] against this RFP, excluding the first day and including the last day.

### NAME(S) AND ADDRESS / ADDRESSES OF DIRECTOR(S) OR MEMBER(S)

The Respondent must disclose hereunder the full name(s) and address(s) of the director(s) or members of the company or close corporation [**C.C.**] on whose behalf the RFP is submitted.

(i) Registration number of company / C.C. \_\_\_\_\_

(ii) Registered name of company / C.C. \_\_\_\_\_

(iii) Full name(s) of director/member(s)                      Address/Addresses                      ID Number(s)

\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
Date & Company Stamp

**RETURNABLE DOCUMENTS**

Returnable Documents means all the documents, Sections and Annexures, as listed in the tables below. There are three types of returnable documents as indicated below and Respondents are urged to ensure that these documents are returned with their bids based on the consequences of non-submission as indicated below:

Mandatory Returnable Documents	<b><i>Failure to provide all these Mandatory Returnable Documents at the Closing Date and time of this RFP <u>will</u> result in a Respondent's disqualification.</i></b>
Returnable Documents Used for Scoring	<b><i>Failure to provide all Returnable Documents used for purposes of scoring a bid, by the closing date and time of this bid will not result in a Respondent's disqualification. However, Bidders will receive an automatic score of zero for the applicable evaluation criterion.</i></b>
Essential Returnable Documents	<b><i>Failure to provide essential Returnable Documents <u>will</u> result in Transnet affording Respondents a further opportunity to submit by a set deadline. Should a Respondent thereafter fail to submit the requested documents, this may result in a Respondent's disqualification.</i></b>

**All Returnable Sections, as indicated in the header and footer of the relevant pages, must be signed, stamped and dated by the Respondent.**

**a) Mandatory Returnable Documents**

Respondents are required to submit with their bid submissions the following **Mandatory Returnable Documents**, and also to confirm submission of these documents by so indicating [Yes or No] in the tables below:

<b>MANDATORY RETURNABLE DOCUMENTS</b>	<b>SUBMITTED [Yes/No]</b>
SECTION 4 : Pricing and Delivery Schedule	
SECTION 6: Certificate of Acquaintance with RFP, Terms & Conditions & Applicable Documents	
SECTION 1: SBD 1	
ANNEXURE L: Bidder to confirm the acceptance of the scope of work for Provision of a Panel of Service Providers to Provide Firearms Training to Transnet Security Officers for a Period of Three (3) Years	
ANNEXURE M: Private Security Industry Regulatory Authority (PSIRA) Accreditation Certificate	
ANNEXURE N: Safety and Security Sector Education and Training Authority (SASSETA) Accreditation Certificate,	
ANNEXURE O: South African Professional Firearm Trainers Council (PFTC) Accreditation Certificate	
ANNEXURE P: South African Police Services (SAPS), Accreditation Certificate	

**b) Returnable Documents Used for Scoring**

In addition to the requirements of section (a) above, Respondents are further required to submit with their Proposals the following **Returnable Documents Used for Scoring** and also to confirm submission of these documents by so indicating [Yes or No] in the table below:

***Insert any documents to be used for the technical evaluation that will not result in disqualification but a score of zero for that aspect of the technical evaluation, e.g., number of references or CVs required.***

<b><u>RETURNABLE DOCUMENTS USED FOR SCORING</u></b>	<b>SUBMITTED [Yes or No]</b>
ANNEXURE F: Respondent’s valid proof of evidence to claim points for compliance with Specific Goals’ requirements as stipulated in Section 9 of this RFP (Valid B-BBEE certificate or Sworn-Affidavit as per DTIC guidelines)	
ANNEXURE H: Company’s Experience - REFERENCE LETTERS Three (3) written references with contact details, for those customers for whom the bidder has completed work within the last five (5) years.  a. Reference letter must be on the Company Letter Head, b. Indicating type of training provided, c. The rated level of service (poor, good, satisfactory, excellent, etc) and d. Signed references letter by the client. e. The reference letter must make reference to the following unit standards in which training on relevant unit standard were conducted:  US117705 -Demonstrate knowledge of the Firearms Control Act. 60 (Act 60 of 2000) US119649- Handle and Use of handgun US123515- Handle and Use of handgun for business purposes US119650 – Handle and use of a Self-Loading Rifle or Carbine US123511 – Handel and use of Self-Loading Rifle or Carbine of Business US119652 – Handel and use a Shotgun US123514 – Handel and use a Shotgun for Business Purposes US119651 – Handel and use a manually operated rifle or carbine US123519 – Handel and use a manually operated rifle or carbine for business purposes US123510 – Apply tactical knowledge in the use of firearms US123513 – Demonstrate tactical proficiency with a handgun US123518 – Demonstrate tactical proficiency with a selfloading rifle or carbine US123512 – Demonstrate tactical proficiency with a shotgun US123516 – Supervise Shooting Exercises (Range Officer) US123517 – Supervise the operation of a shooting range and tactical shooting exercises US123520 – Supervise firearm training (Firearms Instructors)	
ANNEXURE I: Key Personnel Experience	

<b><u>RETURNABLE DOCUMENTS USED FOR SCORING</u></b>	<b>SUBMITTED [Yes or No]</b>
ANNEXURE J: Key Personnel Accreditation	
ANNEXURE K: Training Facilities Memorandum of understanding (MoU) or Service Level Agreements (SLA)	

**c) Essential Returnable Documents:**

Over and the above the requirements of section (a) and (b) mentioned above, Respondents are further required to submit with their Proposals the following **Essential Returnable Documents** and also to confirm submission of these documents by so indicating [Yes or No] in the table below:

<b>ESSENTIAL RETURNABLE DOCUMENTS &amp; SCHEDULES</b>	<b>SUBMITTED [Yes or No]</b>
ANNEXURE A MASTER AGREEMENT	
ANNEXURE B TRANSNET'S GENERAL BID CONDITIONS	
ANNEXURE C TRANSNET'S SUPPLIER INTEGRITY PACT	
ANNEXURE D NON-DISCLOSURE AGREEMENT	
ANNEXURE E: TAX COMPLIANCE STATUS AND PIN	
ANNEXURE G: In the case of Joint Ventures, a copy of the Joint Venture Agreement or written confirmation of the intention to enter into a Joint Venture Agreement	
SECTION 1: SBD1 Form	
SECTION 5 : Proposal Form and List of Returnable documents	
SECTION 8: RFP Declaration and Breach of Law Form	
SECTION 9: B-BBEE Preference Claim Form	
SECTION 10: Protection of Personal Information	



**Annexure E:**

Bidder must attach TAX compliance status and PIN

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Respondent's Signature

---

Date & Company Stamp

**ANNEXURE F:**

Bidder Must attach valid proof of evidence to claim points for compliance with Specific Goals' requirements as stipulated in Section 9 of this RFP (Valid B-BBEE certificate or Sworn- Affidavit as per DTIC guidelines)

---

Respondent's Signature

---

Date & Company Stamp

**Annexure G:**

In the case of Joint Ventures, a copy of the Joint Venture Agreement or written confirmation of the intention to enter into a Joint Venture Agreement

---

Respondent's Signature

---

Date & Company Stamp

**Annexure H:**

**Bidder / Company's Experience**

**Bidder must attach Three Reference Letters with contact details for those customers for whom the bidder has completed work within the last five (5) years.**

---

Respondent's Signature

---

Date & Company Stamp

**Annexure I:**

**Key Personnel Experience of Resources**

**Bidder must attach CVs of Felicitator, Assessor and Moderator.**

---

Respondent's Signature

---

Date & Company Stamp

**ANNEXURE J**

**Key Personnel Accreditation**  
**Bidders must attach Certified copy of accredited qualification.**

---

Respondent's Signature

---

Date & Company Stamp

**Annexure K**

**Training Facilities/ Venues**

**Bidders must Attach Memorandum of understanding (MoU) or Service Level Agreements (SLA)**

---

Respondent's Signature

---

Date & Company Stamp

**ANNEXURE L**

**Bidder to confirm the acceptance of the scope of work for the PROVISION OF A PANEL OF SERVICE PROVIDERS TO PROVIDE FIREARMS TRAINING TO TRANSNET SECURITY OFFICERS FOR AS AND WHEN REQUIRED BASIS FOR A PERIOD OF THREE (3) YEAR.**

ACCEPTANCE OF SCOPE OF WORK	STATE YES/NO
Do you accept the Scope of Work presented in Section 3 of this RFP?	

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**For and on behalf Bidder**



**ANNEXURE M**

**Bidder must attach Private Security Industry Regulatory Authority (PSIRA) Accreditation Certificate.**

---

Respondent's Signature

---

Date & Company Stamp

**ANNEXURE N**

**Bidder must attach Safety and Security Sector Education and Training Authority (SASSETA) Accreditation Certificate.**

---

Respondent's Signature

---

Date & Company Stamp

**ANNEXURE O**

**Bidder must attach South African Professional Firearm Trainers Council (PFTC) Accreditation Certificate.**

---

Respondent's Signature

---

Date & Company Stamp

**ANNEXURE P:**

**Bidder must attach South African Police Services (SAPS) Accreditation Certificate.**

---

Respondent's Signature

---

Date & Company Stamp

**CONTINUED VALIDITY OF RETURNABLE DOCUMENTS**

The successful Respondent will be required to ensure the validity of all returnable documents, including but not limited to its valid proof of B-BBEE status, for the duration of any contract emanating from this RFP. Should the Respondent be awarded the contract [**the Agreement**] and fail to present Transnet with such renewals as and when they become due, Transnet shall be entitled, in addition to any other rights and remedies that it may have in terms of the eventual Agreement, to terminate such Agreement immediately without any liability and without prejudice to any claims which Transnet may have for damages against the Respondent.

SIGNED at \_\_\_\_\_ on this \_\_\_\_ day of \_\_\_\_\_ 20\_\_

SIGNATURE OF WITNESSES

ADDRESS OF WITNESSES

1 \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2 \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SIGNATURE OF RESPONDENT'S AUTHORISED REPRESENTATIVE: \_\_\_\_\_

NAME: \_\_\_\_\_

DESIGNATION: \_\_\_\_\_

\_\_\_\_\_  
Respondent's Signature\_\_\_\_\_  
Date & Company Stamp

**SECTION 6: CERTIFICATE OF ACQUAINTANCE WITH RFP, MASTER AGREEMENT & APPLICABLE DOCUMENTS**

**By signing this certificate the Respondent is deemed to acknowledge that he/she has made himself/herself thoroughly familiar with, and agrees with all the conditions governing this RFP. This includes those terms and conditions contained in any printed form stated to form part hereof, including but not limited to the documents stated below. As such, Transnet SOC Ltd will recognise no claim for relief based on an allegation that the Respondent overlooked any such term or condition or failed properly to take it into account for the purpose of calculating tendered prices or any other purpose:**

•	Transnet’s General Bid Conditions
•	Master Agreement and SLA attached
•	Transnet’s Supplier Integrity Pact
•	Non-disclosure Agreement

**Note:** Should a Respondent be successful and awarded the bid, they will be required to complete a Supplier Declaration Form for registration as a vendor onto the Transnet vendor master database.

Should the Bidder find any terms or conditions stipulated in any of the relevant documents quoted in the RFP unacceptable, it should indicate which conditions are unacceptable and offer alternatives by written submission on its company letterhead, attached to its submitted Bid. Any such submission shall be subject to review by Transnet’s Legal Counsel who shall determine whether the proposed alternative(s) are acceptable or otherwise, as the case may be. A material deviation from any term or condition may result in disqualification.

Bidders accept that an obligation rests on them to clarify any uncertainties regarding any bid to which they intend to respond on, before submitting the bid. **The Bidder agrees that he/she will have no claim or cause of action based on an allegation that any aspect of this RFP was unclear but in respect of which he/she failed to obtain clarity.**

The bidder understands that his/her Bid will be disqualified if the Certificate of Acquaintance with RFP documents included in the RFP as a returnable document, is found not to be true and complete in every respect.

SIGNED at \_\_\_\_\_ on this \_\_\_\_ day of \_\_\_\_\_ 20\_\_

SIGNATURE OF WITNESSES

ADDRESS OF WITNESSES

1 \_\_\_\_\_  
Name \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

2 \_\_\_\_\_  
Name \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

SIGNATURE OF RESPONDENT’S AUTHORISED REPRESENTATIVE: \_\_\_\_\_

NAME: \_\_\_\_\_

DESIGNATION: \_\_\_\_\_

\_\_\_\_\_  
Respondent’s Signature

\_\_\_\_\_  
Date & Company Stamp

**SECTION 7: RFP DECLARATION AND BREACH OF LAW FORM**

NAME OF ENTITY: \_\_\_\_\_

We \_\_\_\_\_ do hereby certify that:

1. Transnet has supplied and we have received appropriate responses to any/all questions [as applicable] which were submitted by ourselves for RFP Clarification purposes;
2. We have received all information we deemed necessary for the completion of this Request for Proposal [**RFP**];
3. We have been provided with sufficient access to the existing Transnet facilities/sites and any and all relevant information relevant to the Goods/Services as well as Transnet information and Employees, and have had sufficient time in which to conduct and perform a thorough due diligence of Transnet's operations and business requirements and assets used by Transnet. Transnet will therefore not consider or permit any pre- or post-contract verification or any related adjustment to pricing, service levels or any other provisions/conditions based on any incorrect assumptions made by the Respondent in arriving at his Bid Price.
4. At no stage have we received additional information relating to the subject matter of this RFP from Transnet sources, other than information formally received from the designated Transnet contact(s) as nominated in the RFP documents;
5. We are satisfied, insofar as our entity is concerned, that the processes and procedures adopted by Transnet in issuing this RFP and the requirements requested from Bidders in responding to this RFP have been conducted in a fair and transparent manner;
6. We have complied with all obligations of the Bidder/Supplier as indicated in the Transnet Supplier Integrity which includes but are not limited to ensuring that we take all measures necessary to prevent corrupt practices, unfairness and illegal activities in order to secure or in furtherance to secure a contract with Transnet;
7. We declare that a family, business and/or social relationship **exists / does not exist** [delete as applicable] between an owner / member / director / partner / shareholder of our entity and an employee or board member of the Transnet Group including any person who may be involved in the evaluation and/or adjudication of this Bid;
8. We declare that an owner / member / director / partner / shareholder of our entity **is / is not** [delete as applicable] an employee or board member of Transnet;
9. In addition, we declare that an owner / member / director / partner / shareholder/employee of our entity **has / has not been** [delete as applicable] a former employee or board member of Transnet in the past 10 years. I further declare that if they were a former employee or board member of Transnet in the past 10 years that they **were/were not** involved in the bid preparation or had access to the information related to this RFP; and
10. If such a relationship as indicated in paragraph 7, 8 and/or 9 exists, the Respondent is to complete the following section:

\_\_\_\_\_  
Respondent's Signature\_\_\_\_\_  
Date & Company Stamp

FULL NAME OF OWNER/MEMBER/DIRECTOR/  
 PARTNER/SHAREHOLDER/EMPLOYEE:

ADDRESS:

---



---

Indicate nature of relationship with Transnet:

---



---

***[Failure to furnish complete and accurate information in this regard will lead to the disqualification of a response and may preclude a Respondent from doing future business with Transnet. Information provided in the declarations may be used by Transnet and/or its affiliates to verify the correctness of the information provided]***

11. We declare, to the extent that we are aware or become aware of any relationship between ourselves and Transnet [other than any existing and appropriate business relationship with Transnet] which could unfairly advantage our entity in the forthcoming adjudication process, we shall notify Transnet immediately in writing of such circumstances.

**BIDDER’S DISCLOSURE (SBD4)**

**12 PURPOSE OF THE FORM**

12.1 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 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.

12.2 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.

**13 Bidder’s declaration**

13.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>2</sup> in the enterprise, employed by the state?

**YES/NO**

13.1.1. 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

<sup>2</sup> 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.




13.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution?

**YES/NO**

13.2.1. If so, furnish particulars:

.....  
 .....

13.3 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**

13.3.1. If so, furnish particulars:

.....  
 .....

**14 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:

14.1 I have read and I understand the contents of this disclosure;

14.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

14.3 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 consortium<sup>3</sup> will not be construed as collusive bidding.

14.4 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,

<sup>3</sup> 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.

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.

14.5 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.

14.6 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.

14.7 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 12, 13 and 14 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.

---

Respondent's Signature

---

Date & Company Stamp

**BREACH OF LAW**

We further hereby certify that *I/we* (the bidding entity and/or any of its directors, members or partners) **have/have not been** [delete as applicable] found guilty during the preceding 5 [five] years of a serious breach of law, including but not limited to a breach of the Competition Act, 89 of 1998, by a court of law, tribunal or other administrative body. The type of breach that the Respondent is required to disclose excludes relatively minor offences or misdemeanours, e.g. traffic offences. This includes the imposition of an administrative fine or penalty.

Where found guilty of such a serious breach, please disclose:

NATURE OF BREACH:

\_\_\_\_\_

\_\_\_\_\_

DATE OF BREACH: \_\_\_\_\_

Furthermore, I/we acknowledge that Transnet SOC Ltd reserves the right to exclude any Respondent from the bidding process, should that person or entity have been found guilty of a serious breach of law, tribunal or regulatory obligation.

SIGNED at \_\_\_\_\_ on this \_\_\_\_ day of \_\_\_\_\_ 20\_\_

For and on behalf of _____ duly authorised hereto	AS WITNESS:
Name:	Name:
Position:	Position:
Signature:	Signature:
Date:	Registration No of Company/CC
Place:	Registration Name of Company/CC

\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
Date & Company Stamp



**SECTION 9: SPECIFIC GOALS POINTS CLAIM FORM**

This preference form must form part of all bids invited. It contains general information and serves as a claim for preference points for specific goals Contribution. Transnet will award preference points to companies who provide valid proof of evidence of as per the table below.

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF SPECIFIC GOALS, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000.**

**1. GENERAL CONDITIONS**

1.1 The following preference point systems are applicable to all bids:

- 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 The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable. Despite the stipulated preference point system, Transnet shall use the lowest acceptable bid to determine the applicable preference point system in a situation where all received acceptable bids are received outside the stated preference point system.

1.3 Preference points for this bid shall be awarded for:

- (a) Price;
- (b) B-BBEE Status Level of Contribution; and
- (c) Any other specific goal determined in Transnet preferential procurement policy.

1.4 The maximum points for this bid are allocated as follows:

	<b>POINTS</b>
<b>PRICE</b>	<b>80</b>
<b>B-BBEE STATUS LEVEL OF CONTRIBUTION</b>	
• <b>B-BBEE Level of contributor (1 or 2)</b>	<b>20</b>
<b>Total points for Price and Specific Goals must not exceed</b>	<b>100</b>

1.5 Failure on the part of a bidder to submit proof of evidence for any of the specific goals together with the bid will be interpreted to mean that preference points are not claimed.

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

**2. DEFINITIONS**

- (a) **"all applicable taxes"** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- (b) **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (c) **"B-BBEE status level of contributor"** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

- (d) **"Ownership"** means 51% black ownership
- (e) **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the supply/provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- (f) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (g) **"EME"** means an Exempted Micro Enterprise as defines by Codes of Good Practice under section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (h) **"functionality"** means the ability of a bidder to provide goods or services in accordance with specification as set out in the bid documents
- (i) **"Price"** includes all applicable taxes less all unconditional discounts.
- (j) **"Proof of B-BBEE Status Level of Contributor"**
- i) the B-BBEE status level certificate issued by an authorised body or person;
  - ii) a sworn affidavit as prescribed by the B-BBEE Codes of Good Practice; or
  - iii) any other requirement prescribed in terms of the B-BBEE Act.
- (k) **"QSE"** means a Qualifying Small Enterprise as defines by Codes of Good Practice under section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 ( Act No. 53 of 2003);
- (l) **"rand value"** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties.
- (m) **"Specific goals"** means targeted advancement areas or categories of persons or groups either previously disadvantaged or falling within the scope of the Reconstruction and Development Programme identified by Transnet to be given preference in allocation of procurement contracts in line with section 2(1) of the PPPFA.

### 3. POINTS AWARDED FOR PRICE

#### 3.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

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

Where

$P_s$  = Points scored for comparative price of bid under consideration

$P_t$  = Comparative price of bid under consideration

$P_{\min}$  = Comparative price of lowest acceptable bid

In terms of Transnet Preferential Procurement Policy (TPPP) and Procurement Manuals, the following preference points must be awarded to a bidder who provides the relevant required evidence for claiming points

<b>Selected Specific Goal</b>	<b>Number of points allocated (80/20)</b>
B-BBEE Level of contributor (1 or 2)	20
Non-Compliant and/or B-BBEE Level 3-8 contributors	0

#### **4. EVIDENCE REQUIRED FOR CLAIMING SPECIFIC GOALS**

4.1 In terms of Transnet Preferential Procurement Policy (TPPP) and Procurement Manuals, preference points must be awarded to a bidder for providing evidence in accordance with the table below:

<b>Specific Goals</b>	<b>Acceptable Evidence</b>
B-BBEE	B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guideline
30% Black Women Owned Entities	B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guideline

4.2 The table below indicates the required proof of B-BBEE status depending on the category of enterprises:

<b>Enterprise</b>	<b>B-BBEE Certificate &amp; Sworn Affidavit</b>
<b>Large</b>	Certificate issued by SANAS accredited verification agency
<b>QSE</b>	Certificate issued by SANAS accredited verification agency Sworn Affidavit signed by the authorised QSE representative and attested by a Commissioner of Oaths confirming annual turnover and black ownership (only black-owned QSEs - 51% to 100% Black owned) [Sworn affidavits must substantially comply with the format that can be obtained on the DTI's website at <a href="http://www.dti.gov.za/economic_empowerment/bee_codes.jsp">www.dti.gov.za/economic_empowerment/bee_codes.jsp</a> .]
<b>EME<sup>4</sup></b>	Sworn Affidavit signed by the authorised EME representative and attested by a Commissioner of Oaths confirming annual turnover and black ownership Certificate issued by CIPC (formerly CIPRO) confirming annual turnover and black ownership Certificate issued by SANAS accredited verification agency only if the EME is being measured on the QSE scorecard

4.3 A trust, consortium or joint venture (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE Status Level verification certificate for every separate bid.

4.4 Tertiary Institutions and Public Entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.

4.5 A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that

does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.

- 4.6 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.
- 4.7 Bidders are to note that the rules pertaining to B-BBEE verification and other B-BBEE requirements may be changed from time to time by Transnet or regulatory bodies such as National Treasury or the DTI. It is the Bidder’s responsibility to ensure that his/her bid complies fully with all B-BBEE requirements at the time of the submission of the bid.

**5. BID DECLARATION**

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

**6. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 6.1**

- 6.1 B-BBEE Status Level of Contribution: . = .....(maximum of 20 points)  
 (Points claimed in respect of paragraph 6.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

**7. SUB-CONTRACTING**

7.1 Will any portion of the contract be sub-contracted?

*(Tick applicable box)*

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE.

*(Tick applicable box)*

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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v) Specify, by ticking the appropriate box, if subcontracting with any of the following enterprises:

Designated Group: An EME or QSE which is at last 51% owned by:	EME ✓	QSE ✓
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

**8. DECLARATION WITH REGARD TO COMPANY/FIRM**

- 8.1 Name of company/firm:.....
- 8.2 VAT registration number:.....
- 8.3 Company registration number:.....
- 8.4 TYPE OF COMPANY/ FIRM



- Y Partnership/Joint Venture / Consortium
  - Y One person business/sole propriety
  - Y Close corporation
  - Y Company
  - Y (Pty) Limited
- [TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....  
.....

8.6 COMPANY CLASSIFICATION

- Y Manufacturer
  - Y Supplier
  - Y Professional Service provider
  - Y Other Service providers, e.g. transporter, etc.
- [TICK APPLICABLE BOX]

8.7 Total number of years the company/firm has been in business:.....

8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 paragraph 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If a bidder submitted false information regarding its B-BBEE status level of contributor or any other matter required in terms of the Preferential Procurement Regulations, 2022 which will affect or has affected the evaluation of a bid the purchaser may, in addition to any other remedy it may have
  - (a) disqualify the person from the bidding 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) if the successful bidder subcontracted a portion of the bid to another person without disclosing it, Transnet reserves the right to penalise the bidder up to 10 percent of the value of the contract;
  - (e) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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
  - (f) forward the matter for criminal prosecution.

<p>WITNESSES</p> <p>1. ....</p> <p>2. ....</p>
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<p>.....</p> <p>SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE: .....</p> <p>ADDRESS.....</p>
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**SECTION 10: PROTECTION OF PERSONAL INFORMATION**

1. The following terms shall bear the same meaning as contemplated in Section 1 of the Protection of Person information act, No.4 of 2013.(“POPIA”):  
  
consent; data subject; electronic communication; information officer; operator; person; personal information; processing; record; Regulator; responsible party; special information; as well as any terms derived from these terms.
2. Transnet will process all information by the Respondent in terms of the requirements contemplated in Section 4(1) of the POPIA:  
  
Accountability; Processing limitation; Purpose specification; Further processing limitation; Information quality; Openness; Security safeguards and Data subject participation.
3. The Parties acknowledge and agree that, in relation to personal information that will be processed pursuant to this RFP, the Responsible party is “Transnet” and the Data subject is the “Respondent”. Transnet will process personal information only with the knowledge and authorisation of the Respondent and will treat personal information which comes to its knowledge as confidential and will not disclose it, unless so required by law or subject to the exceptions contained in the POPIA.
4. Transnet reserves all the rights afforded to it by the POPIA in the processing of any of its information as contained in this RFP and the Respondent is required to comply with all prescripts as detailed in the POPIA relating to all information concerning Transnet.
5. In responding to this bid, Transnet acknowledges that it will obtain and have access to personal information of the Respondent. Transnet agrees that it shall only process the information disclosed by Respondent in their response to this bid for the purpose of evaluating and subsequent award of business and in accordance with any applicable law.
6. Transnet further agrees that in submitting any information or documentation requested in this RFP, the Respondent is consenting to the further processing of their personal information for the purpose of, but not limited to, risk assessment, assurances, contract award, contract management, auditing, legal opinions/litigations, investigations (if applicable), document storage for the legislatively required period, destruction, de-identification and publishing of personal information by Transnet and/or its authorised appointed third parties.
7. Furthermore, Transnet will not otherwise modify, amend or alter any personal data submitted by the Respondent or disclose or permit the disclosure of any personal data to any third party without the prior written consent from the Respondent. Similarly, Transnet requires the Respondent to process any personal information disclosed by Transnet in the bidding process in the same manner.
8. Transnet shall, at all times, ensure compliance with any applicable laws put in place and maintain sufficient measures, policies and systems to manage and secure against all forms of risks to any information that may be shared or accessed pursuant to this RFP (physically, through a computer or any other form of electronic communication).
9. Transnet shall notify the Respondent in writing of any unauthorised access to information, cybercrimes or suspected cybercrimes, in its knowledge and report such crimes or suspected crimes to the relevant authorities in accordance with applicable laws, after becoming aware of such crimes or suspected crime. The Respondent must

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Respondent's Signature

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Date & Company Stamp

take all necessary remedial steps to mitigate the extent of the loss or compromise of personal information and to restore the integrity of the affected personal information as quickly as is possible.

10. The Respondent may, in writing, request Transnet to confirm and/or make available any personal information in its possession in relation to the Respondent and if such personal information has been accessed by third parties and the identity thereof in terms of the POPIA. The Respondent may further request that Transnet correct (excluding critical/mandatory or evaluation information), delete, destroy, withdraw consent or object to the processing of any personal information relating to the Respondent in Transnet's possession in terms of the provision of the POPIA and utilizing Form 2 of the POPIA Regulations.
11. In submitting any information or documentation requested in this RFP, the Respondent is hereby consenting to the processing of their personal information for the purpose of this RFP and further confirming that they are aware of their rights in terms of Section 5 of POPIA

**Respondents are required to provide consent below:**

<b>YES</b>		<b>NO</b>	
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12. Further, the Respondent declares that they have obtained all consents pertaining to other data subject's personal information included in its submission and thereby indemnifying Transnet against any civil or criminal action, administrative fines or other penalty or loss that may arise as a result of the processing of any personal information that the Respondent submitted.
13. The Respondent declares that the personal information submitted for the purpose of this RFP is complete, accurate, not misleading, is up to date and may be updated where applicable.

Signature of Respondent's authorised representative: \_\_\_\_\_

Should a Respondent have any complaints or objections to processing of its personal information, by Transnet, the Respondent can submit a complaint to the Information Regulator on <https://www.justice.gov.za/inforeg/>, click on contact us, click on complaints.IR@justice.gov.za

**SECTION 11: SBD 5**

This document must be signed and submitted together with your bid

**THE NATIONAL INDUSTRIAL PARTICIPATION PROGRAMME****INTRODUCTION**

The National Industrial Participation Programme (NIPP), which is applicable to all government procurement contracts that have an imported content, became effective on the 1 September 1996. The NIP policy and guidelines were fully endorsed by Cabinet on 30 April 1997. In terms of the Cabinet decision, all state and parastatal purchases / lease contracts (for goods, works and services) entered into after this date, are subject to the NIPP requirements. NIPP is obligatory and therefore must be complied with. The Industrial Participation Secretariat (IPS) of the Department of Trade and Industry (DTI) is charged with the responsibility of administering the programme.

**1. PILLARS OF THE PROGRAMME**

- 1.1 The NIPP obligation is benchmarked on the imported content of the contract. Any contract having an imported content equal to or exceeding US\$5 million or other currency equivalent to US\$5 million will have a NIP obligation. This threshold of US\$5 million can be reached as follows:
- (a) Any single contract with imported content exceeding US\$5 million.

or

  - (b) Multiple contracts for the same goods, works or services each with imported content exceeding US\$3 million awarded to one seller over a 2 year period which in total exceeds US\$5 million.

or

  - (c) A contract with a renewable option clause, where should the option be exercised the total value of the imported content will exceed US\$5 million.

or

  - (d) Multiple suppliers of the same goods, works or services under the same contract, where the value of the imported content of each allocation is equal to or exceeds US\$ 3 million worth of goods, works or services to the same government institution, which in total over a two (2) year period exceeds US\$5 million.
- 1.2 The NIP obligation applicable to suppliers in respect of sub-paragraphs 1.1 (a) to 1.1 (c) above will amount to 30% of the imported content whilst suppliers in respect of paragraph 1.1 (d) shall incur 30% of the total NIPP obligation on a *pro-rata* basis.
- 1.3 To satisfy the NIPP obligation, the DTI would negotiate and conclude agreements such as investments, joint ventures, sub-contracting, licensee production, export promotion, sourcing arrangements and research and development (R&D) with partners or suppliers.
- 1.4 A period of seven years has been identified as the time frame within which to discharge the obligation.

\_\_\_\_\_  
Respondent's Signature\_\_\_\_\_  
Date & Company Stamp

## 2. REQUIREMENTS OF THE DEPARTMENT OF TRADE AND INDUSTRY

- 2.1 In order to ensure effective implementation of the programme, successful bidders (contractors) are required to, immediately after the award of a contract that is in excess of **R10 million** (ten million Rands), submit details of such a contract to the DTI for reporting purposes.
- 2.2 The purpose for reporting details of contracts in excess of the amount of R10 million (ten million Rands) is to cater for multiple contracts for the same goods, works or services; renewable contracts and multiple suppliers for the same goods, works or services under the same contract as provided for in paragraphs 1.1.(b) to 1.1. (d) above.

## 3. BID SUBMISSION AND CONTRACT REPORTING REQUIREMENTS OF BIDDERS AND SUCCESSFUL BIDDERS (CONTRACTORS)

- 3.1 Bidders are required to sign and submit this Standard Bidding Document (SBD 5) together with their bid documentation at the closing date and time of the bid.
- 3.2 In order to accommodate multiple contracts for the same goods, works or services; renewable contracts and multiple suppliers for the same goods, works or services under the same contract as indicated in sub-paragraphs 1.1 (b) to 1.1 (d) above and to enable the DTI in determining the NIPP obligation, successful bidders (contractors) are required, immediately after being officially notified about any successful bid with a value in excess of R10 million (ten million Rands), to contact and furnish the DTI with the following information:
- Bid number;
  - Description of the goods or services;
  - Date on which the contract was awarded;
  - Name, address and contact details of the contractor;
  - Value of the contract; and
  - Imported content of the contract, if possible.
- 3.3 The information required in paragraph 3.2 above must be sent to the Department of Trade and Industry, Private Bag X 84, Pretoria, 0001 for the attention of Mr Elias Malapane within five (5) working days after award of the contract. Mr Malapane may be contacted on telephone (012) 394 1401, facsimile (012) 394 2401 or e-mail at [Elias@thedti.gov.za](mailto:Elias@thedti.gov.za) for further details about the programme.

## 4. PROCESS TO SATISFY THE NIPP OBLIGATION

- 4.1 Once the successful bidder (contractor) has made contact with and furnished the DTI with the information required, the following steps will be followed:
- a. the contractor and the DTIC will determine the NIPP obligation;
  - b. the contractor and the DTI will sign the NIPP obligation agreement;
  - c. the contractor will submit a performance guarantee to the DTI;
  - d. the contractor will submit a business concept for consideration and approval by the DTI;
  - e. upon approval of the business concept by the DTI, the contractor will submit detailed business plans outlining the business concepts;
  - f. the contractor will implement the business plans; and
  - g. the contractor will submit bi-annual progress reports on approved plans to the DTI.

4.2 The NIPP obligation agreement is between the DTI and the successful bidder (contractor) and, therefore, does not involve the purchasing institution.

Bid number .....	Closing date: .....
Name of bidder.....	
Postal address .....	
.....	
Signature.....	Name (in print).....
Date.....	

\_\_\_\_\_  
Respondent's Signature

\_\_\_\_\_  
Date & Company Stamp