



AUTOMOTIVE INDUSTRY DEVELOPMENT CENTRE – BID DOCUMENT

BID NUMBER: AIDC_T14_2023/24

ISSUE DATE: 05 April 2024

BID TITTLE: INVITATION TO BIDDERS WITH CIDB GRADING OF 3EP OR HIGHER FOR SERVICE AND MAINTENANCE OF ELECTRICAL HIGH TENSION (HT) POWER SUPPLY EQUIPMENT AT THE AUTOMOTVE SUPPLIER PARK SITE (ROSSLYN, PRETORIA) FOR PERIOD OF 24 MONTHS.

BRIEFING SESSION DATE: 15 April 2024

BRIEFING SESSION TIME: 10:00AM

CLOSING DATE: 29 April 2024

CLOSING TIME: 11:00AM

BID VALIDITY PERIOD: 90 DAYS

Compulsory Briefing Session: Yes, No

Briefing Session Venue: Automotive Supplier Park, 30 Helium Road, Rosslyn 0200

Bidder's details	
Company name:	
Company registration no:	
CSD registration no:	
Contact person:	
Tel number:	
Cell number:	
Email address:	

OVERALL PROJECT COST (excluding VAT)	R _____
VALUE ADDED TAX (VAT)	R _____
TOTAL BID PRICE (as indicated on SBD 3. (All Applicable Taxes Included)	R _____

1. NOTICE TO BIDDERS

This original published document:

- a) May not be altered in any way.
- b) Must be completed in black ink and the relevant handwriting to be eligible.
- c) Bidders to attach all returnable documents as required.
- d) The binding method to be appropriate and bidders are encouraged to avoid submission of loose pages.

2. STANDARDS APPLICABLE TO THIS DOCUMENT

- a) CIDB
Standard for uniformity in engineering and construction works contracts, August 2019
- b) SANS 10403: 2003
Formatting and compilation of construction procurement documents.
- c) JBCC
The JBCC Minor Works Agreement Edition 5.2 May 2018
- d) The contents of this document, as presented.
- e) SANS 10845 - 3
Standard conditions of tender.

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PART T1: TENDERING PROCEDURES

T1.1 TENDER NOTICE AND INVITATION TO TENDER

T1.1 TENDER NOTICE AND INVITATION TO TENDER

Bids are hereby invited experienced service provider for the Service and Maintenance of Electrical High Tension (HT) POWER SUPPLY EQUIPMENT at The Supplier Park Development Company Soc Ltd T/A AIDC within The Automotive Supplier Park Site (Rosslyn, Pretoria).

Tender No	Project Description	CIDB Grading	Compulsory Meeting	Closing Date
BID NO: AIDC_T14_ 2023/24	INVITATION TO BIDDERS WITH CIDB GRADING OF 3EP OR HIGHER FOR SERVICE AND MAINTENANCE OF ELECTRICAL HIGH TENSION (HT) POWER SUPPLY EQUIPMENT AT THE AUTOMOTVE SUPPLIER PARK SITE (ROSSLYN, PRETORIA) FOR PERIOD OF 24 MONTHS.	3EP OR HIGHER	Automotive Supplier Park, 30 Helium Road, Rosslyn, 0200 on the 15 April 2024 at 10:00 am	29 April 2024 at 11:00

Bidders must download a copy of the bid document and supporting annexures on the following websites:

GGDA - www.ggda.co.za , AIDC - www.aidc.co.za and National e-Tender Portal: www.etenders.gov.za, free of charge.

Duly completed bid documents and supporting documents together with the bid document must be sealed in an envelope clearly marked: **“BID NO: AIDC_T14_2023/24 INVITATION TO BIDDERS WITH CIDB GRADING OF 3EP OR HIGHER FOR SERVICE AND MAINTENANCE OF ELECTRICAL HIGH TENSION (HT) POWER SUPPLY EQUIPMENT AT THE AUTOMOTVE SUPPLIER PARK SITE (ROSSLYN, PRETORIA) FOR PERIOD OF 24 MONTHS.”** with the name of the bidder shall be placed in the bidbox at AUTOMOTIVE INDUSTRY DEVELOPMENT CENTRE at 30 HELIUM STREET, ROSSLYN, before **11:00** on the closing date.

Procurement Enquiries: **Mitta Mashishi** at Tel: (012) 564 5001, Email: aidctenders@aidc.co.za

T1.2 TENDER DATA

T1.2 TENDER DATA

The conditions of tender are the standard conditions of tender as contained in SANS 10845-3 Construction procurement, Part 3: Standard conditions of tender that apply to this tender.

The Tender Data shall be read with the Standard Conditions of Tender in order to expand on the Tenderer’s obligations and the Employer’s undertakings in administering the tender process in respect of the project under construction.

The Tender Data hereafter shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Tender.

Clause Number	
	<p>The conditions of tender are those contained in the published Annexure F of the CIDB standard for uniformity for construction procurement, Board Notice 136 Government Gazette No 38960 of 10 July 2015, and as amended from time to time (see www.cidb.org.za)</p> <p>The standard condition of tender makes several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the standard conditions of tender.</p> <p>Each item of data given below is cross-referenced to the clause in the above-mentioned standard conditions of tender.</p>
F.1.1	The Employer is: AUTOMOTIVE INDUSTRY DEVELOPMENT CENTRE, 30 HELIUM STREET, ROSSLYN
F.1.2	<p>For this contract the single volume approach is adopted.</p> <p>The tender documents issued by the Employer have been compiled under the headings as outlined in the CIDB standard for uniformity in construction procurement and therefore comprise:</p> <p>THE TENDER</p> <p>Part 1 Tendering Procedures</p> <p>T1.1 Tender Notice and Invitation to Tender</p> <p>T1.2 Tender Data</p> <p>Part 2 Returnable Documents</p> <p>T2.1 Returnable Documents (Mandatory)</p> <p>T2.2 Returnable Schedules (Administration)</p> <p>THE CONTRACT</p> <p>Part 1 Agreement and Contract Data</p>

	<p>C1.1 Form of Offer and Acceptance</p> <p>C1.2 Contract Data</p> <p>C1.3 Agreement in Terms of the Occupational Health And Safety</p> <p>Part 2 Pricing Data</p> <p>C2.1 Pricing Instructions</p> <p>C2.2 Pricing Schedule</p>
	<p>Part 3 Scope of Work</p> <p>C3.1 Mandate</p> <p>C3.2 Background to the Tender</p> <p>C3.3 Tender Scope Objective</p> <p>C3.4 Tender Scope</p> <p>C3.5 Health and Safety</p> <p>Part 4 Site Information</p> <p>C4 Project Location</p> <p>Appendices</p> <p>Annexure A SHEQ Specification</p> <p>Annexure B Local Content</p> <p>Annexure C AIDC HT Equipment Service _ Detailed Maintenance Plan</p>
F.1.4	<p>The Employer's Agent is: N/A</p> <p>Name:</p> <p>Tel:</p> <p>E-mail:</p>
F.2.1	<p>Only those tenderers who satisfy the following eligibility criteria and who provide the required evidence in their tender submissions are eligible to submit tenders and have their tenders evaluated:</p> <p>a) CIDB registration</p> <p>Only those tenderers who are registered with the CIDB or are capable of being registered prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) or 25 (7A) of the Construction Industry Development Regulations, for a 3EP of construction work, are eligible to have their tenders evaluated.</p> <p>Tenderers registered as potentially emerging enterprises but with a CIDB contractor grading designation lower than a contractor grading designation determined in accordance with the sum</p>

	<p>tendered, or a value determined in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations, are not eligible to have their tenders evaluated.</p> <p>Joint Ventures are eligible to submit bids provided that:</p> <ol style="list-style-type: none"> (1) every member of the joint venture is registered with the CIDB; (2) the lead partner has a contractor grading designation in the 2EP OR Higher class of construction work; and (3) the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a 3EP OR HIGHER of construction work or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations.
F.2.1	The bidder accepts that, unless otherwise stated in the tender data, the employer will not compensate the tenderer for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements.
F.2.3	The bidder to check the tender documents on receipt for completeness and notify the employer of any discrepancy or omission.
F.2.4	The bidder to treat as confidential all matters arising in connection with the tender. Use and copy the documents issued by the employer only for the purpose of preparing and submitting a tender offer in response to the invitation.
F.2.6	The bidder Acknowledges receipt of addenda to the tender documents, which the employer may issue, and if necessary, apply for an extension to the closing time stated in the tender data, in order to take the addenda into account.
F.2.7	Bidder to attend, where required, a clarification meeting at which tenderers may familiarize themselves with aspects of the proposed work, services or supply and raise questions. Details of the meeting(s) are stated in the tender data.

<p>F.2.10</p>	<p>F.2.10.1 bidder to include in the rates, prices, and the tendered total of the prices (if any) all duties, taxes (except Value Added Tax (VAT), and other levies payable by the successful tenderer, such duties, taxes and levies being those applicable before the closing time stated in the tender data.</p> <p>F.2.10.3 The bidder to provide rates and prices that are fixed for the duration of the contract and not subject to adjustment except as provided for in the conditions of contract identified in the contract data.</p> <p>F.2.10.4 The bidder to state the rates and prices in Rand unless instructed otherwise in the tender data.</p>
<p>F.2.11</p>	<p>Bidder shall not make any alterations or additions to the tender documents, except to <u>comply with instructions</u> issued by the employer, or necessary to correct errors made by the tenderer. All signatories to the tender offer shall initial all such alterations.</p>
<p>F.2.12</p>	<p>Alternative tenders are not applicable for this tender.</p>
<p>F.2.13</p>	<p>1.1. The Supplier Park Development Company (SOC) Ltd trading as AIDC considers this tender and all related information, either written or verbal, which is provided to the respondent, to be proprietary to AIDC. All information contained in any subsequent documentation shall be marked "COMPANY CONFIDENTIAL".</p> <p>1.2. Bids must be delivered by the stipulated time to the correct address. Late bids will not be accepted for consideration.</p> <p>All bids must be submitted on the official forms provided (not to be re-typed) or in the manner prescribed in the bid document.</p> <p>1.3. All the documentation submitted in response to this invitation to bid must be in English.</p> <p>1.4. The service provider should verify the numbers of the pages of this document to satisfy themselves that none are missing or duplicated. No liability will be accepted by AIDC regarding anything arising from the fact that pages are missing or duplicated.</p> <p>1.5. Please make proper division and reference/index your bid document and bid supporting documents attached.</p> <p>1.7 Tender responses should be submitted as follows:</p> <p>1 HARD COPY (1 x ORIGINAL + 1 x USB MEMORY STICK) in a sealed envelope/package endorsed, "AIDC_T14_2023/24", with the service provider's details on the back of the envelope or on the front. The sealed envelope/package must be placed in the bid box at the</p>

	<p>Main Entrance Gate, Automotive Supplier Park, 30 Helium Road, Rosslyn X2, by the closing date and time.</p>
1.8	<p>The closing date, company name and the return address must also be endorsed on the back of the properly sealed envelope (or side of a properly sealed package). If a courier service company is being used for delivery of the bid document, the bid description must be endorsed on the delivery note/courier packaging to ensure that documents are delivered into the AIDC's Bid Box. The courier must accept responsibility for ensuring that the bid documents are properly deposited into the bid box and the AIDC accepts no responsibilities in this regard.</p>
1.9	<p>All bid documents must be submitted in hard copy in the bid box. Where a bid document is not in the bid box at the time of the bid closing, such a bid document will be regarded as a late bid. Late bids OR BID DOCUMENTS NOT PROPERLY SEALED will not be considered.</p>
1.10	<p>Amended bids may be made, in an envelope clearly marked "Amendment to bid no "AIDC_T14_2023/24"", to represent the original document as the "replacement bid" and should be placed in the bid box before the closing date and time. An amendment bid without original bid documents deposited in the AIDC's Bid Box will not be considered. In such a case, only the amended bid document will be assessed per the bid criteria of this tender bid request. Under no circumstances will the AIDC be using or can the service provider rely on any information as contained in the original bid documents, once replaced.</p>
1.11	<p>The service provider is responsible for all the costs that they might incur related to the preparation and submission of the bid document.</p>
1.12	<p>AIDC reserves the right not to accept the lowest bid price of any bid in part or whole. It normally awards the contract to the service provider who proves to be fully capable of handling the contract in terms of outputs and services that are advantageous to the aims, goals, and objectives of the AIDC.</p>
1.13	<p>AIDC also reserves the right to award to a company that is BBBEE (Broad Based Black Economic Empowerment) compliant or may award this bid on the conditions that a joint venture with an empowerment company is formed. This may be added to the criteria when evaluating the bids.</p>
1.14.	<p>AIDC also reserves the right to cancel or award this bid as a whole or in part based on the Preferential Procurement Regulation, 2022 paragraph 13.</p>
1.15.	<p>AIDC reserves the right, at its sole discretion, not to award or consider bidders with (or who had) litigation against AIDC or have been blocked for poor performance on the AIDC's vendor database.</p>
1.16	<p>This bid is subject to the Preferential Procurement Policy Framework act, 2000 and the Preferential Procurement Regulations, 2022, the Joint Building Contracts Committee Contract (JBCC) and, if applicable, any other special conditions of the contract.</p>
1.17	<p>Responses to this tender received from a service provider will be valid for 90 days counted from the closing date of the tender.</p>
1.18	<p>The successful bidder will be required to fill in and sign a written contract form (SBD7).</p>
1.19	<p>Respondents are to note that the Local Content commitments made by the successful respondent(s) will be incorporated as a term of the contract and monitored for compliance. Should the successful Respondent fail to meet its Local Content obligations, non-compliance penalties shall be applicable. Breach of Local Content obligation also provide SPDC SOC LTD t/a AIDC cause to terminate the contract in certain cases where material non-compliance with Local Content requirements is not achieved.</p>

F.3.11 The bid will be evaluated in terms of the evaluation criteria stipulated in the tender documentation and the AIDC shall appoint an evaluation panel of not less than three persons.

1. This bid will also be evaluated in terms of the following stages:
 - a) Administration criteria (Stage 1)
 - b) Evaluation for mandatory (compliance) criteria (Stage 2)
 - c) Evaluation in terms of functionality (Stage 3)
 - d) Evaluation in terms of 80/20 preference point system (Stage 4)

Stage 1

Compliance an Administration criteria evaluation.

Refer to T2.1 Returnable Schedules (Mandatory)

Refer to T2.2 List of Returnable Documents (Administration)

Stage 2

Evaluation for mandatory (compliance) criteria - Technical Compliance Requirements – all documents to be submitted.

PART B: Evaluation for mandatory – (Compliance Requirements) –	All documents to be submitted
<p>Project key Personnel:</p> <ol style="list-style-type: none"> 1. Certificated Electrical Engineer requirements: <ol style="list-style-type: none"> a) Certificate of Competency as Electrical Engineer (Factories) - submit certified copy of Government Certificate of Competency (GCC) <ul style="list-style-type: none"> • The supplied GCC must have been issued by Department of Labour as such a certificated person with such competency will have to assume full responsibility for the operation & supply of electricity mainly to the Supplier Park Development Company SOC Ltd T/A AIDC Factories as the existing Electricity maximum demand feed already exceeds 10 000KVA limits as it is currently at 14850KVA, and the use of the applicable scoped machinery distributes electricity solely. 2. Trade Electrician (Master Installation Electrician – submit copy of valid wireman’s licence/certificate/DoL Letter). 3. Safety Officer (Construction Health and Safety Officer) – (Registered with SACPCMP – Valid Certificate) 	<p>Disqualified if all requested documents not submitted</p>
<p>Joint Venture (where applicable)</p> <ul style="list-style-type: none"> ➤ A structured and duly signed joint venture agreement with full details of the joint venture parties – if applicable 	<p>Disqualified if not submitted</p>

Stage 3

Functionality and Capability Requirements

FUNCTIONALITY & CAPABILITIES	TYPE OF COMPULSARY EVIDENCE/SUPPORTING DOCUMENTS REQUIRED	MAXIMUM	SCORE	MINIMUM
<p><i>NB: The bidder shall achieve a minimum score of 70 points under functionality to be able to be evaluated further on pricing & BBEE as per preferential system.</i></p>		100		70
<p>1. TECHNICAL APPROACH AND METHODOLOGY</p> <p>Approach paper shall respond to the proposed scope of work/project design and outlines the proposed approach/methodology. The bidder’s methodology or approach shall cover the following mandatory topics.</p> <ul style="list-style-type: none"> a) Main-Sub Station Service b) Mini-Sub Station Service c) Transformers Service d) Ring Main Unit (RMU) <ul style="list-style-type: none"> • Covering all 4 requirements mentioned above = 15 points • If all 4 requirements mentioned above are not covered = 0 points <p>Total points = 15 Points</p>	<p>Technical approach and methodology in a form of a report, preferably not exceeding one (1) page per topic covering the listed topics.</p>	15		
<p>2. HEALTH AND SAFETY PLAN</p> <p>Health & Safety plan in line with the scope of work to cover the following:</p> <p>A. Health & Safety</p> <ul style="list-style-type: none"> 1. Detailed Method statement. 2. Public and Environmental Issues. 3. Personal protective equipment (PPE). <ul style="list-style-type: none"> • Health & Safety plan covering all 3 requirements mentioned above = 15 points • If all 3 requirements not covered = 0 points <p>Total points = 15 Points</p>	<p>Detailed Health & Safety Plan addressing the project risks as per the tender scope</p>	15		

<p>3. ORGANIZATION AND STAFFING TO BE ADDRESSED TO AIDC</p> <p>a) Project specific organogram with key personnel names and roles of each personnel already evaluated under (PART B: Evaluation for mandatory – (Compliance Requirements)).</p> <ul style="list-style-type: none"> Organogram with personnel full names and roles = 5 points Nothing provided or incomplete = 0 points <p>Total points = 5 Points</p> <p>b) Relevant experience of the key staff:</p> <ul style="list-style-type: none"> - Certificated Electrical Engineer Experience (Attach CV): <ul style="list-style-type: none"> ≥ 5 years = 10 points < 5 year = 0 points - Wireman License Electrician (Master Installation Electrician Experience (Attach CV): <ul style="list-style-type: none"> ≥ 5 years = 10 points < 5 year = 0 points - Safety Officer CV (Construction Health and Safety Officer) Experience (Attach CV): <ul style="list-style-type: none"> ≥ 3 years = 5 points < 3 years = 0 points <p>Total points = 30 Points</p>	<p><u>Attach the following:</u></p> <p>Project specific organogram with Names & Role of each personnel</p> <p>Attach CV of Key Personnel.</p>	<p>30</p>		
<p>4. Company/Contractor’s Experience</p> <p>Company/Contractor’s experience with respect to any of the following key items: Main-Sub Station Service, Mini-Sub Station Service, Transformers Service, Ring Main Unit (RMU), High Tension Equipment,</p> <ul style="list-style-type: none"> - 2 x reference letters or completion certificates = 40 points - 1 x reference letters or completion certificates = 20 points - No reference letters or completion certificates = 0 points <p>Total points = 40 Points</p>	<p>Submit Valid reference letters or</p>	<p>40</p>		

<p>NB: The reference letters or completion certificate to contain the following but not limited to client's information.</p> <p>a) Reference Letter</p> <ul style="list-style-type: none"> Client's Company letter head Client's Contactable details (e.g., Physical Address, e-mail, Telephone, etc.) Description/scope of the work. <p style="text-align: center;">Or</p> <p>b) Completion certificate</p> <ul style="list-style-type: none"> Client's Contactable details (e.g., Physical Address, e-mail, Telephone, etc.) Description/scope of the work. 	<p>completion certificates</p>			
TOTAL SCORE		100		70

NB: The minimum threshold for the functionality evaluation is 70 points. The Tenderers that do not meet this minimum threshold will not proceed to the next stage of evaluation of the tender.

Stage 4

Preference Point System Evaluation:

The Department will apply the 80/20 preference point system in accordance with Regulation 4 of the Preferential Procurement Regulations, 2022 (as published in the Government Gazette No. 47452 on 04 November 2022), effective from 16 January 2023.

The points will be allocated as follows:

PREFERENCE POINT SYSTEM	POINTS
Price	80
Specific Goals (refer to SBD 6.1 requirements below)	20
Total points for Price and Preference Points	100

Bidders who fail to submit valid B-BBEE credentials ,SBD 6.2 - Declaration Certification, Annexure C and Claim Points on SBD 6.1 will forfeit their preference points.

F.2.13.6	A two-envelope system will not be followed for this tender
F.2.16	The tender offer validity period is for 90 Days
F.2.18	The tenderer will be required to submit fully priced Pricing Schedule as provided in the tender documents
F.3.13.1	The tender offer will only be accepted if: <ul style="list-style-type: none">a) The tenderer or any of its directors is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (No. 12 of 2004) as a person prohibited from doing business with the public sector.

PART 2: RETURNABLE DOCUMENTS

T2.1 RETURNABLE SCHEDULES (MANDATORY)

T2.2 Returnable Schedules (Mandatory)	
FORM A	CERTIFICATE OF ATTENDANCE AT CLARIFICATION MEETING
FORM B	RECORD OF ADDENDA TO TENDER DOCUMENTS
FORM H	DECLARATION OF GOOD STANDING REGARDING TAX
FORM I	DECLARATION OF TENDERER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES
FORM J	REGISTRATION ON NATIONAL TREASURY CENTRAL SUPPLIER DATABASE
FORM L	AUTHORITY OF SIGNATORY
FORM N	PROOF OF VALID LETTER OF GOOD STANDING (to be validated during evaluation)
FORM P	REGISTRATION WITH CIDB
SBD 4 (Bidder's Disclosure)	DISQUALIFIED IF DECLARATION NOT COMPLETED IN FULL, SUBMITTED AND SIGNED

1. Failure to fully complete the **compulsory** returnable documents shall render such a tender offer unresponsive.
2. Tenderers shall note that their signatures appended to each returnable form **represents a declaration that they vouch for the accuracy and correctness of the information provided**, including the information provided by candidates proposed for the specified key positions.
3. Notwithstanding any check or audit conducted by or on behalf of the Employer, the information provided in the returnable documents is accepted in good faith and as justification for entering into a contract with a tenderer. **If subsequently any information is found to be incorrect such discovery shall be taken as willful misrepresentation by that tenderer to induce the contract.** In such event the Employer has the discretionary right under contract condition 9.2 to terminate the contract.

T2.2 RETURNABLE DOCUMENTS (ADMINISTRATION)

T2.2 CHECKLIST FOR RETURNABLE DOCUMENTS (ADMINISTRATION)

Documents required for this BID	Comments	Submitted (Yes /No) FOR OFFICE USE ONLY
Other Returnable Documents		
POPIA Compliance - Personal Information Processing Form	Must be duly completed and signed	
<p>SBD 6.2 (Local Production & Content) and Annexure C. Local Production and Content will apply on below items and percentages.</p> <p>The stipulated minimum threshold(s) for local production and (refer to Annex A of SANS 1286:2017 or http://www.thedtic.gov.za/sectors-and-services-2/industrial-development/industrial-procurement)</p> <p>Electrical cables 90%</p>	To be fully completed to claim points. Bidders who fail to complete the SBD 6.2 and Annexure C correctly, will forfeit the points allocated for Local Production and Content.	
<p>SBD 6.1 (Preferential Points Claim Form)</p> <p>The preferential procurement targets will be followed out of 20 points. Points will be awarded for specific goals related to this tender. The total points obtained will be used to evaluate 80/20, where 80 points are assigned to price and the remaining 20 points are assigned to a specific goal. Bidder must attach supporting documents listed below and complete SBD 6.1 in full on page 26 to 29 (To be completed by the tenderer), a bidder who fails to complete in full or complete incorrectly SBD 6.1 to claim points for specific goals will receive a score of zero for that goal.</p>	To be fully completed to claim points. Bidders who fail to complete the SBD 6.1 correctly and fail to provide proof substantiating their claim for allocated points for each specific goal, will forfeit such points.	
Proof of Valid or Letter of intent for Public Liability insurance to the value of R5 000 000 million	To be submitted by the bidder as part of bid submission. Validity to be verified at the award stage.	
<p>Value Added Tax (VAT) - Notice of Registration issued by SARS. VAT compliance requirements can be obtained from the following SARS link:</p> <ul style="list-style-type: none"> https://www.sars.gov.za/types-of-tax/value-added-tax/obligations-of-a-vat-vendor/ 	<p>Bidders to submit SARS VAT Notice of Registration.</p> <p>Bidders who are not registered for VAT must declare that their turnover does not exceed the VAT threshold over a 12-month period failing which they would have to register for VAT.</p> <p>Tax status to be verified at the award stage.</p>	

BIDDERS TO ENSURE THAT THEY COMPLY WITH THE BELOW REQUIREMENTS:

- 1. Bid Documents must be completed with ink pen or typed. No correction pen is allowed. All changes must be scratched out and a signature appended next to each change.**
- 2. Bid documents must be secured together preferably bound or contained in a lever arch file as Supplier Park Development Company SOC LTD t/a Automotive Industry Development Centre will not take any responsibility for any loss of documents as a result of not being properly secured upon submission.**

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

SBD 6.1

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

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

1. GENERAL CONDITIONS

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

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

1.2 To be completed by the organ of state

(Delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **80/20** preference point system.
- b) The **80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

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

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

the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

80/20

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

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

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

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

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

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

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

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

Bidder must attach supporting documents listed below and complete below where it reads (To be completed by the tenderer), a bidder who fails to complete in full or complete incorrectly to claim points for specific goals will receive a score of zero for that goal.

The specific goals allocated points in terms of this tender	Supporting evidence for meeting preferential procurement targets (bidder to provide the below supporting evidence to claim allocated points for each specific goal)	Number of points Allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE status contributor level 1, 2, 3 or 4.	Valid affidavit (as issued by DTI/or CIPC), must be an original or certified copy or a certified copy of SANAS accredited verification certificate.	10	
Locally manufactured goods and services in line with the Department of Trade and Industry thresholds for products designated for local content.	SBD 6.2 - Declaration Certification and annexure C are completed and included in the tender document.	10	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety

- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

..... SIGNATURE(S) OF TENDERER(S)	
SURNAME AND NAME:
DATE:

**DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT
FOR DESIGNATED SECTORS**

SBD 6.2

This Standard Bidding Document (SBD) must form part of all bids invited. It contains general information and serves as a declaration form for Local Content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions and Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2022, the South African Bureau of Standards (SABS) approved technical specification number SANS 1286:2017 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), Annex D (Imported Content Declaration: Supporting Schedule to Annex C) and Annex E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2022 (Regulation 8) make provision for the promotion of local production and content.
- 1.2. Regulation 8(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content, will be considered.
- 1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two-stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SANS 1286:2017 as follows:

$$LC = [1 - x / y] * 100$$

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as indicated in paragraph 3.1 below.

The SABS approved technical specification number SANS 1286:2017 is accessible on http://www.thedti.gov.za/industrial_development/ip.jsp at no cost.

- 1.6. A bid may be disqualified if this declaration certificate and Annex C of the South African Bureau of Standards (SABS) approved technical specification number SANS 1286:2017 (Edition 1) (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation.

2. The stipulated minimum threshold(s) for local production and (refer to Annex A of SANS 1286:2017 or http://www.dtic.gov.za/industrial_development/ip.jsp) for this bid is/are as follows:

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>
Electrical cables	90%

3. Does any portion of the goods or services offered have any imported content?

Yes / No

- 3.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information are accessible on www.reservebank.co.za

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SANS 1286:2017):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

4. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

LOCAL CONTENT DECLARATION

(REFER TO ANNEX B OF SANS 1286:2017)

Local Content Declaration by Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive or Senior Member/person with management responsibility (Close Corporation, Partnership or Individual)

In respect of bid no:

Issued by (procurement authority/name of institution):

NB

The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

- 1 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on http://www.dti.gov.za/industrial_development/ip.jsp. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),

do hereby declare, in my capacity as

of(name of bidder entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
 - the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SANS 1286:2017 ; and
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SANS 1286:2017 , the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SANS 1286:2017	R
Stipulated minimum threshold for local content (paragraph 2 above)	

Local content %, as calculated in terms of SANS 1286:2017	
---	--

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.

The local content percentages for each product has been calculated using the formula given in clause 3 of SANS 1286:2017, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E.

- (d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SANS 1286:2017.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SANS 1286:2017, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 14 of the Preferential Procurement Regulations, 2022 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

Signature: _____

Date: _____

Witness no. 1 _____

Date: _____

Witness no. 2 _____

Date: _____

DECLARATION OF INTEREST

SBD4

1. PURPOSE OF THE FORM

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

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

2. BIDDER'S DECLARATION

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

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

Full Name	Identity Number	Name of State institution

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

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

2.2.1 If so, furnish particulars:

.....
.....

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

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

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

- 3.1 I have read, and I understand the contents of this disclosure.
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect.
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement, or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements, or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements, or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 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

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

terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

FORM I: DECLARATION OF TENDERER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

Notes to tenderer:

1. This tender document must form part of all tenders invited.
2. This form serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
3. The tender of any tenderer may be disregarded if that tenderer or any of its directors have;
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system;
 - c. failed to perform on any previous contract.
4. In order to give effect to the above, the following questionnaire must be completed and submitted with this tender.

Item	Question	Yes	No
4.1	<p>Is the tenderer or any of its directors listed on the National Treasury’s Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury’s website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	<input type="checkbox"/>	<input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>Is the tenderer or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p>for Tender Defaulters can be accessed on the National Treasury’s website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>	<input type="checkbox"/>	<input type="checkbox"/>
4.2.1	If so, furnish particulars:		

4.3	Was the tenderer or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes	No
4.3.1	If so, furnish particulars:		
4.4	Does the tenderer or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes	No
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the tenderer and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)

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

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

Signature

Date

Capacity under which Tender is Signed

Name of Tenderer

FORM A: CERTIFICATE OF ATTENDANCE AT CLARIFICATION MEETING

PROJECT: INVITATION TO OPEN TENDER FOR BIDDERS WITH CIDB GRADING OF 3EP OR HIGHER FOR SERVICE AND MAINTENANCE OF ELECTRICAL HIGH TENSION (HT) POWER SUPPLY EQUIPMENT AT THE SUPPLIER PARK DEVELOPMENT COMPANY SOC LTD T/A AIDC WITHIN THE AUTOMOTVE SUPPLIER PARK SITE (ROSSLYN, PRETORIA) FOR PERIOD OF 24 MONTHS.

This is to certify that I,

representative of (tenderer)

Telephone number

e-mail

attended the clarification meeting on (date)

I further certify that I am satisfied with the description of the works and the explanation given by the AIDC Representative at the clarification meeting and I fully understand the extent of the works to be done as specified for the execution of this contract.

Signature of Representative: _____

Name and Signature of AIDC SCM Representative: _____

Name and Signature of AIDC Project Manager: _____

FORM B: RECORD OF ADDENDA TO TENDER DOCUMENTS

We confirm that the following communications received from the Employer before the submission of this tenderoffer, amending the tender documents, have been taken into account in this tender offer:

	Date	Title or Details
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		

Attach additional pages if more space is required.

Signed		Date	
Name		Position	
Tenderer			

FORM H: DECLARATION OF GOOD STANDING REGARDING TAX**ATTACH VALID TAX COMPLIANCE STATUS (TCS)**

The Tax Compliance Status (TCS) must be submitted together with the tender. Failure to submit the above-mentioned documentation will result in the invalidation of the tender.

In tenders where Consortia / Joint Ventures / Sub-contractors are involved; each party must submit a separate Tax Compliance Status (TCS) PIN.

FORM J: REGISTRATION ON NATIONAL TREASURY CENTRAL SUPPLIERDATABASE

The tenderer shall provide a printed copy of the Active Supplier Listing on the National Treasury Central Supplier Database. (www.treasury.gov.za). Tenderers who are not registered on the Central Supplier Database should attach proof of their application for registration (refer to Tender Data Clause 4.1). In the case of a Joint Venture, a printed copy of the Active Supplier Listing must be provided for each member of the Joint Venture.

Name of Contractor:

.....

Central Supplier Database Supplier Number:

.....

Affix Proof of the National Treasury Central Supplier Database registration to this page (Full CSD Registration Report required, not the CSD Summary Report)

FORM L: AUTHORITY OF SIGNATORY

Details of person responsible for tender process:

Name:

Contact number:

Office address:
.....
.....

Signatories for close corporations and companies shall confirm their authority by attaching to this form **a duly signed and dated original or certified copy on the Company Letterhead** of the relevant resolution of their members or their board of directors, as the case may be.

PRO-FORMA FOR COMPANIES AND CLOSE CORPORATIONS:

"By resolution of the board of directors passed on *(date)*

Mr.

has been duly authorized to sign all documents in connection with the Tender for Contract Number/Name

..... **and** any Contract which may arise there
from on behalf of

.....
.....
(BLOCK CAPITALS) SIGNED ON BEHALF OF THE COMPANY

IN HIS CAPACITY AS

DATE

FULL NAMES OF SIGNATORY
.....

SIGNATURE

AS WITNESSES: 1. NAME

SIGNATURE

2. NAME

SIGNATURE

**ATTACHED HERETO THE DULY SIGNED AND DATED ORIGINAL OR CERTIFIED COPY OF
AUTHORITY OF SIGNATORY ON COMPANY LETTERHEAD**

FORM N: PROOF OF GOOD STANDING WITH COMPENSATION COMMISSIONER

Notes to tenderer:

1. Discovery that the tenderer has failed to make proper disclosure may result in termination of contract.
2. The tenderer shall attach to this Form evidence that he is registered and in good standing with the compensation fund or with a licensed compensation insurer who is approved by Department of Labour in terms of section 80 of the Compensation for Injury and Disease Act 1993 (COID) (Act 130 of 1993).

Affix certified Proof of Good Standing with Compensation Commissioner to this page.

FORM P: REGISTRATION WITH CIDB

The tenderer shall provide a printed copy of the Active Contractor's Listing off the CIDB website. (www.cidb.org.za). Tenderers whose CIDB registration expires within 21 days after close of tender should attach proof of their application for re-registration (refer to Tender Data Clause 4.1). In the case of a Joint Venture, a printed copy of the Active Contractor's Listing must be provided for each member of the Joint Venture.

Name of Contractor:

Contractor Grading Designation:

CIDB Contractor Registration Number:

Expiry Date:

PART C1: AGREEMENT AND CONTRACT DATA

C1.1 FORM OF OFFER AND ACCEPTANCE

C1.1: FORM OF OFFER AND ACCEPTANCE

Project Title:	
Tender No:	

OFFER

The Employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the procurement of:

SERVICE AND MAINTENANCE OF ELECTRICAL HIGH TENSION (HT) POWER SUPPLY EQUIPMENT AT THE THE AUTOMOTVE SUPPLIER PARK SITE (ROSSLYN, PRETORIA) FOR PERIOD OF 24 MONTHS.

The Tenderer, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the Tenderer, deemed to be duly authorized, signing this part of this form of offer and acceptance, the Tenderer offers to perform all of the obligations and liabilities of the Contractor under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data.

THE OFFERED TOTAL OF THE PRICES INCLUSIVE OF VALUE ADDED TAX IS:

Rand (in words):	
Rand in figures:	R

This offer may be accepted by the Employer by signing the acceptance part of this form of offer and acceptance and returning one copy of this document to the Tenderer before the end of the period of validity stated in the tender data, whereupon the Tenderer becomes the party named as the Contractor in the conditions of contract identified in the contract data.

THIS OFFER IS MADE BY THE FOLLOWING LEGAL ENTITY: (cross out block which is not applicable)

Company or Close Corporation:		Natural Person of Partnership:
-------------------------------	--	--------------------------------

<p>..... .</p> <p>..... .</p> <p>And: Whose Registration Number is:</p> <p>..... .</p> <p>And: Whose Income Tax Reference Number is:</p> <p>.....</p>	<p>O R</p>	<p>..... .</p> <p>..... .</p> <p>Whose Identity Number(s) is/are:</p> <p>.....</p> <p>Whose Income Tax Reference Number is/are:</p> <p>..... .</p>
---	----------------	--

AND WHO IS (if applicable):

Trading under the name and style of:

AND WHO IS:

Represented herein, and who is duly authorised to do so, by: Mr/Mrs/Ms: In his/her capacity as:	Note: A Resolution / Power of Attorney, signed by all the Directors / Members / Partners of the Legal Entity must accompany this Offer, authorising the Representative to make this offer.
---	---

SIGNED FOR THE TENDERER:

Name of Representative	Signature	Date

WITNESSED BY:

Name of Witness	Signature	Date

This Offer is in respect of: (Please indicate with an "X" in the appropriate block)

- The official documents.....
- The official alternative.....
- Own alternative (only if documentation makes provision therefore)

SECURITY OFFERED:

- a) the Tenderer accepts that in respect of contracts up to R1 million, a payment reduction of 10% of the contact value (excluding VAT) will be applicable and will be deducted by the Employer in terms of the applicable conditions of contract
- b) the Tenderer offers to provide security as indicated below:
- i. cash deposit of 10 % of the Contract Sum. Yes No
 - ii. payment reduction of 10% of the value certified in the payment certificate. Yes No
 - iii. cash deposit of 5% of the Contract Sum and a payment reduction of 5% of the

value certified in the payment certificate.

Yes No

iv. fixed construction guarantee of 5% of the Contract Sum and a payment reduction of 5% of the value certified in the payment certificate.

Yes No

NB. Guarantees submitted must be issued by either an insurance company duly registered in terms of the Short-Term Insurance Act, 1998 (Act 35 of 1998) or by a bank duly registered in terms of the Banks Act, 1990 (Act 94 of 1990) on the pro-forma referred to above. No alterations or amendments of the wording of the pro-forma will be accepted.

The Tenderer elects as its domicilium citandi et executandi in the Republic of South Africa, where any and all legal notices may be served, as (physical address):

.....

Other Contact Details of the Tenderer are:

Telephone No..... Cellular Phone No.

Fax No

Postal address

Banker

Branch

Branch Code

Account number

Registration No of Tenderer at Department of Labour

CIDB Registration Number:

ACCEPTANCE

By signing this part of this form of offer and acceptance, the Employer identified below accepts the Tenderer's offer. In consideration thereof, the Employer shall pay the Contractor the amount due in accordance with the conditions of contract identified in the contract data. Acceptance of the Tenderer's offer shall form an agreement between the Employer and the Tenderer upon the terms and conditions contained in this agreement and in the contract that is the subject of this agreement.

The terms of the contract, are contained in:

Part 1 Agreement and contract data, (which includes this agreement)

Part 2 Pricing data

Part 3 Scope of work.

Part 4 Site information

and drawings and documents or parts thereof, which may be incorporated by reference into Parts 1 to 4 above.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the tender schedules as well as any changes to the terms of the offer agreed by the Tenderer and the Employer during this process of offer and acceptance, are contained in the schedule of deviations attached to and forming part of this agreement. No amendments to or deviations from said documents are valid unless contained in this schedule.

The Tenderer shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the Employer's agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the contract data. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect, if delivered by hand on the day of delivery, or if delivered by courier within two working days after submission by the Employer to the courier services for a door-to-door delivery to the Tenderer, provided that the Employer notifies the Tenderer of the tracking number within 24 hours of such submission. Unless the Tenderer (now Contractor) within seven working days of the date of such submission notifies the Employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

FOR THE EMPLOYER:

Name of Signatory	Signature	Date

Name of Organisation:	AIDC - Automotive Industry Development Centre
Address of Organisation	Automotive Industry Development Centre Automotive Supplier Park 30 Helium Road, Rosslyn, 0200

WITNESSED BY:

Name of Witness	Signature	Date

C1.2 CONTRACT DATA

C1.2: CONTRACT DATA

C1.2.1 JBCC MINOR WORKS AGREEMENT

The JBCC General Preliminaries (May 2018) published by the Joint Building Contracts Committee for use with the JBCC Minor Works Agreement (Edition 5.2 - May 2018) shall be deemed to be the applicable.

The JBCC Minor Works Agreement (Edition 5.2 - May 2018) Copies of these conditions of contract may be obtained from the Association of South African Quantity Surveyors (011- 3154140), Master Builders Association (011-205-9000; 057-3526269) South African Association of Consulting Engineers (011-4632022) or South African Institute of Architects (051-4474909; 011-4860684; 053-8312003;) or may be purchased from the JBCC.

The JBCC Minor Works Agreement makes several references to the Contract Data for specific data, which together with these conditions collectively describe the risks, liabilities and obligations of the contracting parties and the procedures for the administration of the Contract. The Contract Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the JBCC Minor Works Agreement.

C1.2.2 CONTRACT DURATION

- The proposed works shall commence immediately on formal contracting.
- The estimated project duration is 24 months.
- The service provider will be appointed to render the service to AIDC for a period of 24 Months and/or end of contract value (whichever comes first).

C1.3 AGREEMENT IN TERMS OF THE OCCUPATIONAL HEALTH AND SAFETY ACT, 1993

(ACT NO 85 OF 1993)

C1.4 AGREEMENT IN TERMS OF THE OCCUPATIONAL HEALTH AND SAFETY ACT, 1993 (ACT NO 85 OF 1993)

THIS AGREEMENT made at

on this the day of in the year

between AUTOMOTIVE INDUSTRY DEVELOPMENT CENTRE (hereinafter called "the Employer") of the one part, herein represented by

in his capacity as

and

(hereinafter called "the Mandatory") of the other part, herein represented by

.....

in his capacity as

WHEREAS the Employer is desirous that certain works be Supplied and has accepted a Tender by the Mandatory for the construction, completion and maintenance of such Works and whereas the Employer and the Mandatory have agreed to certain arrangements and procedures to be followed in order to ensure compliance by the Mandatory with the provisions of the Occupational Health and Safety Act, 1993 (Act 85 of 1993);

NOW THEREFORE THIS AGREEMENT WITNESSETH AS FOLLOWS:

- 1 The Mandatory shall execute the work in accordance with the Contract Documents pertaining to this Contract.
- 2 This Agreement shall hold good from its Commencement Date, which shall be the date of a written notice from the Employer or Employer's Agent requiring him to commence the execution of the Works, to either
 - (a) the date of the Final Approval Certificate issued in terms of Joint building Contracts Committee (hereinafter referred to as "the JBCC"),
 - (b) the date of termination of the Contract in terms of JBCC
- 3 The Mandatory declares himself to be conversant with the following:

- (a) All the requirements, regulations and standards of the Occupational Health and Safety Act (Act 85 of 1993), hereinafter referred to as "The Act", together with its amendments and with special reference to the following Sections of The Act:
 - (i) Section 8 : General duties of employers to their employees;
 - (ii) Section 9 : General duties of employers and self-employed persons to persons other than employees;
 - (iii) Section 37 : Acts or omissions by employees or Mandatory, and
 - (iv) Subsection 37(2) relating to the purpose and meaning of this Agreement.
- (b) The procedures and safety rules of the Employer as pertaining to the Mandatory and to all his subcontractors.

All the requirements, regulations and standards of the COVID-19 Occupational Health and Safety Measures in Workplaces, COVID-19 (C19 OHS), 2020.

- 4 In addition to the requirements of JBCC and all relevant requirements, the Mandatory agrees to execute all the Works forming part of this Contract and to cooperate and utilise all machinery, plant and equipment in accordance with the Act.

5 The Mandatory is responsible for the compliance with the Act by all his subcontractors, whether or not selected and/or approved by the Employer.

The Mandatory warrants that all his and his subcontractors' workmen are covered in terms of the Compensation for Occupational Injuries and Diseases Act, 1993, which cover, shall remain in force whilst any such workmen are present on site. A letter of good standing from the Compensation Commissioner to this effect must be produced to the Employer upon signature of the agreement.

6 The Mandatory undertakes to ensure that he and/or subcontractors and/or their respective employers will at all times comply with the following conditions:

- (a) The Mandatory shall assume the responsibility in terms of Section 16.1 of the Occupational Health and Safety Act. The Mandatory shall not delegate any duty in terms of Section 16.2 of this Act without the prior written approval of the Employer. If the Mandatory obtains such approval and delegates any duty in terms of section 16.2 a copy of such written delegation shall immediately be forwarded to the Employer.
- (b) All incidents referred to in the Occupational Health and Safety Act shall be reported by the Mandatory to the Department of Labour as well as to the Employer. The Employer will further be provided with copies of all written documentation relating to any incident.
- (c) The Employer hereby obtains an interest in the issue of any formal inquiry conducted in terms of section 32 of the Occupational Health and Safety Act into any incident involving the Mandatory and/or his employees and/or his subcontractors.

In witness thereof the parties hereto have set their signatures hereon in the presence of the subscribing witnesses:

SIGNED FOR AND ON BEHALF OF THE EMPLOYER: _____

WITNESS 1 _____ 2 _____

NAME 1 _____ 2 _____

(IN CAPITALS)

SIGNED FOR AND ON BEHALF OF THE MANDATORY: _____

WITNESS 1 _____ 2 _____

NAME 1 _____ 2 _____

(IN CAPITALS)

PART C2: PRICING DATA

C2.1 PRICING INSTRUCTIONS

1 The agreement is based on the JBCC Series 2000 Minor Works Agreement, prepared by the **JBCC Minor Works Agreement (Edition 5.2 - May 2018)**. The additions, deletions, and alterations to the JBCC Minor Works Agreement as well as the contract specific variables are as stated in the Contract Data.

2 The prices and rates in the Pricing Schedule are fully inclusive prices for the work described under the items. Such prices and rates cover all costs and expenses that may be required in and for the execution of the work described in accordance with the provisions of the Scope of Work, and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the Contract Data, as well as overhead charges and profit. These prices will be used as a basis for assessment of payment for additional work that may have to be carried out.

of the works.

3 Reference to any particular trademark, name, patent, design, type, specific origin or producer is purely to establish a standard for requirements. Products or articles of an equivalent standard may be substituted.

4 The rates contained in the Pricing Schedule will apply irrespective of the final quantities of the different classes and kinds of work actually executed.

5 An item against which no price is entered will be considered to be covered by the other prices or rates in the Pricing Schedule. A single lump sum will apply should a number of items be grouped together for pricing purposes.

6 Where any item is not relevant to this specific contract, such item is marked N/A (signifying "not applicable")

7 The Pricing Schedule is not intended for the ordering of materials. Any ordering of materials, based on the Pricing Schedule, is at the Contractor's risk.

8 Where the initial contract period is extended, the monthly charge shall be calculated on the basis as set out in 14 but taking into account the revised period for completing the works.

9 All work is to be constructed using labor-intensive methods.

Payment for items, which are designated to be constructed under labour-intensively, will not be made unless they are constructed using labor-intensive methods. Any unauthorized use of plant to carry out work which was to be done labour-intensively will not be condoned and any works soconstructed will not be certified for payment.

10 Labour Intensive Works requirements

The service provider shall, for monitoring purposes, keep weekly records and transmit to the Employer data on the following indicators with regards to the project:

- Project budget and planned output according to EPWP requirements
- Actual Project Expenditure and actual output according to EPWP requirements
- Planned achieved Labour intensity
- Number of work opportunities created
- Demographics of workers employed
- Wage rate earned on project
- Number of person-days of employment created
- Copies of identity documents of workers
- Number of persons who have attended training including the nature and duration of training provided

C2.2 PRICING SCHEDULE

C2.2.1 Pricing Schedule

Item No.	Description	UOM*	QTY	Unit Price (excl. VAT)	Total Price (excl. VAT)
	In line with detailed Scope as detailed in PART C3 of this document & ANNEXURE C (AIDC HT Equipment Service _ Detailed Maintenance Plan).				
1.	PRELIMINARY & GENERAL				
	<u>Year 1.</u>				
1.1	Key Resources:				
	a) Certificated Electrical Engineer (GCC)	Item	1	R	R
	b) Trade Artisan (Electrician)	Item	1	R	R
	c) SACPCMP registered Safety Officer	Item	1	R	R
1.2	Specialized Plant & Tools Hire	Item	1	R	R
1.3	Compliance with Health, Safety & Occupational Requirements (Safety File)	Item	1	R	R
	<u>Year 2.</u>				
1.4	Key Resources:				
	a) Certificated Electrical Engineer (GCC)	Item	1	R	R
	b) Trade Artisan (Electrician)	Item	1	R	R
	c) SACPCMP registered Safety Officer	Item	1	R	R
1.5	Specialized Plant & Tools Hire	Item	1	R	R
1.6	Compliance with Health, Safety & Occupational Requirements (Safety File)	Item	1	R	R
2.	MV SWITCHGEAR SERVICE MAINTENANCE & TESTING				
	See details on Part C3 & ANNEXURE C - AIDC HT Equipment Service _ Detailed Maintenance Plan AIDC HT Equipment Service _ Detailed Maintenance Plan.				
	Rate should be all inclusive of (Maintenance & Testing & To address remedial comments) per ANNEXURE C (APPENDIX A1, A3, A4, A5)				
	<u>Year 1.</u>				
2.1	a) SWITCHGEAR - ASP MAIN HT SUBSTATION, Building E4, B1 Common Area, B1 Sub-Station, MSSSL Sub-Station	no	5	R	R
2.2	<u>Year 2.</u>				

	a) SWITCHGEAR - ASP MAIN HT SUBSTATION, Building E4, B1 Common Area, B1 Sub-Station, MSSSL Sub-Station	no	5	R	R
3.	<p>MINISUBS AND RING MAIN UNITS SERVICE MAINTENANCE & TESTING</p> <p>See details on Part C3 & ANNEXURE C - AIDC HT Equipment Service _ Detailed Maintenance Plan AIDC HT Equipment Service _ Detailed Maintenance Plan.</p> <p>Rate should be all inclusive of (Maintenance & Testing & To address remedial comments) per ANNEXURE C (APPENDIX A1, A3, A4, A5)</p>				
3.1	<p><u>Year 1.</u></p> <p>a) MINI SUBSTATION - RMU 441 (ABB SAFERING CCV)</p> <p>b) MINI SUBSTATION - F4 / RMU 449 (MERLIN GERIN RMU IDI)</p> <p>c) MINI SUBSTATION - RM6: TUGSTEN / NEON (MERLIN GERIN RMU IDI)</p> <p>d) MINI SUBSTATION - BUILDING C 1A (Rating: 500 KVA)</p> <p>e) MINI SUBSTATION - BUILDING C 2A, C 2B, F5, A6, A7, A8 & C3 (Rating: 630 KVA)</p> <p>f) MINI SUBSTATION - BUILDING A5, A9, A10 & A11 (Rating: 1000KVA)</p> <p>g) MINI SUBSTATION - BUILDING F1 & F3 (ALSTOM K3/AF RMU)</p> <p>h) MINI SUBSTATION - BUILDING A1 315 KVA</p> <p>i) FUSE SWITCH - BUILDING F3 (CORRECT X1F)</p>	no	1	R	R
3.2	<p><u>Year 2.</u></p> <p>a) MINI SUBSTATION - RMU 441 (ABB SAFERING CCV)</p> <p>b) MINI SUBSTATION - F4 / RMU 449 (MERLIN GERIN RMU IDI)</p> <p>c) MINI SUBSTATION - RM6: TUGSTEN / NEON (MERLIN GERIN RMU IDI)</p> <p>d) MINI SUBSTATION - BUILDING C 1A (Rating: 500 KVA)</p>	no	1	R	R

	<p>e) MINI SUBSTATION - BUILDING C 2A, C 2B, F5, A6, A7, A8 & C3 (Rating: 630 KVA)</p> <p>f) MINI SUBSTATION - BUILDING A5, A9, A10 & A11 (Rating: 1000KVA)</p> <p>g) MINI SUBSTATION - BUILDING F1 & F3 (ALSTOM K3/AF RMU)</p> <p>h) MINI SUBSTATION - BUILDING A1 315 KVA</p> <p>i) FUSE SWITCH - BUILDING F3 (CORRECT X1F)</p>	no	7	R	R
4.	<p>TRANSFORMER SERVICE, MAINTENANCE & TESTING</p> <p>See details on Part C3 & ANNEXURE C - AIDC HT Equipment Service _ Detailed Maintenance Plan AIDC HT Equipment Service _ Detailed Maintenance Plan.</p> <p>Rate should be all inclusive of (Maintenance & Testing & To address remedial comments) per ANNEXURE C (APPENDIX A1, A3, A4, A5)</p>				
4.1	<p><u>Year 1.</u></p> <p>a) TRANSFORMER SERVICE, MAINTENANCE & TESTING - BUILDING E4 (AM2P ELECTRICAL TX 1600 KVA)</p> <p>b) TRANSFORMER SERVICE, MAINTENANCE & TESTING - BUILDING E4 (FREESTATE TRANSFORMERS 800 KVA)</p>	no	2	R	R
4.2	<p><u>Year 2.</u></p> <p>a) TRANSFORMER SERVICE, MAINTENANCE & TESTING - BUILDING E4 (AM2P ELECTRICAL TX 1600 KVA)</p> <p>b) TRANSFORMER SERVICE, MAINTENANCE & TESTING - BUILDING E4 (FREESTATE TRANSFORMERS 800 KVA)</p>	no	2	R	R
5.	<p>BATTERY TRIPPING UNITS AND BATTERY BANKS SERVICE MAINTENANCE & TESTING</p> <p>See details on Part C3 & ANNEXURE C - AIDC HT Equipment Service _ Detailed Maintenance Plan AIDC HT Equipment Service _ Detailed Maintenance Plan.</p>				
5.1	<p><u>Year 1.</u></p> <p>a) Battery Tripping Units And Battery Banks Service Maintenance & Testing</p>	no	4	R	R

5.2	Year 2. a) Battery Tripping Units And Battery Banks Service Maintenance & Testing	No	4	R	R	
6.	Provisional Sums The following budgetary allowances provided for Emergency Repairs, Additional Spares, New Connections & Commissioning, Compliances, through As-And-When approach. Note: a) The following budgetary allowances provide for work to be carried out as-and-when the special needs arise. b) The main contractor shall provide competitive quotation for each of the works described before proceeding with the works. As-And-When Requests					
6.1	a) Provide the sum of R600,000.00 (Nine Hundred Thousand Rand) for Emergency Repairs, Consumables/Additional Spares, New Connection & Commissioning, Statutory Compliances (COC).	Item	1	R600 000.00	R600 000.00	
7.	Produce, Review & Update HT Layout Yearly	no	2	R	R	
Bidders to complete ANNEXURE D - PRICING SCHEDULE (Excel Sheet) electronically and transfer information by hand to this ToR spreadsheet, and also provide/include the original excel document on the memory stick.					SUB-TOTAL 1	R
				Add	VAT @ 15%	R
					GRAND TOTAL	R

C2.2.2 Pricing Schedule (Rates Only)

Rates Only (Applicable to the allocated Provisional Sums) - As and When					
<p>The provisional sums budgetary allowances provided for Emergency Repairs, Additional Spares, New Connections & Commissioning, Compliances, through As-And-When approach.</p> <p>a) The provisional budgetary allowances provide for work to be carried out as-and-when the special needs arise.</p> <p>b) The main contractor shall timeously provide competitive quotation and seek approval for each of the works described before proceeding with the works.</p>					
Item no	Description	UOM	QTY	Rate	Amount
1.	Labor Rate for (As and when)				
1.1	Standard Call out	p/hr.	1	R	Rate Only
1.2	Certificated Electrical Engineer (GCC)	p/hr.	1	R	Rate Only
1.3	Wireman License Electrician	p/hr.	1	R	Rate Only
1.4	SACPCMP registered Safety Officer	p/hr.	1	R	Rate Only
1.5	Contractor's Technicians/Artisans	p/hr.	1	R	Rate Only
1.6	Semi-Skilled Workers	p/hr.	1	R	Rate Only
1.7	Other general representatives	p/hr.	1	R	Rate Only
2.	Profit & attendance:				
	a) Mark-up for Material	Item	1%	% Only
	b) Mark-up for specialist service purchased	Item	1%	% Only

T C3: SCOPE OF WORK

C3.1 MANDATE

The Automotive Industry Development Centre (AIDC) serves to develop the automotive manufacturing sector to globally competitive standards of excellence, through a world-class value proposition which enables effective and sustainable socio-economic growth. The organization was established as a government support centre, to increase the local automotive industry's global competitiveness and to promote Gauteng as the automotive industry investment destination of choice.

The organization is the dedicated developmental agency of the Gauteng Growth and Development Agency (GGDA) in relation to the specific industrial, infrastructure and training needs required by the automotive and allied sector - in particular those based in the Gauteng province.

The AIDC is thus tasked by GGDA with special developmental-oriented projects aimed at retaining and attracting investments in the automotive and allied-related sector with a focus on enterprise development; support BBEE SMME development, skills development and limited logistical infrastructure in line with the Gauteng provincial government's objectives of transformation, modernization and re-industrialization (TMR). The AIDC also undertakes projects related to the transport and energy sectors, as well as the development of the Auto City in the Northern Corridor.

C3.2 BACKGROUND TO THE TENDER

C3.2.1 INTRODUCTION

The Supplier Park Development Company SOC Ltd trading as AIDC (hereinafter referred to as "AIDC") is a state-owned company (SOC) with all its shares held by the Gauteng Growth and Development Agency (GGDA), an agency of the Department of Economic Development of the Gauteng Province. The company was established to primarily provide support to the SA Automotive and Allied Industry, in its drive for global competitiveness.

AIDC, an entity of the Gauteng provincial government developed Buildings/ mini factories to accommodate tenants that may require manufacturing space for their operation within the Automotive Supplier Park. The Automotive Supplier Park (ASP) hosts different types of tenants ranging from manufacturing to logistics.

It remains AIDC's (Facilities Maintenance Management) core function to ensure that the facilities occupied by our tenants and service providers are safe and sound to be occupied, fully operational to ensure that they comply with the SANS 10400 regulation. The AIDC embarks on carrying out the service & maintenance of Electrical High Tension Power Supply Equipment's (MV switch gear, ring main units, mini substations, and transformers) at the AIDC Sites in Pretoria.

C3.3 TENDER SCOPE OBJECTIVES

The aim of the tender is to request interested and experienced Building Contractor for the service & maintenance of Electrical High Tension Power Supply Equipment's (MV switch gear, ring main units, mini substations, and transformers) at the Supplier Park Development Company SOC Ltd T/A AIDC in Pretoria.

Emphasis will be placed on quality of experience and expertise of the appointed Contractor Team, the extent that the team can provide the integrated knowledge and expertise required to facilitate decision-making processes and the proposed methodology, as well as Insight and understanding into the Electrical HT Supply.

The supply & installations shall comply with the following regulations:

- a) SANS 10400: The application of the National Building Regulations.
- b) SANS 10142: The application of the Safe Installation of Electrical Wiring In South Africa.
- c) SABS Standards
- d) The Occupational Health and Safety Act, Act No. 85 of 1993
- e) Applicable Local Municipal Regulations
- f) Issue applicable Certificate of Compliances (COC) where necessary

C3.4 TENDER SCOPE

The project scope entails service & maintenance of Electrical High Tension Power Supply Equipment's (MV switch gear, ring main units, mini substations, and transformers) at the Supplier Park Development Company SOC Ltd T/A AIDC in Pretoria, It is expected that the works should not disrupt the functional of the AIDC Site. And,

The extent of works shall include the following:

- Conduct infrared Scanning on MV and LV connections and bus bars,
- Conduct inspection on MV SWITCH and protection (oil levels),
- Conduct secondary Injection Test,
- General inspection and Cleaning,
- Oil Sampling,
- Lubrication service,
- Testing,
- MV cable fault location and repairs.
- Ad hoc MV switch gear, transformers, mini substations, and Power Factor Correction equipment repairs,
- Blowing dust on bus bars and checking for hot/loose connections (preferably use the Infra-Red Scanner & issue report)
- Diagnostics, including but not limited to: Ultrasonic, Electrical Partial Discharge Detector, Oil Testing, Etcetera, and
- MV Equipment Earthing and Lightning Protection.

C3.4.1 Scope of work

The aim of the tender is to request interested and experienced building contractor to submit a complete proposal for the service & maintenance of Electrical High Tension Power Supply Equipment's (MV switch gear, ring main units, mini substations, and transformers) for period of 24 months.

The required statutory service for (MV Switch gear, Ring main units, Mini-substations, and transformers) is a continuous need, and important to the AIDC statutory requirements. Defiance to the required service can lead a variety of problems that can begin to influence the performance and reliability of the AIDC HT Ring Feed (MV Switch gear, Ring main units, Mini-substations, and transformers), and can lead to breakdowns and expensive repair work. The surest way to avoid the associated costs of fixing or replacing MV Switch gear, Ring main units, Mini-substations and transformers infrastructure is to perform required regular statutory maintenance.

Reference Annexure C.

The scope to work to include but not limited to the following:

1) SUBSTATIONS

1.1 MV SWITCHGEAR

- Conduct infrared heat scanning on all switchgear and cabling and compile report,
- Check for signs of overheating,
- Check general condition and record any deviations,
- Inspect main contacts on circuit breakers,
- Verify auxiliary connections to circuit breaker,
- Check all mechanical parts for smooth operation and lubricate,
- Check safety shutters for operation and verify electrical & mechanical interlocks,

- Inspect insulators,
- Verify and test all protection and settings. (transformers and switchgear),
- Test and verify remote switching, and
- Test and inspect all tripping batteries units,

1.2 ELECTRICAL PANEL

- Inspect labels for legibility,
- Verify all labels for correct identification,
- Inspect panel for signs of rust or damage,
- Inspect labels for looseness,
- Clean bus bars,
- Conduct thermo graphic inspection of bus bar,
- Test operation of protection circuits,
- Ensure that the protection circuit trip settings are correct,
- Perform Functionality Test on the Arc Protection, Overcurrent and Earth-Fault Protection, Differential Protection, Transformer Protection,
- Perform Functionality Test on the Protection Current Transformers,
- Diagnostics Testing (Ultrasonic Testing), and
- Use the Infra-Red Scanner to ascertain if there are any “Hot Spots” or “Loose Connections” (where practically possible) within the equipment and its connections; and take remedial, corrective action where necessary.

1.3 BATTERY TRIPPING UNIT

- Clean tripping batteries and terminals,
- Top up cells with distilled water,
- Check battery charger for loose connections and tighten if required,
- Ensure “TRICKLE” charge operational,
- Measure and record battery voltage,
- Check Amp / Volt meters for proper operation, and
- Check back indication lamps and replace them if required.

1.4 SUBSTATION OIL AND FILLED TRANSFORMERS

- Inspect transformer for signs of metal fatigue or damage
- Inspect transformer for oil leaks
- Inspect transformer gaskets for signs of ageing
- Inspect oil reservoir for damage
- Inspect oil reservoir for leakage
- Inspect Buchholz relay for damage
- Inspect temperature gauge for damage and functionality
- Inspect silica gel and replace if required
- Inspect name plate for damage and legibility
- Inspect insulators for cracks or damage
- Ensure the tap changer is locked in position
- Perform an oil sample test to check for contamination
- Use the Infra-Red Scanner to ascertain if there are any “Hot Spots” or “Loose Connections” (where practically possible) within the equipment and its connections; and take remedial, corrective action where necessary.

1.5 CONDUCT OIL SAMPLING

- All transformers, mini-sub, and switchgear where applicable. Samples need to be analyzed and provide a report (including PCB) at the service providers cost

1.6 INTEGRITY OF PROTECTION

- Testing and verifying the trip settings of HT rings and incomers against council settings.

2) MINI-SUB STATION

2.1 MV SWITCHGEAR

- Conduct infrared heat scanning on all switchgear and cabling and compile report,
- Check for signs of overheating,
- Check general condition and record any deviations,
- Inspect main contacts on circuit breakers,
- Verify auxiliary connections to circuit breaker,
- Check all mechanical parts for smooth operation and lubricate,
- Inspect insulators, and
- Verify and test all protection and settings. (transformers and switchgear).

2.2 MV, LV CONNECTIONS AND BUS BARS

- Conduct infrared Scanning on MV and LV connections and bus bars,
- Conduct inspection on MV SWITCH and protection (oil levels and gas),
- Conduct earthing tests,
- Inspect cable terminations & bushings,
- Check Breather (Silica Gel),
- Check oil level, and
- Check general status.

2.3 CUBICLE AND SURROUNDING

- Inspect unit for rust and damage
- Inspect unit for dust, vegetation, or rodent ingress
- Inspect doors for proper operation and sealing
- Inspect labels for legibility and damage
- Inspect cables for discoloration
- Inspect earth cable for damage and security
- Inspect all door and panel handles and hinges for correct operation and security and lubricate as required
- Use the Infra-Red Scanner to ascertain if there are any "Hot Spots" or "Loose Connections" (where possible) within the equipment and its connections; and take remedial, corrective action.
- Verify all labels for correct identification
- Inspect panel for signs of rust or damage
- Clean bus bars

- Inspect earth wire for corrosion
- Inspect indication flag or the indication light on the MOV - replace as required

2.4 OIL FILLED TRANSFORMERS

- Inspect transformer for signs of metal fatigue or damage,
- Inspect transformer for oil leaks,
- Inspect transformer gaskets for signs of ageing,
- Inspect oil reservoir for damage,
- Inspect oil reservoir for leakage,
- Inspect Buchholz relay for damage,
- Inspect temperature gauge for damage and functionality,
- Inspect silica gel and replace if required,
- Inspect name plate for damage and legibility,
- Inspect insulators for cracks or damage,
- Ensure the tap changer is locked in position,
- Perform an oil sample test to check for contamination, and
- Use the Infra-Red Scanner to ascertain if there are any “Hot Spots” or “Loose Connections” (where practically possible) within the equipment and its connections; and take remedial, corrective action where necessary.

2.5 CONDUCT OIL SAMPLING

- a) All transformers, mini subs and switchgear where applicable. Samples need to be analyzed and provide a report (including PCB) at the service providers cost

3) RING MAIN UNIT (RMU)

3.1 ELECTRICAL RING MAIN UNIT

- Inspect the RMU for any visible damage,
- Inspect RMU framework and housing for rust, paintwork, or any visible mechanical damage,
- Inspect for oil leaks from fittings, seals, and gaskets,
- Inspect access and interlocking locks for serviceability and replace if faulty or damaged,
- Inspect the cable termination boxes for leaks and mechanical damage,
- Inspect the condition and fixtures of earthing straps, conductors, and connections,
- Check that all labels and / or switch orientation designations are in place and are correctly orientated,
- Check that all safety signs are in serviceable condition and securely attached in the correct, easily visible positions,
- Clean the RMU, accessories and its immediate surroundings, and
- Check the RMU oil level and ensure that the level is visible in the sight glass; note the condition of sight glass and clean as needed.

3.2 INSPECT THE RMU OIL TANK AND BAND JOINTS FOR OIL LEAKS

- Inspect fuse holders: check if the holders are intact and operative,
- Clean and inspect fuse carriages & links,

- Inspect strike pins: check the gaps and adjust if necessary,
- Inspect moving and fixed contacts for wear or arcing and replace if required,
- General inspection of the switch mechanism: Check specifically for loose bolts, nuts and locking pins; tighten or re-torque as required,
- Close the switch and check if the moving blade penetrates into the moving and earth contacts correctly,
- Inspect the inside and outside of the tank for leaks and corrosion,
- Test the interlock mechanisms for correct operation,
- Test the switch mechanism for correct / smooth operation; clean and lubricate as required,
- Where applicable, check and re-set / replace all earth fault indicators,
- Switch RMU back onto line at the circuit breaker once the permits, and
- Use the Infra-Red Scanner to ascertain if there are any “Hot Spots” or “Loose Connections” within the equipment and its connections; and take remedial, corrective action where necessary.

3.3 UPDATE AND VERIFY EXISTING DRAWINGS AND MARKING OF SWITCHGEAR YEARLY

- Do electrical reticulation, reproduce new line diagram and AS Built set of HT drawings, and
- Verify if the markings on the subs to the mini subs is still compliant.

3.4 PROVISION FOR NEW HT CONNECTION AND COMMISSIONING

- New cable work, cable termination and pressure testing,
- Specification and drawing review/approval, and
- General commissioning and switching.

Successful bidder will be required to submit as part of the bid a project implementation methodology that shall include but not limited to the following:

- a. Project Implementation structure
- b. Organogram of personnel onsite
- c. Schedule of subcontractors to be appointed.
- d. Company profile
- e. Project implementation plan with clear milestone and target dates
- f. Environmental, Health and Safety Plan
- g. Safety File
- h. Quality Assurance Plan

C3.5 HEALTH AND SAFETY

C3.6.1 HEALTH AND SAFETY REQUIREMENTS AND PROCEDURES

Before starting work on site, the Contractor shall appoint a health and Safety Officer in writing and give a copy of the letter of appointment to the Employer.

The Health and Safety Specification is attached as Appendix B and must be referred to when compiling the Health and Safety Plan.

Construction Regulations, 2014

The Contractor shall be required to comply with the Occupational Health and Safety Act, 1993: Construction Regulations, 2014 (the regulations) as promulgated in the applicable Government Gazette. Non-compliance with these regulations, in any way whatsoever, will be adequate reason for suspending the Works.

The Contractor shall in terms of regulation 5(1) provide a comprehensive health and safety plan detailing his proposed compliance with the regulations, for approval by the Employer.

The Contractor shall at all times be responsible for full compliance with the approved plan as well as the Construction Regulations and no extension of time will be considered for delays due to non-compliance with the abovementioned plan or regulations.

Payment items are included in the Schedule of Quantities to cover the Contractor's cost for compliance with the OHS Act and the abovementioned regulations.

COVID-19 Occupational Health and Safety Measures in Workplaces COVID-19 (C19OHS), 2020

The Contractor shall be required to comply with the COVID-19 Occupational Health and safety Measures in Workplaces act: COVID-19 (C19 OHS), 2020 for as long as the declaration of a national disaster published in Government Gazette 43096 on 15 March 2020 remain in force. Non-compliance with these regulations, in any way whatsoever, will be adequate reason for suspending the Works or termination of contract.

C3.6.2 PROTECTION OF THE PUBLIC

The site is accessible to the general public. The Contractor shall ensure that all personnel entering the construction site is fully informed about the dangers, dos and don'ts on the site. The Contractor shall ensure that non-construction personnel are protected within the guidelines of the OH&S Regulations.

C3.6.3 BARRICADES AND LIGHTING

All working space shall be securely barricaded at all times in accordance with the requirements of the applicable OH&S Regulations.

C3.6.4 TRAFFIC CONTROL ON ROADS

The Safety Officer shall take full responsibility for the traffic control in and around the site. The personnel on site shall be fully informed and trained by the Safety Officer regarding the construction traffic and general traffic control.

C3.6.5 MEASURES AGAINST DISEASE AND EPIDEMICS

Necessary measures must be adopted and implement occupational health and safety measures to reduce and eliminate the escalations of infections in workplaces against disease, epidemics and pandemics on site as and when directed by the Department of Labour.

C3.6.6 AIDS AWARENESS

All construction personnel shall be given an Aids Awareness briefing session by the Safety Officer.

C3.6.7 COVID-19 AWARENESS

All construction personnel shall be given an COVID-19 Awareness briefing session by the Safety Officer.

PART C4: SITE INFORMATION

C4.1 PROJECT LOCATION

The project is located within the AIDC Site (ASP Rosslyn) under the municipality of City of Tshwane in the Gauteng Province.

General Information of the above-mentioned sites:

A. Automotive Supplier Park (Rosslyn)

Building Location: Automotive Supplier Park (Rosslyn)

Building Area of Focus: Common Area

Local Authority: Tshwane Metro Municipality

Geographical location: 30 Helium Road, Rosslyn, Pretoria

Description of main use: Industrial Park

Site Location:

A satellite image of the site location is shown in Figure 1 below.



Figure 1 - Site Location (Google Satellite Image)

PART C5: ANNEXURES

ANNEXURE A
SHEQ SPECIFICATION

ANNEXURE B
LOCAL CONTENT

ANNEXURE C

AIDC HT EQUIPMENT SERVICE _
DETAILED MAINTENANCE PLAN

ANNEXURE D
PRICING SCHEDULE (Excel Sheet)

ANNEXURE E
POPI – PERSONAL INFORMATION
PROCESS FORM)

ANNEXURE F
VALUE ADDED TAX

ANNEXURE G
REPORTING UNETHICAL
CONDUCT