

SIYATHEMBA LOCAL MUNICIPALITY



INVITATION TO BID

APPOINTMENT OF A SERVICE PROVIDER FOR COMPREHENSIVE INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES FOR A PERIOD OF THREE (3) YEARS

Tender no. SLM 39/2026

CLOSING DATE: 24/07/2026

TIME: 12:00

DELIVERY ADDRESS: **Siyathemba Local municipality**

Victoria Street

Prieska

BIDDER:

Table of Contents

1. Introduction
2. Scope of Services
3. Performance Management
4. Duration of Contract
5. Pricing Schedule
6. Functionality

SIYATHEMBA LOCAL MUNICIPALITY



APPOINTMENT OF A SERVICE PROVIDER FOR COMPREHENSIVE INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES FOR A PERIOD OF THREE (3) YEARS

Siyathemba Local Municipality seeks to appoint a suitably qualified and experienced ICT Service Provider to provide comprehensive ICT support, maintenance, cybersecurity, website management, Microsoft 365 administration, Smart Council Chamber solutions and digital communication services for a period of three (3) years.

Enquiries regarding the documents may be directed to Mr. DC van der Westhuizen at Tel. (073) 481 4405 or email: david@siyathemba.gov.za regarding the scope of works may be directed to Mr. R Oor at Telephone number: (064) 752 5077 or reginald@siyathemba.gov.za.

Compulsary site briefing: 10/07/2026 Municipal Building
Time: 10H00

Bids will not be accepted from bidders who have not attended.

Bid Documents will be made available on the e-tender portal free of charge.

Sealed Bids, marked "SLM 39/2026 APPOINTMENT OF A SERVICE PROVIDER FOR COMPREHENSIVE INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES FOR A PERIOD OF THREE (3) YEARS" must be placed in the tender box at the reception area of the Municipal Buildings, Victoria Street, Prieska, before the closing time and date of 12:00 Friday, 24 July 2026.

Telegraphic, telephonic, telex, facsimile, e-mail, bids not completed in ink by hand and late bids will not be accepted. The lowest, only or any bid shall not necessarily be accepted and Siyathemba Municipality reserves the right to accept any part of the bid.

The tender will be subject to Council's Supply Chain Management and Preferential Procurement Policies. The 80/20 preference points system will be applicable. A maximum of 80 points will be awarded for Price and a maximum of 20 points will be awarded for the following Specific Goals:

SPECIFIC GOAL	POINTS ALLOCATED
Contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender or disability (B-BBEE Status Level of Contributor)	10
Locality	6
Youth	4

It is a prerequisite that all prospective service providers who are not yet registered on the Central Supplier Database; register without delay by completing the online application obtainable on Central Supplier Database website at www.csd.gov.za.

Mr. TI van Staden
Municipal Manager

SPECIAL CONDITIONS OF TENDER AND GENERAL INFORMATION

General and Special Conditions of Contract

The General Conditions of Contract (GCC) as well as Special Conditions of Contract (SCC) forming part of this set of tender documents will be applicable to this tender in addition to the conditions of tender. Where the GCC and SCC are in conflict with one another, the stipulations of the SCC will prevail.

Acceptance or Rejection of a Tender

The Municipality reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept a part of it. The Municipality does not bind itself to accepting the lowest tender or the tender scoring the highest points.

Registration on Accredited Supplier Database

It is expected of all prospective service providers who are not yet registered on the CSD to register without delay. The municipality is not allowed to do any business with suppliers who are not registered on the CSD.

Completion of Tender Documents

- a) The original tender document must be completed fully in black pen ink and signed by the authorised signatory to validate the tender. Failure to do so may result in the disqualification of the tender.
- b) Tender documents may not be retyped. Retyped documents will result in the disqualification of the tender.
- c) The complete original tender document must be returned. Missing pages will result in the disqualification of the tender.
- d) No unauthorised alteration of this set of tender documents will be allowed. Any unauthorised alteration will disqualify the tender automatically. Any ambiguity must be cleared with the contact person for the tender before the tender closure.

Compulsory Documentation

Income Tax Clearance Certificate

- a) A valid original Income Tax Clearance Certificate and/or SARS unique PIN must accompany the bid documents. If the South African Revenue Services (SARS) cannot provide a valid original Income Tax Clearance Certificate, the bidder must submit a letter from SARS on an original SARS letterhead that their tax matters are in order.
- b) In the case of a Consortium/Joint Venture every member must submit a separate Tax Clearance Certificate or TCS Pin with the bid documents.
- c) If a bid is not supported by a valid original Tax Clearance Certificate or TCS Pin, either as an attachment to the bid documents, the municipality reserves the right to obtain such document after the closing date to verify that the bidder's tax matters are in order. If no such document can be obtained within a period as specified by the Municipality the tender will be disqualified.

OEM Certifications

The bidder must provide valid, official certification from Original Equipment Manufacturers (e.g., Microsoft, Cisco, HP, Dell, etc.) relevant to the solutions proposed (Hardware, Software, Security). This is a compulsory requirement for evaluation (see Functional Criteria).

Municipal Rates, Taxes and Charges

- a) The municipal rates and taxes statement, which is in the name of the company, not older than three (3) months; or
- b) The Clearance Certificate issued by the bidding companies' local municipality, which is in the name of the company, not older than three (3) months; or

- c) The completed Municipal Form with either the stamp of the municipality or the landlord, which is in the name of the company, not older than three (3) months or
- d) An official letter which is in the name of the company from the local tribal authority, not older than three (3) months; or
- e) A valid signed lease agreement which is in the name of the company, that clearly shows the business address (not expired at closing date), accompanied by tax invoice/statement of account/municipal rates and taxes statement from the estate agent / landlord not older than three (3) months); or
-) If the municipal rates and taxes statement is in the Landlord's or Director's name an affidavit certified by the commissioner of oaths must be attached indicating that the company/enterprise is operating from the stated addressed, accompanied by their municipal rates and taxes statement (not older than three (3) months).
- g) No contract shall be concluded with any bidder whose municipal rates and taxes and municipal services charges are in arrears.

Identity Documents

ID (preferably certified) copies not older than six (6) months (180 days) of the company's directors must be attached. If no IDs are attached the bid will be disqualified.

Company Registration Document

The company's registration documents (CIPC- CK) that reflect company name, registration number, date of registration and active directors or members must be attached. If no proof is attached the bid will be disqualified.

B-BBEE Certificate / Sworn B-BBEE Affidavit

Only SANAS Accredited B-BBEE Certificate and the Sworn B-BBEE Affidavit which is signed by the commissioner of oaths will be accepted. The requirement for these certificates is set out in the MBD6.1 (Preference Points claim form in terms of the Preferential Procurement Regulations 2022). Failure to comply will result in no preference points being awarded.

Centralised Supplier Database (CSD)

Bidders should be registered on the Centralised Supplier Database (CSD). The proof of CSD Registration Documents must be attached.

Reference Letters

Bidders must submit a minimum of three (3) written and signed reference letters from municipal or public sector clients for similar comprehensive ICT services completed in the last five years. These letters must include contactable references. Failure to submit may lead to disqualification.

Notices

- a) Every written acceptance of a bid and any other notices shall be sent to the service provider concerned by ordinary e-mail to the address furnished in his bid or to the address notified later by him in writing and such e-mail shall be deemed to be proper service of such notice.
- b) The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of e-mailing of such notice.

Quantities of Specific Items

If tenders are called for a specific number of items, the Municipality reserves the right to change the number of such items to be higher or lower. The successful bidder will then be given an opportunity to evaluate the new scenario and inform the Municipality if it is acceptable. If the successful bidder does not accept the new scenario, it will be offered to the second- placed bidder. The process will be continued to the Municipality's satisfaction.

Expenses Incurred in Preparation of Tender

The Municipality shall not be liable for any expenses incurred in the preparation and submission of the tender.

Contact with Municipality after Tender Closure Date

Bidders shall not contact the Municipality on any matter relating to their bid from the time of the opening of the bid to the time the contract is awarded. Any effort by the bidder to influence the Municipality in the bid evaluation, bid comparison or contract award decisions may result in the rejection of the bid.

Opening, Recording and Publications of Tenders Received

(a) Tenders will be opened on the closing date immediately after the closing time specified in the tender documents. If requested by any bidder present, the names of the bidders, and if practical, the total amount of each bid and of any alternative bids will be read out aloud.

(b) Details of tenders received in time will be recorded in a closing register which is open to public inspection.

Evaluation of Tender

Tenders will be evaluated in terms of their responsiveness to the tender specifications and requirements as well as such additional criteria as set out in this set of tender documents (see Section 2.1, Annexure A).

Procurement Policy

Bids will be awarded in accordance with the Preferential Procurement Policy Framework Act, No 5 of 2000, the Preferential Procurement Regulations, 2022 as well as the Municipality's Supply Chain Management Policy.

Language of Contract

The contract documents will be compiled in English and the English versions of all referred documents will be taken as applicable.

Extension of Contract

The contract with the successful bidder may be extended for additional periods, subject to satisfactory performance and available funding, for a total duration not exceeding three (3) years.

Applicable Law

The contract shall be interpreted in accordance with South African laws, unless otherwise specified.

Stamp and Other Duties

The successful bidder will be liable for all duties and costs on legal documents resulting in the establishment of a contract and for the surety and retentions.

Standards

The goods supplied or the services rendered shall conform to the standards mentioned in the bidding document and specifications.

Wrong Information Furnished

Where a contract has been awarded on the strength of the information furnished by the bidder which, after the conclusion of the relevant agreement, is proved to have been incorrect, the Municipality may, in addition to any other legal remedy it may have, recover from the contractor all costs, losses or damages incurred or sustained by the Municipality as a result of the award of the contract.

1.3 GENERAL CONDITIONS OF CONTRACT

(Note: The full text of the General Conditions of Contract (GCC) as provided in the original document from Page 8 to 16 should be inserted here. This includes Clauses 1 through 35 covering Definitions, Application, Standards, Patent Rights, Performance Security, Inspections, Packing, Delivery, Insurance, Transportation, Incidental Services, Spare Parts, Warranty, Payment, Prices, Variation Orders, Assignment, Subcontracts, Delays, Penalties, Termination for Default, Anti-dumping, Force Majeure, Termination for Insolvency, Settlement of Disputes, Limitation of Liability, Governing Language, Applicable Law, Notices, Taxes and Duties, Transfer of Contracts, Amendment of Contracts, and Prohibition of Restrictive Practices.)

1. PURPOSE

The Municipality requires a robust, secure, and fully integrated ICT environment to support its operations, enhance service delivery, and enable effective communication. This includes the management of core infrastructure, the security of its digital assets, the enablement of modern collaboration tools, and the establishment of a professional digital presence. The appointed service provider will act as a strategic partner to ensure the stability, security, and continuous improvement of the Municipality's ICT landscape.

2. SCOPE OF SERVICES

2.1 ICT Infrastructure & Support

- Supply, installation, configuration, and maintenance of ICT hardware and software as needed, including but not limited to servers, workstations, networking equipment, and peripherals. This specifically includes the design and implementation of a smart conferencing solution for the Council Chamber.
- Network infrastructure management for LAN, WAN, and Wi-Fi, ensuring optimal performance, resilience, and security.

Network infrastructure management for LAN, WAN, and Wi-Fi, ensuring optimal performance, resilience, and security.

- End-user support and helpdesk services to provide timely resolution of technical issues for municipal staff.
- System monitoring, troubleshooting, and performance optimisation for all critical ICT systems and servers.
- ICT asset management and documentation, maintaining a comprehensive and up-to-date register of all hardware and software assets, licenses, and network configurations.

2.2 Cybersecurity & Data Protection

- Data security, backups, and disaster recovery solutions: Implement and manage robust backup and recovery procedures to ensure business continuity and data integrity.
- Secured VPN and Wi-Fi: Ensure all remote and internal network access is secure and protected.
- Continuous protection: Maintain and monitor security measures against viruses, malware, ransomware, and other cyber threats.
- Antivirus, firewall, and access control management: Configure, maintain, and monitor all security appliances and policies to prevent unauthorised access.
- Compliance: Ensure all ICT practices align with relevant ICT governance frameworks, legislation (e.g., POPIA), and municipal policies

2.3 Software, Licensing & Collaboration Tools

- Supply, configuration, and management of Microsoft Teams licensing for twenty (20) users, including:
 - o User account setup and access management in the Microsoft 365 environment.
 - o Integration with existing email and other collaboration tools.
 - o Ongoing licence administration, optimisation, and technical support.

2.4 Website Design & Digital Presence

- Design, development, and deployment of an official, modern, and professional municipal website.
 - o Responsive and user-friendly design that works on all devices (desktops, tablets, mobiles).
 - o Content Management System (CMS) that allows municipal officials to easily update website content.
 - o Basic search engine optimisation (SEO) to improve the website's visibility.
 - o Hosting, domain management, and security (including SSL certificates).
 - o Ongoing website maintenance and technical support.

2.5 Corporate Identity (CI) & Marketing Design Services

- Review, development, and/or refinement of the corporate identity (CI), ensuring consistency across all digital and print platforms.
- Design of marketing and communication materials, including but not limited to:
 - o Media and digital banners for online platforms.
 - o Name boards and office signage.
 - o Pull-up banners and event branding materials.
- Preparation of print-ready and digital-ready design files for all produced materials.
- Alignment of all designs with approved municipal branding guidelines.

2.6 Advisory, Training & Compliance

- ICT and digital communication advisory services aligned to municipal operations and strategic goals.
- User training and basic digital skills support for municipal staff to effectively use the tools and systems provided.
- Compliance with the Municipal Finance Management Act (MFMA), the municipality's Supply Chain Management (SCM) policies, and all other applicable legislation.

3. PERFORMANCE MANAGEMENT

In terms of Section 116 (2) of the MFMA, the municipality is required by Law to monitor the performance of service providers on a monthly basis in line with the performance areas as stipulated in the Service Level Agreement (SLA). The monitoring of the appointed service provider will be done on a monthly basis, with formal quarterly reviews.

4. DURATION OF THE CONTRACT

The initial contract will be for a period of three (3) years, subject to annual performance reviews. The municipality reserves the right to extend the contract for further periods based on satisfactory performance and available funding.

5. PRICING SCHEDULE

Description of Service / Deliverable	Year 1	Year 2	Year 3	Total
5.1 ICT Infrastructure Support (Annual fixed fee for managed services, including support, monitoring, and maintenance as per SoC. Excludes cost of new hardware/software which will be quoted separately)				
5.2 Cybersecurity & Data Protection (Annual fixed fee for security management, monitoring, backups, and DR as per SoC).				
5.3 Software, Licensing & Collaboration Tools (Annual fee for management of Microsoft Teams licensing for 20 users. Excludes the cost of the software licenses themselves, which will be passed on at cost).				
5.4 Website Design & Digital Presence (Once-off project fee for design, development, and deployment, including one year of hosting & maintenance).				

5.5 Corporate Identity (CI) & Marketing Design Services (To be charged on a time-and-materials or project basis. Please provide your standard rate card). As per Attached Rate Card

5.6 Advisory, Training & Compliance (To be charged on a time-and-materials or project basis. Please provide your standard rate card for advisory and training services). As per Attached Rate Card

TOTAL BID PRICE (VAT Inclusive)

(This should include annual fees for items 5.1, 5.2, 5.3, and the once-off fee for 5.4. Attach rate cards for 5.5 and 5.6 as separate documents.)

R.....

6. FUNCTIONALITY CRITERIA (100 POINTS)

<p>Municipal ICT Experience Signed reference letters on company letterhead or appointment letters from municipal or public sector clients for similar comprehensive ICT services (covering infrastructure, support, and security). Must include contactable details for verification.</p>	<p>35 Points</p>
<ul style="list-style-type: none"> • 5 or more projects = 35 points. • 4 projects = 28 points. • 3 projects = 21 points. • 2 projects = 14 points. • 1 project = 7 points. 	
<p>Technical Alignment</p>	<p>25 Points</p>
<p>All proposed hardware, software, and solutions meet or exceed the broad requirements outlined in the Scope of Work. Bidder must submit detailed product brochures, datasheets, and a narrative description clearly demonstrating how their proposed solution meets the requirements of all six (6) sub-sections (5.1 through 5.6) of the Scope of Work.</p>	
<p>Project Methodology & Approach</p>	<p>20 Points</p>
<p>20 pts: Submitted project plan is clear, detailed, and aligned with all deliverables. It includes a work breakdown structure (WBS), implementation schedule, key milestones, risk assessment, and a mitigation plan. A comprehensive Project Plan for the first 12 months of the contract, specifically addressing the implementation of services in the Scope of Work.</p> <p>0 pts: Project plan is unclear, missing key elements, or not aligned with the scope</p>	
<p>Personnel & Municipal Experience 1. Curriculum Vitae (CVs) for key personnel proposed for this contract. 2. Copies of valid, relevant professional certifications. 3. Reference letters or appointment letters confirming the individual's role in previous municipal projects.</p>	<p>20 Points</p>
<p>Key personnel hold valid certifications (Microsoft, Networking, Security) AND have verifiable experience working on at least two (2) previous municipal ICT project = 20 points Key personnel hold valid certifications (Microsoft, Networking) AND have verifiable experience working on at least one (1) previous municipal ICT project. = 12 points Key personnel hold valid certifications BUT have no verifiable municipal project experience. = 8 points No relevant certifications or municipal experience submitted = 0 points</p>	

Minimum qualifying score for functionality: 70 points.

THE SERVICE PROVIDER SHOULD SUBMIT THE FOLLOWING DOCUMENTS:

1. Compliance Company Information

- A detailed document addressing all aspects of the tender.
- Proof of accreditation for all relevant testing disciplines.
- A valid certificate from the South African Revenue Service (SARS).
- Proof of registration on the Central Supplier Database.
- A document detailing the company's structure, experience, and qualifications.
- Evidence of past experience in municipal water and wastewater analysis.

Non-submission of the above documents will render this tender invalid

**PART A
INVITATION TO
BID**

MBD1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF SIYATHEMBA LOCAL MUNICIPALITY					
BID NUMBER:	SLM 39/2026	CLOSING DATE:	24 July 2026	CLOSING TIME:	12:00
DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER FOR COMPREHENSIVE INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES FOR A PERIOD OF THREE (3) YEARS				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)

Siyathemba Local Municipality					
Victoria Street					
Po Box 16					
Prieska, 8940					
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes <input type="checkbox"/> No	

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

<p>ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> [IF YES ENCLOSE PROOF]</p>	<p>ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> [IF YES, ANSWER PART B:3]</p>
<p>TOTAL NUMBER OF ITEMS OFFERED</p>		<p>TOTAL BID PRICE</p>	<p>R</p>
<p>SIGNATURE OF BIDDER</p>	<p>..... </p>	<p>DATE</p>	
<p>CAPACITY UNDER WHICH THIS BID IS SIGNED</p>			
<p>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:</p>		<p>TECHNICAL INFORMATION MAY BE DIRECTED TO:</p>	
<p>DEPARTMENT</p>	<p>FINANCE/SCM</p>	<p>CONTACT PERSON</p>	<p>Mr R Oor</p>
<p>CONTACT PERSON</p>	<p>Mr. David van der Westhuizen</p>	<p>TELEPHONE NUMBER</p>	<p>(064)7525077</p>
<p>TELEPHONE NUMBER</p>	<p>0734814405</p>	<p>FACSIMILE NUMBER</p>	
<p>FACSIMILE NUMBER</p>	<p>N/A</p>	<p>E-MAIL ADDRESS</p>	<p>reginald@siyathemba.gov.za</p>
<p>E-MAIL ADDRESS</p>	<p>david@siyathemba.gov.za</p>		

**PART B
TERMS AND CONDITIONS FOR
BIDDING**

1. BID SUBMISSION:	
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.	
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR ONLINE	
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.	
2. TAX COMPLIANCE REQUIREMENTS	
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.	
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.	
2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.	
2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.	
2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.	
2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.	
2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.	
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	YES NO
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	YES NO
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	<input type="checkbox"/> YES <input type="checkbox"/> NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.	
	<input type="checkbox"/> <input type="checkbox"/>

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID. NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

**PRICING SCHEDULE – FIRM
PRICES
(PURCHASES)**

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

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

APPOINTMENT OF A SERVICE PROVIDER FOR COMPREHENSIVE INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES FOR A PERIOD OF THREE (3) YEARS. SLM 39/2026

Closing Time: 12:00

Closing date: 24/07/2026

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

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDES
----------	----------	-------------	---

-
- Required by:
 - At:
 - Brand and Model
 - Country of Origin

 - Does the offer comply with the specification(s)? *YES/NO
 - If not to specification, indicate deviation(s)
 - Period required for delivery
 - *Delivery: Firm/Not firm
 - Delivery basis

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable.

Terms and conditions (RETURNABLES):

NO	RETURNABLE	NOTES
1	A copy of a CSD summary report OR CSD number.	<ul style="list-style-type: none"> • CSD full report or summary report OR CSD number. • Municipality may not make any award to a person whose tax matters are not complaint with SARS, please note that tax compliance will be verified before any award.
2	Proof of company registration documents with the Director's details must be attached.	<ul style="list-style-type: none"> • The company registration documents must indicate the company and director's details.
3	Fully completed MBD forms	<ul style="list-style-type: none"> • Fully Completed and signed in handwriting and in black ink pen.
<ul style="list-style-type: none"> • NB! The following documents will not be accepted on ITEM 5; 6 AND 7: Affidavits; Address confirmation letter; invoices from the body corporates or agents, rates and taxes of the lessor (without a lease agreement) and municipal tender / rates clearance letter. 		
4	<p>Latest Municipal rates and taxes account for the COMPANY AND DIRECTORS/TRUSTEES/ MEMBERS/SHAREHOLDERS.</p> <ul style="list-style-type: none"> • NB! Strictly submit municipal rates & taxes statement, NOT OLDER THAN 3 MONTHS 	<ul style="list-style-type: none"> • Strictly submit municipal rates & taxes statement NOT OLDER THAN 3 MONTHS • The submitted account must not be in arrears for more than 3 months. • In a case of Rates & Taxes Account being in a family member's name, ONLY MUNICIPAL Account where the address of the Account matches the address on the company registration documents will be accepted) if not in arrears for more than 3 months.
5	In the event of a tenant renting a lease agreement MUST be attached for the COMPANY AND DIRECTORS/TRUSTEES/ MEMBERS/SHAREHOLDERS.	<p>The lease agreement must include the following:</p> <ul style="list-style-type: none"> • A valid copy of the lease agreement must be signed by (both Lessor and lessee). • The lease agreement must indicate dates of commencement and expiry or duration. • In a case where the lease agreement has expired and there is a clause indicating an automatic renewal, the original lease agreement and a

		<p>confirmation letter signed by Lessor must be attached.</p> <ul style="list-style-type: none"> • In the occasion where the lease agreement has expired the original lease agreement AND extension must be attached with commencement and expiry dates or duration.
	<p>Note: If the company registration document's physical address on lease agreement or the municipal rates and taxes statement is the same as the Director's physical address, we will accept for both Company & Director.</p>	
6	<p>Municipal rates and taxes for bidders who are from the rural areas for the COMPANY AND DIRECTORS/TRUSTEES/MEMBERS/S HAREHOLDERS.</p>	<ul style="list-style-type: none"> • In the event that the bidder is from the rural area a letter from the municipality that the area is not liable to pay municipal rates and taxes OR a signed letter from the chief indicating that the bidder is from that particular rural/tribal area.
7	<p>BBBEE Certificate or Sworn Affidavit</p>	<ul style="list-style-type: none"> • Original or certified valid copy of SANAS only accredited BBBEE certificate OR valid Original or copy of BBBEE Sworn Affidavit must be attached. (Failure to submit Valid Certificate or certified copy will result in your bid not being allocated Points for BBBEE).
9	<p>Fully completed Pricing Schedule</p>	<ul style="list-style-type: none"> • Fully completed in handwriting and in black ink pen.

Failure to comply with the above-mentioned terms and conditions will deem your bid to be disqualified.

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favoritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorized representative declare their position in relation to the evaluating/adjudicating authority.

3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name of bidder or his or her representative.....

3.2 Identity Number:

3.3 Position occupied in the Company (director, trustee, hareholder²).....

3.4 Company Registration Number:

3.5 Tax Reference Number.....

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? YES / NO

3.8.1 If yes, furnish particulars.

.....

¹MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months? **YES / NO**

3.9.1 If yes, furnish particulars.....

.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.10.1 If yes, furnish particulars.

.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.11.1 If yes, furnish particulars

.....

.....

3.12 Are any of the company's directors, trustees, managers, principal shareholders or stakeholders in service of the state? **YES / NO**

3.12.1 If yes, furnish particulars.

.....
.....

3.13 Are any spouse, child or parent of the company's directors' trustees, managers, principal shareholders or stakeholders in service of the state?

YES / NO

3.13.1 If yes, furnish particulars.

.....
.....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract.

YES / NO

3.14.1 If yes, furnish particulars:

.....
.....

Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

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

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

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

1. GENERAL CONDITIONS

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

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

- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.1) The **80/20 preference point system** will be applicable in this tender. The lowest (goods and services) / highest (sales and leases) acceptable tender will be used to determine the accurate system once tenders are received.

1.2) 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.
 - i) Historically Disadvantaged ; and
 - ii) Locality of Supplier

1.3) The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
TOTAL POINTS FOR PRICE AND SPECIFIC GOALS	100

- 1.4) 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.
- 1.5) 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) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“Locality”** means the local suppliers and/or service providers that business offices are within the Municipal area of Siyathemba.
- (h) **“price”** includes all applicable taxes less all unconditional discounts;
- (i) **“proof of B-BBEE status level of contributor”** means:

B-BBEE Status level certificate issued by an authorized body or person;

A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;

Any other requirement prescribed in terms of the B-BBEE Act;

- j) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- k) **“Specific goals”** means specific goals as contemplated in section 2(1)(d) of the Act which may include contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender and disability including the implementation of programmes of the Reconstruction and Development Programme as published in Government Gazette No. 16085 dated 23 November 1994;
- l) **“Rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. **FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES**

3.1) **POINTS AWARDED FOR PRICE**

3.1.1) **The 80/20 or 90/10 preference point systems**

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

80/20

or

90/10

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

Where

Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1) Points awarded for price

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

80/20 or 90/10

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

Where

Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1) In terms of the Preferential Procurement Policy of Siyathemba Municipality, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

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

- a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
- b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

SPECIFIC GOALS

SPECIFIC GOALS FOR THE TENDER AND POINTS CLAIMED ARE INDICATED PER THE TABLE BELOW:

The specific goals allocated points in terms of this tender	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)
PREVIOUSLY DISADVANTAGED	10	
LOCALITY	6	
YOUTH REPRESENTATION	4	

1. PREVIOUSLY DISADVANTAGED

HDI	Number of points 80/20 Preference point system
Maximum points available	10
1	10
2	9
3	8
4	5
5	4
6	3
7	2
8	1
Non- compliant contributor	0

2. LOCALITY

Locality	80/20 preferential points system
Maximum points available	6
Within the Siyathemba local municipal boundary	6
Within boundary of the Northern Cape province	3

3. YOUTH REPRESENTATION

	80/20 preferential points system
Maximum points available	4
Has a shareholder(s) who meets definition of youth	4

1 DECLARATION WITH REGARD TO COMPANY/FIRM

3.1. Name of company/firm.....

3.2. Company registration number:

3.3. 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]

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

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

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

MBD 8

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities 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 bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).

4. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	<p>Is the bidder 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? (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>	Yes	No
4.1.1	If so, furnish particulars:		

4.2	Is the bidder 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)? The Register 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.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder 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:	<input type="checkbox"/>	<input type="checkbox"/>
Item	Question	Yes	No
4.4	Does the bidder 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:	<input type="checkbox"/>	<input type="checkbox"/>
4.5	Was any contract between the bidder 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	No
4.7.1	If so, furnish particulars:	<input type="checkbox"/>	<input type="checkbox"/>

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME)..... CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM 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

.....
Position

.....
Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited.

2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.

3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:

- a. take all reasonable steps to prevent such abuse;
- b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
- c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.

4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.

5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf

Of : _____ that:

(Name of Bidder)

- 1. I have read and I understand the contents of this Certificate;
- 2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
- 3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
- 4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
- 5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
- 6. 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 consortium³ will not be construed as collusive bidding.

7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. 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 **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.**

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

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

GENERAL CONDITIONS OF CONTRACT

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government. In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.
- (iii) The General Conditions of Contract will form part of all bid documents and may not be amended.
- (iv) Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid if (applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail