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NATIONAL TRANSMISSION COMPANY SOUTH AFRICA SOC LTD

INVITATION TO TENDER (ITT)


FOR

The Lease Agreement establishment for Empangeni (5 years), Newcastle (4 years) and Westville Offices (60 Months) within East Grid (KZN).

Tender number	E2463CXMWPR
Issue date	06 July 2026
Closing date and time	29 JULY 2026 at 10h00
Tender validity period	90 days from the closing date and time
Clarification meeting Microsoft Teams meeting Join: https://teams.microsoft.com/meet/364705793930095?p=jnS314Fe4CygLSLCmh Meeting ID: 364 705 793 930 095 Passcode: Z7GK28s4 Need help? System reference Dial in by phone +27 21 834 0825,402883204# South Africa, Cape Town Find a local number Phone conference ID: 402 883 204# For organizers: Meeting options Reset dial-in PIN	
Tenders are to be submitted electronically via Eskom E- tendering site by the stipulated closing date and time. Please note it is the responsibility of the supplier to ensure that the tender submission is submitted before closing time.	Tender documents can be uploaded on: https://eTendering.eskom.co.za

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Invitation to Tender

National Transmission Company South Africa SOC Ltd (hereinafter “NTCSA”) invites you to submit a tender for:

The Lease Agreement establishment for Empangeni (5 years), Newcastle (4 years) and Westville Offices (60 Months) within East Grid (KZN).

The enquiry documents are supplied to you on the following basis:

1. Free of charge

NTCSA has delegated the management of this enquiry to the NTCSA Representative whose name and contact details are set out in the Tender Data. The submission of a tender/proposal by you in response to this enquiry will be deemed as your acceptance of the Standard Conditions of Tender which may be accessed at www.ntcsa.co.za.

All queries and clarifications relating to the enquiry documents must be addressed in writing to the NTCSA *Representative*.

Tenderers must refrain from communicating issues related to this enquiry with any person within the NTCSA environment other than the NTCSA *Representative* named in the Tender Data. Tenderers must not in any way contact any NTCSA employee who is involved in the tender during the tender process, either telephonically, by email or through private appointments before and after submitting tenders. NTCSA employees not involved in this enquiry process are not allowed to contact those that are involved in this process or share enquiry related information with potential tenderers.

Where a potential tenderer or a tenderer has any question or query on the contents of the enquiry or any issue related to the enquiry, the first point of contact is the NTCSA *Representative* whose name and contact details are stated in the Tender Data of this enquiry document.

Should the tenderer not be satisfied with a response from the NTCSA *Representative* stated in the enquiry document, and would like to escalate, the tenderer may refer the issue to the Procurement Manager identified in the Tender Data through the NTCSA *Representative*. Should the tenderer still be dissatisfied, they can then escalate the matter to the Middle Manager or Senior Manager Procurement. Escalation of enquiry issues to NTCSA Chief Executive or Eskom Group Chief Executive is an avenue of last resort and tenderers should refrain from escalating enquiry issues to this level without following the escalation process set out above


Yours faithfully

Ayanda Velani
Manager Procurement – Coastal Grids

Date: _____

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1.1 Annexures and Returnable Documents to the Tender

The documents listed in this paragraph are either attached to this enquiry or should be submitted by the tenderer.

The tenderer must submit the returnable set out hereunder as part of its tender at the stipulated deadline.

NOTE THE FOLLOWING: -

*** Returnables required at Tender closing (disqualifiable): -**

These returnables are required to be fully completed, signed (if required on the returnable) and submitted with the tender at Tender closing date and time. If not fully completed, signed (if required on the returnable) and/or submitted by tender closing, the tenderer will be disqualified.

**** Returnable required at Tender closing (non-disqualifiable): -**

These returnables are required to be fully completed, signed (if required on the returnable) and submitted with Tender at Tender closing date and time; however, if not submitted by Tender closing, or submitted with incomplete information or without a required signature, the Procurement Practitioner will, in writing, request the tenderer to submit the returnable within 5 working days. If the returnable is not fully completed, signed if required and/or received by the Procurement Practitioner within 5 working days of the request, the tenderer will be disqualified.

Returnables required at Tender Closing date and time for evaluation: -

These returnables are required to be submitted at tender closing date and time. These returnables will not be requested by the Procurement Practitioner. A tenderer that does not submit the required returnable at stipulated deadline or submits an incomplete returnable; will not be disqualified but will score zero.

[Annexures that are identified with an asterisk (*) are mandatory for all tenders and must not be deleted or removed. Other annexures must be included/attached only when they are applicable.]

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No.	Description	Annexure	Attached (Y / N / N/A)	Returnable required at Tender closing (disqualifiable)*	Returnable required at Tender closing. (Non-disqualifiable) **	Returnable required prior to Contract Award.
1.1.1	Basic Compliance Electronic copy of the tender in a PDF format. The price list needs to be submitted in PDF and a copy in excel format (The upload size per document is 500 megabytes and total submission is restricted to 4 gigabytes)			√		
1.1.2	*Authorisation Form	Annexure A	Y		√	
1.1.3	*Acknowledgement form	Annexure B	Y		√	
1.1.4	*Tenderer's particulars	Annexure C	Y		√	
1.1.5	*Integrity Declaration Form (refer to www.ntcsa.co.za for the Supplier Integrity Pact that suppliers are required to download and read)	Annexure D	Y		√	
1.1.6	*CPA Requirements for Local Goods/Services [Note: If not submitted, tenderers will not be disqualified however prices will be evaluated as fixed and firm, and the contract price will be treated as fixed and firm for the entire duration of the contract.]	Annexure E	Y		√	

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1.1.7	*CPA(IG) for Foreign Goods/Services (if applicable) [Note: If not submitted, tenderers will not be disqualified however prices will be evaluated as fixed and firm, and the contract price will be treated as fixed and firm for the entire duration of the contract.]	Annexure F	Y		v	
1.1.8	SBD 6.2 Declaration Certificate for Local Production and Local Content Annexure C Local Content Declaration-Summary Schedule Annexure D Imported Content Declaration – Supporting Schedule to Annexure C Annexure E Local Content Declaration-Supporting Schedule to Annexure C	Annexure G1 Annexure G2 Annexure G3 Annexure G4	N N N			
1.1.9	SBD 1 Invitation to Bid must be filled out by all tenderers. [Foreign suppliers will be subjected to SARS verification and	Annexure H	Y			√

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	confirmation of whether the respective supplier is liable to be registered for tax in South Africa]					
1.1.10	<p>Tax Clearance Certificates</p> <p>A certified copy of a tax clearance certificate is required from foreign tenderers (with a footprint in South Africa but that are not registered on CSD and have not provided a SARS pin number) and local tenderers (that have not provided their SARS e-filing PIN number for verification by NTCSA and/or their CSD profile / CSD number). Foreign suppliers with no footprint in South Africa must complete the SBD1 document; however, no proof of tax compliance is required.</p>				v	
1.1.11	<p>Tax Evaluation questionnaire to determine whether a company, close corporation (CC) or Trust is a personal service provider for purposes of PAYE</p>	Y			v	
1.1.12	<p>*SBD 6.1 Preference Points Claim Form in terms of PPPFA 2022 regulations</p>	Annexure I	Y		v	
1.1.13	<p># Specific Goals A tenderer's failure to submit proof that it meets the specific goals will not</p>				v	

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	result in its disqualification. The tenderer will, however, be scored zero for Specific Goals for purposes of PPPFA scoring and ranking.					
1.1.14	<p>Compliance with Employment Equity Act</p> <p>To the extent that the tenderer falls within the definition of a “designated Employer” as contemplated in the Employment Equity Act 55 of 1998, the tenderer is required to furnish the Employer with proof of compliance with the Employment Equity Act, including proof of submission of the Employment Equity report to the Department of Labour. (South African tenderers only)</p>					v
1.1.15	**SBD 4 – Bidders Disclosure	Annexure J	Y			v
1.1.16 Additional Documents required in event of JV:-						
1.1.16.1	Letter of intent to form a JV/consortium or Valid joint venture agreement confirming the rights and obligations of each of the joint venture partners and their profit-sharing ratios.					v
1.1.16.2	Separate written confirmation that the joint venture will operate as a single business entity (incorporated) for the duration of the contract, or this may be included as an obligation within the JV agreement.					v

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1.1.16.3	Details and confirmation of a single designated bank account in the name of the JV and independent of the individual JV partners, as set out in the joint venture agreement.					v
1.1.17	Reverse e-auction training acknowledgement form (if applicable)	N/A				
1.1.18	Reverse e-auction process (if applicable)	N/A				
1.1.19	E-tendering Help Manual acknowledgement form	Attached			v	
1.1.20	E-tendering Help Manual for supplier	Attached				
1.1.21	CIDB (where applicable)	N/A				
1.1.22	CIDB Contract Skills Development Goals (CSDG) (if applicable)	N/A				
1.1.23	Building/Civil: Contract Skills Development Goals (CSDG)	N/A	N			
1.1.24	<p>CIDB: Indirect Targeting for Enterprise Enterprise Development Through Works.</p> <p>Standard for Indirect Targeting for Enterprise Development through Construction Works Contracts</p>  <p>Standard for Indirect Targeting fc</p>	<p>To be downloaded from CIDB (Annexure A-Targeted Enterprise Declaration Affidavit; Project Interim Report, Project Completion Report and Declaration)</p>	N			

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	The Minimum 5% Indirect Targeting For Enterprise Development is included as part of the minimum 30% subcontracting, of which the main contractor has to fulfil/comply with during the execution of the contract.					
1.1.25	Contract Participation Goals (CPG) (if applicable)	N/A				
1.1.26	Scope of Work	Attached	Y			
1.1.27	NEC or other Contract	Attached – Lease Agreement	Y	√		
1.1.28	Pricing Schedule/BOQ (if not contained in Contract)	Attached	Y	√		
1.1.29	Additional documents required (ECSA/ SACPCMP/CVs/ permits/licenses/ specific registration documents (if applicable to scope of work)	N/A				
1.1.30	Standard Terms and Conditions	N/A	N			
1.1.31	Supplier Non-Disclosure Agreement	N/A	N			
1.1.32	SD&L Undertaking	Attached	Y		√	
1.1.33	Insurance Deductibles	N/A	N			
1.1.34	List of Acceptable Guarantors (where applicable)	N/A	N			
MANDATORY CONTRACTUAL REQUIREMENTS SUPPORTING EVIDENCE [applicable to all tenders]						
1.1.35	Mandatory Contractual Requirement Proof of valid and current CSD Registration (CSD number/CSD Report) [applicable to all tenderers of local origin					√

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	and foreign tenderers with local footprint]					
ADDITIONAL CONTRACTUAL REQUIREMENTS SUPPORTING EVIDENCE [where applicable and as stipulated under tender Data]						
1.1.36	Safety COIDA - Original certificate of good standing or proof of application issued by the Compensation Fund (COID) or a licensed compensation insurer (South African tenderers only)					v
1.1.37	Quality - Refer to page 37	<i>Attached</i>	Y			v
1.1.38	Other safety/quality documents as required per scope of works – Refer to page 36	<i>Attached</i>	Y			v
1.1.39	Environmental - Refer to page 36	<i>Attached</i>	Y			v
1.1.40	Due Diligence/financial analysis Audited Financial Statements of the tenderer for the previous 18 months, or to the extent that such statements are not available, for the last year. In the case of a joint venture or special purpose vehicle (SPV) specially formed for this tender, audited financial statements for each participant in the JV / SPV must be submitted.	<i>Attached</i>	Y			v

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	Start-up enterprises formed within the last 12 months are not required to submit audited financial statements, but if successful in this enquiry; will be required to furnish statements for the first year once available.					
DOCUMENTS REQUIRED UNDER FUNCTIONALITY/TECHNICAL CRITERIA						
1.1.41	Functionality/Technical	Attached	Y	√		

Functionality Requirements are Applicable for Westville, Empangeni and Newcastle Offices:

An occupancy certificate is mandatory, but tenderers will not be disqualified when submitting tenders, but documents must be provided before site evaluation is done, should they meet the minimum threshold stipulated in the technical evaluations.


A two-phase evaluation will be conducted; phase one will be a desktop evaluation and phase two will be a site visit evaluation done at the supplier’s premises.

NEWCASTLE PHASE ONE: An occupancy certificate is mandatory, but tenderers will not be disqualified when submitting tenders, but documents must be provided before site evaluation is done, should they meet the minimum threshold stipulated in the technical evaluations.

Technical evaluation criteria with weightings (in percentages) for goods or services as follows:

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	Description of criteria elements	Scoring Criteria		Overall, Weight
1.	Proof of ownership or valid mandate from the registered property and/or owner authorising the bidder to lease the premises. NB: The registered owner of the property must be clearly identifiable and verifiable in the supporting documentation provided.	Proof of ownership or a valid mandate from the registered owner must be provided. Ownership shall be evidenced by a Title Deed or Deeds Office search. Where the bidder is not the registered owner, a signed mandate from the owner must be submitted.	25%	25%
		No proof of ownership or valid mandate provided	0%	
2.	The building must be an existing structure measuring approximately: <ul style="list-style-type: none"> - 350m², with an allowable variance of ±10%, resulting in an acceptable range of approximately 315m² to 385m². - storage for production equipment, workshop should allow for installation for work benches 	Confirmation provided	15%	15%
		Not provided and no commitment to provide confirmation.	0%	
3.	Provide most recent service reports or certificate (for lifts where applicable, pumps where applicable, aircons, fire equipment, service doors, glass doors). The tenderer to indicate what is applicable to their building when submitting reports.	Provided – 100%	5%	5%
		Provided – 50% and above	2.5%	
		Provided less than 50%	0%	
4.	Provide condition assessment reports with valid compliance certificates where applicable. Electrical and gas, where applicable. Mechanical (lifts, fire equipment, doors - if not applicable, tenderer must confirm.	Report with all certificates provided	5%	5%
		Report provided without certificates	2.5%	
		No report / no certificate provided	0%	
5.	Property / building plans (as built drawings/floor plans for the leased premises)	Provided	15%	15%
		Not provided	0%	
6.	Preference for single building	Single building	10%	10%
		Multiple tenancy in same buildings	5%	
		Multi-buildings	2.5%	

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7.	Parking availability within the perimeter fence of the property <ul style="list-style-type: none"> Approximately 14 covered parking bays & open parking for trucks 	Covered secure parking	10%	10%
		Combination of secure covered parking and open parking bays	7.5%	
		Secure open parking bays	5%	
		No parking or ≤ 70 bays within the perimeter fence will be cause for disqualification.	0%	
8.	Town/ City/ Nodal Centre: <ul style="list-style-type: none"> The property must be located within Newcastle, in close proximity to the existing Eskom Distribution offices. A property profile with print out of google maps indicating location of the property to be provided. 	≤ 3 Km radius	15%	15%
		>3 km – ≤ 5 km radius	10%	
		>5 km radius	5%	
Total Score				100%
Minimum Threshold to be considered for further evaluation				60%

Minimum Threshold to be considered for further evaluation: 60% (scores of up to 5% below the threshold, i.e. a minimum of 55%, may be considered, subject to technical motivation and approval by the evaluation committee). Suppliers who achieve the minimum threshold will be subjected to a site evaluation.

NEWCASTLE PHASE TWO:

ON-SITE OBJECTIVE TECHNICAL EVALUATIONS


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	Measure	Description of criteria elements	Scoring Criteria	Score
1.	Universal Accessibility	<p>The accommodation's location supports service delivery objectives, accessible for the physically challenged and delivery of equipment & materials, i.e., availability of ramp, lift for multi-level building, wheelchair-friendly bathroom, double-door from outside to allow wheelchair access and material delivery.</p> <p>Where such features are not currently in place, a written commitment to install and make fully operational prior to occupation may be provided.</p>	<p>Fully compliant (availability of ramp, lift for multi-level building, wheelchair-friendly bathroom, double-door from outside to allow wheelchair access and material delivery)</p> <p>Commitment to install (supported by written undertaking, to be completed within an agreed timeframe = 25%</p> <p>Fairly compliant (availability of ramp, lift for multi-level building, bathroom wheelchair friendly) = 15%</p> <p>Commitment to install (supported by written undertaking, within an agreed time period)</p> <p>Non-compliant = 0%</p>	25%
2.	Visual assessment	The premises are well maintained, with finishes as new. Adequate lighting, fixtures and fittings, paint work and flooring, do not require much work and premises can be occupied with minimal works.	<p>Property has no apparent defects. Appearance is as new = 25%</p> <p>Property exhibits superficial wear and tear, with minor defects and minor signs of deterioration to surface finishes = 15%</p> <p>Property exhibits significant wear and tear, with visible defects and significant signs of deterioration to surface finishes = 0%</p>	25%
3.	Security features	Secure perimeter fence	<p>Secure perimeter fence = 10%</p> <p>No Secure perimeter fence – 0%</p>	10%

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4.	Security features	Security features such as security gates, outdoor lighting, burglar bars on windows, CCTV, security guards on premises/ entrance	All (security gates, outdoor lighting, burglar bars on windows, CCTV, security guards on premises/ entrance) =10%	10%
			Partially = 5%	
			None = 0%	
5.	Security features	Availability of functional alarm system or commitment (in writing) to install within 6 months of occupancy.	Installed or willingness to install = 5%	5%
			Not installed or not functional = 0%	
6.	Existing layout	Occupational Health & Safety compliant (emergency exits, fire extinguishers, adequate ventilation, adequate ablution facilities in line with national building regulations, adequate lighting).	Compliant - emergency exits, fire extinguishers, adequate ventilation, adequate ablution facilities in line with national building regulations = 25%	25%
			Non-compliant = 0%	
TOTAL SCORING				100
Minimum Threshold to be considered for further evaluation				60%

Minimum Threshold to be considered for further evaluation: 60% (scores of up to 5% below the threshold, i.e. a minimum of 55%, may be considered, subject to technical motivation and approval by the evaluation committee).

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WESTVILLE (PHASE ONE):

	Description of criteria elements	Scoring Criteria		Overall, Weight
1.	The building must be an existing structure that meets the minimum “B” grade standard (property valuation report to be submitted) measuring approximately: - 492m ² - 500m ² offices	Provided	15%	15%
		Not provided	0%	
2.	Provide most recent service reports or certificate not older than Sep 2023 (for lifts where applicable, pumps where applicable, aircons, service doors, fire equipment.). Where 3 x service reports are provided = 5%. The tenderer to indicate what is applicable to their building when submitting reports.	Provided – 100%	10%	10%
		Provided – 50% and above	5%	
		Provided less than 50%	0%	
3.	Provide Condition assessment reports with valid compliance certificates where applicable not older than 3 (three) years. Electrical and gas where applicable Plumbing. Civil and structural (structure, roofs, walls, drainage). Mechanical (lifts, aircons, fire equipment - if not applicable, tenderer must confirm. Where there is a lift, compliance report not older than 1 year. In case of the building being vacant, the supplier must indicate and provide the last condition assessment reports and certificates.	Report with all certificates provided	10%	10%
		Report provided without certificates / Vacant building	5%	
		No report / no certificate provided	0%	
4.	Property / building plans (as built drawings/floor plans for the leased premises)	Provided	15%	15%
		Not provided	0%	
5.	Preference for single building	Single building	10%	10%
		Multiple buildings in same complex. With access to roof	5%	
		Multi-buildings	2.5%	
6.	Availability of Back-up power (Generator, UPS):	Available / commitment provided for installation and maintenance records	10%	

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	Description of criteria elements	Scoring Criteria		Overall, Weight
	<ul style="list-style-type: none"> In good working condition and connected for emergencies Record of maintenance to be provided. If not available, commitment (in writing) should be made to provide back-up power within 6 months of occupancy. 	Available / commitment provided for installation and without maintenance records.	5%	10%
		Unavailable and no commitment to install.	0%	
7.	Parking availability within the perimeter fence of the property.	Covered secure parking	10%	10%
		Combination of secure covered parking and open parking bays	7.5%	
		Secure open parking bays	5%	
		No Parking or ≤30 bays within the perimeter fence will be cause for disqualification	0%	
8.	Town/ City/ Nodal Centre: <ul style="list-style-type: none"> Proximity to Eskom Westville office Accessible by means of public transport. Transportation routes within walking distance. A property profile with print out of google maps indicating location of the property to be provided.	≤ 3 Km radius	15%	15%
		>3km - ≤5 Km radius	10%	
		>5 km radius	5%	
9.	Backup water storage <ul style="list-style-type: none"> In good working condition and connected for emergencies Record of maintenance to be provided. If not available, commitment (in writing) should be made to provide back-up water within 6 months of occupancy. 	Available / commitment provided for installation and maintenance records.	5%	5%
		Unavailable and no commitment to install.	0%	
	Total Score			100%
	Minimum threshold to be considered for further evaluation			70%

Suppliers who achieve the minimum threshold will be subjected to a site evaluation.

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WESTVILLE (PHASE TWO):

ON-SITE EVALUATIONS:

	Measure	Description of criteria elements	Scoring Criteria	Score
1.	Universal Accessibility	The accommodation's location supports service delivery objectives, accessible for the physically challenged and delivery of equipment & materials. That is i.e. availability of ramp, lift for multi-level building, bathroom wheelchair friendly, double-door from outside	Fully compliant (availability of ramp, lift for multi-level building, bathroom wheelchair friendly, double-door from outside to allow	25%

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		to allow wheelchair access and material delivery.	wheelchair access and material delivery) = 25% Fairly compliant (availability of ramp, lift for multi-level building, bathroom wheelchair friendly) = 15% Non-compliant = 0%	
2.	Visual assessment	The premises are well maintained, with finishes as new. Adequate lighting, fixtures and fittings, paint work and flooring, do not require much work and premises can be occupied with minimal works.	Property has no apparent defects. Appearance is as new = 25% Property exhibits superficial wear and tear, with minor defects and minor signs of deterioration to surface finishes = 15% Property exhibits significant wear and tear, with visible defects and significant signs of deterioration to surface finishes = 0%	25%
3.	Security features	Secure perimeter fence (fully electrified or motion-sensored)	Fully electrified or motion-sensored = 10% Not Electrified/Not energized – 5% None installed – 0%	10%
4.	Security features	Security features such as security gates, outdoor lighting, burglar bars on windows, CCTV, security guards on premises/ entrance	All (security gates, outdoor lighting, burglar bars on windows, CCTV, security guards on premises/ entrance) =10% Partially= 5% None = 0%	10%
5.	Security features	Availability of functional alarm system or commitment (in writing) to install within 6 months of occupancy.	Installed or willingness to install 5% Not installed or not functional = 0%	5%
6.	Existing layout	Occupational Health & Safety compliant (emergency exits, fire extinguishers, adequate ventilation, adequate ablution facilities in line with national building regulations, adequate lighting).	Compliant - emergency exits, fire extinguishers, adequate ventilation, adequate ablution facilities in line with	25%

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			national building regulations = 25%	
			Non-compliant = 0%	
TOTAL SCORING				100
Minimum Threshold to be considered for further evaluation				60%

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EMPANGENI:


An occupancy certificate is mandatory. Where the certificate is not available at submission stage, the tenderer **must provide a written** undertaking to submit the occupancy certificate prior to site evaluation. Failure to provide the certificate before occupation will render the property non-compliant.

Technical evaluation criteria with weightings (in percentages) for goods or services as follows:

	Description of criteria elements	Scoring Criteria		Overall, Weight
1.	Proof of ownership or valid mandate from the registered property and/or owner authorising the bidder to lease the premises. <i>NB: The registered owner of the property must be clearly identifiable and verifiable in the supporting documentation provided.</i>	Proof of ownership or a valid mandate from the registered owner must be provided. Ownership shall be evidenced by a Title Deed or Deeds Office search. Where the bidder is not the registered owner, a signed mandate from the owner must be submitted.	25%	25%
		No proof of ownership or valid mandate provided	0%	
2.	The building must be an existing structure measuring approximately: - 700 m ² and 800 m ² , with an allowable variance of $\pm 10\%$, resulting in an acceptable range of approximately 880 m ² . - storage for production equipment, workshop should allow for installation for work benches	Confirmation provided	15%	15%
		Not provided and no commitment to provide confirmation.	0%	
3.	Provide most recent service reports or certificate (for lifts where applicable, pumps where applicable, aircons, fire equipment, service doors, glass doors). The tenderer to indicate what is applicable to their building when submitting reports.	Provided – 100%	5%	5%
		Provided – 50% and above	2.5%	
		Provided less than 50%	0%	
4.	Provide condition assessment reports with valid compliance certificates where applicable. Electrical and gas, where applicable. Mechanical (lifts, fire equipment, doors - if not applicable, tenderer must confirm.	Report with all certificates provided	5%	5%
		Report provided without certificates	2.5%	
		No report / no certificate provided	0%	
5.	Property / building plans (as built drawings/floor plans for the leased premises)	Provided	15%	15%
		Not provided	0%	
6.	Preference for single building	Single building	10%	10%
		Multiple tenancy in same buildings	5%	
		Multi-buildings	2.5%	

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	Description of criteria elements	Scoring Criteria		Overall, Weight
7.	Parking availability within the perimeter fence of the property <ul style="list-style-type: none"> Approximately 52 covered parking bays & open parking for trucks 	Covered secure parking	10%	10%
		Combination of secure covered parking and open parking bays	7.5%	
		Secure open parking bays	5%	
		No parking or ≤ 70 bays within the perimeter fence will be cause for disqualification.	0%	
8.	Town/ City/ Nodal Centre: <ul style="list-style-type: none"> The property must be located within Empangeni, in close proximity to the existing Eskom Distribution offices, or within a reasonable distance of the Richards Bay CBD A property profile with print out of google maps indicating location of the property to be provided. 	≤ 3 Km radius	15%	15%
		>3 km – ≤ 5 km radius	10%	
		>5 km radius	5%	
Total Score				100%
Minimum Threshold to be considered for further evaluation				60%

Minimum Threshold to be considered for further evaluation: 60% (scores of up to 5% below the threshold, i.e. a minimum of 55%, may be considered, subject to technical motivation and approval by the evaluation committee).

PHASE TWO:

ON-SITE OBJECTIVE TECHNICAL EVALUATIONS:

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Measure	Description of criteria elements	Scoring Criteria	Score
1. Universal Accessibility	<p>The accommodation's location supports service delivery objectives, accessible for the physically challenged and delivery of equipment & materials, i.e., availability of ramp, lift for multi-level building, wheelchair-friendly bathroom, double-door from outside to allow wheelchair access and material delivery.</p> <p>Where such features are not currently in place, a written commitment to install and make fully operational prior to occupation may be provided.</p>	<p>Fully compliant (availability of ramp, lift for multi-level building, wheelchair-friendly bathroom, double-door from outside to allow wheelchair access and material delivery)</p> <p>Commitment to install (supported by written undertaking, to be completed within an agreed timeframe = 25%</p> <p>Fairly compliant (availability of ramp, lift for multi-level building, bathroom wheelchair friendly) = 15%</p> <p>Commitment to install (supported by written undertaking, within an agreed time period) =15%</p> <p>Non-compliant = 0%</p>	25%
2. Visual assessment	<p>The premises are well maintained, with finishes as new. Adequate lighting, fixtures and fittings, paint work and flooring, do not require much work and premises can be occupied with minimal works.</p>	<p>Property has no apparent defects. Appearance is as new = 25%</p> <p>Property exhibits superficial wear and tear, with minor defects and minor signs of deterioration to surface finishes = 15%</p> <p>Property exhibits significant wear and tear, with visible defects and significant signs of deterioration to surface finishes = 0%</p>	25%
3. Security features	Secure perimeter fence	<p>Secure perimeter fence = 10%</p> <p>No Secure perimeter fence – 0%</p>	10%

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4.	Security features	Security features such as security gates, outdoor lighting, burglar bars on windows, CCTV, security guards on premises/ entrance	All (security gates, outdoor lighting, burglar bars on windows, CCTV, security guards on premises/ entrance) =10% Partially = 5% None = 0%	10%
5.	Security features	Availability of functional alarm system or commitment (in writing) to install within 6 months of occupancy.	Installed or willingness to install = 5% Not installed or not functional = 0%	5%
6.	Existing layout	Occupational Health & Safety compliant (emergency exits, fire extinguishers, adequate ventilation, adequate ablution facilities in line with national building regulations, adequate lighting).	Compliant - emergency exits, fire extinguishers, adequate ventilation, adequate ablution facilities in line with national building regulations = 25% Non-compliant = 0%	25%
TOTAL SCORING				100
Minimum Threshold to be considered for further evaluation				60%


1.2. Tender Data

The Tender Data makes several references to the Standard Conditions of Tender and in those instances, the clause numbers are referenced hereunder. If the Standard Conditions of Tender are not attached to the enquiry, then tenderers are required to download this from www.ntcsa.co.za. The “Tender Data” as detailed herein shall take precedence over the Standard Conditions of Tender in the event of any ambiguity or inconsistency between the two documents.

Clause Number from Standard Conditions of Tender	Tender Data
1.1 Parties	<p>The <i>Employer</i> is NTCSA SOC Ltd</p> <p>The <i>NTCSA Representative</i> is: Name: Thandeka Kunene Tel: 031 710 5038 E-mail: KuneneTN@ntcsa.co.za</p> <p>1st Escalation: Procurement Manager Name: Ayanda Velani Email: YelaniA@ntcsa.co.za</p>

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	2nd Escalation: Middle Manager Name: Esther Seshabela Email address: SeshabE@ntcsa.co.za
1.3 Enquiry documents	The Invitation to tender number is: E2463CXMWPR See the content list above for the enquiry documents.
1.4 Type of enquiry	This enquiry is: <ol style="list-style-type: none"> 1. An open invitation to tender
1.6 NTCSA's rights to accept or reject any tender	The tender shall be for the <u>Whole or Parts</u> of the contract. The contract shall be awarded per area and may be awarded to one supplier or multiple suppliers provided that the supplier has the capacity that meets the requirements.
2.1 Eligibility	<p>Tenderers (whether a single company or an incorporated or unincorporated joint venture or consortium) must meet the eligibility criteria stated in the Tender Data. The tenderer, or any of its principals, must not be under any restriction to do business with NTCSA or State-Owned Companies.</p> <p><u>Tenderers are ineligible to submit a tender if:</u></p> <ol style="list-style-type: none"> 1. Tenderers have the nationality of a country on any international sanctions list. A tenderer shall be found to have the nationality of a country if the tenderer is a national or is constituted, incorporated, or registered and operates in conformity with the provisions of the laws of that country. This criterion shall also apply to the determination of the nationality of proposed subcontractors or suppliers for any part of the Contract including related services. 2. Tenderers submit more than one [tender/proposal] either individually or as a partner in a joint venture (JV) or consortium, except on an E-Tendering system where there is a limit size (The upload size per document is 500 megabytes and total submission is restricted to 4 gigabytes). 3. Tenders submitted by a joint venture or consortium where the JV/consortium agreement does not explicitly state that the parties of the JV or consortium shall be jointly and severally liable for the execution of the Contract in accordance with the Contract terms. 4. A Tenderer must not have a conflict of interest. All Tenderers found to have a conflict of interest shall be disqualified. Prima facie evidence that a tenderer has a conflict of interest with one or more parties in this [tendering/RFP] process is: <ol style="list-style-type: none"> (a) they have a controlling partner or majority shareholder in common; or

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	<p>(b) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the tender of another tenderer, or to influence the decisions of the Employer regarding this bidding process.</p> <p>5. Tenders signed by non-authorized persons. 6. Any tenderer that is restricted by National Treasury. 7. Any tenderer on the Tender Defaulters list. 8. A tenderer that sub-contracts 100% of the Scope of Work. 9. Flagged suppliers.</p> <p>Ineligible of the flagged suppliers/tenderers will be due to the following reasons:</p> <p>a) Those suppliers implicated in serious misconduct by the Zondo Report or the SIU pending the finalization of supplier disciplinary measures against these suppliers; and</p> <p>b) Other suppliers implicated in serious misconduct and a breach of the Eskom Supplier Integrity Pact by a forensic report or other source of credible information, such as the SAPS, the NPA, the SIU or other related source.</p> <p>c) List of Restricted Suppliers and Defaulters as per PRECCA as issued by National Treasury</p> <p>The implications of this “flag” are as follows:</p> <ul style="list-style-type: none"> o No new contracts or extension of existing contracts may be awarded to the supplier pending finalisation of supplier disciplinary processes against the supplier. Where a As such, the supplier’s bid should be removed from any tender evaluation at the “eligibility” or “compliance” assessment stage of the evaluation. <p>NTCSA will disqualify tenderers that are found not to have met the eligibility criteria.</p>
2.2 -2.5 Tender Closing	<p>The deadline for tender submission is: Date 29 July 2026 Time 10H00</p> <p>Late Tenders will not be accepted.</p> <p>Tenders are uploaded via NTCSA Tender bulletin site on the Eskom E- tendering page</p>
2.9 Submitting a tender -Original tender and copy	For Electronic Tender Submissions

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	<p>The tenderer must upload the tender via NTCSA Tender bulletin site on the Eskom E- tendering page. The documents need to be uploaded under the folder Technical, Commercial, Financial, and other.</p> <p>All documents need to be submitted in a PDF format (The upload size per document is 500 megabytes and total submission is restricted to 4 gigabytes). The price list needs to be submitted in PDF and a copy in excel format.</p> <p>No Zip/condense files can be uploaded No hard copy will be accepted</p> <p>If for some reason you resubmit your tender, then the latest version of the tender submitted will only be accepted and all previous submission/s will be null and void.</p> <p>Please ensure that the submission status is indicated as complete.</p> <p>Supplier Help Manual guide and video can be found on Eskom E-Tendering page</p>
2.12 Tender Validity Period	<p>The tender validity period is 90 days:</p> <p>NTCSA may extend the validity period for a specified additional period. Should extension of validity be required by NTCSA, tenderers agreeing to the request will not be required or permitted to modify a tender. If a tenderer modifies a tender, such a tender will be disqualified from the evaluation process.</p>
2.15 Site visit and/or clarification meeting	<p>A non-compulsory clarification meeting with representatives of NTCSA will take place as follows:</p> <p>Date: 15 July 2026 Time: 13:00 – 15:00 Venue: MS Teams</p> <p>Microsoft Teams meeting</p> <p>Tenderers must confirm their intention to attend with the NTCSA Representative, stating the name, position and contact details of each proposed attendee.</p>
2.16 Seeking clarification	<p>The tenderer will notify NTCSA of any clarifications required before closing time for clarification queries, which is 10 working days before the deadline for tender submission. This includes the requests for extension for tender closing date.</p> <p>Any addenda or clarifications to the Invitation to Tender (ITT) will be posted on the e-tender portal and the Tender Bulletin. Tenderers must</p>

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	review these platforms for updates before finalizing their bid submissions. NTCSA will not be responsible for any disadvantages or disqualifications resulting from Tenderers not accessing the latest ITT information.
2.22 Alternative tenders	Alternative tenders are not allowed .
2.33 Cataloguing	The successful tenderer may be required to provide the cataloguing information per item after contract award, and in that instance, will need will to ensure that all materials delivered to NTCSA are labelled in line with NTCSA's labelling specifications as may be stipulated. Where cataloguing is a requirement, the Pricing Schedule must also include a line item for cataloguing, which tenderers are required to quote for. NTCSA will pay for the cataloguing.
2.34 Provision of Security for Performance	The following forms of security are required for this enquiry: Not Applicable.
3.4 Tender Opening	For E-tendering. There will be no public opening of tenders. Tenders will be downloaded electronically.
3.5 Prices to be read out or not	Prices will not be read out.
3.9 Basic Compliance	<p>Basic compliance with this enquiry requires a tenderer to meet all the following requirements:</p> <p>Tender Acceptability and Responsiveness</p> <p>Returnable required at Tender closing (disqualifiable) - These returnable are required to be fully completed, signed and submitted with the tender at tender closing date and time. If not fully completed and submitted by tender closing the tender must be disqualified.</p> <p>Meet the eligibility criteria:</p> <ol style="list-style-type: none"> 1. Submit a complete original tender with commercial, financial and technical information. 2. Submit an electronic tender document 3. Submit the mandatory commercial tender returnable at the stipulated deadlines. <p>NB:</p> <ul style="list-style-type: none"> • Electronic Tender Submissions for this enquiry.

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	<ul style="list-style-type: none"> The tenderer must upload the tender via NTCSA Tender bulletin site on the NTCSA E- tendering page. The documents need to be upload under the folder Technical, Commercial, Financial, and other. All documents need to be submitted in a PDF and Excel format (The limit is 50MB per file and total submission of 900MB per submissions). The price list needs to be submitted in PDF and a copy in excel format No Zip/condense files can be uploaded No hard copy will be accepted, If for some reason you resubmit your tender, then the latest version of the tender submitted will only be accepted and all previous submission/s will be null and void. Please ensure that the submission status is indicated as complete. Supplier Help Manual guide and video can be found on Eskom E-Tendering page.
3.10 Mandatory tender returnables	<p>A tenderer that does not submit mandatory documents or the complete information required in mandatory documents by the deadlines stipulated in the Tender Returnable section will be deemed non-responsive.</p> <p><u>MANDATORY REQUIREMENTS</u></p> <p>An occupancy certificate is mandatory at tender closing; however, tenderers will not be disqualified for omitting it at tender closing. The certificate must be provided before the site evaluation takes place, provided the tenderer meets the minimum threshold stipulated in the technical evaluation.</p>
3.13 Functionality requirements	<p>Functionality requirements are applicable.</p> <p>A two-phase evaluation will be conducted for each site; phase one will be a desktop evaluation and phase two will be a site visit evaluation done at the supplier’s premises.</p> <p>Phase one: (DESKTOP EVALUATION)</p> <p>Functionality will be evaluated out of 100% and a minimum threshold is required to be evaluated further as follows:</p> <p>WESTVILLE: Minimum threshold of 70%.</p> <p>NEWCASTLE: Minimum Threshold to be considered for further evaluation: 60% (scores of up to 5% below the threshold, i.e. a minimum of 55%, may be considered, subject to technical motivation and approval by</p>

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the evaluation committee). Suppliers who achieve the minimum threshold will be subjected to a site evaluation.

EMPANGENI: Minimum Threshold to be considered for further evaluation: 60% (scores of up to 5% below the threshold, i.e. a minimum of 55%, may be considered, subject to technical motivation and approval by the evaluation committee).

Phase two: (ON SITE EVALUATION)

Functionality will be evaluated out of 100% and a minimum threshold is required to be evaluated further as follows:

WESTVILLE: Minimum threshold of 60%.

NEWCASTLE: Minimum Threshold to be considered for further evaluation: 60% (scores of up to 5% below the threshold, i.e. a minimum of 55%, may be considered, subject to technical motivation and approval by the evaluation committee).

EMPANGENI: Minimum threshold of 60%.

NB: PLEASE REFER TO PAGE 11 -24 OF THIS DOCUMENT FOR A FULL DETAILED CRITERIA.

Tenderers who do not meet the threshold for functionality scoring will be disqualified.

3.14 Evaluation of Price


Prices will be evaluated as follows:

1. Inclusive of VAT;
2. Corrected for arithmetical errors;
3. Excluding contingencies in any bill of quantities or activity schedule'
4. Adjusted for any other acceptable variations, deviations, or alternative tenders submitted; and
5. Making a comparison of the Net Present Value of each adjusted tender based on the tendered programme (if provided) and prices, on the estimated effect of Price Adjustment Factors and rate of exchange fluctuations (if applicable) and on other evaluation parameters relating to uncertainty and risk, where applicable.
6. Unconditional discounts will be taken into account for evaluation purposes.
7. Conditional discounts will not be taken into account for evaluation purposes but will be implemented when payment is effected.

Prices will be scored out of **80** points

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3.18 Evaluation of Specific Goals	<p>Specific goals will be scored out of 20 points in accordance with the PPPFA.</p> <p>If a tenderer fails to submit evidence of its points claim for a Specific Goal, it will not be disqualified. However, it will be awarded 0 points for that Specific Goal.</p>
-----------------------------------	---

3.19 Ranking of tenders

Tenderers will be ranked by applying the preferential point scoring for the **80/20** system. NTCSA will add the score from Pricing and Specific Goals together and rank the suppliers from the highest to the lowest.

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

The following documents are required to claim preference points,


- Valid B-BBEE certificate issued by a SANAS accredited verification agency / sworn affidavit / CIPS affidavit
- Proof of ownership / shareholding (preferably CIPC documentation) inclusive of shareholding breakdown
- Certified ID copies of shareholder(s)
- Proof of Disability (where applicable)

Tenderer failing to provide documentation for the allocation of preference points will not be disqualified, but'

- May only score point out of 90/80 for price
- Scores 0 points out of 10/20 for specific goals

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3.2 Objective Criteria

Objective criteria are **Applicable**.

The inclusion of objective criteria is not mandatory but a condition for contract award. If the tenderer does not meet objective criteria; it may lead to the second-ranked tenderer being recommended for award.

SDL&I Objectives in line with Reconstruction and Development Programme (RDP) Goals

Tenderers who complete and submit the objectives as required, but who do not meet NTCSA's targets, will not be disqualified. SDL&I objectives do not form part of scoring but commitments will form part of contractual obligations

1. Transformation – BBEE Improvement or Retention Plan

Transformation remains an area of focus, where NTCSA continuously strives to align itself with national transformation imperatives to unlock growth, drive industrialization, create employment and contribute to skills development.

NTCSA encourages its suppliers to constantly strive to improve their B-BBEE rating. Whereas Tenderer/s will be allocated points in terms of a preference point system based on specific goals, NTCSA also requests that tenderer/s submits their B-BBEE improvement or retention plan within 30 days of signing the contract.

Tenderer/s are therefore requested to indicate the extent to which they will maintain (only if the respondent is a Level 1) or may improve/maintain their B-BBEE status over the contract period if their B-BBEE status is level 2 or 3. Tenderer/s with a B-BBEE status level 4 at the time of contract award, shall migrate and achieve as a non-negotiable a milestone of B-BBEE Level 3 by the end of the first year of the contract and thereafter improve their B-BBEE status level or migrate by one level higher.

Tenderers with a B-BBEE recognition status of Level 5 to Level 8 or non-compliant at the time of contract award, shall migrate and achieve as a non-negotiable a milestone of Level 4 by the end of the first year of the contract and thereafter improve at least one B-BBEE Level higher of each year from the second year of the contract.

Tenderers are requested to submit their B-BBEE Improvement Plan as an essential document within 30 days of signing the contract.


NB: A valid B-BBEE certificate or Sworn Affidavit is a condition for contract award, if your company's annual Total Revenue is R10 Million or less you qualify as an Exempted Micro-Enterprise therefore you can submit Sworn Affidavit. If your annual Total Revenue is R50 Million or less, you qualify as Qualifying Small Enterprise and must comply with all of the elements of QSE score card relevant to your sector unless an entity is at least 51% Black owned you are required to obtain a Sworn affidavit. If your Annual Total Revenue is above R50m you need to submit a Valid B-BBEE certificate.

1. Local Procurement Content

"Local Procurement Content" refers to value added in South Africa by South African resources. Where a single contract involves a combination of local and imported goods and/or services, the tender response must be separated into its components as per the Price Schedule included with the tender documents. Local procurement content is total spending minus the imported component.

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Tenderers are required to submit their proposals in the table below.

Local Procurement Content	NTCSA target	Tenderer Proposal
	100%	

2. Procurement spend on entities with a minimum 51% black ownership

The winning tenderer is encouraged to procure/spend on designated groups on the following paid invoices for both:

- the indirect expenses (e.g. overheads) on goods and services supplied to the contractor/supplier by designated groups; and
- direct spend on goods and services supplied by the subcontractors for the execution of the scope of work.

Activities, as a proportion of the local procurement content, which may be subcontracted to designated black owned enterprises must be submitted in a table below.

Procurement from Designated Group	NTCSA Target	Tenderer Proposal
Black Owned	4.0%	
Black Women Owned	3.0%	
Black Youth Owned	2.0%	
Black Persons with Disability	1.0%	

3. Jobs. Tenderers are required to submit proposals for the type and number of jobs that will be created and retained in South Africa as a direct result of being awarded a contract.

Type of Jobs to be created	Number of Jobs to be created


Type of Jobs to be retained	Number of Jobs to be retained

4. Skills development

Tenderers are required to submit proposals in a table below for developing the skills of unemployed candidates in the country. Skills development is intended to address NTCSA’s core, scarce and critical skills and the scarce and critical skills. These skills are also included in a 2020 list of occupations in

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high demand as stipulated in the Government Gazette 43937. Candidates shall be from all provinces in the country, and their composition shall be representative of the population demographics of South Africa

Skill type / Occupation	Supplier's proposal
University Bursary	

For every R 2.5 Million Invoiced the contracted supplier shall offer a University of technology or University bursary valued at R 50 000.00.

The process of developing these skills shall involve the participation by tenderers directly and through their supply network. In certain cases, the SETA's accredited training providers can be approached to participate in developing critical and scarce skills.

Note: That these targets for skills development candidates categorically exclude NTCSA employees and registered learners. The tenderers are required to take full responsibility for the total cost of developing the requisite skills, and NTCSA shall not make any financial contribution towards the fulfilment of this obligation. Tenderers also are advised to approach their relevant SETAs to access grants, subsidies, and incentives as well as South African Revenue Services for tax rebates that are earmarked for skills development initiatives.

SDL&I Penalty and Performance Security

NTCSA will apply a penalty of 2.5% of the invoice amount for failure to meet SDL&I obligations.

NTCSA will apply a penalty of 2.5% of the Contract Value for failure to meet SDL&I obligations. For the duration of the contract, NTCSA will retain 2.5% of every invoice (excluding VAT) as security for the fulfilment of all SDL&I Obligations. The retained amounts shall only be released to the Contractor upon:

- NTCSA receives the SDL&I progress report/s from the contractor.
- Fulfilment of all SDL&I obligations by the contractor.
- Submission of an approved compliance report by SDL&I Department.


Reporting and Monitoring

- The suppliers shall on a quarterly basis submit a report to NTCSA in accordance with Data Collection Template on their compliance with the SDL&I obligations described above.
- NTCSA shall review the SDL&I reports submitted by the suppliers within 30 (thirty) days of receipt of the reports and notify the suppliers in writing if their SDL&I obligations have not been met.
- Upon notification by NTCSA that the suppliers have not met their SDL&I obligations, the suppliers shall be required to implement corrective measures to meet those SDL&I obligations before the commencement of the following report, failing which Retention clauses shall be invoked.
- Every contract shall be accompanied by the SDL&I Implementation Schedule, which must be completed by the suppliers and returned to SDL&I representative for acceptance 28 days after contract award. This will be used as a reference document for monitoring, measuring and reporting on the supplier's progress in delivering on their stated SDL&I commitments

General Information on Validity of Sworn Affidavits

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The following must be considered when it comes to validity of Affidavits;

Tenderers submitting B-BBEE Sworn Affidavits must ensure that the affidavits meet the following key pointers to ensure their validity:

- Name/s of deponent as they appear in the identity document and the identity number.
- Designation of the deponent as the **director, owner** or **member** must be indicated in order to know that person is duly authorised to depose of an affidavit. **(Mark the applicable option).**
- Name of enterprise as per enterprise registration documents issued by the CIPC, where applicable, and enterprise business address.
- Percentage of black ownership, black female ownership and designated group. In the case of specialised enterprises as per Statement 004, the percentage of black beneficiaries must be reflected. **(No blank spaces to be left).**
- Indicate total revenue for the year under review and whether it is based on **audited financial statements** or **management account**. **(Mark the applicable option).**
- Financial year end as per the **enterprise's registration documents**, which was used to determine the total revenue. **(Financial year end to be stipulated by day/month/year).**
- B-BBEE Status level. An enterprise can only have one status level. **(Tick applicable level)**
- Empowering supplier status must be indicated. For QSEs, the deponent must select the basis for the empowering supplier status.
- Date deponent signed and date of Commissioner of Oath must be the same. **(The sworn affidavit must be signed in the presence of the Commissioner of Oath. Furthermore the Commissioner must also sign and stamp)**
- Commissioner of Oath cannot be an employee or ex officio of the enterprise because, a person cannot by law, commission a sworn affidavit in which they have an interest.

3.21 Reverse e-auction
(if applicable)

Reverse e-auction is not applicable.

Contractual Requirements

Mandatory Contractual Requirements that **must** be included in all tenders is the following:-

- Proof of CSD registration

FINANCIAL EVALUATION

A financial evaluation will be conducted by Eskom to further evaluate the financial viability of the tenderer and its ability to meet its contractual obligations for the duration of the contract. This will not be a disqualification factor.


Due to the nature of the contract; financial analysis will be conducted on the recommended supplier to determine the financial ability of the supplier to meet its obligation and deliver as required.

The following financial documents will be requested for submission for financial analysis:

- | |
|--|
| a) Annual Financial Statements must be in English |
| b) Signed independent auditor's/ Independent reviewer's/Compiler's/Accounting officer's report |
| c) Signed director's/member's report |

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- | |
|---|
| d) Company profile |
| e) Statement of financial position (balance sheet) with comparatives |
| f) Statement of comprehensive income (income statement) with comparatives |
| g) Statement of changes in equity with comparatives |
| h) Statement of cash flows with comparatives |
| i) Notes to the annual financial statements |

HEALTH AND SAFETY TENDER RETURNABLES:

- 1. Fire Protection System and suppression Installation SANS 10400 Part T & W**
 - Records of Technician Fire Protection Accredited in term of Part 1 & 2 of SANS 1475 from the local municipality, SAQCC Fire registered serviceman.
 - Proof of Emergency alarm installation.
 - Heat, smoke and fire detection system connected to the emergency alarm system and as well as interfaced to the suppression system (service and maintenance records)
 - Public address (PA) system in the building including service record (this is preferred but not compulsory) or other alternative means of communication for announcements such as emergency response or alarm testing.
 - Approved Building Layout drawing, also indicating; Fire escape doors installed with door locks adjacent to the door. (Location of fire extinguisher, Fire hose reels and fire hydrants, Emergency escape routes).
- 2. Emergency Lighting**
Emergency light design and records.
- 3. Electrical Installations**
Valid accreditation Records of Registered person & Entity issuing Electrical COC.
- 4. Provision of Occupancy Certificate**
- 5. 240-77471499 Annexure B**
Acknowledgement of Eskom's OHS legal and other requirements form signed and submitted by the tenderer.


ENVIRONMENTAL TENDER RETURNABLES:

SECTION A: Environmental Management System Requirements as per ISO 14001:2015.

- (OPTION 1) Valid certification of Environmental Management System by an ISO accredited body OR.
(OPTION 2) Objective evidence of documented EMS that is not certified but conforms with ISO 14001

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SECTION B: Environmental Management Programme and Environmental Authorisation

SECTION C: Waste Management Plan

SECTION D: Aspect and Impact Register (240-)-Tender Enquiry or Project Scope as per Invitation for Tender & Environmental Requirements for Contractors and/or Suppliers (240-180100134)

SECTION E: Employer defined additional requirements & miscellaneous

Ref-Tender & Contract Scope of Work, EMPr/EMP, EA and 240-180100134

QUALITY TENDER RETURNABLES:

Category 4 requirements will apply:


Category 4 : Quality Requirements	Deliverables to be evaluated indicator = 1	
SECTION A : Quality Management System Requirements ISO 9001 Objective evidence of documented QMS that is not certified but complies with ISO 9001		
		Apply =1
A.1 Quality Method statement based on scope.(Method Statement Template-Ref 240-126469599)		1
A.2 Quality Policy Approved by top management.		1
A.3 Quality Objectives Approved by top management.		1
Section A Score Option 2		3
SECTION B : Evidence of QMS in operation (Tender Quality Requirements -Ref 240-105658000)		
		Apply =1
B.1 Documented information for defined roles, responsibilities and authorities - Organization chart and Responsibility matrix (must include but not limited to quality management function/role) (Clause 5.3 of ISO 9001:2015)		1
B.2 Documented information for Control of Externally Provided Processes, Products and Services - Must include criteria for evaluation, selection, monitoring of performance, and re-evaluation of external providers (Clause 8.4 of ISO 9001:2015)		1
Section B Score		2
SECTION E: User defined additional Requirements & miscellaneous (Ref 240-105658000) Customer specific requirements & other standards and required can be listed and evaluated here		
		Apply (Yes=1)
E.1 Form A is completed and signed.		1
E.2 A draft QCP/ITP		1
Section E Score		2

SDL&I REQUIREMENTS:

- **Local Procurement Tenderers are required to submit their proposals in the table below (SDL&I) section Detailed requirements in SDL&I Strategy above.**

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<p>Failure to meet “Contractual Requirements “by the stipulated deadlines; may result in the tenderer being regarded as non-responsive and ineligible for contract award. In the event that there are further documents/actions that are required during execution of the contract, these must be made contractual conditions and compliance thereto must be managed in terms of the contract.</p> <p>Contractual Requirements are not evaluation criteria. They will be assessed after the evaluation and ranking of the tenders. Proof that the tenderer recommended for award has met the stipulated contractual requirements must be submitted prior to contract award.</p>	
Payment Terms	<p>Tenderers are requested to bear in mind NTCSA's standard payment terms as stipulated hereunder when submitting tenders and concluding contracts with NTCSA:</p> <p><u>For contracts valued below R50 000 000 (Fifty Million Rand) including VAT, NTCSA is committed to paying Suppliers within 30 days of receipt of undisputed invoices.</u></p> <p><u>For contracts valued above R50 000 000 (Fifty Million Rand) including VAT, NTCSA is committed to paying suppliers within 60 days of receipt of undisputed invoices.</u></p>
2.29-2.30 Contract Skills Development Goal (CSDG) and Contract Participation Goals (CPG)	<p>The conditions of contract will be the Lease Agreement Contract.</p>
2.28 CIDB Requirements (where applicable for Engineering and Construction Works Contracts)	<p>CIDB Requirements are not applicable.</p> <p>2.29 Contract Skills Development Goals (CSDG) is not applicable.</p> <p>2.31 Contract Participation Goals is <i>not applicable</i>.</p>
3.24 Sign Form of Agreement	<p>Arrange for authorised signatories of both parties to complete and sign the original and one copy of the Form of Agreement.</p>

Please note:


Tenderers are requested to bear in mind NTCSA's standard payment terms as stipulated hereunder when submitting tenders and concluding contracts with NTCSA:

For contracts valued below R50 000 000 (Fifty Million Rand) including VAT, NTCSA is committed to paying Suppliers within 30 days of receipt of undisputed invoices.

For contracts valued above R50 000 000 (Fifty Million Rand) including VAT, NTCSA is committed to paying suppliers within 60 days of receipt of undisputed invoices.

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NTCSA reserves the right to negotiate with preferred bidders after a competitive bidding process or price quotations should the tendered prices not be market-related.

Main contractors/ suppliers are discouraged from subcontracting with their subsidiary companies as this may be interpreted as subcontracting with themselves and / or using their subsidiaries for fronting. Where a main contractor subcontracts with a subsidiary, this must be declared in its tender documents.


A report containing a list of potential sub-contractors may be drawn by accessing the following link: www.csd.gov.za

“proof of B-BBEE status level of contributor” means-

- (a) the B-BBEE status level certificate issued by an authorised body or person; or**
- (b) a sworn affidavit as prescribed by the B-BBEE Codes of Good Practice; or**
- (c) any other requirement prescribed in terms of the Broad-Based Black Economic Empowerment Act**

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ANNEXURE A

AUTHORISATION FORM

Indicate the status of the *tenderer* by ticking the appropriate box below.

A COMPANY	B CLOSE CORPORATION	C PARTNERSHIP	D JOINT VENTURE	E SOLE PROPRIETOR

The *tenderer* must complete the appropriate certificate set out below for its category of organisation. If the *tenderer* is a company, close corporation or joint venture, the *tenderer* must attach a certified copy the document that is proof of the contents of the certificate (resolution of the board of directors of a company, members’ resolution of a close corporation, or power of attorney in the case of a joint venture).

Note further that the authorised representative of the *tenderer* will in addition be required to sign the form at the end in addition to the relevant certificate for category of organisation.

A. Certificate for company


I, _____, in my capacity as _____ of the board of directors of _____, hereby confirm that by resolution of the board taken on _____ (date), Mr/Ms _____, acting in his/her capacity of _____, is authorised to submit this tender on behalf of the company, and to sign all documents in connection with this tender and any contract that may result from it on behalf of the company. The resolution of the board is annexed to this Form.

Signed:	Date:
Name:	Position:

B. Certificate for close corporation

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I, _____, in my capacity as member of _____, hereby confirm that by majority vote of the members taken on _____ (date), Mr/Ms _____, acting in his/her capacity of _____, is authorised to submit this tender on behalf of the close corporation, and to sign all documents in connection with this tender and any contract that may result from it on behalf of the close corporation. The members' resolution is annexed to this Form.

Signed:	Date:
Name:	Position: (Member)

C. Certificate for partnership

We, the undersigned, being the **key partners** in the business trading as _____ hereby authorise Mr/Ms _____, acting in his/her capacity of _____, to submit this tender on our behalf, and to sign all documents in connection with the tender and any contract that may result from it on our behalf.

Name	Address	Signature	Date


NOTE: This certificate is required to be completed and signed by the full number of Partners necessary to commit the Partnership. Attach additional pages if more space is required.

D. Certificate for Joint Venture

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorise Mr/Ms _____, an authorised signatory of the company _____

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_____, being the lead member in the Joint Venture, to sign all documents in connection with the tender and any contract that may result from it on behalf of all the members in the Joint Venture.

This authorisation is evidenced by the attached power of attorney signed by the legally authorised signatories of all the members in the Joint Venture.

Furthermore we attach to this Form a copy of the Joint Venture Agreement which incorporates a statement that all members in the Joint Venture are liable jointly and severally for the execution of the contract, a term that indicates the member that will be the lead member, and terms that indicate the ratios according to which work and payment will be divided amongst the members.

Name of JV member	Address	Authorised signature, name and capacity
Lead partner		

E. Certificate for sole proprietor

I, _____, hereby confirm that I am the sole proprietor of the business trading as _____

Signed:	Date:
Name:	Position: (Sole Proprietor)

NOTE: The table hereunder to also be fully completed by all *tenderers* irrespective of the category of organisation selected and completed above.

Name of tenderer:	
Full names of authorised signatory:	

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Designation and capacity:	
Signature of authorised signatory	
Date of signature:	

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Invitation to Tender/Request for Proposal No: _____

Name of Tenderer: _____

Country of registration: _____

Full names of contact person: _____


Contact details:

Tel (landline):
Cell phone:
e-mail address:

Name of tenderer:	
Full names of authorised signatory:	
Signature:	
Designation and capacity:	
Date:	

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ANNEXURE C

TENDERER'S PARTICULARS

The tenderer must furnish the following particulars where applicable:


Indicate the type of tendering structure by marking with an 'X' (where applicable provide registration number):	
Individual tenderer	
Unincorporated Joint venture (registration number for each member of the JV)	
Incorporated JV	
Other	

Please complete the following:

Name of lead partner/member in case of JV	
CIPC Registration Number or CIPC disclosure certificate (for individual companies and each JV member)	
VAT registration number (for individual companies and each JV member)	
CIDB registration number (for individual companies and each JV member), contractor grading designation (for individual companies and each JV member) and combined cidb contractor grading designation (for JVs)	
Contact person	
Telephone number	
E-mail address	
Postal address (also of each member in the case of a JV)	

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Physical address (also of each member in the case of a JV)	
--	--

If subcontractors are to be used, indicate the following for the main sub-contractor(s). Add to the list of applicable.

Name of contractor	
CIPC Registration number or CIPC disclosure certificate	
VAT registration number	
CIDB Registration number (if applicable) and CIDB grade specified for the sub-contractor as may be stipulated in the Tender Data	
Proposed Scope of work to be done by sub-contractor	
Contact person	
Telephone number	
Fax number	
E-mail address	
Postal address	
Physical address	

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1. If you are currently registered as a vendor with NTCSA, please provide your vendor registration number with ESKOM NTCSA. _____
2. If you are currently registered as a vendor on the National Treasury’s Central Supplier Database (CSD), please provide your supplier registration number with Treasury _____
3. Please note that it is not mandatory for you to be registered on National Treasury’s CSD at the time of responding to this tender. It is, however, a mandatory requirement that you be registered on CSD prior to award.
4. You may register online at National Treasury website on www.treasury.gov.za
5. If you are registered on SARS E-filing system, please provide your PIN number in order to verify your tax compliance status _____
6. If you are required to be tax compliant as per SBD 1 but are not registered on CSD (foreign suppliers) or have not provided your SARS E-filing PIN, please confirm that you have attached or will furnish a copy of a current valid tax compliance certificate as a tender returnable by contract award stage.

YES		NO	

7. If sub-contracting is prescribed in the enquiry, tenderers must complete 7.1 to 7.9.

7.1 Confirm if you intend sub-contracting

YES		NO	
-----	--	----	--

7.2 What percentage will you be sub-contracting? _____%

7.3 To whom do you intend sub-contracting? _____

7.4 Is the said sub-contractor registered on CSD?

YES		NO	
-----	--	----	--

7.5 If yes to 7.4, please provide CSD number. _____


7.6 Please confirm B-BBEE level of said sub-contractor _____

7.7 Please confirm that you have attached your signed intention to sub-contract document.

YES		NO	
-----	--	----	--

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Name of tenderer:	
Full names of authorised signatory:	
Signature:	
Designation and capacity:	
Date:	

ANNEXURE D

INTEGRITY DECLARATION FORM

Note: This returnable is required to be fully completed, signed and submitted by tenderers at the stipulated deadlines.

1 DECLARATION OF INTEREST


I/We understand that an employee of the State as defined in the Public Service Act of 1994 is prohibited from conducting business with any organ of state and from being a director of a public or private company that conducts business with an organ of state.

I/We understand that any natural/legal person, including any natural legal person related to an NTCSA employee/director as per the definition of “related” set out hereunder, may submit a tender to NTCSA. However, in order to establish whether a conflict of interest exists tenderers are required to declare such interest/relationships where:-

1. the *tenderer/s* employees/directors are also employees/contractors/consultants/ directors of NTCSA.
2. the *tenderer/s* employees/directors are also employees/contractors/consultants or directors in another entity together with NTCSA employees/consultants/contractors/ directors.
3. the *legal entity including its employees/contractors/ directors / shareholders /members /partners / owners* on whose behalf the tender documents are signed, is/are in some other way related to an NTCSA employee/contractor/consultant/director involved in the tender specification/ tender evaluation/tender adjudication/negotiation.
4. the tenderer/s and one or more other tenderers in this tendering/RFP process have a controlling partner in common, or have a relationship with each other, directly or through common third parties,

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that puts them in a position to have access to information about or influence over the tender/proposal of another tenderer, or influence over the decisions of NTCSA regarding the bidding process;

Related:

- (1) When used in respect of two persons, means persons who are connected to one another in any manner contemplated below:
- (a) an individual is related to another individual if they-
 - (i) are married, or live together in a relationship similar to a marriage; or
 - (ii) are separated by no more than two degrees of natural or adopted consanguinity or affinity;
 - (b) an individual is related to a juristic person if the individual directly or indirectly controls the juristic person, as determined in accordance with the definition of control as set out in subsection (2) below; and
 - (c) a juristic person is related to another juristic person if-
 - (i) either of them directly or indirectly controls the other, or the business of the other, as determined in accordance with subsection (2) below;
 - (ii) either is a subsidiary of the other; or
 - (iii) a person directly or indirectly controls each of them, or the business of each of them, as determined in accordance with subsection (2) below.


“related person”, when used in reference to a directors/shareholders/members/partners/owners, has the meaning set out in 3.3.16, but also includes a second company of which the directors/shareholders/members/partners/owners or a related person is also a director directors/shareholders/members/partners/owners, or a close corporation of which the director or a related person is a member.

Control:

- (2) For the purpose of subsection (1) above, a person controls a juristic person, or its business, if-
- (a) in the case of a juristic person that is a company-
 - (i) that juristic person is a subsidiary of that first person, as determined in accordance with the Companies Act1; or

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- (ii) that first person together with any related or inter-related person, is-
- (aa) directly or indirectly able to exercise or control the exercise of a majority of the voting rights associated with securities of that company, whether pursuant to a shareholder agreement or otherwise; or
 - (bb) has the right to appoint or elect, or control the appointment or election of, directors of that company who control a majority of the votes at a meeting of the board;
- (b) in the case of a juristic person that is a close corporation, that first person owns the majority of the members' interest, or controls directly, or has the right to control, the majority of members' votes in the close corporation;
- (c) in the case of a juristic person that is a trust, that first person has the ability to control the majority of the votes of the trustees or to appoint the majority of the trustees, or to appoint or change the majority of the beneficiaries of the trust; or
- (d) that first person has the ability to materially influence the policy of the juristic person in a manner comparable to a person who, in ordinary commercial practice, would be able to exercise an element of control referred to in paragraph (a), (b) or (c) of subsection (2).

"To give effect to the provisions above, please complete the table hereunder with all required information.

Full Name & Capacity/ Position within tenderer (e.g. employee/Director/member/ owner/shareholder)	Identity Number	Confirm and provide details (including employee number) if you are an employee/consultant/ contractor and/or director of a State/State owned entity.	Full Names & Capacity/Position of NTCSA employee/ consultant/contractor and/or director details of the relationship or interest (marital/ familial/personal/ financial etc.)	To your knowledge is this person involved in the specification/ evaluation/ adjudication/ negotiation of tenders?

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If any employee/director/member/shareholder/owner of the tenderer/s is also currently employed by NTCSA, state whether this has been declared and whether there is authorisation to undertake remunerative work outside public sector employment and attach proof to this declaration. _____

[Yes/No]

Do the tenderer/s and any other tenderer/s in this tendering/RFP process share a controlling partner or have any relationship with each other, directly or through common third parties? _____ (

[Yes/No]

If Yes, attach proof.

2 DECLARATION OF FAIR TENDERING PRACTICES

The tenderer declares that it has taken all reasonable steps to address and prevent the exploitation of the procurement process and the use of any unfair tendering practices.

A tender/proposal will be disqualified if the tenderer/s, or any of its directors have:

1. abused NTCSA's procurement process (e.g. bid rigging/collusion); or
2. committed fraud or any other improper conduct in relation to such procurement process.

Please complete the declaration with an 'X' under YES or NO

Item	Question	Yes	No
1.1	Is the tenderer/s or any of its shareholders/directors/members/partners/owners listed on National Treasury's Database of Restricted Suppliers as companies/persons prohibited from doing business with the public sector. The Database of Restricted Suppliers can be accessed on the National Treasury's website (www.treasury.gov.za).		
1.2	Is the tenderer/s or any of its shareholders/directors/members/partners/owners listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combatting 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).		
1.3	Was the tenderer/s or any of its shareholders/directors/members/partners/owners convicted by a court of law (including a court outside South Africa) of fraud and/or corruption in respect of any procurement/tendering processes/procedures during the past five years?		
1.3.1	If "Yes", provide details including a case number and a copy of the judgement.		

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1.4	Was the tenderer/s or any of its shareholders/directors/members/partners/owners prohibited from doing business with any International Financial/Lending Institution or Development/Funding Agency?		
1.5	Is there any history/record of the tenderer/s or any of its shareholders/directors/members/partners/owners failing to meet their contractual obligation with the State or any State owned entity?		
1.5.1	If "Yes", provide details		

3. DECLARATION OF SHAREHOLDING INFORMATION

I, the undersigned _____ [Full names and Position] _____
hereby declare that I am the duly authorised representative of _____ [Name of Tenderer].

I further declare that the following individuals and/or entities listed hereunder are Shareholders in
_____ [Name of Tenderer]:

Note that the information in the table below must be completed in full for each tenderer including incorporated JVs. If the tenderer is an unincorporated JV, the tables must be completed for each JV member. Please add additional rows if required.

Individuals:

Full Name	Identity Number	Shareholding Percentage

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Other Entities*:

Full Legal / Trading Name	Entity Registration Number/Trust Number	Shareholding Percentage	Full name and surname of the /shareholders/ directors/ trustees/ beneficiaries of the shareholding entity	Identification Numbers of the shareholders/directors/ trustees/beneficiaries of the shareholding entity

I declare that I have read and understood the provisions of the Supplier Integrity Pact, that all information furnished herein is true and correct, that it is understood that the tenderer's tender/proposal may be rejected, and that NTCSA will act against the tenderer should any aspect of this declaration prove to be false, and

I give my consent for this information to be used for the purpose as described in this Integrity Declaration Form and/or in relation to the Supplier Integrity Pact, and

I further consent that information provided in terms of this Integrity Declaration Form may be processed for verification of conflicts of interest and other ancillary purposes by NTCSA. Such processing may include the sharing of the information with third parties.

Name of Tenderer:	
Full names of authorised signatory:	
Signature:	
Designation and capacity:	
Date:	

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Joint Ventures

I declare that I have read and understood the provisions of the Supplier Integrity Pact, that all information furnished herein is true and correct that it is understood that the JV's tender/proposal may be rejected, and that NTCSA will act against the JV should any aspect of this declaration prove to be false; and


I give my consent for this information to be used for the purposes described in this Integrity Declaration Form and/or in relation to the Supplier Integrity Pact, and

I further consent that information provided in terms of this Integrity Declaration Form may be processed for verification of conflicts of interest and other ancillary purposes by NTCSA. Such processing may include the sharing of the information with third parties.

Name of Tenderer:	
Full names of authorised signatory:	
Signature:	
Designation and capacity:	
Date:	

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ANNEXURE E

CONTRACT PRICE ADJUSTMENT (CPA) REQUIREMENTS FOR LOCAL GOODS AND SERVICES.

The application of contract price adjustment (CPA) to tender submissions

Note: This Section will not be applicable to Professional services contracts (See relevant section hereunder for guidelines on this).

1. Application of CPA

- CPA conditions may apply if the contractual duration is to be longer than 12 months.
- If the contractual duration will be less than or equal to 12 months, a fixed priced offer must be submitted.
- For contracts with a duration more than twelve (12) months, CPA will not be applicable for the first year. CPA will then only be applied from sixteen (16) months from the base date onwards.
- Failure to propose contract price adjustment, or submit a CPA formula with the tender submission, will result in the pricing being considered fixed and firm and the contract price will be treated as fixed for the duration of the contract.
- NTCSA will not accept Rate of Exchange adjustment to be included in any CPA formula.
- Local indices may not be used for CPA purposes for any imported component.
- There must be separate CPA formulae for local and foreign CPA. Local and foreign escalation may not be combined into one formula.


2. Tender Submissions

NTCSA Proposed CPA breakdown for Local Goods and Service

Formula A						
<i>Index Reference</i>	<i>Proposed portions/Weightings of each index</i>	<i>Description of Index</i>	<i>Full Title of Index published</i>	<i>Source Publisher of Index</i>	<i>Base Month</i>	<i>Base Price/Base Index Figure</i>
A1	50%	Table U-A (1)- Statistics SA Production Price Index (PPI)- Final Manufactured Goods		SEIFSA		
A2	20%	Table C-3 (a)- All Hourly-Paid Employees		SEIFSA		
A3	15%	Table L-2(B)- SEIFSA Index Road Freight Costs		SEIFSA		
	15%	Fixed portion not subject to CPA				
Total	100%					

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Note: Tenderers to take note that, if the NTCSA proposed CPA breakdown is not populated, they are required to refer to the Pricing Schedule in the NEC or other Contract or standalone Pricing Schedule for NTCSA’s proposed CPA breakdown.

NTCSA CPA Conditions/Requirements

- Tenderers are required to submit CPA that is aligned to NTCSA’s proposed CPA breakdown in this Tender; or Tenderers may submit an alternative CPA proposal from NTCSA’s CPA proposal, and this will be considered if deemed acceptable to NTCSA;
- Note that for contracts exceeding a duration of 12 months if there is no CPA catered for by the tenderer; then prices will be deemed to be fixed, and the contract price will be deemed as fixed for the duration of the contract.
- A minimum of 15% of the total agreement value is to be fixed when a CPA formula is applied,
- Each CPA formula must add up to a final total of 100.
- Only official published CPA indices that are in the public domain must be used.
- No in-house indices may be used for CPA.
- There may be more than 1 CPA formula (Formula A, B, C etc) or a combination of all the cost components into 1 Formula (depending on how the pricing is to be submitted).
- If there are specific line items for Labour and Transport, individual Formulae might be used.

Note: NTCSA reserves the right to negotiate CPA terms and conditions during negotiations held with tenderers.

3. BASE DATE AND BASE PRICE

- In instances of indices or other references published monthly, the Base Date is to be the month before the month in which the Enquiry closes.
- In instances where the reference figures, e.g. market prices, are published daily or at intervals more than once a month; then the average for the month before the month in which the Enquiry closes should be used as the Base Price.

4. CPA FOR PROFESSIONAL SERVICES

- The preferred index to be used for adjusting these agreements is the country specific CPI Headline index.
- The price adjustment factor will be effective from each contractual anniversary of the contract date. This must be the average of the country specific CPI Headline index figures published for the last twelve-month period (cycle) ending before the contract anniversary date.

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Closing date of tender:	
Name of tenderer:	
Full names of authorised signatory:	
Signature:	
Date of signature:	

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ANNEXURE F – NOT APPLICABLE

CPA (IG) REQUIREMENTS FOR FOREIGN GOODS AND SERVICES

The application of contract price adjustment (CPA) to tender submissions

Note: This Section will not be applicable to Professional services contracts (See relevant section hereunder for guidelines on this).

1. Application of CPA

- CPA conditions may apply if the contractual duration is to be longer than 12 months.
- If the contractual duration will be less than or equal to 12 months, a fixed priced offer must be submitted.
- For contracts with a duration more than twelve (12) months, CPA will not be applicable for the first year. CPA will then only be applied from year two (2) onwards.
- Failure to propose contract price adjustment, or submit a CPA formula with the tender submission, will result in the pricing being considered fixed.
- NTCSA will not accept Rate of Exchange adjustment to be included in any CPA formula.
- Local indices may not be used for CPA purposes for any imported component.
- There must be separate CPA formulae for local and foreign CPA. Local and foreign escalation may not be combined into one formula.

2. Tender Submissions

NTCSA Proposed CPA breakdown for Local Goods and Service


Formula A						
<i>Index Reference</i>	<i>Proposed portions/Weightings of each index</i>	<i>Description of Index</i>	<i>Full Title of Index published as</i>	<i>Source Publisher of Index</i>	<i>Base Month</i>	<i>Base Price/Base Index Figure</i>
A1						
A2						
A3						
	15%	<i>Fixed portion not subject to CPA</i>				
Total	100%					

Note: Tenderers to take note that, if the NTCSA proposed CPA breakdown is not populated, they are required to refer to the Pricing Schedule in the NEC or other Contract or standalone Pricing Schedule for NTCSA’s proposed CPA breakdown.

NTCSA CPA Conditions/Requirements

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- Tenderers are required to submit CPA that is aligned to NTCSA’s proposed CPA breakdown in this Tender; or Tenderers may submit an alternative CPA proposal from NTCSA’s CPA proposal and this will be considered if deemed acceptable to NTCSA;
- Note that for contracts exceeding a duration of 12 months if there is no CPA catered for by the tenderer; then prices will be deemed to be fixed and firm.
- A minimum of 15% of the total agreement value is to be fixed when a CPA formula is applied,
- Each CPA formula must add up to a final total of 100.
- Only official published CPA indices that are in the public domain must be used.
- No in-house indices may be used for CPA.
- There may be more than 1 CPA formula (Formula A, B, C etc) or a combination of all the cost components into 1 Formula (depending on how the pricing is to be submitted).
- If there are specific line items for Labour and Transport, individual Formulae might be used.

Note: NTCSA reserves the right to negotiate CPA terms and conditions during negotiations held with tenderers.

3. BASE DATE AND BASE PRICE

- In instances of indices or other references published monthly, the Base Date is to be the month before the month in which the Enquiry closes
- In instances where the reference figures, e.g. market prices, are published daily or at intervals more than once a month; then the average for the month before the month in which the Enquiry closes should be used as the Base Price.

4. CPA FOR PROFESSIONAL SERVICES

- The preferred index to be used for adjusting these agreements is the country specific CPI Headline index.
- The price adjustment factor will be effective from each contractual anniversary of the contract date. This must be the average of the country specific CPI Headline index figures published for the last twelve-month period (cycle) ending before the contract anniversary date.

PAYMENT OF FOREIGN COMMITMENTS


PART 1: The application of importation payment requirements to tender submissions.

Where foreign exchange is involved, NTCSA will take measures to mitigate any exposure to foreign currency exposure or exchange rate risk.

Tenderers: -

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- Who wish to submit tenders with pricing in foreign currency for imported goods/services must establish **prior** to tender close (via the Procurement Practitioner), that the foreign currency that is being priced in the submission, is an acceptable foreign currency to NTCSA.
- Who are pricing for imported goods/services in a foreign currency or linking their pricing of goods to a foreign currency exchange rate, **must be the direct importers** of the goods/services. For payment purposes, NTCSA will require proof of importation.
- Who import goods into stock, for delivery to various customers, including NTCSA, the price quoted must be in South African Rand. In such cases, NTCSA will not undertake any foreign exchange commitment or arrange forward cover.
- Who have submissions where pricing for imported goods/services in a foreign currency or linked to a foreign currency exchange rate, must ensure that their pricing indicates the foreign currency and the foreign currency values.

Tenderers should note that all domestic value-added process, i.e., costs incurred in the Republic of South Africa, for example, transport costs will only be paid in Rands.

Tenderers who have submitted tenders, which have goods/services priced, are linked to a foreign currency or exchange rate, are required to select one of the payment methods indicated below for the payment relating to those imported goods/services:

Payment of NTCSA’s foreign commitment in foreign currency will be made either:

Payment Method 1A:

To a nominated bank account in a foreign country in a foreign currency
(Payment will be made to the party and account nominated by the supplier
In the contract, and not to any other party).

Please note that the contracting party OR NTCSA SOC Limited must be the direct importer of the goods

Documentation to be submitted with payment:

- Commercial invoice (from the foreign supplier)

Import payments


- SAD 500
- Bill of Entry as evidence that goods have been cleared by the Department of Customs and Excise
- Customs release notification
- Transport documents from the freight company
- Marine/ ocean bill of lading

Any one of the following documents as per the mode of transportation:-

- Airway bill / air transport document
- Road or rail consignment note.
- Postal receipt “goods despatched”.
- Certificate of posting
- Courier dispatch note or air waybill.

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NB: Evidencing transport of the relative goods to the Republic of South Africa

Service- related payments

Documents to submit with payment:

- Commercial invoice (invoice from the overseas supplier)

OR

Payment Method 1B:

To a valid SARB approved CFC account in South Africa, in a foreign currency (payment will be made to the contracting party)

Please note:

- The contracting party must be the direct importer.
- For payment purposes, NTCSA will require both the foreign (commercial) invoice and the local tax invoice.
- The foreign currency values on both the commercial and local invoice must match. NTCSA will not pay any profit in foreign currency. (Please note that the commercial invoice used in the clearance of the imported goods must be from the country of origin)
- If Payment Method 1B is the option selected for the payment for any imported goods/services, then the following documentation is to be submitted with your submission:
 - Copy of tenderers bankers' initial application to the Reserve Bank requesting approval to invoice a local entity or NTCSA, and for NTCSA to pay the invoiced currency into the contracting party's CFC account.
 - Copy of the response from the Reserve Bank regarding the initial application, on the Reserve Bank's letterhead
 - Copy of the latest application to the Reserve Bank to renew the approval.
 - Copy of the response from the Reserve Bank to the application to renew the approval to invoice NTCSA in foreign currency.

Documents to submit with payment:


- Commercial invoice (from the foreign supplier, country of origin and used to clear the goods)
- Local invoice or Tax invoice
- Both the commercial invoice and local invoices must match

Import payments

- SAD 500
- Bill of Entry as evidence that goods have been cleared by the Department of Customs and Excise
- Customs release notification
- Transport documents from the freight company

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Any of the following documents as per the mode of transportation:-

- Marine/ ocean bill of lading
- Airway bill / air transport document
- Road or rail consignment note.
- Postal receipt
- Certificate of posting
- Courier dispatch note or air waybill.

NB: Evidencing transport of the relative goods to the Republic of South Africa

All documents submitted to NTCSA should not have any alterations.

The information on the documents should be as originally issued from the authorities, freight companies and overseas suppliers.

Service-related payments

- Should a supplier select this option, they are required to provide proof that the South African Reserve Bank has given them approval to invoice NTCSA in foreign currency for services related payments and to receive foreign currency proceeds into that CFC account. The proof would consist of:-
 - A copy of a letter from the supplier's bankers to the Reserve Bank requesting authority to receive services related payments to be made into a CFC account.
 - A copy of the official response from the Reserve Bank authorising payments to be made into the supplier's CFC account. The supplier's documents to the Reserve Bank must make specific reference to NTCSA.
- This approval is only valid for a period of 1 year or as per SARB approval period.

Documents to submit with payment:

- Commercial invoice (invoice from the overseas supplier to proof that we have foreign currency exposure)
- Local Tax invoice (from the local supplier)
- Both the commercial invoice and local invoices must match

NB: If a supplier is unable to produce or provide NTCSA with a commercial invoice, the contract will be concluded in rands. The contract cannot be linked to any Exchange Rate.

OR

Payment Method 2:


In South African Rand at the selling spot rate of exchange obtained by NTCSA's Treasury on the date that the forward cover is cancelled. NTCSA will notify the supplier of the date that the forward cover is cancelled as well

As the intended payment date, which will be as per the agreed payment terms.

Any exchange rate adjustment after NTCSA has notified the supplier of the date

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and the rate which the forward cover is cancelled, will be for the account of the supplier.

Please note:

- The contracting party must be the direct importer of the goods.
- This payment option is not applicable for the payment of services
- Tenderers are required to indicate and request approval from NTCSA to use Payment Method 2 **prior to tender close**. Where a tenderer has failed to obtain the required approval prior to tender close, the tenderer will have to select one of the other Payment Methods indicated in this document.
- Together with their submission, Tenderers will be required to provide NTCSA with a written indemnity confirming that they will not buy and forward cover.,

Documents to submit with payment:

- Commercial invoice (from the foreign supplier)
- SAD 500
- Bill of Entry as evidence that goods have been cleared by the Department of Customs and Excise
- Customs release notification
- Transport documents from the freight company

Any of the following documents as per the mode of transportation:-

- Marine/ ocean bill of lading
- Airway bill / air transport document
- Road or rail consignment note
- Postal receipt
- Certificate of posting
- Courier dispatch note or air waybill

NB: Evidencing transport of the relative goods to the Republic

- Local invoice or Tax invoice

NB: If a supplier is unable to produce or provide NTCSA with a commercial invoice, the contract will be concluded in rands. The contract cannot be linked to any Exchange Rate.


OR

Fixed ZAR Option (Payment Method 3)

This option is available to those tenderers who are the direct importers of the goods/services for which they have tendered, but do not find Payment Methods 1A, 1B or 2 and allows tenderers to be responsible for the foreign currency and exchange rate risk. If a tenderer selects this payment method, the process is as follows:

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- NTCSA and the successful tender will engage, on a simultaneous basis, with their respective bankers and compare the exchange rate/s obtained. This is done to ensure that any exchange rate/s used is/are market related.
- Tenderers will be required to match or better the exchange rate/s obtained by NTCSA. If the tenderer's exchange rate/s is/are more expensive than the exchange rate/s indicated by NTCSA, the exchange rate/s to convert the foreign values into ZAR will be the NTCSA exchange rate/s.
- Once the exchange rate/s has/have been agreed by both parties, NTCSA will not be liable for any further exchange rate adjustments.

From a Commercial perspective, please take note of the following:

- The foreign currency and foreign currency amount/s that NTCSA is/are at risk to, need/s to be indicated in the pricing schedule submitted as part of the tender. If the pricing schedule does not allow for it, the foreign currency and foreign currency amount/s must be indicated in a covering letter.
- The exchange rate to be used in the tender submission is the exchange rate sourced from the South African Reserve Bank on the date the tender is advertised/published.
- Due to the payments being made in ZAR, but based on an agreed exchange rate, the tenderer will be required to submit proof of importation at time of payment.

Documents to submit with payment:

- Commercial invoice (from the foreign supplier)
- Local invoice or Tax invoice

Import payments

- SAD 500
- Bill of Entry as evidence that goods have been cleared by the Department of Customs and Excise
- Customs release notification
- Transport documents from the freight company

Any of the following documents as per the mode of transportation:-


- Marine/ ocean bill of lading
- Airway bill / air transport document
- Road or rail consignment note.
- Postal receipt
- Certificate of posting
- Courier dispatch note or air waybill.

NB: Evidencing transport of the goods to the Republic of South Africa

Documents to submit with payment:

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- Commercial invoice (invoice from the overseas supplier to proof that we have foreign currency exposure)
- Local Tax invoice (from the local supplier)

NB: If a supplier is unable to produce or provide NTCSA with a commercial invoice, the contract will be concluded in RAND's Not in Currency

Please note: NTCSA will require substantiating proof of importation at the time of invoicing.

Where the supplier, previously imported goods into stock for delivery to various customers, including NTCSA, the price quoted must be in South African Rand. In such cases, NTCSA will not undertake any foreign exchange commitment or arrange forward cover.

Take note of the following:

Service-related payment:

When specialist skills are required in South Africa, the local supplier will source the appropriate talent from their network of specialist companies overseas. The specialist is then brought into the country (South Africa) on one of two possible methodologies.

1) **Secondment**

In this approach, the foreign specialist retains their employment contract with their home unit (Employer overseas) but are seconded to the local company that has a contract with NTCSA to work under the direction and control of the local management. Their salaries are paid to the foreign specialist by their home country and that foreign entity then invoices the local supplier (South Africa) in foreign currency for the cost relating to such employees. The invoices would typically be in Euro or GBP, this methodology is usually for short to medium term engagements.

Documents to be attached for payment:


- Commercial invoice from the specialist company
- Local invoice (South African company making use of the specialist services)
- Passport of the specialist and valid work permit
- Activity schedule signed by the contract manager.

2) **Payroll Transfer**

In this approach, the employee's contract with the overseas employer will be suspended and the specialist takes up a local contract with the local company. The remuneration is then **ZAR** based, the overseas employer is unable to provide the foreign invoice because the employment with the specialist is suspended this methodology is usually favoured for long term engagement. There is no foreign commitment, and the contract will be in ZAR.

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PART 2: EXCHANGE RATES

The tenderer shall use the exchange rate as at 12H00 on the date of the advertisement of the tender. The source of the exchange rates shall be the South African Reserve Bank (www.resbank.co.za) Please note that the tenderer is required to submit proof of the SARB rate/s used.

Date of advertisement of tender:	
Closing date of tender:	
Name of tenderer:	
Full names of authorised signatory:	
Signature:	
Date of signature:	

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ANNEXURE G1 – NOT APPLICABLE

SBD 6.2

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

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, Directives applicable in respect of Local Content as prescribed by the dtic, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (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), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

- 1.1. Dtic makes provision for the promotion of local production and content.
- 1.2. Dtic 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. 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.
- 1.4. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

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

Where:

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 4.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.

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1.5. A bid may be disqualified if this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted at the stipulated deadlines.

2. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

Description of services, works or goods Stipulated minimum threshold

NOT APPLICABLE

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

(Tick applicable box)

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 is 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 SATS 1286:2011):


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.

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LOCAL CONTENT DECLARATION
(REFER TO ANNEX B OF SATS 1286:2011)

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


- 1 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.
- 2 Guidance on the Calculation of Local Content is accessible on http://www.thdti.gov.za/industrial_development/ip.jsp.
- 3 Local Content Declaration Templates (Annex C, D and E) is attached to this enquiry and must be submitted at the stipulated deadline.
- 4 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 at the stipulated deadline 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:
 - (i) 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 SATS 1286:2011; and
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

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Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

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 SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 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 SATS 1286:2011.
- (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 SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 9.1 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:** _____

Annexure G2- _Local content Declaration-Summary Schedule (annex C)



Adobe Acrobat Document

Annexure G3 - Imports Declaration-Supporting schedule to Annex C (annex D)



Adobe Acrobat Document


Annexure G4 - Local Content Declaration-Supporting Schedule to Annex C (annex E)



Adobe Acrobat Document

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ANNEXURE H


SBD 1

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	E2463CXMWPR	CLOSING DATE:	29 July 2026	CLOSING TIME:	10H00
DESCRIPTION	Lease Agreement establishment for Empangeni (5 years), Newcastle (4 years) and Westville Offices (60 Months) within East Grid				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
Documents to be submitted electronically using the below link					
https://eTendering.eskom.co.za					
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes <input type="checkbox"/> No	
IF YES, WHO WAS THE CERTIFICATE ISSUED BY?					
AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND NAME THE APPLICABLE IN THE TICK BOX	<input type="checkbox"/>	AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)			
	<input type="checkbox"/>	A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS)			
	<input type="checkbox"/>	A REGISTERED AUDITOR			
		NAME:			
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT(FOR EMEs& QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					

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ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ANSWER PART B:3 BELOW]
SIGNATURE OF BIDDER	DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)			
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE (ALL INCLUSIVE)	
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL INFORMATION MAY BE DIRECTED TO:	
DEPARTMENT/ PUBLIC ENTITY		CONTACT PERSON	
CONTACT PERSON		TELEPHONE NUMBER	
TELEPHONE NUMBER		FACSIMILE NUMBER	
FACSIMILE NUMBER		E-MAIL ADDRESS	
E-MAIL ADDRESS			

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PART B TERMS AND CONDITIONS FOR BIDDING

1.	BID SUBMISSION:
1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
2.	ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR ONLINE
3.	BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION (NAMELY, BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
4.	WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION (NAMELY. BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS) MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION.
5.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.
2.	TAX COMPLIANCE REQUIREMENTS
1.	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
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.
3.	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
4.	BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
5.	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
6.	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
7.	QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS
1.	IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <input type="checkbox"/> YES <input type="checkbox"/> NO
2.	DOES THE BIDDER HAVE A BRANCH IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.	DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
4.	DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? <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 OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.	

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

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ANNEXURE I

SBD 6.1

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

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

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

1. GENERAL CONDITIONS

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

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state


a) The applicable preference point system for this tender is the **80/20** preference point system.

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.

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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).

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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:

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

Where:

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration

P_{min} = 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:

$$P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) \text{ or}$$

Where:

P_s = Points scored for price of tender under consideration

P_t = Price of tender under consideration


P_{max} = 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:

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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 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 90/10 and 80/20 preference point system.

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

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

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

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

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

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- Public Company
 - Personal Liability Company
 - (Pty) Limited
 - Non-Profit Company
 - State Owned Company
- [TICK APPLICABLE BOX]

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

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

.....

SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....


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ANNEXURE J

SBD 4

TENDERER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to tender / request for proposal. 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, NTCSA requires the tenderer to make this declaration in respect of the details required hereunder.

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

2. TENDERER'S DECLARATION

2.1 Is the tenderer or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise, employed by the state?

[YES/NO]

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


Full Name	Identity Number	Name of State Institution

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

[YES/NO]

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If so, furnish particulars:

.....
.....

2.3 Does the tenderer 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]

If so, furnish particulars:

.....
.....

3. DECLARATION

I, the undersigned, (name)..... in submitting the accompanying tender, 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 tender will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The tenderer has arrived at the accompanying tender independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium will not be construed as collusive bidding.
- 3.4 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 tender, tendering with the intention not to win the tender and conditions or delivery particulars of the products or services to which this tender invitation relates.

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