



REQUEST FOR QUOTATION (RFQ)

See attached Scope of Work

RFQ NO: OVG 2 (007) 2026/2027 **CLOSING DATE: 03 AUGUST 2026 TIME: 11H00 AM**

- Quotations should only be emailed to ovgscp@ovg.org.za no later than the closing date and time indicated above.
- The validity period of your quote is: (Tick applicable box)

30 days		60 days		90 days		120 days	
----------------	--	----------------	--	----------------	--	-----------------	--
- Is/are the price(s) firm for the duration of the contract: Yes / No (delete which is not applicable)
- Only firm prices will be accepted. Non-firm prices (including prices subject to rates of exchange variations) will not be considered.
- Is the offer strictly to scope of work: Yes / No (delete which is not applicable)?
- If not to specifications, state deviation(s): _____
- The banking information (bank and account name and number) which correspond with that on CSD must also be submitted with the quotation as failure to do so may disqualify your quotation.
- All prices must be VAT inclusive, if no indication is given, prices will be taken as inclusive.
- This RFQ is subject to the National Treasury General Conditions of Contract of July 2010 unless otherwise stated by the issuer.
- By participating in this RFQ, you are accepting to have your Personal Information published on the websites (OVG/National Treasury) for purposes of enhancing compliance, monitoring, and improving transparency and accountability within Supply Chain Management.

11. REQUEST FOR FURTHER INFORMATION

All enquiries regarding the bid may be directed to the following:

No.	Office	Contact Person	Contact Details
1	Office of the Valuer-General	Mr. GI Sekwale	Gobusamang.Sekwale@ovg.org.za

I/we agree that the offer herein shall remain binding upon me/us and open for acceptance by Office of the Valuer General during the validity period indicated and calculated from the closing date and time stated above.

Signature of Tenderer

Name and Capacity

Date



+27 12 036 0000/2



Private Bag X 874,
Pretoria, 0001



267 Praetor Forum Building, 3rd Floor,
Cnr Pretorius & Lilian Ngoyi Street,
Pretoria, 0001



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TERMS OF REFERENCE (ToR): APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE OCCUPATIONAL HEALTH AND SAFETY (OHS) TRAINING OF HUNDRED (100) OFFICIALS FOR OFFICE OF THE VALUER-GENERAL(OVG)

PHYSICAL ADDRESSES:

Praetor forum building

3rd Floor, 267 Lilian Ngoyi Street
Pretoria
0001

1. BACKGROUND

- 1.1 The Office of the Valuer-General (OVG) is committed to ensuring a safe and healthy working environment in compliance with the Occupational Health and Safety Act and associated regulations. To strengthen internal safety structures, the organisation intends to appoint a qualified and experienced Service Provider to deliver comprehensive OHS training to **100 OHS Committee Members**.
- 1.2 The OVG invites suitably qualified and accredited service providers to submit proposals for the provision of **Occupational Health and Safety (OHS) training** for **100 OHS Committee Members**.

2. PURPOSE

To appoint a competent service provider to deliver accredited OHS training to enable participants to function as:

- Safety, Health & Environment (SHE) Representatives (25)
- Evacuation Marshals (25)
- First Aiders (25)
- Fire Fighters / Wardens (25)

3. SCOPE OF SERVICE

The appointed Service Provider will be required to

3.1 Training Programmes

Provide accredited training covering, but not limited to:



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a) Safety, Health and Environment (SHE) Representatives

- OHS Act and legal responsibilities
- Hazard identification and risk assessment
- Incident reporting and investigation
- Workplace inspections
- Safety committee roles and functions

b) Evacuation Marshals

- Emergency evacuation procedures
- Roles and responsibilities during emergencies
- Assembly point management
- Fire drill coordination

c) First Aiders (Level 1 or equivalent)

- Basic life support (CPR)
- Treatment of injuries and medical emergencies
- Use of first aid equipment
- Patient assessment

d) Fire Fighters / Fire Wardens

- Fire prevention and control
- Types of fires and extinguishers
- Firefighting techniques (practical sessions mandatory)
- Emergency response procedures

3.2 Training Delivery Requirements

- Training must be **accredited by a recognised authority** (e.g., SETA or equivalent)
- Provide both **theoretical and practical training**
- Ensure compliance with **South African OHS regulations**
- Provide all training materials, equipment, and PPE required
- Conduct assessments and issue certificates of competence

3.3 Training Logistics

- Train **100 participants** (may be delivered in multiple groups if necessary)
- Specify training duration per course/module
- Provide a detailed training schedule
- Training must be conducted **offsite**

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4. DELIVERABLES

The Service Provider shall deliver:

- Approved training plan and schedule
- Training manuals and materials
- Attendance registers
- Assessment of results and evaluation reports
- Accredited certificates for all successful participants
- Close-out report summarizing training outcomes

5. DURATION OF THE ASSIGNMENT

- 5.1 The training is expected to be completed within **4–8 weeks** from the date of appointment.

6. REQUIRED QUALIFICATIONS AND EXPERIENCE

The Service Provider must:

- Be a **registered and accredited training provider**
- Have facilitators registered with relevant professional bodies
- Demonstrate **minimum 15 years' experience** in OHS training
- Provide proof of previous similar training projects

7. TRAINING CAPACITY AND IMPLEMENTATION PLAN

The bidder must demonstrate the capacity to effectively train all identified users within the prescribed implementation period of four (4) to eight (8) weeks. Service Providers are required to submit a detailed Training Implementation Plan indicating:

- The number and allocation of facilitators/trainers.
- The proposed training schedule and rollout approach.
- Whether training will be conducted concurrently (simultaneously) or sequentially.
- The number of participants per training session.
- The duration of each training session; and
- The measures that will be implemented to ensure completion of all training activities within the required timeframe.

8. PROPOSAL WILL BE EVALUATED IN TERMS OF THE EVALUATION CRITERIA STIPULATED BELOW:

- a) Evaluation of mandatory criteria

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- b) Evaluation in terms of 80/20 preference point system as prescribed in the Preferential Procurement Regulations 2022.

9. MANDATORY REQUIREMENTS

Tenders will only be considered for acceptance if (i.e., they will only be regarded as responsive) if:

- a) Submit a Valid Quality Council for Trades and Occupations (QCTO) or relevant Sector Education and Training Authorities (SETA) accreditation letter/certificate detailing the specific OHS unit standards
- b) Valid Department of Employment and Labour (DoEL) registration certificate (mandatory for First Aid and driven machinery)
- c) The pricing schedule forms part of the Terms of Reference and must be fully completed
- d) The service provider will have to offer items strictly conforming to our specifications and requirements. Offers not meeting any of the requirements are liable to be rejected

Note: Any tenderer not complying with the above-mentioned stipulations will be regarded as non-responsive and will therefore not be considered for further evaluation.

ADMINISTRATION REQUIREMENT

a) Tax Requirements:

- Bidders must ensure compliance with their tax obligations.
- Bidders are required to submit their unique personal identification number (pin) issued by SARS to enable the state organ to view the taxpayer's profile and tax status.
- Application for tax compliance status (TCS) or pin may also be made via e-filing. To use this provision, taxpayers will need to register with SARS as e-filers through the website www.sars.gov.za.
- Bidders may also submit a printed TCS together with the bid.
- In bids where consortia / joint ventures / sub-contractors are involved; each party must submit separate proof of TCS / pin / CSD number.
- Where no TCS is available, but the bidder is registered on the central supplier database (CSD), a CSD number must be provided.

10 Evaluation IN TERMS OF 80/20 PREFERENCE POINT SYSTEM

Only bids that achieve the minimum qualifying score for functionality will be evaluated further in accordance with the 80/20 preference points system. Evaluation in this stage will be done as per the information furnished on the Pricing Schedule (SBD 3.3)

- a) The 80/20 preference points system as prescribed in the Preferential Procurement Regulations, November 2022 pertaining to the Preferential Procurement Policy Framework Act, (ACT No 5 of 2000) (PPPFA) will be applied to evaluate this bid. The lowest acceptable bid will score 80 points for price, and a maximum of 20 points will be awarded according to the Specific Goal points claimable in respect of Preferential Status.

The following formula will be used to calculate the points out of 80 for price in respect of an invitation for a tender with a Rand value equal to or below R50 million, inclusive of all applicable taxes:

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

Where-

P_s = Points scored for price of tender under consideration = Price of tender under consideration; and

P_{min} = Price of lowest acceptable tender.

- b) A maximum of 20 points may be awarded to a tender for the specific goal specified for the tender.
- c) The points scored for the specific goal will be added to the points scored for price and the total will be rounded off to the nearest two decimal places.
- d) Subject to section 2(1)(f) of the Act, the contract must be awarded to the tender, scoring the highest points.

The specific goals allocated points in terms of this tender	Number of points allocated. (80/20 system)
Historically Disadvantaged individuals (HDIs)	
Who had no franchise in the elections before 1983 and 1993 Constitution	10
Who is a Female	5
People with Disabilities (PwDs)	5

- e) Tenderers Preference points for HDI will be calculated on their percentage of ownership or shareholding in business, if they are actively involved in and

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exercise control over the enterprise.

- f) Where individuals are not actively involved in the management and daily business operations and do not exercise control over the enterprise commensurate with their degree of ownership, equity ownership may not be claimed.
- g) A person awarded a contract because of preference for contracting with or providing equity ownership to an HDI, may not subcontract more than 25% of the value of the contract to a person who is not an HDI or does not qualify for the same number or more preference for equity ownership.
- h) Preference points stipulated in respect of a tender must include preference points for equity ownership by HDIs. The equity ownership must be equated to the percentage of an enterprise or business owned by individuals or, in respect of a company, the percentage of a company's shares that are owned by individuals, who are actively involved in the management of the enterprise or business and exercise control over the enterprise, commensurate with their degree of ownership at the closing date of the tender.
- i) If the percentage of ownership changes after the closing date of the tender, the tenderer must notify OVG and such tenderer will not be eligible for any preference points.
- j) Preference points may not be claimed in respect of individuals who are not actively involved in the management of an enterprise or business and who do not exercise control over an enterprise or business commensurate with their degree of ownership.
- k) all claims made for equity ownership by an HDI will be considered according to the following criteria:
 - (i) Equity within private companies must be based on the percentage of equity ownership.
 - (ii) Preference points may not be awarded to public companies and tertiary institutions.
 - (iii) The following formula will be applied to calculate the number of points for equity ownership by an HDI:

$$NEP = \frac{NOP * EP}{100}$$

Where?

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NEP = Points awarded for equity ownership by an HDI

NOP= The maximum number of points awarded for equity ownership by an HDI

EP = The percentage of equity ownership by an HDI within the enterprise or business,

- l) Equity claims for a Trust may only be allowed in respect of those persons who are both trustees and beneficiaries and who are actively involved in the management of the Trust.
- m) Documentation to substantiate the validity of the credentials of the trustees must be submitted.
- n) A Consortium or Joint Venture may, based on the percentage of the contract value managed or executed by their HDI members, be entitled to equity ownership in respect of an HDI.
- o) The number of points scored for a Consortium or Joint Venture must be added to the number of points scored for achieving specified goals.
- p) Bidders are required to submit proof of HDI. Proof includes valid Central Supplier Database (CSD) together with their tenders to substantiate their specific Goals claims for HDIs who had no franchise in the elections before 1983 and 1993 Constitution and Female.
- q) Tenderers who do not submit proof of HDI claims as indicated above do not qualify for preference points for specific Goals but will not be disqualified from the tendering process.

5. CRITERIA FOR BREAKING DEADLOCK IN SCORING

- a) If two or more tenderers score an equal total number of points, the contract must be awarded to the tenderer that scored the highest points for specific goals.
- b) If two or more tenderers score equal total points in all respects, the award must be decided by the drawing of lots.

11. SUB-CONTRACTING

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- 11.1 The successful bidder is expected to inform the OVG of the sub-contracting arrangements and access to the sub-contracted entities for purposes of quality, compliance check, security, and tax issues.

12. SECURITY AND CONFIDENTIALITY OF INFORMATION

- 12.1 The successful Bidders must undertake to disclose information relating to the contract only in terms of the SLA and only to the parties stipulated in the SLA, both during the contract period and subsequently. Information may only be disclosed to outside sources with prior, written approval from the OVG.

13. TERMS AND CONDITIONS OF THE BID

- 13.1 Awarding the request for bid will be subject to the Service Provider's acceptance of OVG's Supply Chain Policy and National Treasury General Conditions of Contract. No additional terms and conditions from the Service Provider will be accepted.
- 13.2 The Service Provider should not qualify the proposal with his/her own conditions. Any qualification in the terms and conditions of this quotation will result in disqualification.
- 13.3 Any shortcoming in this term of reference must be identified by the service provider prior to the awarding of the contract. Any shortcoming identified by the service provider after the contract has been awarded and that would have an impact on the contract price will be for the account of the service provider.
- 13.4 Should the service provider not comply with any of the conditions contained in this term of reference during the contract period OVG may cancel the contract within one month's notice.
- 13.5 The company and its employees may be subjected to positive security vetting and screening.
- 13.6 By submitting your bid, you consent to your personal information being shared with third parties. Should the request from third parties arise, you will be duly notified.
- 13.7 **The Office of the Valuer-General shall:**
- Conduct business in a courteous and professional manner with the Service Provider.
 - Not accept responsibility/liability of accounts/ expenses incurred by the Service Provider that was not agreed upon by the contracting parties.

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- Not accept responsibility/liability for any damage suffered by the Service Provider or the personnel for the duration of the project.

14. REQUEST FOR FURTHER INFORMATION

All enquiries regarding the bid may be directed at the following:

Office	Contact person	Contact details
Office of the Valuer-General	Mr. GI Sekwale	Gobusamang.Sekwale@ovg.org.za
Office of the Valuer-General	Mr.M Netshitungulu	Muthuphei.Netshitungulu@ovg.org.za



PRICING SCHEDULE [SBD 3.3]

(Professional Services)

NAME OF SERVICE PROVIDER:

RFQ No: OVG 2 (007) 2026/2027

CLOSING DATE: 03 August 2026

CLOSING TIME: 11:00 AM

PHYSICALL ADDRESS:

CONTACT DETAILS:

TEL: _____
CELL: _____
FAX: _____
E-MAIL: _____

Reg. Number: _____

Tax Number: _____

VAT Number: _____

Contact Person: _____

NB: THE SUPPLIER MUST QUOTE AS PER THE ATTACHED SPECIFICATION

1. Training Modules (Per Participant Cost)			
Training Programme	Unit Cost per Participant (ZAR)	Number of Participants	Total Cost (ZAR) (Excl. VAT)
SHE Representatives Training	R	25	R
Evacuation Marshals Training	R	25	R
First Aid Level 1 Training	R	25	R
Fire Fighting / Fire Warden Training	R	25	R
Subtotal A		R	



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2. Facilitator & Delivery Costs				
Item	Unit	Qty	Rate (ZAR) Excluding VAT	Total Cost (ZAR) (Excl. VAT)
Facilitator Fees	Per Day	_____days	R	R
Assessor Fees	Per Day	_____days	R	R
Moderator Fees	Per Project	1	R	R
Training Coordination	Lump Sum	1	R	R
Subtotal B			R	
3. Training Logistics (Offsite Requirement)				
Item	Unit	Qty	Rate (ZAR) Excluding VAT	Total Cost (ZAR) (Excl. VAT)
Venue Hire	Per day	_____days	R	R
Catering	Per Person/Day	100X__days	R	R
Equipment & PPE	Lump Sum	1	R	R
Firefighting Practical Equipment	Lump Sum	1	R	R
First Aid Training Kits	Lump Sum	1	R	R
Subtotal C			R	
4. Training Materials & Certification				
Item	Unit	Qty	Rate (ZAR) Excluding VAT	Total Cost (ZAR) (Excl. VAT)
Learner Manuals	Per Participant	100	R	R
Assessment & Evaluation Materials	Per Participant	100	R	R
Certificates (Accredited)	Per Participant	100	R	R
Printing & Administration	Lump Sum	1	R	R
Subtotal D			R	

5. Reporting & Close-Out				
Item	Unit	Qty	Rate (ZAR) Excluding VAT	Total Cost (ZAR) (Excl. VAT)
Attendance Registers	Lump Sum	1	R	R
Assessment Reports	Lump Sum	1	R	R
Final Close-Out Report	Lump Sum	1	R	R
Subtotal E			R	
6. GRAND TOTAL				
Cost Component		Amount (ZAR)		
Total of All Subtotals(A+B+C+D+E) (Excl. VAT)		R		
VAT (15%)		R		
TOTAL BID PRICE (Incl. VAT)		R		

NB: All rates shall be inclusive of profit mark-up, and all other operating costs involve for a service provider to deliver this training successfully

N.B: Pricing per item must remain fixed for the duration of the contract

BANK DETAILS:

ACCOUNT HOLDER NAME: _____

BANK NAME: _____

ACCOUNT TYPE: _____

ACCOUNT NUMBER: _____

BRANCH CODE: _____

DELIVERY PERIOD: _____ DAYS

QUOTATION EXPIRY DATE: _____

SIGNATURE OF AUTHORISED PERSON: _____

NAME: _____

DESIGNATION: _____

DATE: _____



BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

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

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

Full Name	Identity Number	Name of State institution

- 2.2 Do you, or any person connected with the bidder, have a relationship

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

with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....

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

2.3.1 If so, furnish particulars:

.....

3 DECLARATION

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

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

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

institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

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

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....	
Signature	Date
.....	
Position	Name of bidder

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

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

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

1. GENERAL CONDITIONS

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

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

1.2 **To be completed by the organ of state**

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

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

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

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

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

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

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

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \mathbf{Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)} & \mathbf{or} & \mathbf{Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)} \end{array}$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmin = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

$$\begin{array}{ccc} 80/20 & \text{or} & 90/10 \\ P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) & \text{or} & P_s = 90 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) \end{array}$$

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:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
HDIs who had no franchise in the elections before 1983 and 1993 Constitution	10	
HDIs who is a Female	5	
People with Disabilities (PwDs)	5	
Total	20	

NB: Bidders are required to submit proof of HDI. Proof includes valid Central Supplier Database (CSD) together with their tenders to substantiate their specific Goals claims for HDIs.

DECLARATION WITH REGARD TO COMPANY/FIRM

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

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

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

- i) The information furnished is true and correct;

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

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



SUPPLIER MAINTENANCE

☐

SAGE

System User Only	
Captured By:	
Captured Date:	
Authorized By:	
Date Authorized:	
Safety Web Verification	
YES	NO

Office

The office of the Valuer-General

☐☐

I/We hereby request and authorize you to pay any amounts which may accrue to me/us to the credit of my/our account with the mentioned bank. I/we understand that the credit transfers hereby authorized will be processed by computer through a system known as "ACB - Electronic Fund Transfer Service", and I/we understand that not additional advice of payment will be provided by my/our bank, but that the details of each payment will be printed on my/our bank statement or any accompanying voucher. (This does not apply where it is not customary for banks to furnish bank statements).

I/we understand that the OVG will supply payment advice in the normal way, and that it will indicate the date on which the funds will be made available on my/our account.

This authority may be cancelled by me/us by giving thirty days' notice by prepaid registered post. Please ensure information is valid as per required bank screens.

I/We understand that bank details provided should be exactly as per the records held by the bank.

I/We understand that the OVG will not assume responsibility for any delayed payments, as a result of incorrect information supplied.

Company / Personal Details

Registered Name	
Trading Name	
Tax number	
Vat Number	
CSD Supplier Number	
Title	
Initials	
First Names (as per id)	
Surname	

Address Detail

Postal Address Line 1	
Postal Address Line 2	
Physical Address Line 1	
Physical Address Line 2	
Postal Code	



+27 12 036 0000/2



Private Bag X 874,
Pretoria, 0001



267 Praetor Forum Building, 3rd Floor,
Cnr Pretorius & Lillian Ngoyi Street,
Pretoria, 0001



vg@ovg.org.za



www.ovg.org.za

New Supplier Information ☐		Update Supplier Information ☐	
Supplier Type	Individual ☐	Department ☐	Department Number
	Company ☐	Trust ☐	Other Specify:
	CC ☐	Other ☐	
	Partnership ☐		

Supplier Bank Account Details	
This field is compulsory and should be accompanied by not older than 3 months bank account confirmation letter	
Account Holder	
Account Number	
Branch Name	
Branch Number	
Account Type	☐ Cheque/Current Account ☐ Savings Account Transmission ☐ Account Bond Account ☐ Other (Please Specify)
ID Number	
Passport Number	
Company Registration Number	
*CC Registration	
* Please include CC/CK where applicable	
Practice Number	
Not older than 3 months bank account confirmation letter It is hereby confirmed that this detail has been verified against the following screens ABSA -CIF screen FNB -Hogan's system on the CIS4 STD Bank-Look-up-screen Nedbank - Banking Platform under the Client Details Tab	
CSD Bank Verification Status (Banking details must appear on Central Supplier Database)	Verification Succeeded Yes ☐ No ☐

Contact Details			
Business			
Home Fax	Area Code	Telephone Number	Extension
Cell	Area Code	Telephone Number	Extension
	Area Code	Telephone Number	
	Cell Code	Cell Number	
E-mail Address			
Contact Person			

	Supplier details	Organization sender details
Signature		
Print Name		
Rank		
Date (dd/mm/yyyy)		

Address of the Office of the Valuer General
where form is submitted from: