



## environmental affairs

Department:  
Environmental Affairs  
REPUBLIC OF SOUTH AFRICA

# INVITATION TO BID

## BID REFERENCE NUMBER: E1536

THE APPOINTMENT OF A SERVICE PROVIDER FOR THE GEOTECHNICAL INVESTIGATIONS OF THE TIDAL POOL LOCATION, BEACH INFRASTRUCTURE DEVELOPMENT PROJECT, SECOND BEACH, PORT ST JOHNS

Contact person:

Name: Mr. Mavick Matutu/Mr. Potlako Khati

Office Telephone No. 021 819 2635/021 819 2495

E-Mail: [mmatutu@environment.gov.za](mailto:mmatutu@environment.gov.za)/ [PKhати@environment.gov.za](mailto:PKhати@environment.gov.za)

NATIONAL TREASURY CENTRAL SUPPLIER DATABASE (CSD) REGISTRATION INFORMATION

Company name	Supplier registration number	Unique reference number	
			Main contractor
			Sub-contracted/ joint venture comp 1
			Sub-contracted/ joint venture comp 2

COMPULSORY BRIEFING SESSION:

VENUE: PRDW Port and Coastal Engineers, 5th Floor, Nedbank Building, Safmarine Quay, Clock Tower Precinct, Victoria & Alfred Waterfront, Cape Town

DATE: 12 November 2019

TIME: 12h00

CLOSING DATE OF THE BID: 06 December 2019 AT 11H00

## PART A INVITATION TO BID

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)</b>					
BID NUMBER:	E1536	CLOSING DATE:	06-12-2019	CLOSING TIME:	11:00
DESCRIPTION	THE APPOINTMENT OF A SERVICE PROVIDER FOR THE GEOTECHNICAL INVESTIGATIONS OF THE TIDAL POOL LOCATION, BEACH INFRASTRUCTURE DEVELOPMENT PROJECT, SECOND BEACH, PORT ST JOHNS				
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>					
Department of Environmental Affairs; The Environment House,					
473 Steve Biko Road; Cnr Soutpansberg and Steve Biko Road, Arcadia Pretoria /Tshwane					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	Mr Jonas Nkitseng or Mr Samuel Mofokeng		CONTACT PERSON	Mr. Mavick Matutu/ Mr. Potlako Khati	
TELEPHONE NUMBER	012 399 9056/9057		TELEPHONE NUMBER	021 819 2635/021 819 2495	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	<a href="mailto:jnkitseng@environment.gov.za/">jnkitseng@environment.gov.za/</a> <a href="mailto:Smofokeng@environment.gov.za">Smofokeng@environment.gov.za</a>		E-MAIL ADDRESS	<a href="mailto:mmatutu@environment.gov.za/">mmatutu@environment.gov.za/</a> <a href="mailto:PKhati@environment.gov.za">PKhati@environment.gov.za</a>	
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3 ]	
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A BRANCH IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NODOES		
THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NOIS THE ENTITY		
LIABLE IN THE RSA FOR ANY FORM OF TAXATION?			<input type="checkbox"/> YES <input type="checkbox"/> NO		
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

## PART B TERMS AND CONDITIONS FOR BIDDING

<b>1. BID SUBMISSION:</b>	
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	<b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED--(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</b>
1.3.	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 SPECIAL CONDITIONS OF CONTRACT.
1.4.	<b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</b>
<b>2. TAX COMPLIANCE REQUIREMENTS</b>	
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7	NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

**NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.**

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....  
(Proof of authority must be submitted e.g. company resolution)

DATE: .....

**PRICING SCHEDULE**  
(Professional Services)

NAME OF BIDDER: .....	BID NO: E1536
CLOSING TIME 11h00	CLOSING DATE: 06-12-2019

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

**DESCRIPTION: THE APPOINTMENT OF A SERVICE PROVIDER FOR THE GEOTECHNICAL INVESTIGATIONS OF THE TIDAL POOL LOCATION, BEACH INFRASTRUCTURE DEVELOPMENT PROJECT, SECOND BEACH, PORT ST JOHNS**

\*\*(ALL APPLICABLE TAXES INCLUDED)

1. The accompanying information must be used for the formulation of proposals.
2. Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and including all expenses inclusive of all applicable taxes for the project.
3. PERSONS WHO WILL BE INVOLVED IN THE PROJECT AND RATES APPLICABLE (CERTIFIED INVOICES MUST BE RENDERED IN TERMS HEREOF)

R.....

4. PERSON AND POSITION

HOURLY RATE                      DAILY RATE

.....	R.....	.....
.....	R.....	.....
.....	R.....	.....
.....	R.....	.....
.....	R.....	.....

5. PHASES ACCORDING TO WHICH THE PROJECT WILL BE COMPLETED, COST PER PHASE AND MAN-DAYS TO BE SPENT

.....	R.....	..... days
.....	R.....	..... days
.....	R.....	..... days
.....	R.....	..... days

5.1 Travel expenses (specify, for example rate/km and total km, class of airtravel, etc). Only actual costs are recoverable. Proof of the expenses incurred must accompany certified invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
.....	.....	.....	R.....
.....	.....	.....	R.....
.....	.....	.....	R.....
.....	.....	.....	R.....

TOTAL: R.....

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

5.2 Other expenses, for example accommodation (specify, eg. Three star hotel, bed and breakfast, telephone cost, reproduction cost, etc.). On basis of these particulars, certified invoices will be checked for correctness. Proof of the expenses must accompany invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
.....	.....	.....	R.....
.....	.....	.....	R.....
.....	.....	.....	R.....
.....	.....	.....	R.....
TOTAL: R.....			

- 6. Period required for commencement with project after acceptance of bid .....  
.....
- 7. Estimated man-days for completion of project .....  
.....
- 8. Are the rates quoted firm for the full period of contract? \*YES/NO
- 9. If not firm for the full period, provide details of the basis on which adjustments will be applied for, for example consumer price index. ....  
.....  
.....  
.....

**\*[DELETE IF NOT APPLICABLE]**

Any enquiries regarding bidding procedures may be directed to the –

Department of Environmental Affairs

Contact Person: Mr Samuel Mofokeng / Mr Jonas Nkitseng

Tel: (012) 399 9057 or (012) 399 9056

E-mail: [SMofokeng@environment.gov.za](mailto:SMofokeng@environment.gov.za) or [jnkitseng@environment.gov.za](mailto:jnkitseng@environment.gov.za)

Or for technical information –

Name: Mr. Mavick Matutu/ Mr. Potlako Khati

Office Telephone No. 021 819 2635/021 819 2495

E-Mail: [mmatutu@environment.gov.za](mailto:mmatutu@environment.gov.za)/ [PKhathi@environment.gov.za](mailto:PKhathi@environment.gov.za)

**SBD 4**

**DECLARATION OF INTEREST**

1. Any legal person, including persons employed by the state<sup>1</sup>, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes an advertised competitive bid, a limited bid, a proposal or written price quotation). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

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

2.1 Full Name of bidder or his or her representative: .....

2.2 Identity Number:.....

2.3 Position occupied in the Company (director, trustee, shareholder<sup>2</sup>, member):  
.....

2.4 Registration number of company, enterprise, close corporation, partnership agreement or trust:  
.....

2.5 Tax Reference Number: .....

2.6 VAT Registration Number: .....

2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / PERSAL numbers must be indicated in paragraph 3 below.

<sup>1</sup>"State" means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

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

2.7 Are you or any person connected with the bidder presently employed by the state? YES / NO

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member: .....  
Name of state institution at which you or the person connected to the bidder is employed : .....  
Position occupied in the state institution: .....

Any other particulars:  
.....  
.....  
.....

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? YES / NO

2.7.2.1 If yes, did you attach proof of such authority to the bid document? YES / NO

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof:

.....  
.....  
.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? YES / NO

2.8.1 If so, furnish particulars:

.....  
.....  
.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? YES / NO

2.9.1 If so, furnish particulars.

.....





**4 DECLARATION**

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.  
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS  
DECLARATION PROVE TO BE FALSE.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bidder

November 2011

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL  
PROCUREMENT REGULATIONS 2017**

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.**

**1. GENERAL CONDITIONS**

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

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

1.2

a) The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable; or

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

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

	<b>POINTS</b>
<b>PRICE</b>	80
<b>B-BBEE STATUS LEVEL OF CONTRIBUTOR</b>	20
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

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



B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

## 5. BID DECLARATION

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

## 6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor: . = maximum 20 points

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

## 7. SUB-CONTRACTING

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

(*Tick applicable box*)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

7.1.1 If yes, indicate:

i) What percentage of the contract will be subcontracted.....%

ii) The name of the sub-contractor.....

iii) The B-BBEE status level of the sub-contractor.....

iv) Whether the sub-contractor is an EME or QSE

(*Tick applicable box*)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations,2017:

Designated Group: An EME or QSE which is at least 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		

Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
<b>OR</b>		
Any EME		
Any QSE		

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

8.1 Name of company/firm:.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

**8.4 TYPE OF COMPANY/ FIRM**

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company
- (Pty) Limited

[TICK APPLICABLE BOX]

**8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

.....  
 .....  
 .....  
 .....  
 .....

**8.6 COMPANY CLASSIFICATION**

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

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

8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in

paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;

iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –

- (a) disqualify the person from the bidding process;
- (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution.

WITNESSES
1. ....
2. ....

.....
SIGNATURE(S) OF BIDDERS(S)
DATE: .....
ADDRESS .....
.....
.....



## **environmental affairs**

Department:  
Environmental Affairs  
**REPUBLIC OF SOUTH AFRICA**

DEPARTMENT OF ENVIRONMENTAL AFFAIRS (DEFF) AS AN ORGAN OF STATE SUBSCRIBES TO AND PROPAGATES BOTH THE NOTION OF THE BROAD BASED BLACK ECONOMIC EMPOWERMENT ACT, 2003 (Act No. 53 of 2003) (BBBEE), THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 (Act No. 5 of 2000) AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

### **TERMS OF REFERENCE**

**TERMS OF REFERENCE FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE GEOTECHNICAL INVESTIGATIONS OF THE TIDAL POOL AND BEACH INFRASTRUCTURE SITE, BEACH INFRASTRUCTURE DEVELOPMENT PROJECT, SECOND BEACH, PORT ST JOHNS.**

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## 1. PURPOSE

The purpose of this document is to outline the Terms of Reference for the appointment of a service provider to conduct geotechnical investigations at Second Beach, Port St Johns, Eastern Cape.

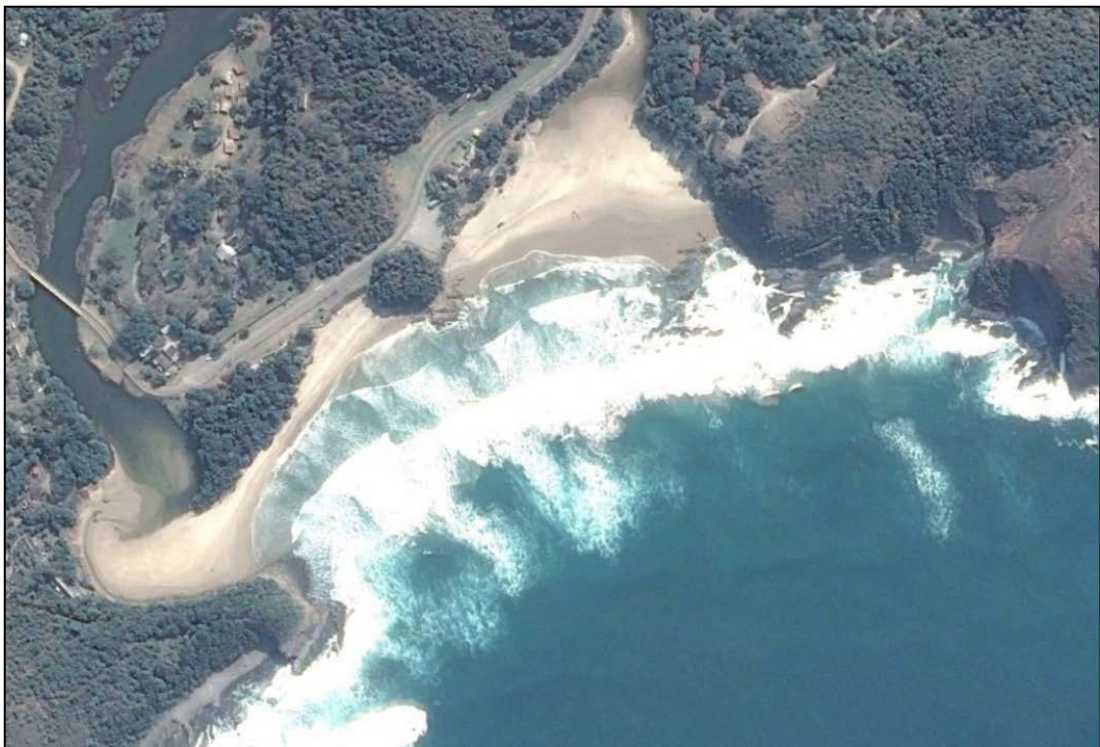
## 2. INTRODUCTION

### 2.1. Background

Second Beach is a popular recreational swimming and surfing spot near Port St Johns which has the potential to encourage tourist revenue growth in the area. Unfortunately, Port St Johns has experienced an alarming number of shark attacks at Second Beach since 2004 which is reportedly discouraging tourism.

The Department of Environment, Forestry and Fisheries (DEFF), with the support of the Port St Johns Local Municipality, has appointed PRDW Port and Coastal Engineers to perform a detail design for the proposed infrastructure around the Port St Johns beach areas to address the issue of safe swimming and encourage tourist revenue growth in the area.

The beach is shown below in Figure 2-1 while the proposed development is illustrated in Figure A-1, included in Annexure A.



**Figure 2-1: Second Beach, Port St Johns (Google Earth, 2016)**

### 2.2. Request for proposals

To inform the design process, DEFF is seeking quotations from suitably qualified professionals to undertake the necessary site investigations to provide sufficient

information for the detailed design of a tidal pool and associated amenities. Service providers are hereby invited to submit quotations for the provision of the required services as outlined in this document.

### 3. SCOPE OF SERVICES AND SPECIFICATIONS

#### 3.1. Codes and standards

All services shall be undertaken in accordance with the applicable requirements of the SANRAL Standard Specifications for Subsurface Investigations (SANRAL, 2010). Where inconsistencies between the SANRAL Standard Specifications and the requirements of this document arise, the requirements of this document shall take precedence.

Where no guidance is provided in either the SANRAL Standard Specifications for Subsurface Investigations or in this document, accepted international codes, recognised guidelines and good working practice methods shall apply.

#### 3.2. Datum level and coordinate system

All levels in this contract shall be stated relative to Land Levelling Datum (LLD), also referred to as Mean Sea Level (MSL).

The reference coordinate system for the project is Lo29 (WGS84) – Gauss Conformal Projection. Distance units shall be international meters.

#### 3.3. Key personnel

The Service provider's team shall include the following key personnel:

##### a) Field work lead

The field work lead shall be a suitably qualified and experienced Engineering Geologist who is a member of the South African Institute of Engineering Geologists (SAIEG) or by a suitably qualified and experienced Geotechnical Engineer who is registered as a Professional Engineer with the Engineering Council of South Africa (ECSA) who shall be responsible for overseeing all field work and reporting. The *field work lead* shall have a minimum of 20 years of experience.

##### b) Design review lead

The *design review lead* shall be a suitably qualified and experienced Geotechnical Engineer who is registered as a Professional Engineer with the Engineering Council of South Africa (ECSA) who shall be responsible for the tidal pool design review and reporting. The design review lead shall have a minimum of 20 years of experience.

#### 3.4. Landside boreholes

##### 3.4.1. Scope of Services

The scope of services for the landside boreholes includes the following:

- 7 No. rotary core boreholes shall be drilled on Second beach;
- 1 No. borehole shall be drilled on top of an exposed rock outcrop; and
- 2 No. boreholes for the pedestrian bridge.

The locations of the boreholes are illustrated in Figure A-2, included in Annexure A. The coordinates will be provided on award of the contract.

The beach boreholes are located on an exposed beach with high wave energy. The service provider will need to make sure that their equipment and personal are suitably protected against high water levels and wave conditions, especially during storm conditions.

#### 3.4.2. Specifications

Boreholes shall be terminated at a depth of 3m into un-weathered bedrock. The boreholes for the pedestrian bridge may terminate at a depth of -25m MSL should no bedrock be encountered.

The following equipment is required:

- Borehole rig capable of using hydraulic rotary drilling equipment at specified locations, to obtain information about the sub-soil profile, performing the specified in-situ testing and collecting the specified samples.
- Core boxes for all cores recovered.
- The drill rig shall be required to complete boreholes at low tide in areas subject to tidal inundation. A suitable drilling platform and protection from wave action shall be provided to allow for completion of the boreholes in this area.

**The Service provider is to note that the linear metres of borehole in the Activity Schedule (Annexure B) is indicative of the total number of meters required, based on the assumed bedrock levels. During execution of the works, the Service provider's *field work lead* will be required to monitor the actual linear metres of borehole drilled to meet the above specifications and, if required, for adjusting the remaining works accordingly to ensure that the works both stay within the fixed lump sum budget and meet the requirements of the investigation. All proposed deviations from the scope, required to remain within the approved budget, shall be agreed with the Client.**

#### 3.4.3. Testing and sampling

- Standard Penetration Tests (SPT) shall be carried out at an interval of 1.5m in every borehole or as specified by the Service provider's field work lead.

- Soil and rock sampling should be performed at vertical intervals of 1.5m for each borehole and at least one sample should be taken for each stratum.
- Samples and cores shall be transported in such a way as to preserve the soil and rock samples in the condition that they were in after the sample had come out of the sampling tool/drilling barrel. All undisturbed samples shall be stored in such a way that the mechanically-relevant soil and rock characteristics of these samples do not change.
- The number of disturbed and undisturbed samples shall be sufficient to complete the required laboratory testing. **The Service provider is to note that the number of laboratory tests in the Activity Schedule (Annexure B) is indicative of the desired testing frequency and engineering properties required from the site investigations. During logging of the boreholes, the Service provider's *field work lead* shall be responsible for selecting the sampling locations and laboratory tests required to accurately characterise the site based on the results of each boreholes and the associated core recovery.**
- Laboratory testing should be undertaken in a suitably certified laboratory.
- The Service provider shall be responsible for transporting all cores to Cape Town, and for storing all cores in a secure and controlled storage facility for a period of 6 months after completion of the site investigations.

#### 3.4.4. In-situ permeability tests

- In-situ permeability tests shall be carried out in the tidal pool boreholes to characterise the permeability of each notable stratum.
- Rising head tests shall be carried out in soil horizons and single Packer tests shall be carried out in the bedrock. The tests shall account for variations in the water table due to tide cycles and wave action.

#### 3.4.5. Borehole logs

- Borehole logging should be completed by the Service provider's *field work lead*, or under the direct supervision of the *field work lead*, in accordance with internationally accepted codes and guidelines.
- During drilling, the colour and consistency of the flushing medium and drilling rate shall be observed and recorded on an ongoing basis. Any varieties encountered during the drilling, including depths, shall be recorded.
- The following shall be recorded on each borehole log:
  - Project name, drilling date, position coordinate, surface elevation, drill supervisor;

- Identification of the sub-soils and bedrock including density, consistency, colour, moisture, structure, geologic origin per the requirements specified by relevant standards;
- Sampler type and depth;
- SPT resistance in terms of blows per depth of penetration;
- Total Core Recovery (%);
- Rock Quality Designation (%);
- Strength Index; and
- Weathering Index.

#### 3.4.6. Reporting

The reporting shall be carried out by the Service provider's *field work lead*. As a minimum, the following deliverables shall be provided:

- Factual report including:
  - Description of the field work carried out;
  - Plan showing the site and as-built location of the boreholes;
  - Borehole logs and description of all terms and procedures used in logging;
  - High resolution digital photographs of the recovered cores.
  - Results of field investigations and laboratory testing; and
  - A list of all the relevant standards or other procedures used for the in-situ testing and sampling.
- Interpretive report including:
  - Description of the regional geology and the geology encountered at the site;
  - Interpreted geotechnical cross sections in the position of the proposed development. The cross-sections shall identify geotechnical strata and highlight significant geotechnical features.
  - Description of all significant strata encountered at the site and associated design parameters;
  - Identification of possible geotechnical issues and risks relating to the proposed development.
  - Recommendations for further studies.

### 3.5. Trial pits

#### 3.5.1. Scope of Services

The scope of trial pits includes the following:

- 5 No. trial pits along the length of the existing roadway and within the existing parking areas; and
- 8 No. trial pits at the location of the proposed landside infrastructure.

The locations of trial pits will be provided on award of the contract.

### 3.5.2. Specifications

The trial pits along the length of the existing roadway and within the existing parking areas are to be excavated to a depth of 1m along the centre line of the road, outside of the influence of any existing potholes or existing road degradation. On completion, the test pits in the surfaced road must be reinstated to match the existing. Each test pit will require 3 of the following tests: CBR, sieve analysis and classification according to TMH1 and Atterberg limits.

The trial pits at the location of the proposed landside infrastructure shall be excavated to a depth of 3m. The plan area of the base of the trench shall be 2m x 2m. The sides of the pits shall be sloped at a suitable angle or supported to ensure that they are stable prior to any persons entering the trench. On completion, the trial pits must be backfilled to match the existing ground level.

Dynamic Cone Penetrometer (DCP) Tests shall be performed for all trial pits from the surface to the envisaged trial pit depth or to refusal in accordance with TMH1 (1986). Alternatively, if a long DCP rod is not available, a DCP shall be performed from in 1m increments.

### 3.5.3. Trial pit logs

- Trial pit logging should be completed by the Service provider's *field work lead*, or under the direct supervision of the *field work lead*, in accordance with internationally accepted codes and guidelines.
- The following shall be recorded on each trial pit log:
  - Project name, date, position coordinate, surface elevation, supervisor;
  - Identification of the sub-soils including density, consistency, colour, moisture, structure, geologic origin per the requirements specified by relevant standards; and
  - DCP log which may be incorporated into the trial pit log or provided separately.

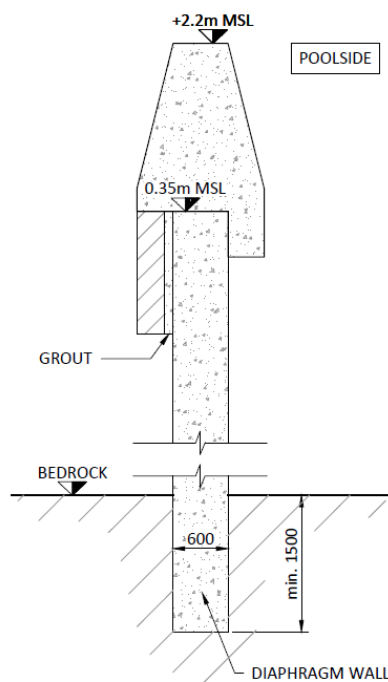
### 3.5.4. Reporting

The results of the trial pits shall be included within the factual and interpretive reports which are to be prepared for the landside boreholes (Section 3.4.6).

### 3.6. Tidal pool wall design review

On completion of the site investigations, the Service provider shall undertake a design review of the existing design for the tidal pool wall and island. The design review shall be undertaken by the Service providers *design review lead*.

The objective of the review is to assess the existing design based on the results of the site investigations and to make recommendations on possible alternative solutions to ensure that the design of the tidal pool wall will meet its key functional requirements, particularly with regards to minimising seepage losses. The proposed cross section through the tidal pool wall is provided in Figure 1-2 below. Full design details and drawings will be provided on appointment.



**Figure 1-2: Typical section through tidal pool wall**

The deliverable for this task will be a design review report including:

- Recommendations on the most suitable structure types and possible alternatives or modifications to the existing designs to accommodate this.
- Assessment of seepage under the tidal pool wall and recommendations for limiting this to within the functional requirements.
- Recommendations on construction aspects of the tidal pool wall and recommendations on additional site investigations which may need to be considered during the construction of the wall.

#### 4. TECHNICAL SUBMISSION REQUIREMENTS

Bidders are requested to submit their proposal by 11h00 on 06 December 2019 as detailed in the relevant section of the bid document. The Technical Proposal is to include the technical returnable documents as listed in Table 3.1 below:

**Table 1-1: Returnable Technical Proposal Documents**

<b>1.</b>	<p><b>Method statement for executing the Services</b> The method statement shall include the following as a minimum:</p> <ul style="list-style-type: none"> <li>• A proposed methodology for executing the Services</li> <li>• Method of safety working on the beach, in the tidal zone and being exposed to wave action</li> <li>• Precautionary measure that will be taken in the event of a storm indicating how the equipment and personnel will be protected.</li> <li>• Equipment list and limiting conditions (wind, wave, rain) associated with key equipment.</li> </ul>
<b>2.</b>	<p><b>Execution schedule</b> The execution schedule shall indicate the anticipated time frames required to complete the services on or before the targeted completion date. The schedule shall include allowance for site establishment, mobilisation and obtaining of all necessary permits and clearances.</p>
<b>3.</b>	<p><b>CV's of key staff members and registration/membership certificates</b></p>
<b>4.</b>	<p><b>Organogram</b> Detailed organogram indicated key staff members and supporting staff. The bidder is to provide details of all sub-consultants or sub-contractors who will form part of their team.</p>
<b>5.</b>	<p><b>Service providers previous experience</b> The bidder shall provide details of previous experience on projects of a similar nature, specifically with regards to piling and/or diaphragm wall design, including references.</p>
<b>6.</b>	<p><b>Priced schedule of activities</b> The priced schedule shall be based on the draft schedule of activities provided with the request for quotation, expanded to include any items which may be required to complete the Services but are not listed in the draft schedule.</p>
<b>7.</b>	<p><b>Deviation list</b> List of any deviations to the specifications included in this document and any proposed changes to the draft contract document (see Annexure C).</p>

#### 5. DURATION OF THE PROJECT

- 5.1. The project duration shall be no more than three (3) months from the date of issuing of a purchase order. The final invoice must be finalized and submitted within 30 days of the agreed project end-date.
- 5.2. All work is to be carried out in accordance with the time schedule as agreed with the project manager.
- 5.3. The service provider will only assume work once the approved order number has been issued by Department. The inception meeting will be held with PRDW Port and Coastal Engineers and the Programme Manager: Coastal Infrastructure Development at a venue to be communicated, at the V&A Waterfront, Cape Town. The aim will be to brief the service provider on the project, and to clarify any issues that might not be clear.



- 5.4. The deliverables should be submitted to PRDW and to the DEFF Programme Manager in line with the project milestones and phases.
- 5.5. Project must be completed within three (3) months after the issuing of purchase order pursuant upon signing of the Agreements by both parties.

## 6. COSTING / COMPREHENSIVE BID PRICING

Comprehensive bid quotation and cost breakdown must be provided in a separate envelope. It must be inclusive of all disburseable costs and expenses including costs attributable to sub-consultants and any third parties, all inclusive of VAT. In the Financial Proposal be submitted as part of the bidding process, all prices must be quoted in South African Rand on a lump sum basis, including VAT.

## 7. EVALUATION CRITERIA

### 7.1. Pre-Qualification Criterion 1

**Must be completed by bidder by answering yes or no and attach proof.**

Pre-qualification criteria:	Requirement	Comply: Yes or No
1	Only service provider (s) who are registered as B-BBEE Status level from 1 to 4 of B-BBEE Status Level of contributor will be considered for above services. Service provider (s) are required to submit an original or certified copy of the original B-BBEE Status Level of contributor issued by SANAS only or an original or certified copy of the DTI sworn affidavit in terms of Codes of good practice. Failure to submit an original or certified copy of B-BBEE Status Level of contributor or an original or certified copy of the DTI sworn affidavit will result in bid being non-responsive or disqualified.	

### 7.2. Mandatory Requirements

It should be noted that all bidders who fail to meet mandatory requirement will be disqualified.

The table below must be completed by bidder by answering yes or no and attaching proof.

Requirement	Complying: Yes or No
<b>The <i>field work lead</i>, who shall be responsible for overseeing all field work and reporting is a suitably qualified and experienced Engineering Geologist who is a member of the South African Institute of Engineering Geologists (SAIEG) or a suitably qualified and experienced Geotechnical Engineer who is registered as a Professional Engineer with the Engineering Council of South Africa (ECSA).</b>	

<b>The <i>design review lead</i>, who shall be responsible for the tidal pool design review and reporting, is a suitably qualified Geotechnical Engineer who is registered as a Professional Engineer with the Engineering Council of South Africa (ECSA).</b>	

### 7.3. STAGE 1: Functionality Criteria

7.3.1. All bid proposals submitted will be evaluated in accordance with the (80/20) principle and the evaluation criteria should be as follows:

7.3.2. Values used on functionality:

0 = Non-compliance, 1 = Poor; 2 = Fair; 3 = Average; 4 = Good; 5 = Excellent

Stage 1 evaluation criteria:

The bidder must score a minimum of 75% during Stage 1 (functionality / technical) of the evaluation to qualify for Stage 2 of the evaluation where only points for price and B-BBEE will be considered.

Functionality will be assessed against the following criteria:

**Table 9-1: Technical evaluation criteria**

Description of evaluation criteria	Scoring Principal		Maximum Score
<b>1. Method statement</b>	Highly detailed with all activities and including equipment list and considerations for working in the tidal zone	5	<b>25</b>
	Detailed with all activities and including equipment list and considerations for working in the tidal zone	4	
	All activities and including equipment list and considerations for working in the tidal zone	3	
	Lowly activities and including equipment list and considerations for working in the tidal zone	2	
	Generic method statement or certain information missing	1	
	Non-submission	0	
<b>2. Execution schedule</b>	Highly detailed with all activities and schedules	5	<b>5</b>
	Detailed with all activities and schedules	4	
	All activities and schedules	3	
	Lowly activities and schedules	2	
	Generic method statement or certain information missing	1	
	Non-submission	0	
<b>3. CV of field work lead <i>Engineering Geologist who is a member of the South African Institute</i></b>	Meets qualification requirements with 20+ years of experience	5	<b>25</b>
	Meets qualification requirements with 15 – 19 years of experience	4	

Description of evaluation criteria	Scoring Principal		Maximum Score
<i>of Engineering Geologists (SAIEG) or Geotechnical Engineer registered as a Professional Engineer with the Engineering Council of South Africa (ECSA)</i>	Meets qualification requirements with 10 -14 years of experience	3	
	Meets qualification requirements with 5 -10 years of experience	2	
	Meets qualification requirements with 1-4 years of experience	1	
	Does not meet qualification requirements or non-submission	0	
<b>4. CV of design review lead</b> <i>Geotechnical Engineer registered as a Professional Engineer with the Engineering Council of South Africa (ECSA)</i>	Meets qualification requirements with 20+ years of experience	5	<b>25</b>
	Meets qualification requirements with 15 – 19 years of experience	4	
	Meets qualification requirements with 10 -14 years of experience	3	
	Meets qualification requirements with 5 -10 years of experience	2	
	Meets qualification requirements with 1-4 years of experience	1	
	Does not meet qualification requirements or non-submission	0	
<b>5. Previous experience</b> <i>Previous experience on projects of a similar nature, specifically with regards to piling and/or diaphragm wall design, including references.</i>	Significant previous experience on 5 + projects of a similar nature	5	<b>20</b>
	Previous experience on 4 projects of similar nature or related experience with regards to piling and/or diaphragm wall design	4	
	Previous experience on 3 projects of similar nature or related experience with regards to piling and/or diaphragm wall design	3	
	Previous experience on 2 projects of similar nature or related experience with regards to piling and/or diaphragm wall design	2	
	Previous experience on 1 projects of similar nature or related experience with regards to piling and/or diaphragm wall design	1	
	No relevant previous experience or non-submission	0	

#### 7.4. STAGE 2: Preference Point System (80/20) is applicable.

##### 7.4.1. Calculation of points for price

The PPPFA prescribes that the lowest acceptable bid will score 80 points for price. Bidders that quoted higher prices will score lower points for price on a pro-rata basis. Where functionality is set as a criterion, only bid proposals that meet functionality requirements will be considered for evaluation on price and B-BBEE.

##### 7.4.2. Calculating of points for B-BBEE status level of contribution

Points will be awarded to a bidder for attaining the B-BBEE status level of contribution or a sworn affidavit certified by the commissioner of oath in accordance with the table below:

<b>Stage 2:</b>			
<b>The following table must be used to calculate the score out of 20/10 for B-BBEE</b>			
<b>B.</b>	<b>PRICE</b>	<b>80</b>	
<b>C.</b>	<b>B-BBEE Status Level Contributor</b>	<b>20</b>	<b>Number of points (80/20)</b>
	1		20
	2		18
	3		14
	4		12
	5		8
	6		6
	7		4
	8		2
	Non –compliant contributor		0

#### 7.5. Requirements for B-BBEE

- 7.5.1. Bidders must submit original and valid B-BBEE Status Level Verification Certificate or certified copies thereof, issued by SANAS only. The Exempted Micro Enterprise that do not have B-BBEE certificate must submit an original/ certified copy of the DTI sworn affidavit in terms of Codes of good practice certified by Commissioner of Oath together with their bids, to substantiate their B-BBEE claims.
- 7.5.2. A trust, consortium or joint venture must submit a consolidated B-BBEE Status Level Verification Certificate for every separate bid to substantiate their B-BBEE rating claims. Bidders who do not submit B-BBEE Status Level Verification Certificates or are non-compliant contributors to B-BBEE do not qualify for preference points for B-BBEE but should not be disqualified from the bidding process.
- 7.5.3. They will score points out of 80 for price only and zero (0) points out of 20 for B-BBEE. The points scored by a tenderer for B-BBEE contribution must be added to the points scored for price and should be rounded off to the nearest two decimal places.
- 7.5.4. A bidder will not be awarded the points claimed for B-BBEE status level of contribution if it is indicated in the bid documents that such a bidder intends subcontracting more that 25% of the contract value to any other enterprise that does not qualify for at least the same number of points that the bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 7.5.5. The contract will be awarded to the tenderer scoring the highest points

## 8. SPECIAL CONDITIONS OF CONTRACT

- 8.1. The performance measures for the delivery of the (specify the type of work you expect from the service provider/s) will be closely monitored by DEFF.
- 8.2. The Service Provider/s will submit periodic progress reports to PRDW and the Programme Manager, within 4 days after the end of each month or as otherwise directed by PRDW, for the duration of the project.
- 8.3. The Programme Manager shall do the ongoing performance management of the Service agreement.
- 8.4. The Service Provider/s must guarantee the presence of the senior in charge of fieldwork throughout the duration of the contract. Prior to the appointment of a replacement, the Programme Manager must approve such appointment. If the senior has to leave the project, a period of at least a month is required, in which the senior must work parallel with the next person (senior consultant with similar expertise and equal years of experience) appointed able to transfer skills and knowledge.
- 8.5. All the conditions specified in the General Conditions of Contract (GCC) will apply and where the conditions in the special conditions of contract contradicts the conditions in the general conditions of contract the special conditions of contract will prevail.
- 8.6. Please take note that DEFF is not bound to select any of the firms submitting proposals. DEFF reserves the right not to award any of the bids and not to award the contract to the lowest bidding price.
- 8.7. Bidders must score a minimum of 75% (The minimum qualifying score that must be obtained for functionality in order for a tender to be considered further should not be generic. It should be determined separately for each tender on a case-by-case basis. The minimum qualifying score must not be prescribed so low that it may jeopardize the quality of the service required nor so high that it may be restrictive to the extent that it jeopardizes the fairness of the SCM system).
- 8.8. The proposal should include, amongst other, the following:
  - 8.8.1. A proposed plan of action;
  - 8.8.2. A list of references;
  - 8.8.3. Ability to ensure continuity of staff on the project.
- 8.9. A valid copy of the Tax Clearance Certificate/ Tax Compliance Status Pin issued by SARS to the supplier/copy of Central Supplier Database (CSD)/ MA supplier Number must be submitted together with the bid.
- 8.10. In case of bids where Consortia / Joint Ventures / Sub-contractors are involved, such must be clearly indicated and each party must submit a separate copy of a valid Tax Clearance Certificate or copy of Tax Compliance Status Pin or CSD/ MA supplier Number together with the bid.
- 8.11. Failure to submit a valid Tax Clearance Certificate/ Tax Compliance Status Pin/ copy of CSD/ MA supplier Number may result in the invalidation of the bid.

- 8.12. A foreign recommended bidder with neither South African tax obligation nor history of doing business in South Africa must complete Standard Bidding Document (SBD 1) and the information must be submitted to SARS on the following email [governmentinstitute@sars.gov.za](mailto:governmentinstitute@sars.gov.za) to issue a confirmation of the tax obligation letter in terms of paragraph 3.6 of the instruction note no 9 of 2017/18.
- 8.13. Comprehensive Curricula Vitae (CV) of the staff who will be available for the duration of the contract must be attached. In case where bidders submitted CV's of personnel from other companies, bidders must indicate if the personnel is sub-contracted or employed full time or part-time, and indicate the period of the engagement with the bidder. A signed agreement between two parties or an agreement between personnel and a company must be included with the proposal.
- 8.14. The bid proposals should be submitted with all required information containing technical information.
- 8.15. DEFF Entity Maintenance form included in the bid documents must be completed and returned with the bid proposals).
- 8.16. A breakdown of the hourly tariff inclusive of value-added tax for services rendered. Expenditure incurred without the prior approval of the Programme manager will not be reimbursed.
- 8.17. DEFF will not be held responsible for any costs incurred by the bidder in the preparation, presentation and submission of the bids.
- 8.18. Travelling costs and time spent or incurred between home and office of consultants and DEFF office will not be for the account of DEFF.
- 8.19. Skills transfer to DEFF officials
- 8.20. Intellectual property rights will belong to DEFF unless regulated otherwise in the contract.
- 8.21. Tenderers must submit two identical proposals (two envelopes) for each bid clearly marked "original" and "copy". First envelope marked original to include technical proposal (original and copy of technical) and the second envelope marked copy to include financial proposal (original and copy of financials).
  - 8.21.1. First envelope with the technical proposal including the following:
    - a) A valid copy of the Tax Clearance Certificate or Tax Compliance Status Pin issued by SARS or copy of CSD/ MA Supplier Number.
    - b) Entity registration Certificate (CK1)
    - c) A response to the terms of reference.
    - d) A project plan that states the methodology and approach for accomplishing the task, project phases if applicable, time frames and outputs (excluding cost for the project).
    - e) profile of the company and description of similar work undertaken,
    - f) numbers, names and CVs of consultants assigned to the project,

including their roles and responsibilities,

- g) Agreement between service providers in the case of a joint venture/Consortium
- h) Letter of authority to sign documents on behalf of the company/joint venture/Consortium.

8.21.2. The second envelope with the financial proposal (pricing schedule (SBD3.3) or other spreadsheets with all cost related items, cost breakdown) (original). No financials should be included in the technical proposal (envelope)

8.21.3. The following information must be endorsed on each envelope:

- a) Bid number:
- b) Closing date:
- c) Name of the Bidder:
- d) Technical Proposal or Financial Proposal

8.22. DEFF reserves the right to award the contract to one or more than one service provider or only part thereof e.g. (per District / Municipality or Province)

8.23. Before any work can commence the service level agreement must be signed by both parties ( DEFF and the successful bidder ) as well as the issue of an official order and should there be any dispute regarding the finalisation of the agreement, DEFF reserves the right to cancel the contract with no cost implications for the Department.

8.24. The evaluation of Bids can only be done based on information required by the department.

8.25. Bidders failing to meet pre-qualification criteria, mandatory requirements, local production and content will automatically be disqualified.

8.26. Tenderers are requested to submit the original and valid B-BBEE Status Level Verification Certificate or certified copies thereof issued by SANAS only or DTI SWORN Affidavit certified by Commissioner of Oath together with their bids, to substantiate their B-BBEE rating claims, failing which the B-BBEE preference points claimed will be forfeited.

8.27. In a case whereby a pre-qualification criteria requires B-BBEE status level of contributor bidders MUST submit an original or certified copies of B-BBEE certificate or DTI SWORN affidavit, failure to submit an original or certified copies will result in bid being disqualified.

8.28. A trust, consortium or joint venture must submit a consolidated B-BBEE Status Level Verification Certificate for every separate bid to substantiate their B-BBEE rating claims.

8.29. Public entities and tertiary institutions must also submit B-BBEE Status Level Verification Certificates together with their bids.

8.30. A bidder will not be awarded the points claimed for B-BBEE status level of contribution if it is indicated in the bid documents that such a bidder intends sub-

contracting more than 25% of the contract value to any other enterprise that does not qualify for at least the same number of points that the bidder qualifies for unless the intended sub-contractor is an EME (Exempted Micro Enterprise) that has the capacity and the ability to execute the sub-contract.

- 8.31. A contractor is not allowed to sub-contract more than 25% of the contract value to another enterprise that does not have equal or higher B-BBEE status level, unless the intended sub-contractor is an EME (Exempted Micro Enterprise) that has the capability and ability to execute the sub-contract.
- 8.32. Prospective suppliers and / or public entities interested in pursuing opportunities with the Department and within the South African government must register on the National Treasury Central Supplier Database.
- 8.33. Prospective suppliers and / or public entities must provide the department with their CSD registration number on submission of their bid proposals including those of sub- Contractors and/ or joint venture companies.
- 8.34. Any supplier who is not registered on CSD during an award stage of the tender will not be considered.
- 8.35. Form of contract:
  - a) It is envisaged that the Service provider will be appointed directly by DEFF on a fixed lump sum basis. The Service provider will be responsible for monitoring the budget as the work progresses and, if required, for recommending variations to the quantity of the remaining works to ensure that the works both stay within the fixed lump sum budget and meet the requirements of the investigation.
  - b) Note that DEFF reserves the right to award a contract for only a portion of the proposed Services which are reflected in the scope of this request or to make no award of a contract. DEFF may enter post-quotation negotiations with the preferred bidders(s) prior to awarding the Contract.

## **9. Sub-contracting conditions/ requirements**

- 9.1. A tenderer will not be awarded the points claimed for B-BBEE status level of contribution or contract if it is indicated in the bid documents that such a bidder intends subcontracting more than 25% of the contract value to any other enterprise that does not qualify for at least the same number of points that the bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 9.2. The contractor is not allowed to sub-contract more than 25% of the contract value to another enterprise that does not have equal or higher B-BBEE status level, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.



## **10. PAYMENT TERMS AND INVOICING**

- 10.1. DEFF undertakes to pay out in full or as per deliverables within 30 (thirty) days all valid claims for work done to its satisfaction upon presentation of a substantiated claim and the required reports stipulated in special conditions. No payment will be made where there is outstanding information/work not submitted by the Service Provider/s until that outstanding information is submitted.
- 10.2. PRDW have been appointed by DEFF to supervise this project. The Service Provider will invoice DEFF and submit their invoice through PRDW who will submit the invoice to DEFF with a recommendation for payment at PRDW's satisfaction with services and outputs. The Service Provider will include in the Service Provider's invoice all attendant disbursements as per quotation on their monthly invoice to DEFF. DEFF's payment terms are 30 days from the receipt of the invoice from PRDW. The Service Provider's payments will be made by DEFF directly to the Service Provider with PRDW notified accordingly.

## **11. GENERAL REQUIREMENTS**

### **11.1. Permitting and insurance**

The Service provider shall be responsible for the facilitation of and all costs associated with obtaining all permits and insurances as may be required.

### **11.2. Health, Safety and Environmental Requirements**

The Service provider shall conform to all applicable health, safety and environmental requirements and shall be responsible for the preparation and submission of all HSE files as may be required.

### **11.3. Standing Time**

The Service provider is required to undertake a comprehensive assessment of the site conditions which may be experienced during the execution of the Scope of Services. In this regard the Service provider is responsible for mobilising suitable equipment capable of operating in the anticipated conditions and for making suitable allowances for weather-related downtime in their quotation. No claims will be entertained for any conditions, site or otherwise, which could reasonably have been foreseen by an experienced Service provider.

- 11.4. The Service provider will be appointed on a lump sum basis, inclusive of all allowances for standing time. The Service provider shall not be entitled to claim standing time for weather conditions which result in delays and, as such, the Service provider shall ensure that this risk is priced into their quotation.

## **12. CONFIDENTIALITY**

The Service Provider/bidder shall regard all information in, or in support of the project as confidential and may not use any such information for personal or third party gain. All communication with the media regarding this project (if any) will be conducted through the designated official(s) within the communication component of the Department of Environmental Affairs.

## 13. SITE INFORMATION

### 13.1. Introduction

This section aims to provide the Service Provider with an indication of the site conditions that can be expected in the area based on previously completed site investigations.

The Service Provider is cautioned that the information contained in this Site Information section is limited and is by no means to be taken as conclusive. The Service Provider shall be responsible for making their own assessment and conclusions as to what conditions can be expected in and around the site.

### 13.2. Tide levels

As part of the pre-feasibility study, the predicted tide levels were interpolated between known levels at the Port of East London and the Port of Durban. The tide levels are presented below in Table 9-2.

**Table 9-2: Predicted tidal water levels at Port St Johns interpolated from known levels at the Port of East London and at the Port of Durban (SANHO, 2016).**

Tide Level	East London [+m MSL]	Durban [+m MSL]	Port St Johns [+m MSL]
Highest Astronomical Tide (HAT)	1.36	1.39	1.37
Mean High Water Springs (MHWS)	1.10	1.10	1.10
Mean High Water Neaps (MHWN)	0.53	0.45	0.49
Mean Level (ML)	0.30	0.20	0.25
Mean Low Water Neaps (MLWN)	0.06	-0.04	0.01
Mean Low Water Springs (MLWS)	-0.49	-0.70	-0.59
Lowest Astronomical Tide (LAT)	-0.72	-0.91	-0.81

### 13.3. Jet probe survey

#### 13.3.1. Jet probe results

Subtech was appointed by PRDW to undertake site investigations for the proposed development. The scope of the site investigations included bathymetric and LiDAR surveys, sediment sampling and jet probes. The initial site investigation campaign was completed in 2016 and results of the jet probes are summarised in Table 9-3.

**Table 9-3: Jet probe results**

Jet Probe No.	Coordinates (WGS84 Lo29°)		Depth of Penetration (m)	Interpreted Parameters (msl)	
	Y (m)	X (m)		Probe Top Level	Probe Toe Level
JP01	-49 124.29	3 503 057.89	1.30	2.50	1.20
JP02	-49 157.47	3 503 035.56	4.00	1.70	-2.30
JP03	-49 257.03	3 502 968.56	6.00	1.70	-4.30
JP04	-49 152.05	3 503 063.32	2.10	0.90	-1.20
JP05	-49 185.23	3 503 040.98	1.80	0.60	-1.20
JP06	-49 251.60	3 502 996.32	0.85	0.50	-0.35
JP07	-49 146.62	3 503 091.08	0.90	0.00	-0.90
JP08	-49 179.81	3 503 068.74	3.80	-0.10	-3.90
JP09	-49 196.40	3 503 057.58	5.90	-0.10	-6.00
JP10	-49 212.99	3 503 046.41	1.70	-0.10	-1.80
JP11	-49 279.36	3 503 001.74	5.30	-0.10	-5.40
JP12	-49 174.38	3 503 096.50	1.50	-0.30	-1.80
JP13	-49 190.98	3 503 085.34	4.06	-0.30	-4.36
JP14	-49 207.57	3 503 074.17	6.00	-0.30	-6.30
JP15	-49 224.16	3 503 063.00	5.60	-0.30	-5.90
JP16	-49 240.75	3 503 051.83	1.70	-0.30	-2.00
JP17	-49 273.94	3 503 029.50	1.90	-0.30	-2.20
JP18	-49 168.96	3 503 124.26	1.00	-0.60	-1.60
JP19	-49 202.14	3 503 101.93	6.00	-0.60	-6.60
JP20	-49 218.74	3 503 090.76	6.00	-0.60	-6.60
JP21	-49 235.33	3 503 079.59	8.00	-0.60	-8.60
JP22	-49 251.92	3 503 068.43	6.00	-0.60	-6.60
JP23	-49 268.51	3 503 057.26	2.40	-0.60	-3.00
JP24	-49 301.70	3 503 034.92	6.00	-0.60	-6.60
JP25	-49 196.72	3 503 129.69	1.20	-0.90	-2.10
JP26	-49 229.90	3 503 107.35	6.00	-0.90	-6.90
JP27	-49 263.09	3 503 085.02	6.00	-0.90	-6.90
JP28	-49 296.27	3 503 062.68	6.00	-0.90	-6.90

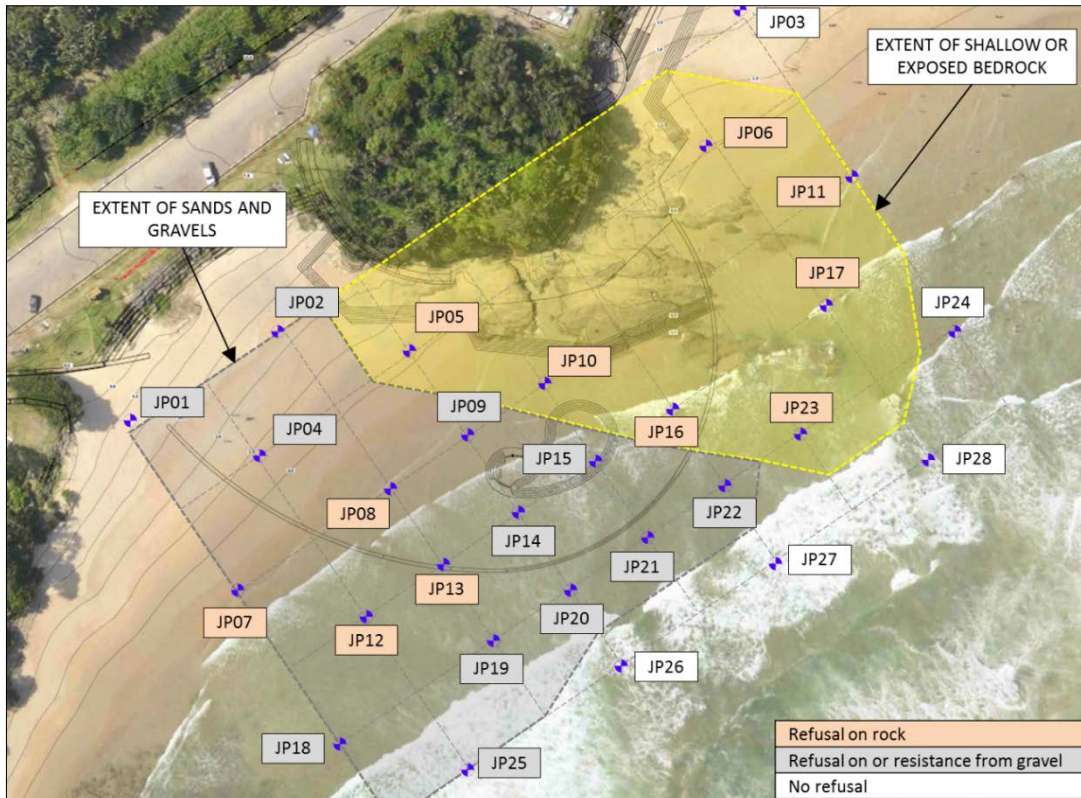
Legend:

Refusal on rock
Refusal on or resistance from gravel
No refusal

The toe levels were interpreted based on the results of the bathymetric and LiDAR surveys.

### 13.3.2. Interpreted local geology

The interpreted jet probe toe levels, as presented in Table 9-3, were plotted on the general arrangement to assist with the interpretation of the local geological setting. This plot is presented in Figure 9-1 below.



**Figure 9-1: Interpreted local geology**

The results of the jet probes indicate that the shallow or exposed bedrock is limited to the region of the existing headland. In the southerly and south-western portions of the pool the bedrock is overlain by sands and gravels.

It is assumed that the gravels noted in the jet probes is a continuation of the visible gravels, cobbles and boulders which have accumulated at the adjacent river mouth, illustrated in Figure 9-2 below. It is estimated that this layer consists of a mixture of fine to coarse gravels (2 to 60 mm) and cobbles (up to 200 mm) and small boulders (less than 300 mm).

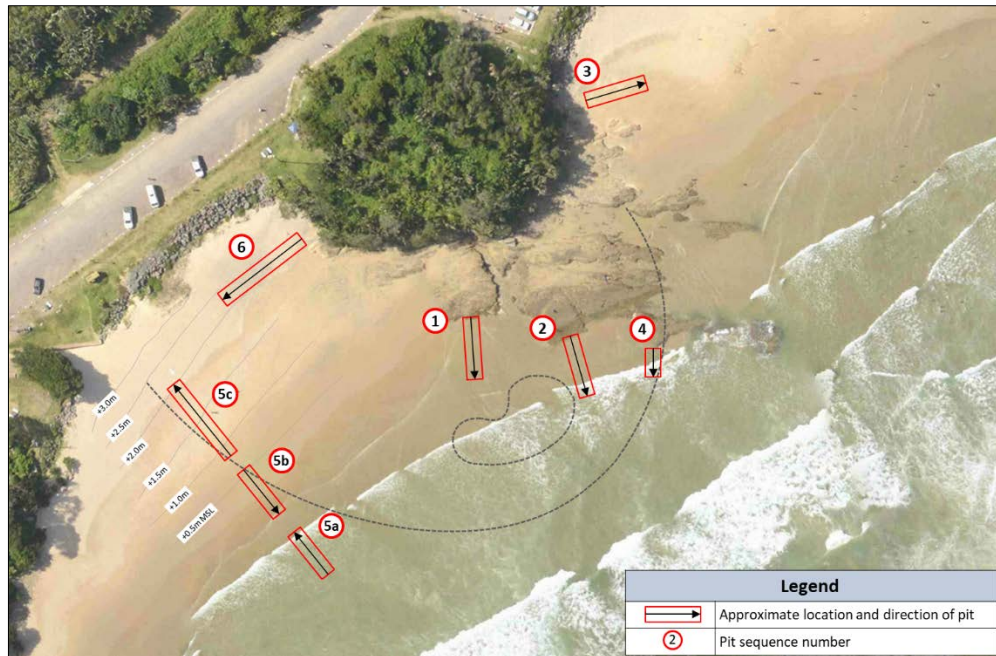


**Figure 9-2: Visible gravels, cobbles and boulders from Google Earth (2017) and PRDW site visit**

Due to the variation in size within the gravels, cobbles and boulders, it is likely that the jet probes in the southerly and south-western portions which were reported as refusing on bedrock, were rather refusing on one of the larger cobbles or boulders. It is therefore considered unlikely that shallow bedrock is present within this area.

#### 13.3.3. Trial pits

Subsequent to the jet probe survey, trial pits were undertaken, on 24 July 2017, to further assess the near-surface geotechnical conditions. The locations of the trial pits are illustrated in Figure 9-3.



**Figure 9-3: Trial pit locations.**

The results of the trial pits indicate that the near-surface material consists primarily of clean beach sands with a thin, well defined and highly permeable, shell layer present in places. The extension of the boulder field is evidenced by the presence of cobbles and boulders in some of the trial pits. It should however be noted the boulder field across the site appears to be well dispersed when compared to the visible boulder field further to the west of the site (Figure 9-2).

Trial pits 1-4 and 6, which aim to follow the profile of the exposed rock, indicate that the bedrock drops off rapidly to a depth of 3-4 m after which the excavator was no longer able to follow the profile due to the deep trenches collapsing. The visible rock appears to consist of a poorly cemented conglomerate underlain by reddish-brown sandstone. It appears that this sandstone belongs to the same sandstone formation which forms the elevated coastal sandstone plateaus characteristic of the region.

It should be noted that no rock was encountered in trial pits 5 a-c and that significant uncertainty therefore remains with regards to the presence and depth of bedrock over this section of the pool.

### 13 TECHNICAL ENQUIRIES

Should you require any further information in this regard, please do not hesitate to contact:

Name: Duncan Stuart  
PRDW  
Office Telephone No. 021 418 3830  
E-Mail: [dstuart@prdw.com](mailto:dstuart@prdw.com)

Name: Sahil Patel  
PRDW  
Office Telephone No. 021 418 3830  
E-Mail: [spatel@prdw.com](mailto:spatel@prdw.com)

**14. COMPULSORY BRIEFING SESSION:**

**VENUE: PRDW Port and Coastal Engineers, 5th Floor, Nedbank Building, Safmarine Quay, Clock Tower Precinct, Victoria & Alfred Waterfront, Cape Town**

**DATE: 12 November 2019**

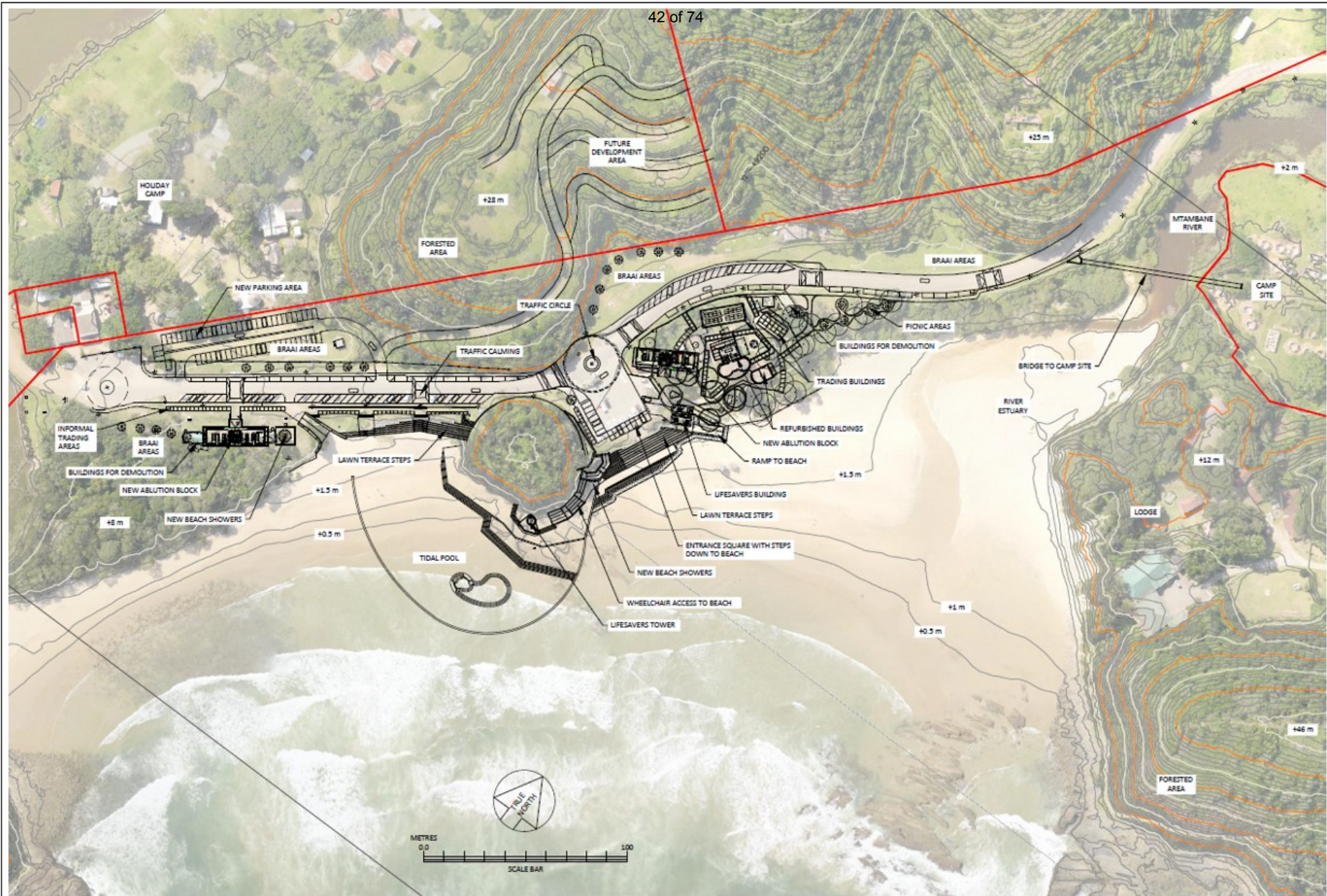
**TIME: 12h00**

**15**

<b>Requirement</b>	<b>Yes</b>	<b>No</b>
The compulsory briefing session was attended		

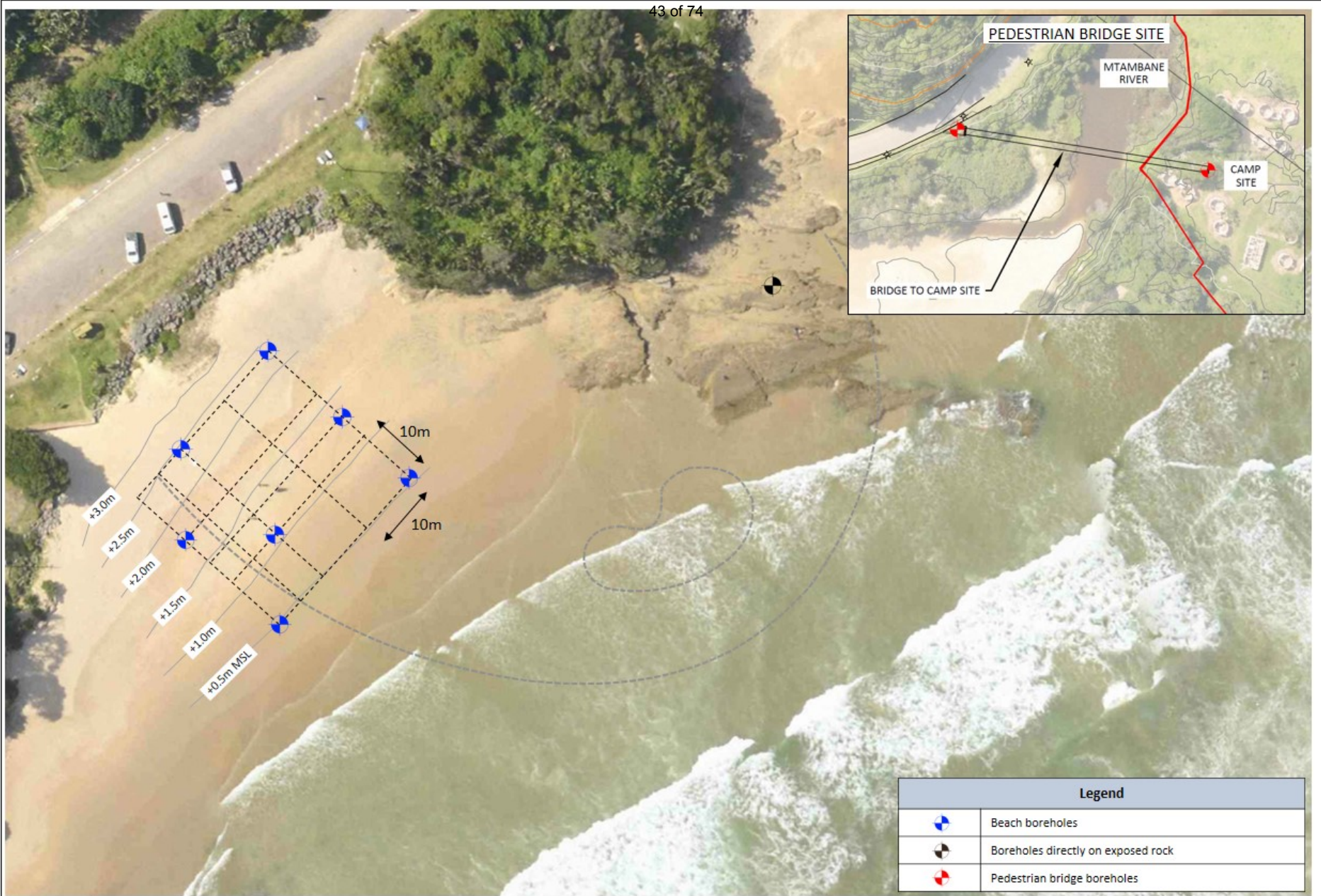


**ANNEXURE A | DIAGRAMS**



	<b>FIGURE No.</b> A-1	<b>TITLE</b> Port St Johns Beach Infrastructure Design General Arrangement
--	--------------------------	--

- NOTES:**
1. All levels in meters to Mean Sea Level (MSL)
  2. Coordinates to be provided on award



	<b>FIGURE No.</b>	<b>TITLE</b>
	A-2	Port St Johns Beach Infrastructure Design Landside Boreholes

**NOTES:**

- All levels in meters to Mean Sea Level (MSL)
- Coordinates to be provided on award

**ANNEXURE B | ACTIVITY SCHEDULE**

## Port St Johns Beach Infrastructure Design

## ACTIVITY SCHEDULE

ITEM	DESCRIPTION	UNIT	QUANTITY	RATE (ZAR)	TOTAL (Excl. VAT)
<b>1</b>	<b>Preliminary &amp; General</b>				
	Allow for all costs and expenses in connection with the following:				
1,1	Obtaining all permits and insurances as may be required	Sum	1		R -
1,2	Compliance with all health, safety and environmental requirements	Sum	1		R -
<b>2</b>	<b>Rotary Core Boreholes</b>				
2.1	Mobilisation and demobilisation of borehole, SPT and associated equipment	Sum	1		R -
2.2	Set-up and move borehole, SPT and associated equipment	No.	10		R -
2.3	Drill <u>beach boreholes</u> as specified in all materials, including SPTs and core recovery in:				
2.3.1	<i>Depths shallower than -20 m MSL</i>	m	115		R -
2.3.2	<i>Depths between -20 m MSL and -40 m MSL</i>	m	0		R -
2.3.3	<i>Depths deeper than -40 m MSL</i>	m	0		R -
2.4	Drill <u>boreholes directly on exposed bedrock</u> as specified, including SPTs and core recovery in:				
2.4.1	<i>Depths shallower than -20 m MSL</i>	m	5		R

2.4.2	<i>Depths between -20 m MSL and -40 m MSL</i>	m	0	-	R
2.4.3	<i>Depths deeper than -40 m MSL</i>	m	0	-	R
2.4	Drill <u>pedestrian bridge boreholes</u> as specified, including SPTs and core recovery in:			-	
2.4.1	<i>Depths shallower than -20 m MSL</i>	m	45	-	R
2.4.2	<i>Depths between -20 m MSL and -40 m MSL</i>	m	10	-	R
2.4.3	<i>Depths deeper than -40 m MSL</i>	m	0	-	R
2.5	Supply of core boxes (6 m)	No.	30	-	R
2.6	Transport core boxes to storage location in Durban (to be provided by Sub-consultant)	No.	30	-	R
2.7	Storage of core boxes for a period of 6 months at a storage location in Durban	Months	6	-	R
2.8	Logging of boreholes as specified	No.	10	-	R
2.9	Collection of samples for laboratory testing as specified	Sum	1	-	R
2.10	Reporting	Sum	1	-	R
<b>3</b>	<b>Permeability Testing</b>				
3.1	Mobilisation and demobilisation of test equipment	Sum	1	-	R
3.2	Set up and move rising head test equipment	No.	7	-	R
3.3	Perform rising head tests in soil horizons	No.	7	-	R
3.4	Set up and move packer test equipment	No.	8	-	R

3.5	Perform single packer tests in rock	No.	8	-	R
				-	
<b>4</b>	<b>Trial pits</b>				
4.1	Perform trial pits as specified:				
4.1.1	<i>Along the length of the existing roadway and within the existing parking areas</i>	No.	5	-	R
4.1.2	<i>At the location of the proposed landside infrastructure</i>	No.	8	-	R
4.2	Perform Dynamic Cone Penetrometer (DCP) Tests as specified:				
4.2.1	<i>Along the length of the existing roadway and within the existing parking areas</i>	No.	5	-	R
4.2.2	<i>At the location of the proposed landside infrastructure</i>	No.	8	-	R
4.3	Logging of trial pits as specified	Sum	1	-	R
4.4	Collection of samples for laboratory testing as specified	Sum	1	-	R
<b>5</b>	<b>Testing</b>				
	Allow for all costs and expenses in connection with the following laboratory tests including sample preparation and transport to the laboratory:				
<b>5,1</b>	<b>Samples from beach boreholes</b>				
5.1.1	<u>Tests on soil samples:</u>				
5.1.1.1	Water content	No.	21	-	R
5.1.1.1	Bulk density and dry density	No.	21	-	R

2					-
5.1.1.	Particle size distribution (gradings)	No.	21		R
3					-
5.1.1.	Consistency limits (Atterberg limits)	No.	14		R
4					-
5.1.1.	Compressibility oedometer	No.	7		R
5					-
5.1.1.	Permeability	No.	14		R
6					-
5.1.1.	Unconsolidated undrained triaxial compression	No.	7		R
7					-
5.1.1.	Consolidated undrained triaxial compression	No.	7		R
8					-
5.1.1.	Consolidated direct shear box	No.	7		R
9					-
5.1.2	<u>Tests on rock samples:</u>				
5.1.2.	Water content	No.	7		R
1					-
5.1.2.	Bulk density and dry density	No.	7		R
2					-
5.1.2.	Uniaxial compression and deformability (UCS)	No.	7		R
3					-
5.1.2.	Point load test	No.	7		R
4					-
5.1.2.	Direct shear test	No.	7		R
5					-
5.1.2.	Triaxial compression test	No.	7		R
6					-
<b>5,2</b>	<b>Samples from boreholes directly onto exposed rock</b>				
5.2.1	<u>Tests on rock samples:</u>				



5.2.1.	Water content	No.	1	R
1				-
5.2.1.	Bulk density and dry density	No.	1	R
2				-
5.2.1.	Uniaxial compression and deformability (UCS)	No.	1	R
3				-
5.2.1.	Point load test	No.	1	R
4				-
5.2.1.	Direct shear test	No.	1	R
5				-
5.2.1.	Triaxial compression test	No.	1	R
6				-
<b>5,3</b>	<b>Samples from pedestrian bridge boreholes</b>			
5.3.1	<u>Tests on soil samples:</u>			
5.3.1.	Water content	No.	6	R
1				-
5.3.1.	Bulk density and dry density	No.	6	R
2				-
5.3.1.	Particle size distribution (gradings)	No.	6	R
3				-
5.3.1.	Consistency limits (Atterberg limits)	No.	4	R
4				-
5.3.1.	Compressibility oedometer	No.	2	R
5				-
5.3.1.	Permeability	No.	4	R
6				-
5.3.1.	Unconsolidated undrained triaxial compression	No.	2	R
7				-
5.3.1.	Consolidated undrained triaxial compression	No.	2	R
8				-
5.3.1.	Consolidated direct shear box	No.	2	R
9				-

	5.3.2	<u>Tests on rock samples:</u>			
1	5.3.2.	Water content	No.	2	R -
2	5.3.2.	Bulk density and dry density	No.	2	R -
3	5.3.2.	Uniaxial compression and deformability (UCS)	No.	2	R -
4	5.3.2.	Point load test	No.	2	R -
5	5.3.2.	Direct shear test	No.	2	R -
6	5.3.2.	Triaxial compression test	No.	2	R -
	<b>5.4</b>	<b>Tests on trial pits</b>			
	5.4.1	California Bearing Ratio (CBR)	No.	39	R -
	5.4.2	Sieve Analysis	No.	39	R -
	5.4.3	Classification according to TMH1	No.	39	R -
	5.4.4	Atterberg Limits	No.	39	R -
	<b>6</b>	<b>Reporting</b>			
	6.1	Factual report	Sum	1	R -
	6.2	Interpretive report	Sum	1	R -

	<b>TOTAL OF PRICES (Excl. VAT)</b>	<b>R</b>
		-

## DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

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

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p><b>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</b></p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website(<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) and can be accessed by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p><b>The Register for Tender Defaulters can be accessed on the National Treasury's website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) by clicking on its link at the bottom of the home page.</b></p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	<p>Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	<p>Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.4.1	If so, furnish particulars:
-------	-----------------------------

**SBD 8**

**CERTIFICATION**

**I, THE UNDERSIGNED (FULL NAME).....  
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION  
FORM IS TRUE AND CORRECT.**

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

.....  
**Signature**

.....  
**Date**

.....  
**Position**

.....  
**Name of Bidder**

Js365bW

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

- 1 This Standard Bidding Document (SBD) must form part of all bids<sup>1</sup> invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).<sup>2</sup> Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
  - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
  - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

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

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

---

(Bid Number and Description)

in response to the invitation for the bid made by:

---

(Name of Institution)

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

I certify, on behalf of: \_\_\_\_\_ that:

(Name of Bidder)

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

**SBD 9**

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium<sup>3</sup> will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - (a) prices;
  - (b) geographical area where product or service will be rendered (market allocation)
  - (c) methods, factors or formulas used to calculate prices;
  - (d) the intention or decision to submit or not to submit, a bid;
  - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
  - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

<sup>3</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.



**SBD 9**

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

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of Bidder

# THE NATIONAL TREASURY

Republic of South Africa



---

## GOVERNMENT PROCUREMENT: GENERAL CONDITIONS OF CONTRACT

July 2010

**GOVERNMENT PROCUREMENT**  
**GENERAL CONDITIONS OF CONTRACT**  
**July 2010**

**NOTES**

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

## TABLE OF CLAUSES

1. Definitions
2. Application
3. General
4. Standards
5. Use of contract documents and information; inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
9. Packing
10. Delivery and documents
11. Insurance
12. Transportation
13. Incidental services
14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Contract amendments
19. Assignment
20. Subcontracts
21. Delays in the supplier's performance
22. Penalties
23. Termination for default
24. Dumping and countervailing duties
25. Force Majeure
26. Termination for insolvency
27. Settlement of disputes
28. Limitation of liability
29. Governing language
30. Applicable law
31. Notices
32. Taxes and duties
33. National Industrial Participation Programme (NIPP)
34. Prohibition of restrictive practices

## General Conditions of Contract

### 1. Definitions

1. The following terms shall be interpreted as indicated:
  - 1.1 “Closing time” means the date and hour specified in the bidding documents for the receipt of bids.
  - 1.2 “Contract” means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
  - 1.3 “Contract price” means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
  - 1.4 “Corrupt practice” means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
  - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
  - 1.6 “Country of origin” means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
  - 1.7 “Day” means calendar day.
  - 1.8 “Delivery” means delivery in compliance of the conditions of the contract or order.
  - 1.9 “Delivery ex stock” means immediate delivery directly from stock actually on hand.
  - 1.10 “Delivery into consignees store or to his site” means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
  - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the

RSA.

- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such

obligations of the supplier covered under the contract.

1.25 “Written” or “in writing” means handwritten in ink or any form of electronic or mechanical writing.

## **2. Application**

2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.

2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.

2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

## **3. General**

3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.

3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from [www.treasury.gov.za](http://www.treasury.gov.za)

## **4. Standards**

4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

## **5. Use of contract documents and information; inspection.**

5.1 The supplier shall not, without the purchaser’s prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

5.2 The supplier shall not, without the purchaser’s prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.

5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier’s performance under the contract if so required by the purchaser.

5.4 The supplier shall permit the purchaser to inspect the supplier’s records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

## **6. Patent rights**

6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

**7. Performance security**

- 7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
  - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

**8. Inspections, tests and analyses**

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or



analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

## **9. Packing**

9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

## **10. Delivery and documents**

10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.

10.2 Documents to be submitted by the supplier are specified in SCC.

## **11. Insurance**

11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

## **12. Transportation**

12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

## **13. Incidental services**

13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:

- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;

- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

#### **14. Spare parts**

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
  - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
  - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

#### **15. Warranty**

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take

such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

- 16. Payment**
- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated in SCC.
- 17. Prices**
- 17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.
- 18. Contract amendments**
- 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.
- 19. Assignment**
- 19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.
- 20. Subcontracts**
- 20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.
- 21. Delays in the supplier's performance**
- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the

supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.

21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

## **22. Penalties**

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

## **23. Termination for default**

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any

person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

- 23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.
- 23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:
- (i) the name and address of the supplier and / or person restricted by the purchaser;
  - (ii) the date of commencement of the restriction
  - (iii) the period of restriction; and
  - (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

- 23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

**24. Anti-dumping and countervailing duties and rights**

- 24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which

may be due to him

**25. Force Majeure**

- 25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

**26. Termination for insolvency**

- 26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

**27. Settlement of Disputes**

- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
- 27.5 Notwithstanding any reference to mediation and/or court proceedings herein,
- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
  - (b) the purchaser shall pay the supplier any monies due the supplier.

**28. Limitation of liability**

- 28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;
- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

- (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.
- 29. Governing language** 29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
- 30. Applicable law** 30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
- 31. Notices** 31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
- 31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.
- 32. Taxes and duties** 32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.
- 33. National Industrial Participation Programme (NIP)** 33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.
- 34 Prohibition of Restrictive practices** 34.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).
- 34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

- 34.3 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.





# DEPARTMENT OF ENVIRONMENTAL AFFAIRS

## BAS ENTITY MAINTENANCE FORM

Head Office Only	
Date Received	_____
Safetynet Capture	_____
Safetynet Verified:	_____
BAS/LOGIS Capt	_____
BAS/LOGIS Auth	_____
Supplier No.	_____

**The Director General**

I/We hereby request and authorise 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 authorised will be processed by computer through a system known as "ACB - Electronic Fund Transfer Service", and I/we understand that no 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 Department will supply a 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 validate as per required bank screens .**

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

**I/We understand that the Department will not held liable for any delayed payments as a result of incorrect information supplied.**

Company / Personal Details									
Registered Name	<input style="width: 100%;" type="text"/>								
Trading Name	<input style="width: 100%;" type="text"/>								
Tax Number	<input style="width: 100%;" type="text"/>								
VAT Number	<input style="width: 100%;" type="text"/>								
Title:	<input style="width: 100%;" type="text"/>								
Initials:	<input style="width: 100%;" type="text"/>								
Full Names	<input style="width: 100%;" type="text"/>								
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Supplier Type:	<input type="checkbox"/> Individual <input type="checkbox"/> Department <input type="checkbox"/> Partnership <input type="checkbox"/> Company <input type="checkbox"/> Trust <input type="checkbox"/> CC <input type="checkbox"/> Other ( Specify )								
Department Number	<input style="width: 100%;" type="text"/>								

**Supplier Account Details (To be Verified by the bank, please attach bank letter or 3 months bank statement)**

(Please note that this account MUST be in the name of the supplier. No 3rd party payments allowed).

Account Name

Account Number

Branch Name

Branch Number

**Bank screen info**

**ABSA-CIF screen**  
**FNB-Hogans system on the CIS4/CUPR**  
**STD Bank-Look-up-screen**  
**Nedbank- Banking Platform under the Client Details Tab**

Account Type

Cheque 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**

Bank Stamp

**Supplier Contact Details**

Business

Area Code Telephone Number Extension

Home

Area Code Telephone Number Extension

Fax

Area Code Fax Number

Cell

Cell Code Cell Number

Email Address

Contact Person:

Supplier Signature

Print Name

Date (dd/mm/yyyy)

**NB: All relevant fields must be completed**