



REQUEST FOR QUOTATION

APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY AND DELIVERY OF CONSUMABLES FOR ELECTRICAL ENGINEERING STUDENTS AT WESTERN TVET COLLEGE, KRUGERSDORP WEST CAMPUS.

QUOTATION NO: WTC (KW/CON) 13/2025

Prospective suppliers who are interested in participating in afore-mentioned quotation are invited to submit their quotes in full compliance to the requirement of this quotation document. The completed document with all attachments must, be signed, and submitted in a clearly labelled sealed envelope and deposited in the tender box at the following address.

**RECEPTION DESK
WESTERN TVET COLLEGE
42 JOHNSTONE STREET
HECTORTON
RANDFONTEIN
(33°55'36.27" S 18°51'22.28" E)**

Ref:(SCM)

Enquiries: email: kjobeta@westcol.co.za

Quotation Number	WTC (KW/CON) 13/2025
Date issued	13 February 2025
Quotation date	20 February 2025
Closing time	11h00
Quotation can be downloaded at	www.westcol.co.za

Company Name		
Address		
Contact person		
Contact numbers	(w)	(cell)
Email address		

1. Bidding Conditions

- a. All suppliers of goods and services are encouraged to register in the National Treasury's web-based Central Suppliers Database from July 1, 2016, at www.csd.gov.za.
- b. According to National Treasury Instruction No.4 A of the 2016/2017 National Treasury Supplier Database, states must guarantee that suppliers awarded business with the State are registered on the CSD before issuing an award letter/purchase order/signed contract.
- c. Each Supplier submitting a Quotation agrees to do so on the terms and conditions set out in this RFQ.
- d. A person fully authorized to commit to the terms must sign the Quotation and conditions set out in this quotation. Westcol is entitled to assume that there is full authority in the signatory of the person.
- e. If an error has been made on the pricing schedule, it shall be crossed out in ink and accompanied by initials at each and every change.
- f. Completed and Signed Schedule of Pricing as issued in the document failure to do so will lead to disqualification.
- g. No electronic initials and signature will be accepted in the bidding document
- h. Tippex is not allowed on quotation documents.
- i. Each page to be initialed as indicated in the document failure to do will lead to disqualification.
- j. E-mailed quotations will not be accepted.
- k. Quotations must be completed in black ink and handwritten. Quotation must not be retyped
- l. The validity period for this quotation is sixty (60) days.
- m. Westcol reserves the right, exercisable at its sole discretion, to review, evaluate and dispose of any quotation as it sees fit. Nothing stated in this request (whether express or implied) binds or obligates Westcol, or any other member of Westcol to accept the lowest of any price contained in RFQ document or to accept any quotation. Suppliers or their representatives can expect to discuss the details of their quotation during the evaluation process. Westcol reserves the right to negotiate specific terms with the preferred suppliers prior to the award of a final contract (if any).
- n. Quotation documents may be downloaded from www.westcol.gov.za

2. Pricing and invoices

- a. All quotation prices must be inclusive of 15% VAT for all registered VAT vendors.
- b. Thirty (30) days after receipt of the invoice should be allowed for payments to be made by the Finance Department.

3. Mandatory documents. If not provided the bidder will immediately be disqualified.

- a. Tax Compliance Status
- b. BBB-EE Certificate or Sworn affidavit (**Not copy of a certified copy**)
- c. Central Supplier database report not older than three (3) months
- d. Certified ID copy of director/s not older than three (3) months (**Not copy of a certified copy**)
- e. **The bidding entity** must submit a municipal account or valid signed lease agreement which is in the name of the business or the director/s
 - If the company has more than one director a municipal account or valid lease agreement must be attached for each director
- f. **If the bidding entity operates from parents' place / director's place or any other place and is not responsible for Municipal account / Services. The bidder must submit the Sworn Affidavit of the property owner with the original stamp from the Commissioner of Oaths. Not copy of a certified copy**

NB: Proof of residence for municipal / ward council will not be accepted

Fully completed and signed standard bidding documents (Compulsory)

- SDB 1: Invitation to bid
- SDB 4: Bidder's Disclosure
- SBD 6.1: Preference Points claim form in terms of the Preferential Procurement Regulations 2022

Contact Person	
Name & Surname	Mulanga Ramathuba
Telephone number	011 692 4004 / 2035
E-mail address	mramathuba@westcol.co.za

1. TERMS OF REFERENCE (TOR) / SPECIFICATIONS

For the supply and delivery of consumables for electrical engineering students at Western TVET college, Krugersdorp West campus.

No	Component	Description	Value	Quantity
1.	NPN Transistor	BC107 (Level 40	BC107	100x5
2.	Resistor	Fixed carbon	20	100
3.	Resistor	Fixed carbon	3.6	100
4.	Resistor	Fixed carbon	1.2	100
5.	Resistor	Fixed carbon	220	100
6.	Capacitor	Electrolytic	47 nf	100
7.	Capacitor	Electrolytic	100 nf	100
8.	CD 4017 decade	Decade Counter	47	100
9.	Counter one	Chip	10	100
10.	Resistor	Fixed Carbon	47k	100x5
11.	Resistor	Fixed Carbon	470k	100x5
12.	LED (Red)	LED (5mm)	5mm	100x5
13.	LED (Green)	LED	5mm	100x5
14.	Vero board	Strip grip	100x500	100x2
15.	Bread board			100
16.	Resistor	Fixed carbon	10	100x2
17.	Resistor	Fixed carbon	470	100x2
18.	Soldering iron	Soldering wire	0.8mm	10
19.	Soldering wire	Soldering wire	0.8mm	50
20.	Capacitor	Electrolytic	10 nf	100x2
21.	LED (RED)	LED		100x2
22.	Resistor	Fixed carbon	15	100
23.	Diodes	1N 4001-1N 4007	1n 4001-1n4007	100
24.	Diodes	Zener	390	100
25.	Resistor	Fixed carbon	50nf	100
26.	Capacitor	Electrolytic	10nf	100
27.	Capacitor	Electrolytic	100pf,10nf,1nf	100
28.	Resistor	Fixed carbon	470	100X3
29.	Capacitor	Electrolyte	1nf	100X3
30.	Capacitor	Electrolytic LED	2200nf	100X3
31.	LED(RED)	10N4001-1N 4007	7805	100X3
32.	Diodes	IC 1 7805 IC 1 7905	7905	200X5
33.	Voltage Regulator		12v	100X3
34.	Voltage Regulator	Idea transformer Glass fuse	5A 5A	100 100X2

35.	Vero board			
36.	Transformer	Holder	Red 16A	100 100x3
37.	Fuse	Toggle	Red 16A	100x3
38.	Fuse holder	4 mm Red	Blue	100x3
39.	Switch	4 mm Blue	Rocket switch	100x3
40.	Banana Socket	10pcs socket terminal red	4mm	100x3
41.	Banana Socket	10pcs socket banana plastic black	4mm	100x3
42.	Day light switch	Day and night switch	25 A	50
43.	Lamps/bulb	Bulb	220V ,12V	50
44.	Lightworx led candle	5 w E27 cool white	5W E27 and 5W	50
45.	Lamps holder	Holder	12V	50
46.	Lamps holder	Holder	220V	50
47.	Ttransformer	Idea Trans	12V	50
48.	Wire	Solid wire (white) Solid wire (Red) Solid wire (Black) Solid wire (Green)	100m x1mm 100m x1mm 100m x1mm 100m x1mm	100M X5 100
49.	Heat selector	Stove switch (HA 5)		20
50.	Brass light bulb	Brass light bulb		20
51.	Bolts	6X40mm (bolts)		100X2
52.	Nuts	6mm2		100X2
53.	Washers	6mm2		100X4
54.	Drywall screws	3x12mm		100X2
55.	Wire	Insulated wire (Red) Insulated wire (Black) Insulated wire (Green)	100m X 1,5mm ² 100m X 1,5mm ² 100m X 1,5mm ²	
56.	Heat element	Standard rod elements	Water heater	5X1
57.	Drywall screws	Screws 3,5X16mm	3,5X16mm	3600
58.	Drywall screws	Screws 3,5X19mm	3,5X19mm	600x6
59.	PVC male adaptor	20mm PVC male	20mm	450
60.	PVC inspection 90° Band	20mm inspection	20mm	50
61.	Industrial type surface	2 X 2 light switch Ext box	2 X 2	20
62.	Surface mount 16A	Plug and socket spin	16 A	5
63.	Closed back	4 X 4 extension box	Closed box 4X4	10
64.	PVC male adaptor	PVC 25mm	25mm	200
65.	PVC conduit	20mm conduit	20mm	4m x 300
66.	PVC saddle	20 X 6 mm	20X6mm	100 x 2
67.	PVC saddle	25 mm	25mm	100

68.	Wire	Stranded wire	2,5 mm (Red) 2,5 mm (Black) 2,5mm (Green)	50m x10 50m x10 50m x5
69.	Wire	Stranded wire	4 mm (Red) 4 mm (Black) 4 mm (Green)	50m x1 50m x1 50m x1
70.	Wire	Stranded wire	1,5 mm (Red) 1,5 mm (Black) 1,5mm (Green)	100m x5 100m x5 100m x5
	Wire	Stranded wire	2,5 mm	100m
71.	Circuit breaker	(CBI CB) stove	32A	20
72.	Circuit breaker	Single pole circuit (geyser)	60A	20
73.	Circuit breaker	Single pole circuit (socket)	20A	20
74.	Circuit breaker	Single pole circuit (lights)	10A	20
75.	Circuit breaker	Single pole circuit (lights)	10A	20

TOOLS

	COMPONENTS	QUANTITY
76.	Screwdriver set 12 piece	10
77.	Multimeter	5
78.	Multimeter prop	5
79.	Glass size 10 safety glove	400
80.	Disposable respirator mask	400
81.	Medical 3ply mask	400
82.	Side cutters	20
83.	Combination spanner	30
84.	Utility knife	10
85.	Long nose	10
86.	Electrical signage	5
87.	Roof paint (Grey) 20L	4
88.	Roof paint 20L	2
89.	Paint brush 5 set piece	5
90.	Roller Eco pile/set 225mm	10
91.	QD enamel thinners	20L
92.	Roof paint (Black) 5l	5L
93.	Roof paint (Red) 20L	20L
94.	Black Mustin tape	100
95.	Door locks set	8
96.	Masking tape (black), red, green	60

2. Points for specific goals

All quotations received will be evaluated on an 80/20-point scoring basis. The 80 points will be for Price, 20 points for specific goals to promote transformation and economic development in accordance with the table below:

Preferential Procurement Policy Framework Act

- 80 Points for Price
- 20 Points for specific goals

The specific goals allocated points in terms of this quotation	Number of points allocated (80/20 system)
Price	80
Local Based: West Rand District	05
Youth owned enterprise	05
Race: Black Owned	05
People with Disability (attach proof)	05

3. PRICING SCHEDULE

No	Component	Description	Value	Quantity	Unit price	Total price
1.	NPN Transistor	BC107 (Level 40	BC107	100x5		
2.	Resistor	Fixed carbon	20	100		
3.	Resistor	Fixed carbon	3.6	100		
4.	Resistor	Fixed carbon	1.2	100		
5.	Resistor	Fixed carbon	220	100		
6.	Capacitor	Electrolytic	47 nf	100		
7.	Capacitor	Electrolytic	100 nf	100		
8.	CD 4017 decade	Decade Counter	47	100		
9.	Counter one	Chip	10	100		
10.	Resistor	Fixed Carbon	47k	100x5		
11.	Resistor	Fixed Carbon	470k	100x5		
12.	LED (Red)	LED (5mm)	5mm	100x5		
13.	LED (Green)	LED	5mm	100x5		
14.	Vero board	Strip grip	100x500	100x2		
15.	Bread board			100		
16.	Resistor	Fixed carbon	10	100x2		
17.	Resistor	Fixed carbon	470	100x2		
18.	Soldering iron	Soldering wire	0.8mm	10		
19.	Soldering wire	Soldering wire	0.8mm	50		
20.	Capacitor	Electrolytic	10 nf	100x2		
21.	LED (RED)	LED		100x2		
22.	Resistor	Fixed carbon	15	100		
23.	Diodes	1N 4001-1N 4007	1n 4001-1n4007	100		
24.	Diodes	Zener	390	100		
25.	Resistor	Fixed carbon	50nf	100		
26.	Capacitor	Electrolytic	10nf	100		
27.	Capacitor	Electrolytic	100pf,10nf,1nf	100		
28.	Resistor	Fixed carbon	470	100X3		

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30.	Capacitor	Electrolytic LED	2200nf	100X3		
31.	LED(RED)	10N4001-1N 4007	7805	100X3		
32.	Diodes	IC 1 7805 IC 1 7905	7905	200X5		
33.	Voltage Regulator		12v	100X3		
34.	Voltage Regulator	Idea transformer Glass fuse	5A 5A	100 100X2		
35.	Vero board					
36.	Transformer	Holder	Red 16A	100 100x3		
37.	Fuse	Toggle	Red 16A	100x3		
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40.	Banana Socket	10pcs socket terminal red	4mm	100x3		
41.	Banana Socket	10pcs socket banana plastic black	4mm	100x3		
42.	Day light switch	Day and night switch	25 A	50		
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48.	Wire	Solid wire (white) Solid wire (Red) Solid wire (Black) Solid wire (Green)	100m x1mm 100m x1mm 100m x1mm 100m x1mm	100M X5 100		
49.	Heat selector	Stove switch (HA 5)		20		
50.	Brass light bulb	Brass light bulb		20		
51.	Bolts	6X40mm (bolts)		100X2		
52.	Nuts	6mm2		100X2		
53.	Washers	6mm2		100X4		
54.	Drywall screws	3x12mm		100X2		
55.	Wire	Insulated wire (Red) Insulated wire (Black) Insulated wire (Green)	100m X 1,5mm ² 100m X 1,5mm ² 100m X 1,5mm ²			
56.	Heat element	Standard rod elements	Water heater	5X1		
57.	Drywall screws	Screws 3,5X16mm	3,5X16mm	3600		
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61.	Industrial type surface	2 X 2 light switch Ext box	2 X 2	20		
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64.	PVC male adaptor	PVC 25mm	25mm	200		
65.	PVC conduit	20mm conduit	20mm	4m x 300		
66.	PVC saddle	20 X 6 mm	20X6mm	100 x 2		
67.	PVC saddle	25 mm	25mm	100		
68.	Wire	Stranded wire	2,5 mm (Red) 2,5 mm (Black) 2,5mm (Green)	50m x10 50m x10 50m x5		
69.	Wire	Stranded wire	4 mm (Red) 4 mm (Black) 4 mm (Green)	50m x1 50m x1 50m x1		
70.	Wire Wire	Stranded wire Stranded wire	1,5 mm (Red) 1,5 mm (Black) 1,5mm (Green) 2,5 mm	100m x5 100m x5 100m x5 100m		
71.	Circuit breaker	(CBI CB) stove	32A	20		
72.	Circuit breaker	Single pole circuit (geyser)	60A	20		
73.	Circuit breaker	Single pole circuit (socket)	20A	20		
74.	Circuit breaker	Single pole circuit (lights)	10A	20		
75.	Circuit breaker	Single pole circuit (lights)	10A	20		

4. TOOLS

	COMPONENTS	QUANTITY	Unit price	Total Price
76.	Screwdriver set 12 piece	10		
77.	Multimeter	5		
78.	Multimeter prop	5		
79.	Glass size 10 safety glove	400		
80.	Disposable respirator mask	400		
81.	Medical 3ply mask	400		
82.	Side cutters	20		
83.	Combination spanner	30		
84.	Utility knife	10		
85.	Long nose	10		
86.	Electrical signage	5		
87.	Roof paint (Grey) 20L	4		
88.	Roof paint 20L	2		
89.	Paint brush 5 set piece	5		
90.	Roller Eco pile/set 225mm	10		
91.	QD enamel thinners	20L		
92.	Roof paint (Black) 5l	5L		
93.	Roof paint (Red) 20L	20L		
94.	Black Mustin tape	100		
95.	Door locks set	8		
96.	Masking tape (black), red, green	60		

Subtotal	
15% VAT	
Grand Total	

Signature of person duly authorized to sign a quotation: _____

Date: _____

PART A

INVITATION TO BID

SBD 1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF WESTOL TVET COLLEGE					
BID NUMBER:	WTC (KW/CON) 13/2025	CLOSING DATE:	20 FEBRUARY 2025	CLOSING TIME:	11:00
DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY AND DELIVERY OF CONSUMABLES FOR ELECTRICAL ENGINEERING STUDENTS AT WESTERN TVET COLLEGE, KRUGERSDORP WEST CAMPUS.				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

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

WESTERN TVET COLLEGE					
42 JOHNSTONE STREET, 1760					
HECTORTON, HOMELAKE					
RANDFONTEIN					
1760					
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	Yes <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT		<input type="checkbox"/> Yes <input type="checkbox"/> No	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					

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]
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	
SIGNATURE OF BIDDER	DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED			
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL CLARIFICATION QUERIES MAY BE DIRECTED TO:	
DEPARTMENT/ DIVISION	Supply Chain Management Unit	CONTACT PERSON	Mulanga Ramathuba
CONTACT PERSON	Kefilwe Jobeta	TELEPHONE NUMBER	011 692 4004 / 2035
TELEPHONE NUMBER	011 692 4004 /1080	FACSIMILE NUMBER	011 692 3404
FACSIMILE NUMBER	011 692 3404	E-MAIL ADDRESS	mramathuba@westcol.co.za
E-MAIL ADDRESS	kjobeta@westcol.co.za		

**PART B
TERMS AND CONDITIONS FOR BIDDING**

1. BID SUBMISSION:
<p>1.1 BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.</p> <p>1.2 ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</p> <p>1.3 THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT(GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.</p>
2. TAX COMPLIANCE REQUIREMENTS
<p>2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.</p> <p>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.</p> <p>2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.</p> <p>2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.</p> <p>2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.</p> <p>2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.</p> <p>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."</p>
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS
<p>3.1 IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>3.2 DOES THE ENTITY HAVE A BRANCH IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>3.4 DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>3.5 DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>3.6 IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>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.</p>

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:

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

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

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

Full Name	Identity Number	Name of institution

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

2.2.1 If so, furnish particulars:

.....

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

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

2.3.1 If so, furnish particulars:

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

3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

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

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

.....
Signature

.....
Date

.....
Position

.....
Bidding entity

WESTERN TVET COLLEGE

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

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

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

1. GENERAL CONDITIONS

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

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

1.2 The applicable preference point system for this tender is the 80/20 preference point system.

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

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

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

	Points
Price	80
Specific Goals	20
Total Points for Price and Specific Goals	100

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

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

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation.
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts.
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes.

“tender for income-generating contracts” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the

organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).
- (f) **“comparative price”** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration.
- (g) **“consortium or joint venture”** means an association of person for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.
- (h) **“contact”** means the agreement that results from the acceptance of a bid by an organ of state.
- (i) **“EME”** means an Exempted Micro Enterprise as defined by Codes of Good Practice issued in terms of section 9 (1) of the Broad Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (j) **“Firm price”** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, the execution of the contract;
- (k) **“functionality”** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, considering, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder.
- (l) **“non-firm prices”** means all prices other than “firm” prices; (m) **“person”** includes a juristic person.
- (n) **“QSE”** means a Qualifying Small Enterprise as defined by Codes of Good Practice issued in terms of section 9 (1) of the Broad- Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003)
- (o) **“rand value”** means the total estimated value of a contract in South African currency, calculated at the time of the bid invitations, and includes all applicable taxes and excise duties.
- (p) **“sub-contract”** means the primary contractor’s assigning, leasing, making out work to, or employing, another person to] support such primary contractor in the execution of part of a project in terms of the contract
- (q) **“total revenue”** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9 (1) of the Broad-Based Economic Empowerment Act and promulgated in the Government Gazzetted on 9 February 2007.
- (r) **“trust”** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person.

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES POINTS AWARDED FOR PRICE

THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

80/20 or **90/10**

$$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right) \text{ or } P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where

P_s = Points scored for price of tender under consideration P_t

= Price of tender under consideration

P_{min} = Price of lowest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

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

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

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

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

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

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed. (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Price	X	80	X	
Local Based: West Rand District	X	05	X	
Youth owned enterprise	X	05	X	
Race: Black Owned	X	05	X	
People with Disability (attach proof)	X	05	X	

4. DECLARATION WITH REGARD TO COMPANY/FIRM

4.1 Name of company/firm.....

4.2 VAT registration number.....

4.3 Company registration number.....

4.4 TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company

(Pty) Limited
[TICK APPLICABLE BOX]

DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

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

4.6 COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional service provider
- Other service providers,
e.g. transporter, etc.
[TICK APPLICABLE BOX]

4.7 MUNICIPAL INFORMATION

Municipality where business is situated.....

Registered Account Number:

Stand Number.....

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

4.9 I/we, the undersigned, who is / are duly authorized to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 7 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information provided 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 paragraph 7, 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 contribution 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 –

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) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, 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.

5. Previous experience

Provide the following information on relevant previous experience (indicate specifically projects of similar or larger size and/or which is similar with regard to type of work).

Description	Value (R, Vat excluded)	Year(s) executed	Reference		
			Name	Organization	Tel no

6. Staffing Profile

Provide information on key staff you intend utilizing on this contract, should it be awarded to you.

Name	Position in your organization	Qualifications	Experience

7. Infrastructure and resources available to execute this contract

7.1 Physical facilities

Description	Address	Area (m ²)

7.2 Plant and equipment

Description: Plant and equipment owned (or to be rented)	Number of units

7.3 List of shareholders by Name, Position, Identity number, Citizenship, HDI status and ownership as relevant.

Name	Date/Position Occupied in Enterprise	ID Number (please attach certified copies of ID's)	Date RSA Citizenship obtained.	HDI	Women	Disabled	Youth (person not older than 35 years of age)	% of business/ enterprise owned

7.4 List of shareholders by Name, percentage (%) of business/enterprise owned, residential address.

Full Name	Identity (ID) number (Please find attached certified copies of ID's)	% of business / enterprise owned	Residential Address

AUTHORITY FOR SIGNATORY

Please note that sole proprietors or “one person business” are not required to submit an official and duly signed authority of signatory.

Signatories for close corporations and companies shall confirm their authority by sign on behalf of the company/firm **by attaching to this page** a duly signed and dated copy of the relevant resolution of their members or their board of directors, as the case may be.

An example for a company is shown below:

Printed on company letterhead:

“By resolution of the board of directors passed on _____ 20 _____

Mr _____

has been duly authorized to sign all documents in connection with the bid for

Tender _____ No _____ and any Contract, which may arise there from on behalf of

SIGNED ON BEHALF OF THE COMPANY _____

IN HIS CAPACITY AS _____ CAPACITY AS _____

DATE: _____

SIGNATURE OF SIGNATORY: _____

AS WITNESSES: 1 _____

2 _____

9. I/we, the undersigned, who is / are duly authorized to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 7 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 paragraph 7, 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 contribution 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) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, 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

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