

YOU ARE HEREBY INVITED TO BID (PROVIDE A PROPOSAL) IN RESPECT OF PROFESSIONAL SERVICES REQUIRED BY THE SOUTH AFRICAN COUNCIL FOR THE PROJECT AND CONSTRUCTION MANAGEMENT PROFESSIONS (SACPCMP).			
BID DESCRIPTION	READVERT - APPOINTMENT OF A SERVICE PROVIDER TO DELIVER TRAINING PROGRAMMES IN LINE WITH SACPCMP (2025 –2030 TRAINING PLAN)		
BID NUMBER	HR/10/2026		
NAME OF INSTITUTION	The South African Council for the Project and Construction Management Professions (SACPCMP)		
THE PLACE WHERE GOODS ARE TO BE DELIVERED/ WORKS OR SERVICES ARE REQUIRED	SACPCMP Offices 446 Rigel Avenue South Rigel Office Park Erasmusrand Pretoria		
COMPULSORY REQUIREMENTS	Please note that failure to submit compulsory documents may lead to disqualification. • Only email submission will be accepted		
RFQ DISTRIBUTION DATE	13 OCTOBER 2026	12h00	
QUERIES CLOSING DATE	30 OCTOBER 2026	16h00	
RFQ CLOSING DATE	04 NOVEMBER 2026	16h00	
CONTACT DETAILS	Electronic bids should be submitted to	Nyiko Mthombeni tenders@sacpcmp.org.za	
	Fax	No facsimile bids will be considered	
	Email	tenders@sacpcmp.org.za	
	Queries(only)	Alfred Theys alfred.theys@sacpcmp.org.za cc: tenders@sacpcmp.org.za	
	Contact person Admin Enquiries:	Nyiko Mthombeni tenders@sacpcmp.org.za	
CATEGORY	Request for Proposal – Open		
SECTOR	Construction		
REGION	Gauteng Province		

1. BACKGROUND

The South African Council for the Project and Construction Management Professions (SACPCMP) is a juristic person established by section 2 of the Project and Construction Management Professions Act (Act No.48 of 2000) which provides for statutory professional certification, registration, and regulation of Project and Construction Management Professions to protect the public interest.

In line with the construction industry development initiatives, the Council continues to advance and promote the science and management practice of project and construction management thereby contributing towards the promotion of the construction and built environment industries.

It further regulates the Project and Construction Management Professions to protect the public by identifying the type and scope of work, registering professionals, and maintaining a national register of professionals who adhere to a Code of Conduct.

It also accredits Project and Construction Management programmes at tertiary educational institutions to ensure that graduates are employable within the industry upon completion of their studies and recognises Voluntary Associations that assist in the promotion of the professions under the SACPCMP (South African Council for the Project and Construction Management Professions) umbrella.

OPERATIONS

The SACPCMP operates in the Built Environment alongside five other Councils:

- The South African Council for the Architectural Profession (SACAP),
- The Engineering Council of South Africa (ECSA),
- The South African Council for the Landscape Architectural Profession (SACLAP)
- The Council for the Quantity Surveying Profession (SACQSP)
- and the South African Council for the Property Valuers Profession (SACPVP).

The National Minister of Public Works is the Executive Authority of the Council and communicates with the Council through the CBE, which is the overarching body that coordinates the activities of all the six Built Environment Councils.

2. SCOPE OF SERVICES

The appointed service provider will be required to:

2.1. Training Delivery

- Deliver training interventions aligned to SACPCMP's approved 2025–2030 Training Plan.
- Customise content to reflect SACPCMP's mandate and operational environment.

- Provide both in-person and/or virtual training solutions, where required.

2.2. Content Development

Develop training materials aligned to:

- Relevant SETA standards
- National Qualifications Framework (NQF)
- Industry best practices
- Ensure content is practical, interactive, and suitable for adult learning.

2.3. Key Training Areas

Training may include, but is not limited to:

- Leadership & Management Development
- Project and Construction Management Skills
- Governance, Ethics & Compliance
- Communication & Professional Skills
- Digital Literacy and Systems Training
- Occupational Health & Safety
- Employee Wellness & Soft Skills

2.4. Training Administration

- Manage attendance registers and learner records.
- Coordinate training logistics.
- Provide learner support where required.

2.5. Assessment & Certification

- Develop and administer assessments.
- Issue certificates (where applicable and accredited)

2.6. Reporting Provide:

- Post-training reports
- Quarterly performance reports
- Annual training impact reports

3. DELIVERABLES

The service provider will be expected to deliver:

- 3.1. A detailed training schedule and session plans for each intervention.
- 3.2. Comprehensive learning materials (digital and/or printed).

- 3.3. Assessment tools and methods for measuring learning outcomes.
- 3.4. Accredited certificates of completion (where applicable).
- 3.5. Quarterly and annual reports documenting training delivery, participant attendance, assessment results, and recommendations for improvement.
- 3.6. Post-training feedback and evaluation reports capturing learner satisfaction and knowledge transfer effectiveness.

FIVE-YEAR TRAINING AND DEVELOPMENT FRAMEWORK							
THEMATIC AREA	OBJECTIVE	TRAINING TOPIC	TIMEFRAME				
			Year 1	Year 2	Year 3	Year 4	Year 5
Digital and Computer Literacy	Establish a digitally fluent workforce able to operate efficiently in a hybrid environment.	Cybersecurity awareness					
		Basic to advanced Computer Literacy	X (6)				
		Basic to advanced Microsoft Excel		X (11)			
		Online collaboration and remote workflow systems (Microsoft Teams, Outlook, SharePoint)			X (1)		
		Using document formatting and automation tools				X (9)	X (9)
Communication and Corporate Branding	Enhance internal communication, public image, and professional representation.	Communication and branding strategy development			X (1)		
		Corporate branding and stakeholder messaging				X (1)	
		Customer service communication			X (3)		
		Social media engagement and marketing					X (1)
		Business writing and report generation		X (8)			
		Telephone skills and etiquette	X (1)				
		Verbal, nonverbal, and visual presentation skills	X (5)				
Occupational Health and Safety	Ensure ongoing compliance and safety-conscious behavior in line with built	Construction health and safety legislation	X (3)				
		Office and field safety practices		X (5)			

FIVE-YEAR TRAINING AND DEVELOPMENT FRAMEWORK							
THEMATIC AREA	OBJECTIVE	TRAINING TOPIC	TIMEFRAME				
			Year 1	Year 2	Year 3	Year 4	Year 5
	environment expectations.	Emergency procedures and first aid				X (5)	
		Risk assessment and mitigation					X (5)
Management and Leadership Development	Build a pipeline of ethical, strategic, and operational leaders.	Ethical Leadership and decision making		X (2)			
		Financial management for non-financial managers	X (1)				
		Programme/project management				X (7)	
		Strategic management				X (3)	
		Leadership coaching and mentoring			X (3)		
		Strategic HR, performance management, and Business intelligence					X (3)
Training Facilitation and Coaching	Establish internal capacity for sustainable knowledge sharing and staff development.	Assessor and Moderator accreditation	X (4)				
		Peer mentoring and coaching programmes		X (6)			
		Train-the-trainer methodology				X (1)	
		Facilitation skills for internal trainers					X (5)
Job-Specific and Technical Skills	Sharpen core competencies aligned	Customer relations management (CRM) systems	X (4)				

FIVE-YEAR TRAINING AND DEVELOPMENT FRAMEWORK							
THEMATIC AREA	OBJECTIVE	TRAINING TOPIC	TIMEFRAME				
			Year 1	Year 2	Year 3	Year 4	Year 5
	with SACPCMP's operational mandate.	Procurement and contract management			X (3)		
		CaseWare and financial software			X (1)		
		Built environment sector orientation		X (3)			
Soft Skills and Employee Well-being	Foster a resilient, emotionally intelligent, and engaged workforce.	Time management and personal effectiveness		X (4)			
		Mental health and wellness	X (1)				
		Conflict management and team cohesion			X (1)		
		Ethics, values, and diversity awareness				X (1)	
		Emotional intelligence and resilience					X (1)
TOTAL NUMBER OF TRAINING TOPICS COVERED PER YEAR			25	39	13	27	24

Overview of the scope of services:

PROJECT ACTIVITIES	RESPONSIBILITY
Confirmation of the commencement of the training plan	HR Manager/Service provider
Sharing of the training material Plan	Service provider/ HR Manager
Assessment report after each session	Service provider
Compilation of quarterly reports	Service provider
Compilation of a comprehensive annual training report	Service provider

4. BID EVALUATION PROCESS

The evaluation of quotations will be conducted in **three stages**:

Stage 1 – Administrative Compliance

Stage 2 – Functionality (Technical Evaluation)

Stage 3 – Price and Specific Goals (80/20 Preference Point System)

Only bidders who successfully pass each stage will proceed to the next stage.

4.1. STAGE 1: ADMINISTRATIVE COMPLIANCE

During this stage, bids will be evaluated for compliance with the submission requirements.

NB: Bids will be disqualified if the following documents are not submitted.

#	Requirement	Status	Checklist (✓/✗)
1	Compliant and Valid SARS Pin	Mandatory	
2	CSD Registration Report	Mandatory	
3	Completed Pricing Schedule	Mandatory	
4	Completed and signed SDB 4 (Declaration of Interest)	Mandatory	
5	Completed and signed SDB 6.1. (Preferential Points Form)	Preferential Points	

Bidders who fail to submit the above documentation will be disqualified from further evaluation.

4.2. **STAGE 2: FUNCTIONAL REQUIREMENTS**

Bidders who achieve **70 points or more for functionality** will proceed to the final evaluation stage.

No	Criteria	Points
1	Experience, knowledge, and technical expertise, including track records of undertaking work of this similar nature. 5 years+ = (25 Points) 4 years = (20 Points) 3 years = (15 Points) 2 Years = (10 Points) 1 Year = (5 Points)	25
2	Experience of Training Instructor/ Facilitator. 5 years+ = (25 Points) 4 years = (20 Points) 3 years = (15 Points) 2 Years = (10 Points) 1 Year = (5 Points) Submission Requirements Bidders must submit the following for all proposed key personnel: • Detailed Curriculum Vitae (CV) • Copies of qualifications • Description of the individual's role in the project	25
3	Facilitator/ Instructor accreditation from the relevant SETA • Copy of SETA accreditation Certificate/ Equivalent. (10 points)	10
4	Methodology & Training Approach Bidders are required to submit a detailed methodology outlining the approach, processes, tools, and techniques that will be utilized to design, develop, and deliver training programmes in alignment with SACPCMP's 2025–2030 Training Plan.	20

	The methodology must demonstrate a clear understanding of the scope of work and provide a structured, practical, and results-oriented implementation plan covering all phases of the training lifecycle. <table><tr><th>Sub-Criteria</th><th>Points</th></tr><tr><td>Understanding of Requirements</td><td>10</td></tr><tr><td>Implementation plan including timelines, scheduling, resource allocation, and coordination with SACPCMP</td><td>10</td></tr><tr><td></td><td></td></tr></table>	Sub-Criteria	Points	Understanding of Requirements	10	Implementation plan including timelines, scheduling, resource allocation, and coordination with SACPCMP	10			
Sub-Criteria	Points									
Understanding of Requirements	10									
Implementation plan including timelines, scheduling, resource allocation, and coordination with SACPCMP	10									
5	Reference Letters of appointment pertaining to similar projects undertaken with relevant contact details. 4 + References (30 Points) 3 References (20 Points) 2 References (10 Points) 1 Reference (5 Points) <u>NB: For the reference letter to be considered, it must include all the following:</u> • Name of the client organisation • Project title and scope of work • Project value • Duration of the project • Contact person and contact details for reference purposes. SACPCMP reserves the right to verify any references provided.	20								
Total Points		100								

4.3. STAGE 3: PRICE AND SPECIFIC GOALS

The **80/20 preference point system** will apply in accordance with the **Preferential Procurement Regulations, 2022**

Description	Number of points for preference
Price	80
Specific goals	Number of points for preference
More than 30% black shareholding or owned enterprise.	10
More than 30% woman or women shareholding or owned enterprise.	2
More than 30% youth shareholding or owned enterprise.	2
More than 30% of people living with disability shareholding or owned enterprise.	1
RDP Goals	
SMMEs	5

5. PRICE SCHEDULE

All bidders must complete the pricing schedule below. Prices must be quoted in **South African Rand (ZAR)** and **include VAT where applicable**.

- Quotation must be submitted in the bidders' letter head.

No	Description of activity	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
	Total	R	R	R	R	R	R
	VAT Amount						R
	Total Amount (VAT Inclusive)						R

6. CONTRACT DURATION

The contract will be valid for a period of **five (5) years**, subject to:

- Annual performance reviews
- Budget availability
- Issuing of purchase orders per training intervention

7. PERFORMANCE MANAGEMENT

The service provider's performance will be assessed based on:

- Quality of training delivery
- Participant feedback
- Achievement of learning outcomes
- Timeliness of deliverables
- Reporting quality

8. SPECIAL CONDITIONS

- 8.1. All enquiries must be made in writing to tenders@sacpcmp.org.za, during office hours between 09h00 and 16h30.
- 8.2. SACPCMP reserves the right not to consider any Quotation not fully completed.
- 8.3. By accepting to participate in the Quotation process, you agree to keep in confidence all information imparted to you concerning the Quotation process, not to disclose it to third parties, and not to use it for other purposes than the Quotation.
- 8.4. The Respondent is responsible for all costs incurred in the preparation and submission of the Quotation.
- 8.5. A copy/s of any affiliations, memberships, and/or accreditations that support your submission must be included in the Quotation.
- 8.6. Kindly note that SACPCMP is entitled to:
 - 8.6.1. Amend any RFQ conditions, validity period, specifications, or extend the closing date and/or time of RFQs before the closing date. All Respondents, to whom the RFQ documents have been issued, will be advised in writing of such amendments in good time.
 - 8.6.2. Verify any information contained in a Quotation.
 - 8.6.3. Not appoint any bidder.
 - 8.6.4. Vary, alter, and/or amend the terms of this RFQ, at any time before the finalisation of its adjudication hereof.
 - 8.6.5. Disqualify Quotations that contain an omission of disclosure of material information, that is factually inaccurate, and/or contains a misrepresentation.
 - 8.6.6. Do Not accept the lowest Quotation or any Quotation in part or whole. The SACPCMP normally awards the contract to the bidder who proves to be fully

capable of handling the contract and whose Quotation is technically acceptable and/or financially advantageous to the SACPCMP.

8.6.7. Appointment as a successful contractor shall be subject to the parties agreeing to mutually acceptable contractual terms and conditions. In the event of the parties failing to reach such an agreement within 30 (thirty) days from the appointment date, the SACPCMP shall be entitled to appoint the contractor who was rated 2nd (second), and so on.

8.6.8. Cancel or withdraw from this RFQ as a whole or in part without furnishing reasons and without attracting any liability.

8.6.9. This Quotation and its acceptance shall be subject to the terms and conditions contained in this RFQ document.

9. QUOTATION PRICE

These requirements are only minimum requirements. It is required that the Service provider familiarise himself/herself with the details of the services/ supplies to be able for him/her to quote accordingly. The quoted price must be in South African Rands and be inclusive of 15% VAT if VAT registered vendor.

Email Quotations should be submitted by 16:00, 04 NOVEMBER 2026. to the following email addresses: tenders@sacpcmp.org.za

10. Validity period

The validity period for this RFQ should be **at least 6 Months** from the date of submission.

11. GENERAL CONDITIONS OF CONTRACT

General Conditions of Contract (GCC) as per National Treasury will apply. Service providers must familiarise themselves with these conditions as they will be applicable throughout the contract period.

12. EVALUATION CRITERIA

Quotations received will be evaluated according to the prescriptions of the Preferential Procurement Policy Framework Act, 2022 and the SACPCMP Procurement Policy determined within the framework of the Act. The 80/20 preference point system will apply.

13. CONTRACT MANAGEMENT

The Service Provider will be required to sign a Standard Contract based on the duration and value of services.

14. DECLARATION BY THE BIDDER

I/We hereby certify that the information provided in this quotation is true and correct and that I/we are duly authorized to submit this quotation on behalf of the company.

Authorised Signatory

Name: _____

Signature: _____

Date: _____

Company registration number: _____

PLEASE NOTE

1. Any quotation submitted after the closing date and time will not be considered.
2. Ensure that your quotation covers **ALL** the above aspects of the RFQ.
3. **ALL QUOTATIONS and ENQUIRIES** are to be addressed to the respective person stipulated on the Request for Quotation **in the Supply Chain Management Department**.
4. The SACPCMP reserves the right to cancel the procurement process at any time without notice and not issue the order.
5. Conditional quotations will be subject to SACPCMP acceptance and approval processes.
6. It is compulsory for bidders to submit SBD 8 & 9 together with this RFQ on the stipulated closing date.
7. The SACPCMP shall request the preferred bidder/service provider to complete and submit SBD 8 & 9 before any awards are finalised. The SBD form shall be valid for twelve (12) months from the date submitted. The onus will rest with the service provider who has been awarded the services to inform SACPCMP of any changes to the information provided on such SBD forms. Failure to do so will result in misrepresentation of facts/ information and may result in SACPCMP terminating the service or contract.
8. Payment terms: compliant invoices will be processed within 30 days after receipt.

FOR OFFICE USE ONLY

RECEIVED BY: _____
COMPANY STAMP



ANNEXURE 1:

SBD4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

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

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

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **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/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.2.1 If so, furnish particulars:

.....
.....

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

2.3.1 If so, furnish particulars:

.....
.....

3. DECLARATION

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

- 3.1 I have read, and I understand the contents of this disclosure.
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect.
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to

win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.5 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.

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.

3.6 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.

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

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

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

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

ANNEXURE 2

SBD 6.1

1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to all bids/ Quotations:
- the 80/20 system for requirements with a Rand value of above R30,000 and 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 value of this bid cannot exceed an estimated amount of R50 000 000 (including all applicable taxes) and therefore the 80/20 preferential procurement point system shall be applicable.
- 1.3 Preference points for this bid shall be awarded for:
- (a) Price; and
 - (b) Specific goals

The maximum points for this bid/ Quotation are allocated as follows:

Description	Number of points for preference
Price	80
Specific goals	Number of points for preference
More than 30% black shareholding or owned enterprise.	10
More than 30% woman or women shareholding or owned enterprise.	2
More than 30% youth shareholding or owned enterprise.	2
More than 30% of people living with disability shareholding or owned enterprise.	1
RDP Goals	
SMMEs	5

- 1.6 Any specific goal for which a point may be awarded must be clearly specified in the invitation to submit a tender.

1.7 Tenderer failing to submit proof of required evidence to claim preferences for other specified goals, may only score in terms of the 80 or 90 points for price; and scores points out of 20 or 10 points, the relating to specific goals stated in the invitation to submit a tender

1.8 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 deemed fit in any manner required by the purchaser.

2. DEFINITIONS

Black People”	has the meaning assigned to it in section 1 of the Broad Based Black Economic Empowerment Act.
“Disability”	means in respect of a person, a permanent means, in respect of a person, a permanent impairment of a physical, intellectual, or sensory function, which results in restricted, or lack of, ability to perform an activity in the manner, or within the range, considered normal for a human being.
Highest acceptable tender”;	means a tender that complies with all specifications and conditions of tender and that has the highest price compared to other tenders
Historically Disadvantaged Individual (HDI)”	means a South African citizen: who, due to the apartheid policy that had been in place, had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act No 110 of 1983) or the Constitution of the Republic of South Africa, 1993, (Act No 200 of 1993) (“the Interim Constitution); and/or who is a female; and/or who has a disability: provided that a person who obtained South African citizenship on or after the coming to effect of the Interim Constitution, is deemed not to be a HDI
People with disabilities”.	In terms of the Code of Good Practice on the Employment of Persons with disabilities: it is persons who have a long-term or recurring physical or mental impairment, which substantially limits their prospects of entry into, or advancement in employment

Price”	means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
SMMEs”	means small businesses; as defined in section 1 of the National Small Business Act, 1996 (Act No 102 of 1996) a separate and distinct business entity, including co-operative enterprises and non-governmental organisations, managed by one owner or more which, including its branches or subsidiaries, if any, is predominantly carried on in any sector or sub sector of the economy mentioned in Column I of the Schedule and which can be classified as a micro-, a very small, a small or a medium enterprise by satisfying the criteria 40 mentioned in columns 3; 4 and 5 of the' Schedule opposite the smallest relevant size or class as mentioned in column 2 of the Schedule.
“Specific goals”	means specific goals as contemplated in section 2(1)(d) of the Act which may include contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender and disability including the implementation of programmes of the Reconstruction and Development Programme as published in Government Gazette No. 16085 dated 23 November 1994;
“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;
Youth”	means persons between the ages of 14 and 35 as the National Youth Development Agency Act 54 of 2008.

- (a) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services,

through price quotations, advertised competitive bidding processes or Quotations.

- (b) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003).
- (c) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act.
- (d) **“Functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (e) **“prices”** includes all applicable taxes less all unconditional discounts.
- (f) **“Proof of B- BBEE status level of contributor”** means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person.
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice.
 - 3) Any other requirement prescribed in terms of the B-BBEE Act.
- (g) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act.
- (h) **“Rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes.

3. POINTS AWARDED FOR PRICE

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

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

80/20	or	90/10
$\frac{Ps - P_{min}}{Ps - P_{min}} \times 80$		$\frac{Ps - P_{min}}{Ps - P_{min}} \times 90$
$\frac{Ps - P_{min}}{Ps - P_{min}} \times 80$	or	$\frac{Ps - P_{min}}{Ps - P_{min}} \times 90$

Where-

P _s	=	Points scored for price of bid under
P _t	=	Price under consideration
P _{min}	=	Price of lowest acceptable bid

POINTS AWARDED FOR SPECIFIC PREFERENTIAL GOALS

Specific goals	Number of points for preference	Number of points claimed (80/20 system) (To be completed by the tenderer)
More than 30% black shareholding or owned enterprise.	10	
More than 30% woman or women shareholding or owned enterprise.	2	
More than 30% youth shareholding or owned enterprise.	2	
More than 30% of people living with disability shareholding or owned enterprise.	1	
RDP Goals		
SMMEs	5	
TOTAL	20	

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 of 10 or 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***)

YE		NO	
----	--	----	--

7.1.1. If yes, please indicate:

i) What percentage of the contract will be subcontracted.....% ii) The name of the subcontractor.....

.....
iii) The B-BBEE status level of the subcontractor..... iv) Whether the subcontractor is an EME or QSE (***Tick applicable box***)

YE		NO	
----	--	----	--

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 last 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		
OR		
Any EME		
Any QSE		

8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company name
firm.....

8.2 VAT registration
number.....

8.3 Company registration

number.....

8.4 TYPE OF COMPANY/ FIRM [TICK APPLICABLE BOX]

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

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

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

8.6 COMPANY CLASSIFICATION [TICK APPLICABLE BOX]

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

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 certificates, 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 the contributor has been claimed or obtained on a fraudulent basis or any of the conditions of the 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: