



## REQUEST FOR PROPOSAL (RFP)

RFP NUMBER	EO/064/10/2019
DATE ISSUED	19 November 2019
PROJECT NAME	Acquisition of built environment spatial datasets covering the national territory of the Republic of South Africa
CLOSING DATE AND TIME	27 November 2019 @16h00
NAME OF PROPOSER/TENDERER	
CSD SUPPLIER NUMBER (MA NUMBER)	
TELEPHONE NUMBER	
FAX NUMBER	
EMAIL ADDRESS	
PHYSICAL ADDRESS	
B-BBEE STATUS LEVEL OF CONTRIBUTION	
FULL NAME OF BIDDER OR HIS OR HER REPRESENTATIVE	
IDENTITY NUMBER	
POSITION OCCUPIED IN THE COMPANY (DIRECTOR, TRUSTEE, SHAREHOLDER)	
COMPANY REGISTRATION NUMBER	
TAX REFERENCE NUMBER	
VAT REGISTRATION NUMBER	
QUOTE PRICE (INCL VAT)	
SIGNATURE	

Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	Personal Tax Reference Number	State Employee Number / al Number

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## 1. DECLARATION OF INTEREST (SBD 4)

Any legal person, including persons employed by the state<sup>1</sup>, SANSA Board members 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 a price quotation, advertised competitive bid, limited bid or proposal). 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;
- SANSA Board member; 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

<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

Are you or any person connected with the bidder presently employed by the state? 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:.....	YES / NO
If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? If yes, did you attach proof of such authority to the bid document? <b>(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid</b> If no, furnish reasons for non-submission of such proof:.....	YES / NO  YES / NO
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? If so, furnish particulars:.....	YES / NO
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? If so, furnish particulars:.....	YES / NO
Are you, or any person connected with the bidder aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid? If so, furnish particulars:.....	YES / NO
Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? If so, furnish particulars:.....	YES / NO

## 2. Declaration of Bidder's past supply chain management practices (SBD 8)

2.1 This Standard Bidding Document must form part of all bids invited.

2.2 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

2.3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-

2.3.1 Abused the institution's supply chain management system

2.3.2 Committed fraud or any other improper conduct in relation to such system; or

2.3.3 Failed to perform on any previous contract.

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

Item	Question	Yes	No
2.4.1	Is the bidder or any of its directors listed on the National Treasury's database as companies or persons prohibited from doing business with the public sector?  <b>(Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.4.1.1	If so, furnish particulars:		
2.4.2	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)?  <b>To access this Register enter the National Treasury's website, <a href="http://www.treasury.gov.za">www.treasury.gov.za</a>, click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445.</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.4.2.1	If so, furnish particulars:		
2.4.3	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?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.4.3.1	If so, furnish particulars:		
2.4.4	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?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.4.4.1	If so, furnish particulars:		

### 3. Certificate of Independent Bid Determination (SBD 9)

3.1 This Standard Bidding Document (SBD) must form part of all bids<sup>1</sup> invited.

3.2 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.

- 3.3 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.
- 3.4 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.
- 3.5 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)

- A. I have read and I understand the contents of this Certificate;
- B. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
- C. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
- D. 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;
- E. 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

- F. 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.
- G. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
- (i) prices;
  - (ii) geographical area where product or service will be rendered (market allocation)
  - (iii) methods, factors or formulas used to calculate prices;
  - (iv) the intention or decision to submit or not to submit, a bid;
  - (v) the submission of a bid which does not meet the specifications and conditions of the bid; or
  - (vi) bidding with the intention not to win the bid.
- H. 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.
- I. 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.**

- J. 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.

**4. REQUEST FOR PROPOSAL:** Acquisition of built environment spatial datasets covering the national territory of the Republic of South Africa

**4.1 BACKGROUND**

The South African National Space Agency (SANSA) has a mandate, as outlined in the South African National Space Agency Act, 2008 (Act No 36 of 2008), to co-ordinate and integrate national space science and technology programmes and conduct long-term planning and implementation of space-related activities in South Africa, for the benefit of the citizens of South Africa.

This **Request for Proposals (RFP)**, reference number **EO/064/10/2019**, relates to build environment spatial datasets, described under section 4.2 below, required to undertake large scale surveys, provision of data products and services to support statistical planning, spatial analysis, spatial data capturing and map production.

The **RFP** therefore aims to appoint a suitably qualified and experienced entity to **immediately** meet SANSA's data needs. For this reason, it is **critical for the required datasets to be readily available, "off the shelf", products**.

To optimise government spend towards geospatial datasets service providers are required to provide costings for single institutional and multi-institutional licensing. The appointment of a successful service provider is subject to the conclusion of a service level agreement between SANSA and the successful service provider.

**4.2 SCOPE OF WORK (TERMS OF REFERENCE)**

Table 1 below provides a detailed description of the datasets that are the subject of this RFP.

Your attention is drawn to the following that forms part of the eligibility criteria (full criteria at Table 3: Eligibility Criteria):

- a. ALL the required datasets are to be provided by a single service provider.
- b. ALL datasets should be deliverable within 5 working days after issuing of purchase order.
- c. Provision of full contact details of two (2) references that the service provider had previously provided similar or related datasets. SANSA will contact these references during the bid evaluation process.
- d. Provision of sample data and accompanying metadata, including metadata from the original dataset if applicable, should be provided. Sample data should be provided for the following Areas of Interest.

Prospective bidders must provide a description of methodologies used to prepare the required datasets, including a list of underlying public funded data sources used and a description of the value add by the bidder to these public funded data sources.

**Table 1: Required Built environment spatial datasets**

DATASETS	Coverage	Specifications	Use
Sectional Schemes	Nationally	Register of sectional schemes titles as registered at the deeds office which contains latitude and longitude coordinates and include the unit counts/totals	Enumeration Areas(EA) Classification, count and place name update; Dwelling Frame update
Points of Interest	Nationally	points of interest classified in main categories and sub-categories	EA Classification, count and place name update; Dwelling Frame update
Gated Communities	Nationally	Boundaries (office parks, sectional scheme, townhouse complexes, boomed off areas, business parks, golf estates, residential estates, eco estates, wildlife estates, private estates) for strictly controlled by entrances and exits for residents, guests and/or community.	EA Classification, count and place name update; Dwelling Frame update

## 5. EVALUATION CRITERIA

SANSA promotes the concept of “best value” in the award of contracts, as opposed to merely looking for the cheapest price, which does not necessarily provide the best value. Best value incorporates the expertise, experience and technical proposal of the organisation and individuals who will be providing the service and the organisational capacity supporting the project team.

SANSA is committed to achieving Government’s transformation objectives in terms of the Preferential Procurement Policy Framework Act.

The value of this bid is estimated not to exceed R500 000 (all applicable taxes included) and therefore the **80/20** system shall be applicable.

The procedure for the evaluation of responsive tenders is **price, functionality (quality) and preference** method. The evaluation of the bids will be conducted in the following two stages:

- Firstly, the assessment of quality will be done in terms of the evaluation criteria (Table 1) and the minimum threshold of 80 points explained below. A bid will be disqualified if it fails to meet the minimum threshold for functionality as per the bid invitation
- Thereafter, only the qualifying bids are evaluated in terms of the 80/20 preference points systems, where the 80 points will be used for price and the 20 points will be awarded to a bidder for attaining the B-BBEE status level of contributor in accordance with the Table below

### Preference

**(ORIGINAL/CERTIFIED B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE)**

### Calculation of points for B-BBEE status level contributor

Points will be awarded to a bidder for attaining the B-BBEE status level of contributor in accordance with the **Table 2** below

**Table 2: B-BBEE level and points**

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

### Eligibility Criteria

To be eligible for the functionality, price and preferencing evaluation, the bidder must submit the following as per **Table 3** below.

If there is “**No**” on the **Table 3** below, the bidder who didn’t submit the required document (s) with their bid will be requested in writing to submit them within three (3) working days for inclusion in the Bid Evaluation Committee item, if a bidder fails to submit on the 3<sup>rd</sup> working day, the relevant bid will be rejected.

**Table 3: Eligibility Criteria**

Criteria	Attached/Provided (Yes/No)	Comments
A fully completed and signed RFP Document		
CSD Registration Summary Report with a compliant tax status		
Company profile including a summary of the people in the company who have expertise concerning spatial datasets.		
Contact details of 3 references who have received an equivalent service in the last five (5) years and who SANSA can contact.		
Confirmation letter that ALL datasets detailed under the Scope of Work can be provided at <b>national level</b> and are readily available, as “off the shelf” products, deliverable <b>within 5 working days</b> of signing a contract (i.e. that		



datasets are ready to be provided with the required quality without further work necessary).		
Provide statement of quality of each spatial dataset provided including Quality control and quality assurance procedures		
Provide access to sample data and accompanying metadata, including metadata from the original dataset, if applicable. (Where appropriate a URL can be provided to access the information)		

**Quality/Functionality:**

Scores will be tabulated to 100 points. Respondents must score **80 points** and over to be assessed on their financial offer and preference score.

The allocation of points for the evaluation of quality/functionality is set out in **Error! Reference source not found.** below. Respondents should **provide a Data Quality Report for each dataset** that provides an indication of the quality of the datasets and should at a minimum answer the following:

- *What agency or organization created the data?*
- *When was the data created?*
- *What is the GIS format (preferably vector)?*
- *What is the resolution of the data?*
  - *If raster, report cell size*
  - *If vector, report scale*
- *What is the spatial reference of the data?*
  - *Coordinate system (Geographic, UTM, State Plane, etc.)?*
  - *Projection (Unprojected, Transverse Mercator, Albers Equal Area, etc.)?*
  - *Datum (WGS84, etc.)?*
- *How was the original data created (scanned maps, satellite, survey, etc.)?*
- *What time period does the data cover?*
- *What data attributes are used?*
- *What is the source of the attribute data?*
- *What is the unit of the attribute?*
- *How would you rate the data quality of the dataset on a scale of 1 to 5, with 1 = poor data quality and 5 = excellent data quality?*
- The minimum set of features

The minimum set of features that each data set should contain is given in **Table 4: Minimum set of features for Sectional Schemes,;**

**Table 4: Minimum set of features for Sectional Schemes, Points of Interest and Gated Communities data sets**

Dataset required: The data should be in a digital and/or vector format
<b>1 Sectional schemes: Points</b>
1.1 Register of sectional schemes titles as registered at the deeds office
1.2 Latitude and longitude coordinates to 5 decimals ( Degrees)
1.3 Land parcel indicator ( SG 21 Key)
1.4 Unit counts/totals
<b>1.5 Feature Coverage : Nationally</b>

<b>2 Points of interest: Points</b>	
2.1	Pre Primary, Primary, Secondary and Tertiary educational institutions.
2.2	Police stations
2.3	Collective living quarters: e.g. Hospitals , clinics, prisons, holiday resorts, hotels, B&Bs, mine hostels, any other workers' hostels, educational related hostels, orphanages, mental institutions, research institutions, old age homes, police barracks/training areas, SADF barracks/training areas.
2.4	Classified in main categories and sub-categories
2.5	Latitude and longitude coordinates to 5 Decimal ( Degrees )
2.6	Feature Coverage : Nationally
<b>3 Gated Communities / Controlled Access Areas: Polygons</b>	
3.1	Boundaries (office parks, sectional scheme, townhouse complexes, boomed off areas, business parks, golf estates, residential estates, eco estates, wildlife estates, private estates) for strictly controlled by entrances and exits for Residents, guests and/or community.
3.2	Gated Communities / Controlled Access Areas names
3.3	Feature classification
3.4	Location of entrances and exits: Latitude and longitude coordinates to 5 Decimal ( Degrees )
3.5	Feature Coverage : Nationally

The Quality Report will be included in the final contract with the successful bidder, to be used as the declaration of the quality of the datasets being provided. SANSA reserves the right to cancel the contract in event the delivered built environment spatial datasets do not meet the quality standard as provided in the Quality Report.

#### Evaluation criteria 1:

##### Description: Age of all Datasets

Criteria	Maximum Points
<b>Poor</b> (Score= 0)	All datasets completely updated more than 18 months ago.
<b>Good</b> (Score= 40)	All datasets completely updated less than 18 months ago.
<b>Excellent</b> (Score= 60)	All datasets completely updated less than 12 months ago

#### Evaluation criteria 2:

##### Description: Quality of all Datasets

Criteria	Maximum Points
<b>Poor</b> (Score= 0)	Less than 80 % accuracy.
<b>Moderate</b> (Score= 10-)	Between 80% and 90% accuracy .
<b>Excellent</b> (Score= 40)	Greater than 90% accuracy

### Pricing Instructions

- 1.The Bidder must price all items;
- 2.Rates are to include all costs with no unspecified cost to allow for a fair evaluation.
- 3.Payment will be made based on the deliverables (proven progress) for the services rendered/goods received.
- 4.Payment will only be made on the basis of invoices provided.
- 5.Offer to be valid for 30 days from the bid closing date.
- 6.The bidder must clearly indicate conditions and pricing of single, multiple and government wide licences..
- 7.The preferable licencing method is for a government wide licence. However, SANSA reserves the right to consider multiple and single licence options should the multiple licence be outside the available budget. Bids will be compared on a like for like basis. Pricing for a government wide licence will be considered in the first instance. Should none of the bids received meet SANSA's budget requirements, all bids will be considered for multiple licences in the second instance. Should the multiple licence option not be viable, bids will be considered for single licence options in the last instance.
8. Tables A-1 to A-3 **must** be completed.

#### Schedule A-1: Deliverable based activity and cost schedule (single institutional licence)

Work Component (reference to Scope of Work)	Deliverables	Completion Date per Deliverable	Cost per Work Component (excl VAT)	Total per Work Component (incl VAT)
Sectional Schemes	Dataset with national coverage in accordance with attribute table and quality criteria.	5 days after issuing purchase order		
Points of Interest	Dataset with national coverage in accordance with attribute table and quality criteria.	5 days after issuing purchase order		
Gated Communities	Dataset with national coverage in accordance with attribute table and quality criteria.	5 days after issuing purchase order		
<b>Total Cost</b>				

#### Schedule A-2: Deliverable based activity and cost schedule (multi-institutional licences – min 2 institutional licences)\*

Work Component (reference to Scope of Work)	Deliverables	Completion Date per Deliverable	Cost per Work Component (excl VAT)	Total per Work Component (incl VAT)
Sectional Schemes	Dataset with national coverage in accordance with attribute table and quality criteria.	5 days after issuing purchase order		
Points of Interest	Dataset with national coverage in accordance with attribute table and quality criteria.	5 days after issuing purchase order		
Gated Communities	Dataset with national coverage in accordance with attribute table and quality criteria.	5 days after issuing purchase order		
<b>Total Cost</b>				

\*The

respondent to provide the methodology/detailed information on costings of additional licences under multi-institutional licences (i.e. cost of 10, 20, etc institutional licences) with a clear indication of savings.

**Schedule A-3: Deliverable based activity and cost schedule (Government licences for distribution to all organs of state)**

Work Component (reference to Scope of Work)	Deliverables	Completion Date per Deliverable	Cost per Work Component (excl VAT)	Total per Work Component (incl VAT)
Sectional Schemes	Dataset with national coverage in accordance with attribute table and quality criteria.	5 days after issuing purchase order		
Points of Interest	Dataset with national coverage in accordance with attribute table and quality criteria.	5 days after issuing purchase order		
Gated Communities	Dataset with national coverage in accordance with attribute table and quality criteria.	5 days after issuing purchase order		
<b>Total Cost</b>				

**6. SPECIAL CONDITIONS**

- a) Quotations to be returned to: Azola Nodali [eo-scm@sansa.org.za](mailto:eo-scm@sansa.org.za)
- b) The service provider shall commit to post support where and when required by SANSA.
- c) Contract will not be awarded unless supplier is registered on the Central Supplier Database. A supplier registration summary with a compliance tax status must be submitted with the proposal. Potential suppliers should contact SANSA should they require assistance in registering on the CSD)
- d) This RFP is part of the Supplier Development Programme (SDP). The recommended bidder will be required to sign a SDP agreement for shorter payment periods for EMEs.
- e) The offices of SANSA are situated at the following address:  
The Innovation Hub  
Shop 2 Enterprise Building  
Mark Shuttleworth Street  
Pretoria, South Africa

**7. TIMELINES**

The successful service provider must be in the position to provide the service within 5 days after the purchase order has been issued by SANSA.

**8. SUPPORTING DOCUMENTATION AND MINIMUM CRITERIA**

In order to demonstrate their capacity and score points with respect to the criteria, tenderers should provide the following supporting documentation.

- a. A method statement of how the tenderer proposes to implement the project.
- b. Original/Certified B-BBEE status level verification certificate/Sworn affidavit must be submitted in order to qualify for preference points for B-BBEE);
- c. 3 References including organisation name, contact person and contact numbers;
- d. Quotation must reflect a cost breakdown, where applicable, prices quoted must be inclusive of VAT
- e. All pages of quotation must be signed by the responsible person
- f. SANSA has the right to withdraw any quotation at any time within the validity of the quotation.
- g. **SANSA reserves the right to invite suppliers/companies to present their bid proposals for final decision**

## 9. DECLARATION

The undersigned, who warrants that he / she is duly authorized to do so on behalf of the enterprise:

- i) confirms that neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- ii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- iii) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest;
- iv) confirms that the contents of this questionnaire/forms (SBD 4, 8 & 9) are within my personal knowledge and are to the best of my belief both true and correct
- v) accept that, in addition to cancellation of a contract, action may be taken against me should the Declaration prove to be false.
- vi) confirms that the bidder has read the General Conditions of Contract (GCC) and agree with the conditions. The GCC can be found on SANSa website (<http://www.sansa.org.za/images/Procurement/GCC/GCC.pdf> )

Signed

Date

Name

Position

Enterprise name

### Bid Conditions

#### 1. Disqualification

Please note that if a bid document is not filled in correctly or completely, or complied with the specification, or is delivered/send after the bid closing date and time, or the supplier is not registered on the CSD or supplier has a non-compliant tax status, then unfortunately that bidder will be disqualified. Please return this document with the supporting documents.

#### 2. Bid Document Submission

Emailed tender documents will be accepted. However, the onus is on the tenderer to ensure that complete email documents have been received by the SANSa by the due date and time.

Please note that any alterations to the tender document other than filling in the tenderer's details and tender price will automatically disqualify the tenderer.

END