



REQUEST FOR QUOTATION (RFQ)

RFQ NUMBER	SS/305/02/2022
DATE ISSUED	28 February 2022
PROJECT NAME	Preferred supplier for installation of structured network cabling for SANSa Hermanus for a period of 3 years.
CLOSING DATE AND TIME	08 March 2022 at 16:30
COMPULSORY BRIEFING SESSION	No
CSD NUMBER	
NAME OF PROPOSER/TENDERER	
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 Persal Number

1. DECLARATION OF INTEREST (SBD 4)

Any legal person, including persons employed by the state¹, 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

¹“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

<p>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:.....</p>	<p>YES / NO</p>
<p>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? (Note: Failure to submit proof of such authority, where applicable, may result in the qualification of the bid If no, furnish reasons for non-submission of such of:.....</p>	<p>YES / NO YES / NO</p>
<p>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:.....</p>	<p>YES / NO</p>
<p>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:.....</p>	<p>YES / NO</p>
<p>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:.....</p>	<p>YES / NO</p>
<p>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:.....</p>	<p>YES / NO</p>

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

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

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

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	<p>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?</p> <p>(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).</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.4.1.1	If so, furnish particulars:		
2.4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p>To access this Register enter the National Treasury's website, www.treasury.gov.za, 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.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.4.2.1	If so, furnish particulars:		
2.4.3	<p>Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.4.3.1	If so, furnish particulars:		
2.4.4	<p>Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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 bids¹ 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).² Collusive bidding is a *per 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.

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.

In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² 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 consortium³ 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.

³ 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.

REQUEST FOR PREFERRED SUPPLIER FOR INSTALLATION OF STRUCTURED NETWORK CABLING FOR SANSA HERMANUS FOR A PERIOD OF 3 YEARS

The South African National Space Agency (SANSA) requires a service provider for installation of structured network cabling for **SANSA located in Hermanus, Western Cape.**

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

4.1 SCOPE OF WORK OVERVIEW

The Hermanus campus of the South African National Space Agency (SANSA) is currently undergoing major developments, including the addition of several new buildings to support migrating to a 24/7 operational Space Weather Centre.

SANSA requires the services of an OEM certified installer for the installation of a CAT6A UTP network for the associated Space Weather buildings and inter-building OM3 multimode fibre between the respective buildings. **It should be noted that the installation will take place on site in Hermanus in the Western Cape** and the bidder needs to indicate how this will be managed during the installation (distance of business from installation address, etc).

The successful bidder will also be appointed for 3 years to be the preferred supplier of any additional structured network cabling installations as well as network items such as patch panels, RJ45 sockets, CAT6a UTP cable, etc as and when required.

A full 3D concept video of the new Space Weather building can be viewed at:

<https://www.youtube.com/watch?v=eICp6XEWoVo>

The bidder needs to complete Annexure A – Pricing schedule for evaluation.

4.2 General Requirements

4.2.1 CAT6a UTP Cabling

- CAT6a UTP solid core cable to be used between patch panels and distribution boxes (minimum 500MHz performance for future *10GBASE-T* connectivity to desktops)
- Estimate length of cable needed: 4000m
- Installer will keep record of actual length of cable installed and invoice accordingly.
- 90% local content requirement

4.2.2 CAT6a Cable routing

- The installer will **NOT** be required to install any trunking or cable trays.
- All trunking and cable trays have already been installed, including 110mm sleeves where necessary.
- Cables should be neatly strapped per distribution zone (bundled). Suitable Velcro-type fasteners to be used with quality labels. No cable ties allowed.

4.2.3 OM3 Fibre optic cable

- OM3 (50/125, 850nm optimised) multimode duct fibre cable to interconnect the 3 buildings (Space Weather Building, Guest House, Generator House) to the main server room in the Research Building
- Estimate length of cable needed: 230m 8-core fibre, 370m 4-core fibre
- Installer will keep record of actual length of fibre cable installed and invoice accordingly.

4.2.4 OM3 Fibre optic cable routing

- For external routes, microducting is installed inside of 110mm sleeves with suitable inspection covers.
- Suitable 2-way microducting has already been installed (inner diameter: 8mm) between the Space Weather Building server room and the main server room.
- Additional **140m** 2-way microduct is needed to complete routing to the Guest House and Generator.
- Microduct couplings to be supplied and fitted in the manholes
- If the inner diameter of the microducts is problematic, please contact the Technical contact for this RFQ (see paragraph 6. Special Conditions) to discuss a suitable alternative.

4.2.5 Distribution zones and boxes

- The network layout has been designed with distribution zones of 12 CAT6a UTP ports each
- Each distribution zone will be terminated with a suitable 12 port distribution box.
- The distribution boxes will be permanently mounted in the ceiling cavity or below the raised flooring (no 600x600mm or similar ceiling mounted boxes allowed).
- Each port in the distribution box to be wired to a dedicated patch panel port.
- Example distribution box: [Zone distribution box - to be equipped with up to 12 RJ 45 connectors - 0 337 96 - Legrand \(or equivalent\)](#)
- From the distribution box, CAT6a flyleads (with moulded RJ45 connector on one end, and stripped on the other end) to be used to connect to the final endpoints in the offices, etc.

4.2.6 Office endpoints

- Offices already have Legrand DLP trunking installed
- Endpoints will be installed in clusters of 3 RJ45 sockets in the Legrand DLP trunking
- Each cluster consist of:
 - 3 x [Legrand Mosaic RJ45 socket CAT6a UTP sockets \(0 765 71\)](#)
 - 1 x [Legrand Soluclip White pair \(0 756 90\)](#)
- No alternatives allowed

4.2.7 Other endpoints

- Endpoints in the foyer area and passages will terminate in [Legrand Mosaic RJ45 socket CAT6a UTP sockets \(0 765 71\)](#) - no alternatives allowed for these terminations
- Other endpoints such as for wireless access points, etc will terminate in a suitable surface mount keystone CAT6a UTP box, e.g. [Surface-mounting 1 or 2 ports box - For keystone connectors - 6 327 79 - Legrand \(or equivalent\)](#)

4.2.8 Server cabinets for patch panels

- Main server room server cabinets already procured – the installer will **NOT** be required to provide any cabinets in the Space Weather Building Server Room.
- Slimline vertical wall mount cabinets are needed for the Guest House and Generator House which should include:
 - 1 x 1U Fibre patch panel (LC connectors)

- 1 x 1U CAT6a UTP Patch panel (see 4.2.9) (at least 12 patch panel ports)
- 1 x 1U Mounting space for fitting of D-Link DIS-200G-12PS industrial PoE switch with 19" mounting kit and external D-Link DIS-PWR180AC power supply (not to be supplied by bidder)
- 1 x 1U 1kVA rack mounted online dual conversion UPS with SNMP management; minimum backup time: > 5 minutes
- Example of slimline vertical cabinets:
 - [Panduit | WME3BL](#)
 - [2u to 6u Slimline Low Profile Slim Vertical Mount Wall Server Rack-Cabinet-1000 Style. Network cabs UK \(network-cabs.co.uk\)](#)
 - Or any other equivalent

4.2.9 CAT6a Patch panels

- 24 port 1U commercial grade patch panels, e.g. [Flat 24-connector patch panel LCS³ - 19" - 1U with empty cassettes to be equipped with connectors - 0 337 90 - Legrand](#) (or equivalent)
- Patch panel should be modular, i.e. each port should be easy to remove for repairs.
- Each patch panel should have an associated 1U brush panel for cable management.

4.2.10 Fibre Patch Panels

- All fibre endpoints to be of LC type

4.2.11 Labelling

- All cable endpoints, network sockets, patch panels, etc to be labelled
- SANSA will provide the installer with necessary diagrams, legends, labelling standards, etc for labelling
- Fibre labelling (warning tags, etc)

4.2.12 Testing + installation report

- All CAT6a cables and fibre routes to be suitably tested according to the latest standards
- A full performance report to be provided for each tested endpoint.

4.2.13 Warranties

- Bidder to indicate workmanship and OEM warranties in writing

4.3 Local Content Requirements

- The stipulated minimum threshold percentage for local production and local content of different types of electrical cables is 90%
- Bidders need to ensure that they complete SBD6.2, together with Annexure C, D and E for local content declaration and percentages. (Attached to this RFQ document)

4.4 Site Visit

- A site visit is possible on prior arrangement.

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 R1 000 000 (all applicable taxes included) and therefore the **80/20** system shall be applicable.

Please Note: the above amount (R1 000 000) is not the Budget Amount for this Project but is the Treasury threshold for request for quotation (RFQ).

- Only bidders who meet eligibility requirements (Table 2) will be evaluated on quality or functionality.
- The assessment of quality will be done in terms of the evaluation criteria (Table 3) 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
- 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

(A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE 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 1 below

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 1 below. If the answer is “No” on the Table 1 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 3rd working day, the relevant bid will be rejected.

Table 1: Eligibility Criteria

Criteria	Attached (Yes/No)	Comments
CSD Registration Summary Report with a compliant tax status		
Certificate / letter to indicate OEM certified installer status		
SBD6.2 forms and Annexure C,D,E completed for local content		

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 Table 3 below:

Table 2:

Evaluation Criteria	Maximum Points
Technical proposal	60
Tenders’ experience (Company)	20
Workmanship Warranty	10
OEM Warranties	10
Total evaluation points for quality	100

Evaluation criteria 1: Technical Proposal

The tenderer must complete **Annexure A – Pricing Schedule** and clearly indicate the specifications/brand/model (or web link to the specifications) for each component so that a full evaluation can be done to ensure compliance with the Scope of Work.

The scoring of this criterion will be evaluated as follows:

	Technical Proposal
Non Responsive (Score 0)	The tenderer provided no or incomplete specifications on the proposed items to be used; generic non-OEM equipment specified. Any of the above conditions will result in a score of 0 (zero)
Poor (score 30)	The proposed items don't meet the functionality requirements as specified in the examples provided under the Scope of Work (e.g. patch panels are not modular, zone distribution boxes are not equivalent to what was specified, etc)
Good (score 60)	The proposed items meet all functional requirements as specified in the Scope of Work (same or equivalent to examples provided)

Evaluation criteria 2: Bidder's experience (Company) + contactable references

The tenderer must clearly indicate the Tenders' experience (Company) by submitting a list of contactable client references for projects completed of similar nature. SANSA will be contacting references as part of the due diligence procedure for RFQ submissions.

The scoring of this criterion will be evaluated as follows:

	Tenders' experience (Company)
Non Responsive (Score 0)	The bidder has no contactable references
Poor (score 5)	The bidder has provided 3 or less contactable references
Satisfactory (score 10)	The bidder has more than three (3) but less than five (5) contactable references.
Good (score 20)	The bidder has more than five (5) contactable references

Company	Project value	Contact Number	Year of installation

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Bidder's year's experience	_____ Years
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Evaluation criteria 3: Workmanship Warranty

The bidder will be evaluated on the workmanship warranty provided. This must be included in writing as part of the proposal.

The scoring of this criterion will be evaluated as follows:

	Available hardware and software warranties
Non Responsive (Score 0)	No workmanship warranty provided for the structured cabling installation
Satisfactory (score 5)	1 year workmanship warranty provided for the structured cabling installation
Good (score 10)	2 or more years workmanship warranty provided for the structured cabling installation

Workmanship warranty (years)	_____ Years
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Evaluation criteria 4: OEM Warranties

The bidder will be evaluated on the OEM warranties provided. A letter from the manufacturer must be submitted for verification.

The scoring of this criterion will be evaluated as follows:

	Available hardware and software warranties
Non Responsive (Score 0)	No OEM warranty provided for network items
Satisfactory (score 5)	1 year OEM warranty provided on network items
Good (score 10)	2 or more years OEM warranty provided on network items

OEM warranty (years)	_____ Years
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5 PRICING SCHEDULE

Pricing Instructions

1. The Bidder must price all items;
2. Pricing must 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. Pricing must include any costs associated with the location of the installation being Hermanus in the Western Cape.

Bidder needs to complete Annexure A – Pricing Schedule (separate spreadsheet)

* Detailed quotation with full breakdown of individual items to be provided with bid

B-BBEE Status Level of Contribution:

6 SPECIAL CONDITIONS

- a) RFQ responses to be returned to Ms N Strauss nstrauss@sansa.org.za / 028 312 1196
- b) Technical queries to be addressed to Mr H Theron at htheron@sansa.org.za
- c) Payment will be done on deliverables achieved, with payments done within 30 days of receipt of invoice.
- d) Contract will not be awarded unless supplier is registered on the **Central Supplier Database**. A supplier summary indicating compliant tax status should be submitted with the proposal. Potential suppliers should contact SANSA for assistance in registering on the CSD.
- e) Please note that all services and requirements are to be rendered on site at the SANSA Hermanus facility at the address given in g.
- f) SANSA reserves the right to select any, all or no options offered to best suit the needs of SANSA and its budget.
- g) The offices of SANSA are situated at the following address:
Hospital Street
Westcliff
Hermanus
7200
- h) List of returnable documents:
 - a. Completed RFQ document
 - b. Annexure A – Pricing Schedule
 - c. SBD6.2 Declaration of local content
 - d. Annexure C,D,E

8 TIMELINES

The successful service provider must be in a position to do the installation within 1 month from receiving the purchase order. Installation is dependent on the completion of the installation of the server cabinets in the Server Room. Timelines will be communicated to the successful service provider at issuing of the purchase order.

9 SUPPORTING DOCUMENTATION AND MINIMUM CRITERIA

In order to demonstrate their capacity and qualify with respect to the criteria, RFQ should provide the following supporting documentation.

- a. A B-BBEE status level verification certificate must be submitted in order to qualify for preference points for B-BBEE);
- b. A supplier summary indicating valid tax clearance should be submitted with the proposal. Potential suppliers should contact SANSA should they require assistance in registering on the CSD.
- c. The bidder to supply proof of OEM installer status.
- d. The bidder to provide letters to indicate workmanship warranty and any OEM warranties on the network components.
- e. Local content documents must be completed and submitted with the RFQ response.
- f. Quotation must reflect a cost breakdown, where applicable, prices quoted must be inclusive of VAT. The quote must be valid for a period of 30 days.
- g. Quotation to include travelling and any other additional expenses.
- h. All pages of quotation must be signed by the responsible person
- i. SANSA has the right to withdraw any quotation at any time within the validity of the quotation.
- j. SANSA reserves the right to invite suppliers/companies to present their bid proposals for final decision

10. 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; and ;
- 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*

Please note that if the supporting documentation is not provided then the submission will be classified as non-responsive.

Tender Conditions

1. Disqualification

Please note that if a tender document is not filled in correctly or completely, or is delivered/send after the tender closing time, or the valid tax clearance certificate is not submitted with the proposal, then unfortunately that tenderer will be disqualified. Please return this document with the supporting documents including the valid tax clearance certificate.

2. Tender Document Submission

Faxed and emailed tender documents will be accepted. However, the onus is on the tenderer to ensure that complete faxed or email documents have been received by the SANSA by the due 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