



SCM /Tender Ref #:	DPME 02/2017-18
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Request for proposals for:	Developing models and pathways for a low-carbon economy and climate-resilient society	
Closing date and time:	12 May 2017 at 12:00	
Compulsory briefing session:	Date: 2 May 2017	Time: 10:00
	Place: DPME, 330 Grosvenor Street, Hatfield, Pretoria, Flexi Room	

Planned date of award of bid:	Expected project start date:	Expected project end date:
15 June 2017	1 July 2017	30 December 2017

1. BID INFORMATION

Information on the format and delivery of bids is contained in the attached bid documents. Please take note of the closing date and date of compulsory briefing session (if any).

2. PROPOSAL FORMAT

A detailed proposal in response to this ToR must be submitted. The proposal should contain all the information required to evaluate the bid against the requirements stipulated in this terms of reference. The following should be attached to the proposal as annexures:

- **Annexure A:** Summary of past experience (use attached template).
- **Annexure B:** Summary details of proposed team (use attached template)
- **Annexure C:** Pricing information. Price proposals should include VAT and should be fully inclusive to deliver the outputs indicated in the terms of reference and must be submitted in a separate envelope.
- **Annexure D:** The published terms of reference (this document).
- **Annexure E:** All other forms / certificates required (see bid documents).

3. CONDITIONS OF BID

Detailed conditions applicable to all bids are contained in the bid documents accompanying this Terms of Reference. Only suppliers that meet all the requirements stipulated in the terms of reference and bid documents will be considered.

No late bids will be accepted. Only bids from service providers that attended the compulsory briefing session (if specified above) will be considered. Bids must be valid for a minimum period of 120 days after the closing date.

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4. BACKGROUND / CONTEXT

The damage done to the environment as a consequence of dominant patterns of industrialisation and unsustainable consumption has already brought many natural systems upon which society ultimately depends close to, and in some cases beyond, dangerous tipping points. It is also true that the communities most vulnerable to these impacts are also usually the poorest, and least responsible for their causes. The nettle that needs to be grasped is that some of the choices that were available to societies in our past are no longer viable in our future.

South Africa faces urgent developmental challenges in terms of poverty, unemployment, and inequality and in responding to these we need to break the links between economic activity and environmental degradation and carbon-intensive consumption and production patterns while remaining competitive within the global economy. This lies at the heart of what is meant by sustainable development, i.e. development that is not only economically and socially sustainable, but environmentally as well, and lies at the heart of what the National Development Plan (NDP) aims to achieve.

A better understanding is needed of the nature of competitiveness in this changing global economy, as well as the impediments to the economic transitions, and how to overcome these. It is critical for South Africa to effectively leverage its existing set of natural resource endowments in building a competitive, low-carbon and climate-resilient economy and society. We need economic activity to expand, while reducing the rate at which we consume non-renewable resources in the form of fossil fuels, minimizing negative environmental impacts such as water contamination, and actively rehabilitating degraded eco-systems. A just transition to a low-carbon economy will have to involve the high-emitting sectors, and not only be a niche activity of clean and green industries. These changes require a bold rethink of the scope of action, both private and public, needed to transform the economy.

With the recent adoption of a global climate agreement in Paris at the United Nations Climate Change Conference (UNFCCC), Conference of the Parties 21 (COP 21), the imperative to act on climate change has become binding. The objective to stay well below 2°C of warming requires early, urgent and transformational shifts in our economies and societies. The South African government has submitted its Nationally Determined Contribution (NDC) to the UNFCCC.

5. PURPOSE

Transitioning to a sustainable, low-carbon economy and climate-resilient society is a core element of South Africa’s strategy for sustainable development. To this end, the National Planning Commission (NPC) wishes to convene a high-level stakeholder process that will develop pathways up to 2050 with concrete options for low-carbon economic and climate-resilient future for South Africa. This serves to get an understanding of the requirements in order to give effect to the proposals contained in Chapter Five of the National Development Plan (NDP).

The ultimate impact of this project will be to provide a consensus macro-view of the best option for a low-carbon economic transition trajectory that maximises socio-economic and low-carbon co-benefits as well as to inform the sectoral plans and actions of stakeholders and highlight the necessary choices and trade-offs.

6. OBJECTIVES AND SCOPE OF PROJECT

- 6.1. The approach to developing pathways up to 2050 for transitioning to a low-carbon, and climate resilient economy should include the following:
 - 6.1.1. Visioning different economic futures for the SA economy and society, and its implications, especially for poverty and inequality;
 - 6.1.2. Exploring and understanding risks and vulnerabilities (economic, social and environmental);
 - 6.1.3. Drawing on research related to socio-economic indicators (e.g. jobs) and consider how these would change under different economic futures, so as to better answer questions about socio-economic development (e.g. looking at development co-benefits e.g. jobs, income redistribution, GDP, health, gender equity);
 - 6.1.4. Drawing on international examples as a benchmarking exercise; and
 - 6.1.5. Develop South Africa’s 2050 vision based on a sustainable development pathway.
- 6.2. The uncertainties engendered by the process of transitioning to a low-carbon economy and climate resilient society lend itself to a high-level partner engagement exercise backed up with evidence. There are several detailed aspects of this approach which should be included such as:

- 6.2.1. Starting a strategic conversation of the big issues or broader picture amongst seemingly opposed sectors of society;
- 6.2.2. Identifying the key variables impacting on a society, economy or organisation;
- 6.2.3. Exploring the range of possible futures, without resorting to any normative choices of how these futures would unfold. This may include a discussion on which sectors should be stimulated to grow and which we should transition out of to ensure that South Africa can build its lower carbon and climate resilient economy around;
- 6.2.4. Identification of the risks associated with particular pathways by wind tunnelling various sectorial plans through the pathways. Recommendations on how the risks could be mitigated in order for South Africa to realise the preferred future low-carbon and climate resilient economy.

7. PROPOSED METHODOLOGY / APPROACH

- 7.1. Most forecast methods tend to use quantitative data from the past to indicate trends for the future. This ‘past + x% = future’ is very mechanical which tends to be conservative and unable to envisage breaks with the past. It is crucial that the Intuitive Logic approach be used in this exercise, as it combines evidence-based research with the creative insights of experts by pushing the latter to think beyond the prison of the current reality.
- 7.2. The proposed approach should include:
 - 7.2.1. Structure a series of conversations with the assistance of skilled facilitators, bring together a small, high-level group of key players and strategic thinkers from partners (e.g. key government depts., key business sector players, civil society, and labour) and supported by technical experts including academia (local and international). The process should not only tap into the existing knowledge base of the participants and experts but should also commission additional research to inform the conversation, if required.
 - 7.2.2. Visioning a low-carbon and climate-resilient future in 2050 (end-state) and exploring different economic and social pathways to transition to this future and investigate the implications, especially for poverty and inequality for each of these pathways;
 - 7.2.3. Draw on research related to socio-economic indicators (e.g. jobs) and consider how these would change under different economic pathways, so as to better answer questions about socio-economic development (e.g. looking at development co-benefits e.g. jobs, income redistribution, GDP, health, gender equity);
 - 7.2.4. Research that comprises document review and analysis, interviews with experts, if required, research synthesis and case studies; and

8. DELIVERABLES AND TIME FRAMES

	Description	Expected date of delivery	% of project (Payment)
8.1	Inception report detailing the Approach and Methodology	Within a month after the commencement of the project	10%
8.2	Background information/research review	Within three months after the commencement of the project	5%
8.3	Arranging, at least five, face-to-face high-level engagements with key partners (industry, civil society, policy makers, academia, labour, etc.) on a national basis. The engagements are to be held in Pretoria. These sessions should include the reference team who will also be responsible for guiding the process and approving the list of partners. The reports of the face-to-face high-level engagements key partners on a national basis after each session. Three hardcopies and one softcopy of these reports should be provided.	Within 12 months of the commencement of the project with at least two months between sessions. Within 20 working days from the end of	6.25% per report

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		each engagement	
8.5	<p>Arranging, at least three, wider stakeholder engagements in three main city centres, outside Gauteng. These sessions should include the reference team who will also be responsible for guiding the process and approving the list of partners.</p> <p>The reports of, at least three, wider stakeholder engagements in three main city centres after each session. These sessions should include the reference team. Three hardcopies and one softcopy of these reports should be provided.</p>	<p>Within 12 months of the commencement of the project with at least two months between sessions.</p> <p>Within 20 working days from the end of each engagement</p>	6.25% per report
8.7	High-level and wider stakeholder engagements must be arranged so that it rotates between the two types.		
8.8	<p>A written report on the 2050 vision, including possible pathways that would lead to an optimum low-carbon economy and climate resilient future with identified trade-off for key decisions in major sectors. Three hardcopies and one softcopy of the report should be provided. The report should include the following:</p> <ul style="list-style-type: none"> • An explanation of the approach; • Details of the methodology; • Possible pathways for transitioning to a sustainable, low-carbon and climate resilient economy highlighting the trade-offs, compromises, risks and advantages of each pathway; • A list and records of formal consultations and other engagements that were undertaken; • The final evaluation report, both full and in 1/5/25 format i.e. a one-page policy summary of implications for policy, a three to four-page executive summary of the whole report and a 25-page main report (Arial 11 point, single space, exclusive of appendices), in hard copy and electronic; • The final report should include a revised theory of change and logframe; • Provision of all datasets, metadata and survey documentation (including interviews) when data is collected. Note this data may need to be anonymised. Full transcripts of interviews are not required. • A PowerPoint or audio-visual presentation of the results including any possible photographs; and • A list of references. 		20%
8.9	A written approved proposal that translates the outcomes of the process into a social compact on the agreed best pathway for transitioning to a low carbon economy. Three hardcopies and one softcopy of the report should be provided.	At the finalisation of the project	5%
8.10	Monthly updates to reference team to discuss progress and receive guidance. Meetings when required to take place in Pretoria or via video or Skype.	At the finalisation of the project	5%
8.11	A briefing to the DPME and NPC demonstrating the pathways and findings of the final project.	At the finalisation of the project	5%

9. EXPERIENCE / SKILLS / TEAM COMPOSITION REQUIRED

The attached templates must be used to summarise qualifications, skills and past experience.

9.1. Experience required

- Each member of the team must demonstrate at least five years' experience through the number, types and of projects/assignments undertaken.
- Members of the team must demonstrate at least five years' experience in scenario planning, pathway development and forecasting.
- Members of the team must demonstrate climate change in experience in a wide array of international and local experience including regional as well as urban and rural experience.
- The Project Manager, who will be responsible for overall project management and quality control as well as liaison with the client, must demonstrate at least fifteen years' relevant experience, including working with government at a high level, and of leading sensitive and complex projects. He/she must also have a relevant post-graduate qualification, preferably a Master's degree or/and a PhD.
- The team leader should demonstrate high quality experience in at least three related projects undertaken in last five years.

The proposal should contain letters of reference, CVs of proposed team members or other means of verifying past experience.

9.2. Competencies / Skills required

The specific assignment and field of work requires the following skills set:

- Facilitator with at least fifteen years' project management
- Socio-economic specialist
- Scenario-development and modelling skills
- Futures modelling expert in key sectors of the economy
- Climate change expert
- Climate-change knowledge expert

Furthermore, it is important that service providers nominated exhibit the following skills and attributes:

- Are team players and analytical and lateral thinkers;
- Have excellent communication skills with the ability to listen and learn;
- Have good facilitation skills for strategic thinking, problem solving, and stakeholder management in complex situations;
- Have the ability to work under consistent and continuous pressure from varied sources, yet be able to maintain a supportive approach;
- Have the ability to write clear, concise and focused reports that are credible, useful and actionable, address the key questions, and show the evidence, analysis, synthesis, recommendations and evaluative interpretation and how these build from each other; and
- Have excellent computing skills including detailed knowledge and use of: Word, Excel, Power Point, Microsoft Project or similar compatible software.

9.3. Minimum qualifications required

All research-related professional services will require a minimum of a post-graduate degree for each member of the team with a minimum of a Masters' degree for the team leader. Copies of qualifications must be included in the proposal. DPME reserves the right to verify all qualifications through the South African Qualifications Authority.

9.4. Team composition

- A project leader with at least fifteen years' experience.
- At least 40% of each team must consist of Previously Disadvantaged Individuals and indicate how these individuals will play a meaningful role in the project.
- The team contained in the proposal must be available for the duration of the project. Replacement of team members may only be done in consultation with DPME and the reference group, and replacement team members must have at least the same qualifications / skills / experience as those they are replacing.

9.5 Project management

The team must demonstrate:

- The ability to lead and manage the team effectively and efficiently, and manage the project effectively to completion in a way which delivers a high quality report and builds trust of stakeholders.

- Skills to manage resources to deliver high quality report on time and to appropriate standards.
- An understanding of ethical issues related to working for government, including potential or actual conflict of interest, protecting confidentiality/anonymity, and obtaining informed consent from participants.
- The interpersonal skills to manage the processes using facilitation and learning approaches, to promote commitment and ownership of stakeholders

10. COSTING METHODOLOGY

Prices must be inclusive of VAT (if VAT registered) and must address all deliverables indicated in this ToR including travelling costs of team, and research materials. No variation of contract price or scope creep will be permitted and price proposals should be fully inclusive to deliver the outputs indicated in these terms of reference.

11. EVALUATION OF BIDS

11.1. Administrative requirements

Only bids / quotes that comply with all administrative requirements and that submitted all required bid documents (acceptable bids) will be considered during the functional evaluation phase. Only acceptable bids / quotes will be scored by the Bid Evaluation Committee against the functional criteria indicated in this Terms of Reference.

The tenderer must provide the following. Failure to provide this will lead to disqualification.

- Understanding of the intervention and the TORs.
- Approach, design and methodology for the evaluation (e.g. literature and documentation review, data collection, tools, sample, suggestions for elaboration or changes to scope and methodology as outlined in the TORs, examples of evaluation questions suggested, process elements).
- Activity-based evaluation plan (including effort for different researchers per activity and time frame linked to activities) also indicating clearly who are PDI evaluators.
- Activity-based budget (in South African Rand, including VAT)
- Competence (include list of related projects undertaken of main contractor and subcontractors, making clear who did what, and contact people for references)
- Team (team members, roles and level of effort). This must make clear who is playing the role of project manager, evaluation specialist and sector specialist. These will each be considered in their own right although roles may be combined.
- Capacity development elements (building capacity of partner departments and PDI/young evaluators).
- Quality assurance plan to ensure that the process and products are of good quality. This should include how thorough editing will be carried out, a recurring problem in many evaluations.

Attachments

Examples of two related evaluation reports undertaken.

Letters from departments with a reference for work undertaken indicating the work carried out, date, value and whether the work was satisfactory. This should include contact details for follow up.

11.2. Functional evaluation Part 1 (Mandatory requirements) Proof to be attached

Criteria		Yes	No
1	Project leader has at least a Masters’ degree		
2	Each member of team must have five years’ experience in particular skill		
3	Team must have at least five years’ experience in scenario development and modelling.		
4	The team leader must have completed at least three related projects in the past five years.		
5	Team must have socio-economic specialist.		
6	Futures modelling experts in key sectors of the economy		
7	Team must have climate-change knowledge expert.		

Only bids that meet all administrative requirements and all the functional requirements indicated above (if any) will be evaluated using the functional evaluation criteria indicated below (functional evaluation part 2).

11.3. Functional evaluation Part 2

Weight allocation	Scoring system
1 – Value adding requirement (minimum score of 2) 3 – Important requirement (minimum score of 6 or 9) 5 – Essential requirement / integral part of project (minimum score of 15)	1 – Does not comply with the requirements 2 – Partial compliance with requirements 3 – Full compliance with requirements 4 – Exceeds requirements

Functional Evaluation Criteria	Weight	Score	Weight X Score	Min. Score
<p>Experience (par 9.1 of ToR): Demonstrated experience of undertaking similar projects</p> <p>1= No evidence that bidder has undertaken similar projects. 2= Bidder has successfully undertaken 1 or 2 similar projects 3= Bidder has successfully undertaken 3 or 4 similar projects 4= Bidder has successfully undertaken 5 or more similar projects</p>	5			15
<p>Skills (par 9.2 of ToR):</p> <p>1= The proposed team does not meet the skills requirement. 2= The proposed team meets some of the skills requirements 3= The proposed team meets all of the skills requirements. 4= The proposed team exceeds the skills requirements</p>	3			9
<p>Qualifications: (par 9.3 of ToR):</p> <p>1= The proposed team does not meet any of the qualifications requirements. 2= The proposed team meets at least half but not all the qualifications requirements. 3= The proposed team meets all the qualifications requirements 4= The proposed team exceeds the qualifications requirements</p>	3			9
<p>Team composition (par 9.4 of ToR): At least 40% of team are Previously Disadvantaged Individuals (PDIs)¹ and they must play a meaningful role in the project:</p> <p>1= Team consists of less than 40% PDIs <u>and</u> less than 30% of person-days allocated to PDIs. 2= Team consists of less than 40% PDIs <u>or</u> less than 30% of person-days allocated to PDIs. 3= Team consists of at least 40% PDIs and at least 30% of person-days allocated to PDIs. 4= Team consists of at least 40% PDIs, at least 30% of person-days allocated to PDIs, and one of the specialists / team leaders is PDI.</p>	5			15

¹ By PDIs we mean Blacks, Indians, and Coloureds. For example, if a team consists of 10 members, 4 of them should be PDIs.

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Functional Evaluation Criteria		Weight	Score	Weight X Score	Min. Score
5	Knowledge of and exposure to national and international good practice in terms of climate change, (para 9.1 ToR) 1= No international experience available 2= Proposal makes mention of international experience but not convincing in how this will benefit the project 3= Organisation has undertaken international work and shows in the proposal how it will draw in international experience and insight 4= Recognised international expertise included in the team (either sector or evaluation)	3			9
6	Deliverable time frames (Par 8 of ToR): 1= Proposed time frames do not meet the requirements 2= Proposed time frames meet some of the requirements. Delays unlikely to have a significant impact on the outcome 3= Time frames proposed are in line with requirements 4= The service provider proposes innovative solutions to deliver the project ahead of schedule	3			9
7	Extent to which the costing methodology is realistic given the scope and time frames of the project: 1= Costing of the project is not aligned to the scope and times frames of the project 2= Costing of the project not entirely aligned to scope and time frames and may negatively impact delivery 3= The costing methodology is realistic given the scope and time frames of the project 4= The costing methodology provides innovative solutions to reduce costs associated with the project	3			9
TOTAL					

Minimum functional requirements: Bids and that scored at least the minimum for each element as well as the overall minimum score (75%), based on the average of scores awarded by the Bid Evaluation Committee members.

11.4. PRICE / BBBEE / PPPFA

Only bids that meet the minimum administrative and functional requirements / specifications indicated in the ToR will be evaluated in terms of the Preferential Procurement Framework Act and related regulations – see attached bid documents.

12. MANAGEMENT ARRANGEMENTS

- 12.1. The NPC will establish a reference team comprising of Commissioners, members of the secretariat, representatives of relevant government departments and other stakeholders. The lead Commissioner and the members of the secretariat will be responsible for reporting to the NPC.
- 12.2. The reference team will serve to guide and manage the process and will be involved in the consultation processes.
- 12.3. The reference team will guide and approve the stakeholders that are consulted as part of the wider and high-level stakeholder engagements.
- 12.4. The reference team will provide guidance about the international benchmarking exercise.
- 12.5. A member of the secretariat will be assigned to act as the liaison between the Project leader and the reference team.

13. SPECIAL CONDITIONS APPLICABLE TO THIS BID

- 13.1. Failure to meet requirement set out in 11.1 will result in automatic disqualification.

- 13.2. Non-attendance at the compulsory briefing will result in automatic disqualification.
- 13.3. All intellectual property will belong to DPME.

14. GENERAL

14.1. The Service Provider undertakes to:

- 14.1.1. Conduct business in a courteous and professional manner.
- 14.1.2. Provide the necessary documentation as requested prior to the awarding of the contract.
- 14.1.3. Comply with all relevant employment legislation and applicable bargaining council agreements, including UIF, PAYE, etc. DPME may monitor compliance for the duration of the contract and implement penalties for non-compliance.
- 14.1.4. Manage internal disputes among his/her staff in such a way that DPME is not affected by those disputes.
- 14.1.5. Comply with the DPME security and emergency policies, procedures and regulations at DPME premises.
- 14.1.6. Ensure that all work performed and all equipment used at DPME facilities are in compliance with the Occupational Health and Safety Act, 1993 (Act no. 85 of 1993) and any regulations promulgated in terms of this Act and the standard instructions of DPME;
- 14.1.7. Ensure that all staff working on this project are adequately trained prior to the commencement of the project.
- 14.1.8. Ensure that DPME is informed of any changes in staff related to the execution of the project. For security reasons, DPME reserves the right to vet all persons working on this project.
- 14.1.9. Undertakes to store and handover all data generated by the project to DPME in an accessible and confidential manner.

14.2. DPME undertakes to:

- 14.2.1. Manage the contract in a professional manner.
- 14.2.2. Provide appropriate information as and when required and only in situations where it is required by the service provider to fulfil their duties.
- 14.2.3. Not accept any responsibility for any damages suffered by the service provider or their staff for the duration of the project.
- 14.2.4. Not tolerate any unfair labour practices between the service provider and their staff that happen during the execution of the project activities.
- 14.2.5. Not accept any responsibility for accounts/expenses incurred by the service provider that was not agreed upon by the contracting parties.

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ANNEXURE A: SUMMARY OF PAST EXPERIENCE (Attach reference letters or other means of verification)					
Project description	Client name	Client contact name, number, e-mail address	Contract start date	Contract end date	Contract value

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ANNEXURE C1: COSTING OF GOODS (Leave blank if not required)				
Description	# of units	Unit cost (VAT incl.)	Total cost (VAT Incl.)	Lead time (Days)
TOTAL C1				

ANNEXURE C2: COSTING OF SERVICES (Deliverable dates based on expected project start date indicated on page 1 of the ToR)		
Description of deliverable	Completion date	Cost (VAT incl.)
TOTAL C2		

TOTAL BID PRICE (C1 + C2) incl. VAT Please ensure that this price matches the price indicated on SBD 1	R
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ANNEXURE C3: OTHER DISBURSEMENTS (Time and Material costs not included in total bid price)	
Description of other disbursement	Cost (VAT incl.)



The term "Bid" Includes price quotations, advertised competitive bids, limited bids and proposals.

Document	Check Bidder	Verified SCM Unit
Invitation to bid (SBD 1)		
Declaration of interest (SBD 4)		
Preference Points Claim (SBD 6.1)		
Declaration of past supply chain management practices (SBD 8)		
Certificate of Independent Bid Determination (SBD 9)		
Valid B-BBEE Status Level Verification Certificate (Original or Certified Copy) bearing SANAS logo. QMEs/EMEs: Sworn affidavit / CIPC confirmation of turnover etc.		
Central Suppliers Database Registration Report Attached – Not older than 30 days NB: Only suppliers registered on CSD may bid.		
Additional documentation required for certain types of bids. If applicable the additional documents will be distributed as part of the tender / bid documentation	Check Bidder	Verified SCM Unit
Declaration certificate for local production and content for designated sectors (SBD 6.2)		

Declaration			
<ul style="list-style-type: none">I have read and agree to the General Conditions of Contract related to Government procurement (Available on DPME tenders web page or from National Treasury)I have read the DPME standard Service Level Agreement (SLA) and have included in my (our) proposal and material changes that may be required to the SLA.I have completed and submitted all the documents indicated in the above checklistI have read and agree with the terms and conditions applicable to all bids as stipulated in this documentI have noted and will comply with the delivery time frames indicated in the specifications / terms of ReferenceI am the authorised signatory of the applicantFor the purposes of section 256 of the Tax Administration Act of 2011 I authorise the South African Revenue Service to disclose "taxpayer information" as contemplated under the provisions of Chapter 6 of the Act in relation to the compliance status of tax registration, tax debt and filing requirements to the Department of Planning, Monitoring and Evaluation.			
Signature		Date	
Name of Signatory			
Designation of Signatory			
Name of bidder (if different)			

TERMS AND CONDITIONS APPLICABLE TO ALL BIDS

ALL DPME BID DOCUMENTS ARE AVAILABLE FREE OF CHARGE FROM THE DPME WEBSITE OR DPME OFFICES AND MAY THEREFORE NOT BE SOLD

1. GENERAL

This request is issued in terms of the Public Finance Management Act (Act 1 of 1999) as amended (PFMA), Treasury Regulations, the Preferential Procurement Policy Framework Act 5 of 2000 (PPPFA), the Preferential Procurement Regulations, 2017 (PPR), Supply Chain Management instructions issued by the National Treasury, General Conditions of Contract published by National Treasury (GCC), the B-BBEE Act (Act 53 of 2003) as well as applicable Departmental Policies.

- Lead times / delivery periods should be clearly indicated in the quotation / proposal where applicable. The Department reserves the right to cancel any order where the delivery period indicated in the quotation / proposal is extended.
- The Department reserves the right to require delivery of the goods as specified, at the price quoted, regardless of any differences in specifications contained in the quotation.
- The department reserves the right NOT to appoint any Service Provider or to withdraw this request for bids/proposals.
- The department reserves the right to split the award of the bid between two or more Service Providers or to award only a part of the bid.
- The Department reserves the right to call bidders that meet the minimum functional requirements to present their proposals. The Bid Evaluation Committee may decide to amend the scoring assigned to a particular bid based on the presentation made.

2. TAX COMPLIANCE REQUIREMENTS

- 2.1. Bidders must ensure compliance with their tax obligations.
- 2.2. Bidders are required to submit their unique personal identification number (pin) issued by SARS to enable the Department to view the taxpayer's profile and tax status.
- 2.3. Application for the tax compliance status (TCS) certificate or pin may also be made via e-filing. In order to use this provision, taxpayers will need to register with SARS as e-filers through the website www.sars.gov.za.
- 2.4. The tax compliance requirements are not applicable to foreign bidders / individuals with no South African tax obligation, no history of doing business in South Africa. Foreign suppliers must complete a pre-award questionnaire from SARS on their tax obligation categorisation.
- 2.5. Bidders may also submit an original printed TCS certificate together with the bid.
- 2.6. In bids where consortia / joint ventures / sub-contractors are involved, each party must submit a separate TCS certificate / pin / CSD number.
- 2.7. Where no TCS is available but the bidder is registered on the central supplier database (CSD), a CSD number must be provided.

3. ADMINISTRATIVE COMPLIANCE

Only proposals that comply with all administrative requirements (including tax compliance requirements) will be considered acceptable for further evaluation. Incomplete and late bids may be rejected. All documents indicated on page 1 must be submitted with each bid. Bidders must use the Standards Bid Documents (SBDs) included in this document (documents may not be re-typed)

All quoted prices should be valid (firm) for at least 120 days from the closing date indicated on SBD 1 and must be **inclusive of VAT**. Prices dependent on the **exchange rate** should include reference to the exchange rate used. Price escalations and the conditions of escalation should be clearly indicated. No variation of contract price or scope creep will be permitted unless specifically allowed in the ToR.

4. FUNCTIONAL EVALUATION

Functional criteria and/or specifications are contained in the specifications sheet or Terms of Reference. Unless otherwise indicated in the ToR, only service providers that submitted acceptable bids and that scored at least the minimum for each functional criteria as well as the overall minimum score (75%) will proceed to the PPPFA evaluation phase.

TERMS AND CONDITIONS APPLICABLE TO ALL BIDS

5. PRICE EVALUATION: THE PPPFA

Only bids that meet the minimum functional requirements / specifications indicated in the ToR will be evaluated in terms of the Preferential Procurement Framework Act and related regulations. Points will be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table contained in SBD 6.1. The applicable evaluation method is indicated in SBD 6.1.

Consortia or joint ventures must take note of SBD 6.1, paragraphs 5.4 and 5.5 regarding requirements for B-BBEE certificates.

If the 80/20 preference point system is specified on SBD 6.1 and all bids received exceed R50,000,000, the bid will be evaluated on the 90/10 preference point system.

6. REJECTION OF QUOTES / PROPOSALS

Any effort by a bidder to influence the evaluation, comparisons or award decisions in any manner, may result in rejection of the quote / proposal concerned. DPME shall reject a quote / proposal if the bidder has committed a proven corrupt or fraudulent act in competing for a particular contract. DPME may disregard any quote / proposal if the bidder or any of its subcontractors:

- a) Is not tax compliant
- b) Have abused the Supply Chain Management (SCM) system of the Department or any other government department.
- c) Have committed proven fraud or any other improper conduct in relation to such system.
- d) Have failed to perform on any previous contract.
- e) Supplied incorrect information in the bid documentation.

7. VETTING

The Department reserves the right to approach the relevant authorities to verify the following for each bidder:

- Citizenship status (individuals)
- Company information
- Criminal records (individuals)
- Previous tender and government contract track records
- Government employment status (individuals)
- Company / closed corporation ownership / membership status (individuals)
- Suitability to handle confidential government information
- Qualifications of bidders / contractors / team members
- Any other information contained in bid documents

8. REGISTRATION ON DPME SUPPLIERS DATABASE

If not already registered, the successful bidder will be registered on the DPME suppliers database. The following terms and conditions apply:

- 8.1. All suppliers must be registered on the central suppliers database managed by National Treasury (www.csd.gov.za) before they can register on the DPME suppliers database.
- 8.2. All information will be treated confidentially.
- 8.3. Applications that are incomplete or that are not accompanied by the required documents will be disqualified. The included checklist should be completed to ensure completeness of the application.
- 8.4. Completed application forms should be posted to or hand delivered at the above mentioned addresses. No e-mail or fax copies can be accepted
- 8.5. The Department of Planning, Monitoring and Evaluation's (DPME) Service Provider Database will be used mainly for the purposes of identifying entities (individuals or juristic persons) when price quotations for

TERMS AND CONDITIONS APPLICABLE TO ALL BIDS

goods and services are to be invited. Requests for quotations / proposals are normally sent by e-mail to the address provided on the supplier registration form. The fact that an entity is registered as a supplier does not constitute any contractual relationship between the entity and the Department of Planning, Monitoring and Evaluation.

- 8.6. Suppliers may list a maximum of 5 categories of goods and services offered (Section 4). Where a supplier lists more than 5 categories, the DPME may at its own discretion reject the application or select the 5 most applicable categories.
- 8.7. For procurement above the financial limit applicable to price quotations, as determined from time to time by National Treasury, the DPME will normally invite competitive bids by means of advertisements in the Government Tender Bulletin. The onus is on entities to monitor the tender bulletin and to ensure that they obtain copies of the bidding documents that are available on the DPME when bids are advertised.
- 8.8. The Department reserves the right to approach potential service providers not on the database in cases where an insufficient number of suppliers are registered for a particular commodity or service or an insufficient number of quotations are received in response to a particular request for quotations or proposals.
- 8.9. It is the responsibility of a registered entity to inform the DPME immediately in writing of any changes in the particulars as stated in the application, especially changes in respect of contact details, ownership, B-BBEE and the SMME or EME status of the entity. Should a contract be awarded to an entity based on incorrect particulars provided by that entity, the DPME shall have the right to, in addition to any other remedy that it may have in terms of applicable legislation, cancel the contract and to claim damages.
- 8.10. The DPME reserves the right to cancel the registration of an entity if that entity has given incorrect or false information in the application form or any correspondence relating to the application or:
 - Failed to inform the Department of any changes to the particulars as furnished in the application;
 - Failed to comply with the conditions of any contract that might have been awarded to the entity;
 - The entity has been included on the list of restricted suppliers maintained by National Treasury; or
 - The entity has acted in an improper, fraudulent or corrupt manner.
- 8.11. The DPME reserves the right to cancel the registration of an entity if that entity fails to respond to three or more consecutive requests for quotations / proposals.
- 8.12. The following documentation must accompany this application:
 - All documents included in this application form.
 - Original or certified copy of a valid B-BBEE Status level certificate (must bear SANAS logo), or sworn affidavit in cases of EMEs.
 - Printout from Central Suppliers Database (www.csd.gov.za) with supplier unique registration reference.
- 8.13. For the purposes of section 256 of the Tax Administration Act of 2011 the bidder / supplier authorises the South African Revenue Service to disclose "taxpayer information" as contemplated under the provisions of Chapter 6 of the Act in relation to the compliance status of tax registration, tax debt and filing requirements to the Department of Planning, Monitoring and Evaluation.

INVITATION TO BID (SBD 1)

**YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE
DEPARTMENT OF PLANNING, MONITORING AND EVALUATION**
(Subject to the terms and conditions applicable to all bids as indicated earlier in this bid document)

BID NUMBER	DPME 02/2016-17	CLOSING DATE	12 May 2017	CLOSING TIME	12:00
COMPULSORY BRIEFING SESSION	Date		2 May 2017	Time	10:00
DESCRIPTION	Appointment of a bidder for developing models and pathways for a low-carbon economy and climate – resilient society				
BID DOCUMENTS MAY BE POSTED TO: Department of Planning, Monitoring and Evaluation Head: Procurement Services Private Bag X944, PRETORIA, 0001			OR DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS): 330 Grosvenor Street, Hatfield, Pretoria <i>The bid box is accessible on working days between 8:00 and 17:00.</i>		
SUPPLIER INFORMATION					
Name of bidder					
Postal address					
Street address					
Telephone number			Cell phone number		
E-mail address					
Company Reg. #				Vat registration #	
Tax compliance status	Compliant		CSD #		
	Not compliant		TCS Pin (if no CSD #)		
B-BBEE Status Level verification	None				
	All except EMEs: Certificate Issued by verification agency accredited by the SANAS				
	EMEs: Sworn affidavit by EME representative and attested to by Commissioner of oaths				

Are you the accredited representative in South Africa for the goods /services /works offered? If yes attach proof	YES	NO
FOREIGN SUPPLIERS: Do not complete this form. You must contact the Department to obtain the required documentation to be completed		

Total bid price (Incl. VAT)		Total # of items offered	
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Signature (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)		Date	
Name of Signatory			
Designation of Signatory			
Name of bidder (if different)			

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:
Contact persons indicated on the bid documents; or
Head of Procurement Services, 330 Grosvenor Street, Hatfield, Pretoria. Tel 012 312 0000

DECLARATION OF INTEREST (SBD 4)

Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of an 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; 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.

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

1.1 Full Name of bidder or his or her representative:

1.2 Identity Number:

1.3 Position occupied in Company (director, trustee, shareholder², member):

1.3.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / PERSAL numbers must be indicated in paragraph 2 below.

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

1.4.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member

Name of state institution at which you or the person connected to the bidder is employed:

Position occupied in the state institution:

Any other particulars:

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

1.4.2.1 If yes, did you attached proof of such authority to the bid document? YES NO

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

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

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.

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

DECLARATION OF INTEREST (SBD 4)

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

1.5.1 If so, furnish particulars:

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

1.6.1 If so, furnish particulars:

1.7 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? YES NO

1.7.1 If so, furnish particulars:

1.8 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? YES NO

1.8.1 If so, furnish particulars:

2. Full details of directors / trustees / members / shareholders.

See CSD report

3. DECLARATION

I, THE UNDERSIGNED CERTIFY THAT THE INFORMATION FURNISHED ABOVE IS CORRECT. I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

Signature		Date	
Name of Signatory			
Designation of Signatory			
Name of bidder (if different)			

PREFERENCE POINTS CLAIM (SBD 6.1)

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

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

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

1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to all bids:
- the 80/20 system for requirements with a Rand value of up to R50,000,000 (all applicable taxes included); and
 - the 90/10 system for requirements with a Rand value above R50,000,000 (all applicable taxes included).

- 1.2 The value of this bid is estimated to ~~exceed~~/not exceed R50,000,000 (all applicable taxes included) and therefore the 80/20 system shall be applicable. Preference points for this bid shall be awarded for:

(a) Price; and	80
(b) B-BBEE Status Level of Contribution.	20
TOTAL	100

- 1.3 Failure on the part of a bidder to submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS), or a sworn affidavit confirming annual turnover and level of black ownership in case of an EME together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.4. The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

- 2.1 “**B-BBEE**” means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- 2.2 “**B-BBEE status level of contributor**” means the B-BBEE status of an entity 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;
- 2.3 “**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 services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- 2.4 “**Broad-Based Black Economic Empowerment Act**” means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- 2.5 “**EME**” means an Exempted Micro Enterprise as defines by Codes of Good Practice under section 9 (1) of the Broad-Based Black Economic Empowerment Act with an annual turnover up to R10 million;
- 2.6 “**functionality**” means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents;
- 2.7 “**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;

PREFERENCE POINTS CLAIM (SBD 6.1)

- 2.8 “prices” includes all applicable taxes less all unconditional discounts;
- 2.9 “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);
- 2.10 “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: THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

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

80/20 (Up to R50,000,000) Or 90/10 (From R50,000,000)

Where:

- P_s = Points scored for comparative price of bid under consideration
- P_t = Comparative price of bid under consideration
- P_{min} = Comparative price of lowest acceptable bid

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION

- 4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

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

- 4.2 A bidder who qualifies as a EME in terms of the B-BBEE Act must submit a sworn affidavit confirming Annual Total Revenue and Level of Black Ownership. An EME automatically qualifies as a level 4 contributor. An EME with at least 75% black ownership qualifies as level 1 contributor and an EME with black ownership from 51% to 74% qualifies as a level 2 contributor.
- 4.3 A Bidder other than EME must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating. The certificate must be issued by a Verification Agency accredited by SANAS.

5. BID DECLARATION

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

6. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3 AND 5.1

B-BBEE Status Level of Contribution: = (maximum of 10 or 20 points)

(Points claimed in respect of paragraph 6 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.

PREFERENCE POINTS CLAIM (SBD 6.1)

7. SUB-CONTRACTING

Will any portion of the contract be sub-contracted? YES / NO (delete which is not applicable). If yes, indicate:

- (I) (what percentage of the contract will be subcontracted?%)
- (II) the name of the sub-contractor?
- (III) the B-BBEE status level of the sub-contractor?
- (IV) whether the sub-contractor is an EME or QSE? YES / NO (delete which is not applicable)
- (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

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-BBEE status level of contributor indicated in paragraph 6 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- (I) The information furnished (including informational SBD 1) is true and correct;
- (II) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.
- (III) In the event of a contract being awarded as a result of points claimed as shown in paragraph 6, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- (IV) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution

Signature		Date	
Name of Signatory			
Designation of Signatory			
Name of bidder (if different)			

DECLARATION OF PAST SUPPLY CHAIN MANAGEMENT PRACTICES (SBD 8)

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

Item	Question	Yes	No
4.1	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? (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)	Yes	No
4.1.1	If so, furnish particulars:		
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)? (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.	Yes	No
4.2.1	If so, furnish particulars:		
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	No
4.3.1	If so, furnish particulars:		
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	No
4.4.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT.

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

Signature		Date	
Name of Signatory			
Designation of Signatory			
Name of bidder (if different)			

CERTIFICATE OF INDEPENDENT BID DETERMINATION (SBD 9)

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

Signature		Date	
Name of Signatory			
Designation of Signatory			
Name of bidder (if different)			

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.