



MAKANA
 MUNICIPALITY | EASTERN CAPE
 ...a great place to be

RFQ DOCUMENT

RFQ No: MLM/RFQ003/2024-25

**SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING FOR PARKS DEPARTMENT OF
 MAKANA LOCAL MUNICIPALITY**

| | |
|---------------------------------------|-------------------------------|
| Closing Date: 18 February 2025 | Closing Time: 12H00 PM |
|---------------------------------------|-------------------------------|

Name of Bidder:

Address:

.....

.....

Telephone No:

Fax No:

Bid Price:

RFQ BOX: FINANCE DIRECTORATE; HIGH STREET; MAKHANDA

IMPORTANT NOTES TO BIDDERS:

- | |
|---|
| <ul style="list-style-type: none"> a) No late RFQ will be accepted under any circumstances. b) RFQ offers must be submitted in a sealed envelope clearly reflecting the RFQ number and RFQ description as indicated. c) Only original RFQ will be accepted. No copies, electronic or RFQ via facsimile or telegram will be accepted. d) Returnable documentation to be numbered |
|---|

RFQ NO: MLM/RFQ003/2024-25

CHECKLIST

Only a tenderer who has fully completed and submitted required documentation shall be considered. Failure to do so may result in the disqualification of tenderer.

| No. | Documents | Checked |
|-----|--|---------|
| 1. | Tax compliance status report with Issued Pin | |
| 2. | Central Supplier Data base (CSD) Proof of registration | |
| 3. | Copy/ies of Company composition documents e.g. CK1, CK2 or Trust document | |
| 4. | Certified Copy of the Billing clearance reflecting nil arrear amounts for municipal accounts or lease agreement signed by both parties (both lessor and the lessee) If expired, proof of extension of the lease must be attached or statement of municipal accounts which is not more than 3 months old and not more than 3 months in arrears must be attached and be returned with the Tender document. If arrangement has been made to pay the arrears municipal account, then certified proof of such arrangement must be attached. If lease agreement is submitted, proof from the lessor, with municipal account reflecting no arrears for more than 90 days. Failure to submit will result in disqualification. | |
| 5. | Completed and signed of MBD1, MBD4, MBD6.1, MBD7.1, MBD7.2, MBD7.3, MBD 8 & MBD9 Failure to submit will result in disqualification. | |
| 6. | NB: JV/Partnership; JV agreement or partnership agreement must be attached failure will result in disqualification Each JV partner or Partnership partner must complete and sign all MBDs and submit billing per requirement above. | |

DETAILS OF BIDDER

| | |
|---|---|
| Name of firm / entity / enterprise | |
| Trading as (if different from above) | |
| Postal Address | |
| Physical Address | |
| Contact Details of the Person Signing the RFQ | Name: _____ Telephone: () _____ Fax: () _____ Cellular Number: _____ E-mail Address: _____ |
| Contact Details of the Senior Manager Responsible for Overseeing the Contract Performance | Name: _____ Telephone: () _____ Fax: () _____ Cellular Number: _____ E-mail Address: _____ |
| Contact Details of Person Responsible for the Accounts / Invoices | Name: _____ Telephone: () _____ Fax: () _____ Cellular Number: _____ E-mail Address: _____ |
| Company Income Tax Number | |

ADVERTISEMENT

The Makana Local Municipality invites all experienced and competent suitable Tenderers that are fully equipped to provide the following goods and services.

Project Name: SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING FOR PARKS DEPARTMENT OF MAKANA LOCAL MUNICIPALITY

RFQ NO: MLM/RFQ003/2024-25

Date Advertised: 11 February 2025

Closing Date: 18 February 2025

Bidders are required to submit the following documents:

- Founding Statement (CK / Company Registration Certificate) or certified copy must be submitted, if a sole proprietor provide affidavit confirming ownership.
- Bidders to submit a valid SARS Tax status report Issued with a Pin.
- **Completed and signed declaration of interest MBD 1, MBD4, MBD 6.1, MBD 7.1, MBD 7.2, MBD 7.3, MBD 8 & MBD 9, Failure to submit will result in disqualification.**
- Original certified copy Directors/Owners/Partners Identity documents.
- Certified Copy of the Billing clearance reflecting nil arrear amounts for municipal accounts or lease agreement signed by both parties (both lessor and the lessee) If expired, proof of extension of the lease must be attached or statement of municipal accounts which is not more than 3 months old and not more than 3 months in arrears must be attached and be returned with the Tender document. If arrangement has been made to pay the arrears municipal account, then certified proof of such arrangement must be attached. If lease agreement is submitted, proof from the lessor, with municipal account reflecting no arrears for more than 90 days. **Failure to submit will result in disqualification.**
- NB: For JV and partnership Each Director must complete and sign the MBDs, each JV/Partner must submit CSD; ID and JV/Partnership agreement to be submitted. **Failure to do so will result in disqualification.**
- Tenderers must be registered on the Central Supplier Database (CSD). Proof of registration, CSD Registration report must be submitted reflecting tax compliance status not older than 3 months.
- Samples to be provided upon consideration for appointment
- RFQ's which are late, incomplete, unsigned or submitted by fax or electronically, will not be accepted.
- Documents to be filled with black ink.
- Prices must be valid for a period of 90 days from the closure date of the tender.

- Makana Supply Chain Management Policy, The Preferential Procurement Policy Framework Act (PPPFA) No.5 of 2000 together with the Preferential Procurement Policy Regulations of 2022 as amended will apply.
- Received Bids will be subjected to the following evaluation criteria.
- Stage 1- Evaluation in terms of the applicable functionality criteria
- Stage 2 -Evaluation in terms of the points for the price and points for the specific goals per PPPFA Regulations of 2022 i.e., 80/20

| CRITERIA | Weight |
|--|---------------|
| STAGE 1 OF EVALUATION – FUNCTIONALITY | |
| Proof of Quality agreement from your manufacturer SABS Approved | 10 |
| Company Experience in Supply & Delivery of Protective Clothing and Safety Shoes with signed contactable reference letters in National or Provincial or Local Govt Sector. 1-2 projects = 10 points 3-4 projects = 30 points 5 projects = 50 points | 50 |
| Delivery time frame (Proven track record in of delivery: Attach a copy of a signed purchase order with a signed delivery note) in National or Provincial or Local Govt Sector in similar project. Within 7 days = 10 points Within 8 - 14 days = 20 points | 20 |
| Financial Bank Rating (A, B and C = 20 Points) Financial Bank Rating (D, E, F, G and H = 0 points) | 20 |
| TOTAL | 100 |

- A bidder that scores less than 70% in respect of “functionality” will be regarded as submitting a non-responsive bid and will be disqualified and will be not evaluated further for price and specific goals.
- Specific goals will be utilized where 10 points will be allocated to 100% black owned companies, 5 points to 50% black youth owned companies and 5 points to locally based businesses. NB: A certified proof of business address within the Makana Local Municipality Jurisdiction must be attached for Locally based businesses. Bidders who fail to attach such proof will forfeit the allocated points.
- Bids must only be submitted in the format as stated in the RFQ document and this advert as per RFQ documentation provided by the municipality.
- One envelopes system will be followed.

OBTAIN DOCUMENTS: will be available at Makana Municipality website published with advert at no cost to the bidder.

NB- SUBMITTING OF RFQ

Completed bid documents in a sealed envelope, clearly marked with RFQ number and RFQ name of the applicable project must be deposited in the **RFQ BOX** situated Makana Local Municipality: Finance Department at 92 High Street Makhanda not later than the closure dates and times indicated on the table above.

Makana Local Municipality does not bind itself to accept the lowest or any bid and reserves the right to accept the whole or part of the bid.

All Technical Enquiries are to be directed to Mr. Thando Dlalani Tel: 046 603 6093 email: tdlalani@makana.gov.za and all SCM queries are to be directed to Ms. Tabisa Mvane and Mr. Vuyani Skeyi Tel: 046 603 6222 email: tmvane@makana.gov.za / VSkeyi@makana.gov.za

Issued by office of the Municipal Manager: Mr P.M. Kate_

MR P.M. KATE

MUNICIPAL MANAGER

SECTION 1.2: RFQ CONDITIONS AND INFORMATION

1.2.1 General and Special Conditions of Contract

General Conditions of Contract (GCC) as well as Special Conditions of Contract (SCC) forming part of this set of tender documents will be applicable to this tender in addition to the conditions of tender. Where the GCC and SCC conflict with one another, the stipulations of the SCC will prevail.

1.2.2 Acceptance or Rejection of an RFQ

The Municipality reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept a part of it. The Municipality does not bind itself to accepting the lowest tender or the tender scoring the highest points.

1.2.3 Validity Period

Bids shall remain valid for ninety (90) days after the RFQ closure date.

RFQ may not be amended or withdrawn and may be accepted at any time by Makana Municipality. Validity period can be extended when required.

1.2.4 Cost of RFQ Documents

The RFQ's are issued at no cost to service providers, as they are required to download RFQ's on the municipal website.

1.2.5 Completion of RFQ Documents

- (a) The original RFQ document must be completed fully in black ink and signed by the authorised signatory to validate the tender. RFQ documents may not be retyped. Retyped documents will result in the disqualification of the RFQ.
- (b) The complete original RFQ document must be returned. Missing pages will result in the disqualification of the RFQ.
- (d) No unauthorised alteration of this set of RFQ documents will be allowed. Any unauthorised alteration will disqualify the RFQ automatically. Any ambiguity must be cleared with contact person for the RFQ **before** the RFQ closure.

1.2.6 Compulsory Documentation

1.2.6.1 Tax Clearance Certificate

- (a) A Tax Compliance Status with Pin Issued must accompany the bid.
- (b) Bids not supported by a valid tax compliance status with a pin issued will be disqualified.

1.2.7 Other Documentation

1.2.7.1 Construction Industry Development Board (CIDB) (If applicable)

Where applicable, a copy of the bidder's registration with the CIDB must be included with the tender.

1.2.7.2 Municipal Rates, Taxes and Charges

- (a) An original or certified copy of the bidders Municipal Billing Clearance Certificate (for the Municipality where the bidder pays his account) for the month preceding the tender closure date must accompany the tender documents.
- (b) Any bidder which is in arrears with their municipal rates and taxes or municipal charges due to any Municipality or any of its entities for more than three months and have not arranged for settlement of same before the bid closure date will be unsuccessful.
- (c) If a bidder rents their premises, valid lease agreement must be submitted that the rental includes their municipal rates and taxes or municipal charges and that their rent is not in arrears.

1.2.7.3 Identity Document

- (a) The Identity document/s of the Director or Directors must be originally certified and not a copy of a previous certification

1.2.7.4 Company composition documents

- (a) A copy of the company composition documents e.g. CK1, CK 2 or Trust documents must be submitted.

1.2.7.5 MBD Forms

- (a) All the attached MBDs 1, 4, 8 and 9 forms must be duly completed and signed.
- (b) MBD 6.1, 7.1, 7.2 and 7.3 (PPFA) must be duly completed and signed.

1.2.8 Authorised Signatory

- (a) A copy of the recorded Resolution taken by the Board of Directors, members, partners or trustees authorising the representative to submit this bid on the bidder's behalf must be attached to the Bid Document on submission of same.
- (b) A bid shall be eligible for consideration only if it bears the signature of the bidder or of a person duly and lawfully authorised to sign it for and on behalf of the bidder.

1.2.9 Site / Information Meetings (if applicable)

N/A

1.2.10 Samples

Samples to be provided upon consideration for appointment

1.2.11 Quantities of Specific Items

If RFQ are called for a specific number of items, Council reserves the right to change the number of such items to be higher or lower. The successful bidder will then be given an opportunity to evaluate the new scenario and inform the Municipality if it is acceptable. If the successful bidder does not accept the new

scenario, it will be offered to the second-placed bidder. The process will be continued to the Municipality's satisfaction.

1.2.12 Submission of RFQ

- (a) The RFQ must be placed in a sealed envelope, or envelopes when the two-envelope system is specified, clearly marked with the RFQ number, title as well as closing date and placed in the RFQ box at the Finance Directorate in High Street, Makhanda by no later than **18 February 2025 @ 12H00 PM**
- (b) Faxed, e-mailed and late RFQ will not be accepted. RFQ may be delivered by hand, by courier, or posted at the bidder's risk and must be received by the deadline specified above, irrespective of how they are sent or delivered.

1.2.13 Expenses Incurred in Preparation of RFQ

The Municipality shall not be liable for any expenses incurred in the preparation and submission of the RFQ.

1.2.14 Contact with Municipality after RFQ Closure Date

Bidders shall not contact the Makana Municipality on any matter relating to their bid from the time of the opening of the bid to the time the contract is awarded. If a bidder wishes to bring additional information to the notice of the Makana Municipality, it should do so in writing to the Makana Municipality. Any effort by the firm to influence the Makana Municipality in the bid evaluation, bid comparison or contract award decisions will result in the rejection of the bid.

1.2.15 Opening, Recording and Publications of RFQ Received

- (a) RFQ will be opened on the closing date immediately after the closing time specified in the RFQ documents. If requested by any bidder present, the names of the bidders, and if practical, the total amount of each bid and of any alternative bids will be read out aloud.
- (b) Details of RFQ received in time will be published on the Municipality's website as well as recorded in a register which is open to public inspection.

1.2.16 Evaluation of RFQ

RFQ will be evaluated in terms of their responsiveness to the RFQ specifications and requirements as well as such additional criteria as set out in this set of RFQ documents

1.2.17 Procurement Policy

Bids will be awarded in accordance with the Makana Supply Chain Management Policy, The Preferential Procurement Policy Framework Act (PPPFA) No. 5 of 2000 together with the Preferential Procurement Policy Regulations of 2022 will apply.

1.2.18 Contract

The Municipality will request the signing of a Service Level Agreement which, together with the signed tender document, will constitute the full agreement between the Municipality and the successful bidder.

1.2.19 Language of Contract

The contract documents will be compiled in English and the English versions of all referred documents will be taken as applicable.

1.2.20 Wrong Information Furnished

Where a contract has been awarded on the strength of the information furnished by the bidder which, after the conclusion of the relevant agreement, is proved to have been incorrect, the Municipality may, in addition to any other legal remedy it may have, recover from the contractor all costs, losses or damages incurred or sustained by the Municipality as a result of the award of the contract.

1.2.21 Past Practices

- (a) The bid of any bidder may be rejected if that bidder or any of its directors have abused the municipality's supply chain management system or committed any improper conduct in relation to such system.
- (b) The bid of any bidder may be rejected if it is or has been found that that bidder or any of its directors influenced or tried to influence any official or councillor with this or any past tender.
- (c) The bid of any bidder may be rejected if it is or has been found that that bidder or any of its directors offered, promised or granted any official or any of his/her close family members, partners or associates any reward, gift, favour, hospitality or any other benefit in any improper way, with this or any past tender.

1.2.22 Enquiries

Enquiries in connection with this RFQ, prior to the RFQ closure date, may be addressed to Project Manager Mr. Thando Dlalani email address tdlalani@makana.gov.za, Tel:046 603 6093 and all SCM Enquiries to be directed to Ms Tabisa Mvane and Mr Vuyani Skeyi on 046 603 6222 email: tmvane@makana.gov.za / VSkeyi@makana.gov.za

OTHER RETURNABLE DOCUMENTS



MAKANA
 MUNICIPALITY | EASTERN CAPE
 ...a great place to be

MBD 1

PART A

INVITATION TO BID

| | | | | | |
|---|--|----------------------|--|----------------------|--|
| YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY) | | | | | |
| BID NUMBER: | | CLOSING DATE: | | CLOSING TIME: | |
| DESCRIPTION | | | | | |
| THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7). | | | | | |

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

| |
|--|
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| |
| |
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| |

| | | | | | |
|-----------------------------|-------------|--|---------------|--|--|
| SUPPLIER INFORMATION | | | | | |
| NAME OF BIDDER | | | | | |
| POSTAL ADDRESS | | | | | |
| STREET ADDRESS | | | | | |
| TELEPHONE NUMBER | CODE | | NUMBER | | |
| CELLPHONE NUMBER | | | | | |

| | | | | |
|---|--|--|--|---|
| FACSIMILE NUMBER | CODE | | NUMBER | |
| E-MAIL ADDRESS | | | | |
| VAT REGISTRATION NUMBER | | | | |
| TAX COMPLIANCE STATUS | TCS PIN: | | OR | CSD NO: |
| ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED? | <input type="checkbox"/> YES <input type="checkbox"/> NO [IF YES ENCLOSE PROOF] | | ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED? | <input type="checkbox"/> YES <input type="checkbox"/> NO [IF YES, ANSWER PART B:3] |
| TOTAL NUMBER OF ITEMS OFFERED | | | TOTAL BID PRICE | R |
| SIGNATURE OF BIDDER | | | DATE | |
| CAPACITY UNDER WHICH THIS BID IS SIGNED | | | | |
| BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO: | | | TECHNICAL INFORMATION MAY BE DIRECTED TO: | |
| DEPARTMENT | | | CONTACT PERSON | |
| CONTACT PERSON | | | TELEPHONE NUMBER | |
| TELEPHONE NUMBER | | | FACSIMILE NUMBER | |
| FACSIMILE NUMBER | | | E-MAIL ADDRESS | |
| E-MAIL ADDRESS | | | | |

PART B

TERMS AND CONDITIONS FOR BIDDING

| | |
|---|--|
| 1. BID SUBMISSION: | |
| 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION. | |
| 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR ONLINE | |
| 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT. | |
| 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 ORGAN OF STATE 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 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3. | |
| 2.5 BIDDERS MAY ALSO SUBMIT A 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. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS | |
| 3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA? | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE. | |

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID. NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:



DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest.

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

3.1 Full Name:

3.2 Identity Number:

3.3 Company Registration Number:

3.4 Tax Reference Number:

3.5 VAT Registration Number:

3.6 Are you presently in the service of the state **YES / NO**

3.6.1 If so, furnish particulars.

3.7 Have you been in the service of the state for the past twelve months? **YES / NO**

3.7.1 If so, furnish particulars.



CONTRACT FORM - TENDER FOR INCOME-GENERATING CONTRACTS

23. PART 2 (TO BE FILLED IN BY THE LESSOR/ SELLER)

23.1 Iin my capacity
as.....
accept your bid under reference numberdated.....for the
leasing of property/ purchase of goods/services indicated hereunder and/or further specified in
the annexure(s).

23.2 I undertake to make the leased property/ goods/services available in accordance with the terms and condi-
tions of the contract.

| <i>ITEM NO. 1</i> | DESCRIPTION | PRICE (ALL APPLICABLE TAXES INCLUDED) | TOTAL PREFERENCE POINTS CLAIMED | POINTS CLAIMED FOR EACH SPECIFIC GOAL |
|-----------------------|--------------------|--|--|--|
| | | | | |

23.3. I confirm that I am duly authorized to sign this contract.

SIGNED ATON.....

NAME (PRINT)

| |
|---|
| <p>WITNESSES</p> <p>1.....</p> <p>2.....</p> <p>DATE</p> |
|---|

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities 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 rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system.
 - b. been convicted for fraud or corruption during the past five years.
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).

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 a company or person 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 <input type="checkbox"/> | No <input type="checkbox"/> |
| 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 <input type="checkbox"/> | No <input type="checkbox"/> |
| 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 of law outside the Republic of South Africa) for fraud or corruption during the past five years? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 4.3.1 | If so, furnish particulars: | | |

| Item | Question | Yes | No |
|-------|--|---------------------------------|--------------------------------|
| 4.4 | Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality? / Municipal entity, that is in arrears for more than three months? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 4.4.1 | If so, furnish particulars: | | |
| 4.5 | Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 4.7.1 | If so, furnish particulars: | | |

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME)
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM
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

.....
Position

.....
Name of Bidder



CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
- 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 *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. take all reasonable steps to prevent such abuse.
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD 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.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 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.**

1. 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 Municipality / Municipal Entity)

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)

1. I have read and I understand the contents of this Certificate.
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect.
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder.
4. 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.
5. 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.
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.

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.

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

.....
Position

.....
Name of Bidder



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Specification for Protective Clothing

SPECIFICATIONS:

SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING FOR PARKS DEPARTMENT OF MAKANA LOCAL MUNICIPALITY: MLM/RFQ003/2024-25

The scope covers Supply and Delivery of Protective Clothing. Specification details as per attached RFQ document.

OVERALL

Labelling:

1.1 GREEN FOR PARKS SECTION

Parks at the back (in red)

- **MM (at the back pocket of the bottom)**
- **A pocket on the L.H.S with Makana Logo**
- **Reflector stripes around elbows on the top and on the knees of the trouser**
- **Name and Surname of the employee must be clearly stated in the R.H.S (in red)**

Green Trouser for Parks Department Section:

- **Written MLM (at the back pocket of the bottom L.H.S)**
- **Name and Surname of the employee must be clearly stated in the R.H.S (in red)**
- **Reflector stripes around elbows on the top and on the knees of the trouser**
- **The two-piece overalls must be SABS approved**

1.2 SAFETY BOOTS

Sizes: 3 – 12

Colour: Black for Men and Women

SABS approved safety shoe with genuine leather upper and dual density PU sole.

To have a steel toecap with impact protection of 200 joules and heat resistant up to 90C

Anti-Static removable inner sole

Water and Oil resistant

Slip resistant

Shock resistant

Workwear Gumboot

Extra length general purpose gumboot offering comfort and flexibility for peak performance in hard working, wet conditions.

Colour: Black

RAIN SUIT

- **Two-piece rain suit**
- **Sized to wear comfortable over the garments.**
- **Packed in a self-fabric pouch with zip opening.**
- **The fabric is Polyester PVC 180 g/m2.**
- **Double – needle stitched throughout with internal heat-sealed taped seams for extra strength and water resistance.**
- **50mm silver reflective tape (EN 20471 Class ii), around the torso, arms and legs**

SAFETY JACKETS

- **Size from small to XXXXL**
- **A breast pocket with flap on the L.H.S with Makana Logo**
- **Name and Surname of the employee must be clearly stated in the R.H.S (in red)**
- **Detachable insulated hood with drawstrings**
- **Internal zippered cell phone pocket at the chest**
- **50 mm silver reflective tape around arms and torso and so shoulders**
- **100% Coated oxford Polyester.**
- **Concealed hood with hood and toggles.**
- **Front chest pocket with zip closure.**
- **Front yoke has been angled for ample branding space.**

- Fully lined.
- Fully padded.
- Perfect for working in winter.
- Reflective tape on shoulder, sleeves and body.
- Two-tone jacket.
- Velcro tab on sleeve hem.
- Water and wind resistant.
- Internal zippered cell phone pocket at the chest.
- 330g polar fleece liner and Inter-liner improves the performance of the insulation

SAFETY VEST REFLECTIVE ZIP ID POCKET LIME

Lime Reflective Vest with Zip and ID Pocket

Size: S - XL

NB: Samples to be provided upon consideration for appointment.

I/We, the undersigned, hereby agree to supply the articles as specified above and deliver same in good order and condition as may from time to time be demanded, subject to the conditions stated.

Signed:

BUSINESS DETAILS:

AS WITNESSES:

Name :

Address :

Telephone No: Fax No:



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PRICING



**List of Employees and Size
MLM/RFQ003/2024-25**

Bidder must price for all items. Bidder price must be inclusive of all costs relevant including VAT where applicable.

| No. | Name and Surname | Overall Size | Safety Boots | Safety Jackets | Rain Suits | Gumboots size | Safety Vest Reflective Zip ID Pocket Lime |
|-----|------------------|--------------|--------------|----------------|------------|---------------|---|
| 1. | Bodla N. | 48 | 6 | XL | XL | 6 | XL |
| 2. | Dlalani T. | 34 | 7 | M | M | 7 | M |
| 3. | Nzayo J. V. | 40 | 7 | XL | XL | 7 | L |
| 4. | Mantla A. | 32 | 6 | S | S | 6 | S |
| 5. | Matiso Z. | 36 | 8 | L | L | 8 | M |
| 6. | Ndwayana Z. | 40 | 8 | XL | L | 8 | L |
| 7. | Nquma A. | 38 | 7 | M | M | 7 | M |
| 8. | Mngcongo X. | 36 | 7 | M | M | 7 | M |
| 9. | Zondani S. | 38 | 7 | L | L | 7 | L |
| 10. | Daniels L. | 40 | 8 | L | L | 8 | L |
| 11. | Kolisi M. | 36 | 8 | L | L | 8 | M |
| 12. | Botile V. | 38 | 8 | L | L | 8 | L |
| 13. | Chrisjan L. | 42 | 7 | XL | XL | 7 | XL |
| 14. | Zani D.P. | 44 | 9 | XXL | XXL | 9 | - |
| 15. | Planga N. | 42 | 4 | XL | XL | 4 | - |
| 16. | George N. | 30 | 6 | S | S | 6 | - |
| 17. | Budaza L. | 44 | 7 | XL | XL | 7 | - |
| 18. | Stamper T.R. | 58 | 7 | XXXL | XXXL | 7 | - |
| 19. | Magwala M. | 40 | 7 | L | L | 7 | - |
| 20. | Bosi V. | 44 | 9 | XL | XL | 9 | - |
| 21. | Ngcese S. | 44 | 9 | XL | XL | 9 | - |
| 22. | Madyo M. | 42 | 8 | XXL | XXL | 8 | - |
| 23. | Kula S.E. | 42 | 9 | XXL | XXL | 9 | - |
| 24. | Mini L. | 48 | 5 | XXXL | XXXL | 5 | - |
| 25. | Kondile M.W. | 40 | 7 | XL | XL | 7 | - |
| 26. | Mandevu S. | 32 | 7 | S | S | 7 | - |
| 27. | Sam N. | 42 | 3 | L | XXL | 3 | - |
| 28. | Mathew S. | 32 | 6 | M | M | 6 | - |
| 29. | Saki M. | 38 | 9 | L | L | 9 | - |
| 30. | Tokwe V. | 32 | 5 | M | M | 5 | - |
| 31. | Mzozoyana N. | 44 | 5 | XXL | XXL | 5 | - |
| 32. | Jali X. | 44 | 9 | XXL | XXL | 9 | - |
| 33. | Ralo Q. | 48 | 9 | XXXL | XXXL | 9 | - |

Employees with doctor's request for soft shoes

| No. | Name and Surname | Overall Size | Safety Boots | Rainsuits | Safety Jacket | Gumboots size | Safety Vest Reflective Zip ID Pocket Lime |
|-----|-------------------|--------------|--------------|-----------|---------------|---------------|---|
| 1. | Nqola V. | 52 | 8 | XXXL | XXXL | 8 | - |
| 2. | Lugodlo Matiso P. | 44 | 4 | XXL | XXL | 4 | - |
| 3. | Ndwayana N. | 52 | 6 | XXXL | XXXL | 6 | - |
| 4. | Boloti A. | 40 | 8 | L | L | 8 | - |
| 5. | Qangule P. A | 44 | 7 | XXL | XXL | 7 | - |
| 6. | Ngcese M. S | 44 | 10 | XXL | XXL | 10 | - |
| 7. | Ndwayana M. | 42 | 9 | XL | XL | 9 | - |
| 8. | Vubela P. | 44 | 4 | XXL | XL | 4 | - |
| 9. | Nayika N. | 42 | 9 | XL | XL | 9 | - |
| 10. | Nxawe Y. | 38 | 6 | XL | XL | 6 | - |
| 11. | Nyoka Z. S. | 36 | 6 | L | L | 6 | - |
| 12. | Tata N. | 40 | 7 | XXL | XXL | 7 | - |
| 13. | Dyantyi V. | 48 | 6 | XXXXL | XXXXL | 6 | - |
| 14. | Sikhulumo M. S. | 34 | 8 | L | L | 8 | - |
| 15. | Faxi T. | 38 | 9 | XL | XL | 9 | - |
| 16. | Maletle L. | 40 | 9 | XL | XL | 9 | - |
| 17. | Zuzile N. A. | 38 | 10 | L | L | 10 | - |
| 18. | Mila M. E. | 40 | 7 | XL | XL | 7 | - |
| 19. | Magopeni Z. G. | 40 | 7 | XL | XL | 7 | - |
| 20. | Duruwe W. A. | 40 | 8 | XL | XL | 8 | - |
| 21. | Ngindana N. | 56 | 6 | XXXL | XXXL | 6 | - |
| 22. | Mbembe M. | 34 | 7 | XL | XL | 7 | - |
| 23. | Ralo M. | 46 | 10 | XXL | XXL | 10 | - |



**PRICING SCHEDULE
MLM/RFQ003/2024-25**

Bidder must price for all items. Bidder price must be inclusive of all costs relevant including VAT where applicable.

| Quantity | Description | Price per item Vat Inclusive | Price for all size listed above Vat inclusive |
|----------|---|---------------------------------|---|
| 112 | Two-piece work suits List of Sizes Above: | | |
| 33 | Safety shoes List of Sizes Above: | | |
| 23 | Soft Safety Shoes List of Sizes Above: | | |
| 56 | Safety Jackets List of Sizes Above: | | |
| 56 | Rain Suits List of Sizes Above: | | |
| 56 | Gumboots Size List of Size Above: | | |
| 13 | Safety Vest Reflective Zip ID Pocket Lime List of Size Above: | | |
| | Sub - Total | | |
| | Value Added Tax (VAT) | | |
| | Total price vat Inclusive | | |

I/We, the undersigned, hereby agree to supply the articles as specified above and deliver same in good order and condition as may from time to time be demanded, subject to the conditions stated.

Signed:

BUSINESS DETAILS:

AS WITNESSES:

Name :

Address :

Telephone No:

Fax No: