REQUEST FOR QUOTATIONS

SERVICES	**X**

DESCRIPTION:	APPOINTMENT OF A SERVICE PROVIDER TO MANAGE THE COLLECTION, TRANSPORTATION, TREATMENT AND DISPOSAL OF HAZARDOUS WASTE (INCLUDING HEALTHCARE RISK WASTE) AT THE SARAO KLEREFONTEIN SITE FOR A PERIOD OF THREE (3) YEARS, AS REQUIRED
RFQ NUMBER:	SARAO-SKAR-TM-(PRF-3989)-2026-27
RFQ PUBLICATION DATE:	06 May 2026
CLOSING DATE AND TIME:	15 May 2026 at 12:00PM
QUOTATIONS TO BE SUBMITTED VIA EMAIL TO:	tmothupi@sarao.ac.za
PREFERENCE POINTS SYSTEM:	80/20
DELIVERY INFORMATION	
LOCATION:	SARAO, Klerefontein, Carnarvon, Northern Cape, 8925
LEAD TIME (purchase order date)	May 2026

Enquiries relating to bidding procedures may be directed to:		**Technical enquiries may be directed to:**	
Contact person:	Tumelo Mothupi	**Contact person:**	Ncumisa Lagenge
E- Mail address:	tmothupi@sarao.ac.za	**E- Mail address:**	mlagenge@sarao.ac.za
Telephone No:	011 268 3423	**Telephone No:**	053 382 5000

SUPPLIER INFORMATION					
Name of Bidder Name:					
Street Address:					
Telephone Number					
Code		Number			
Cell Phone Number					
Code		Number			
Facsimile Number					
Code		Number			
E-Mail Address					
VAT Registration Number					
Tax Compliance Status	Tax Compliance System PIN		**OR**	Central Supplier Database No.	MAAA
B-BBEE Status Level Verification Certificate	Tick Applicable Box. ❑ Yes ❑No		**B-BBEE Status Level Sworn Affidavit**	Tick Applicable Box. ❑ Yes ❑No	
[A B-BBEE status level verification certificate/sworn affidavit (for EMEs & QSEs) must be submitted in order to qualify for preference points for B-BBEE – also refer to the SBD 6.1]					
Are you the accredited representative in South Africa for the goods/services/works offered?	❑ Yes ❑No [If yes enclose proof]		**Are you a foreign-based supplier for the goods/services/works offered?**	❑ Yes ❑No [If yes, answer the questionnaire below]	

Is the entity a resident of the Republic of South Africa (RSA)?	❑ Yes ❑No
Does the entity have a branch in the RSA?	❑ Yes ❑No
Does the entity have a permanent establishment in the RSA?	❑ Yes ❑No
Does the entity have any source of income in the RSA?	❑ Yes ❑No
Is the entity liable in the RSA for any form of taxation?	❑ Yes ❑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).

1. INTRODUCTION TO SARAO

The South African Radio Astronomy Observatory (SARAO, formerly in part SKA SA) is the business unit of the National Research Foundation (NRF) that houses and operates South Africa's national radio telescope shared facilities, including the MeerKAT, KAT-7, and Hartebeesthoek 26-m radio telescopes.

As a member of the international effort to build the Square Kilometre Array (SKA), which will be the world's largest radio telescope, South Africa (through the NRF's business units) is responsible for the construction and operation of the MeerKAT precursor telescope, for hosting the SKA Mid Frequency telescope, and for implementation of the African VLBI Network.

The SARAO project office has offices based in Johannesburg and Cape Town, as well as the radio-quiet SKA host site in the Karoo, 90km from Carnarvon in the Northern Cape, which hosts the Square Kilometre Array mid-frequency telescopes, MeerKAT, and KAT-7 radio telescope installations, as well as a number of guest instruments, including the HERA telescope.

SARAO requires the appointment of a legally registered and authorised service provider for the integrated management of hazardous waste and healthcare risk waste (HCRW), including collection, transportation, treatment, and disposal in compliance with applicable South African legislation.

CHECKLIST FOR BIDDERS

Ensure that:

1. All pages of the RFQ/ Tender document are read.
2. All forms are completed in **non-erasable ink**.
3. Arithmetic calculations in the pricing schedule are correct.
4. Company registration documents, including shareholders/directors, are attached.
5. Complete tender document is submitted.
6. Form of Offer is signed and completed.
7. All returnable documents and schedules are completed and signed.
8. Submission is made by the specified date and time.

2. SUPPLY SPECIFICATIONS

SARAO invites the submission of quotations for the appointment of an approved service provider for the collection, removal and disposal of hazardous waste at the Klerefontein NRF SARAO base in Carnarvon, Northern Cape Province for a period of three (3) years, based on a quarterly collection schedule (once every three months), with additional collections on an ad hoc or emergency basis where required.

2.1 Scope of Work

The appointed certified service provider will be responsible for the collection, transportation, treatment, and disposal of hazardous waste (including healthcare risk waste) at the Klerefontein NRF SARAO base in Carnarvon, Northern Cape Province, for a period of three (3) years, based on a **quarterly collection schedule (once every three months), with additional collections on an ad hoc or emergency basis where required**.

2.1.1 General Requirements

The appointed service provider shall:

- Collect, transport, treat, and dispose of:
    - Hazardous waste
    - Healthcare risk waste (HCRW)
- Ensure full compliance with all applicable legislation
- Provide full traceability through manifests, disposal certificates, and reporting

2.1.2 Waste Streams

Waste Category	**Waste Type**	**Possible Contaminants / Examples**	**Notes**
Hazardous Waste	Contaminated solid waste (PPE, rags, absorbents, spill materials)	Oil, grease, diesel, hydraulic oil, solvents, hazardous chemicals, biological residues	Must be stored in sealed, clearly labelled containers; prevent cross-contamination
Hazardous Waste	Used oil (lubricating, hydraulic, diesel-contaminated oil)	Hydrocarbons, fuel residues	Store in sealed drums/containers;

			no mixing with other waste streams
Hazardous Waste	Oil and fuel filters	Residual oil, diesel, hydrocarbons	Should be drained (where practicable) before disposal
Hazardous Waste	Hazardous chemicals (expired/unused/contaminated)	Chemical residues, solvents, reagents	Must be segregated according to compatibility and disposed of at licensed facilities
Hazardous Waste	Hydrocarbon-contaminated soil	Oil, diesel, fuel, hydraulic fluids	Typically generated during spill response or remediation activities
Hazardous Waste	Spill kit materials	Oil, fuel, chemical absorbents, contaminated packaging	Includes pads, booms, absorbents; treat as hazardous waste
Healthcare Risk Waste (HCRW)	Infectious waste	Blood-contaminated materials, swabs, dressings, gloves, PPE	Must be disposed of in red biohazard bags within rigid containers
Healthcare Risk Waste (HCRW)	Sharps	Needles, syringes, scalpel blades, broken ampoules/vials	Must be placed in approved puncture-proof sharps containers

Healthcare Risk Waste (HCRW)	Pharmaceutical waste	Expired or partially used medication	Must be segregated and stored in labelled pharmaceutical containers
Healthcare Risk Waste (HCRW)	Pathological waste (limited volumes)	Tissue samples, biological matter	Must be sealed, labelled, and handled according to medical waste regulations
Healthcare Risk Waste (HCRW)	Mixed contaminated healthcare materials	Combination of infectious waste and minor chemical contamination	Must be classified conservatively as HCRW and handled accordingly

2.1.3 Collection Requirements

Waste Type	Frequency	Notes
Hazardous waste	Quarterly (once every three months), or earlier if volumes require	Based on accumulation
Medical waste	At least once every three months, or more frequently where required by applicable legal storage limits, waste volumes, infection risk, or site conditions.	Must comply with legal storage limits
Emergency	Within 48 hours of request	Mandatory

2.1.4 Estimated Volumes

Hazardous Waste:

- ±500 litres of used oil per quarter which is equivalent to 2000 litres per year
- ±60 kg of contaminated solid waste per quarter which is equivalent to 240kg per year

Healthcare Risk Waste:

- ±10–25 kg infectious waste per quarter
- ±1–2 sharps containers per quarter

- ±10 kg pharmaceutical waste (sporadic)

Note: All quantities are estimates and may vary depending on operational requirements.

2.1.5 Recyclable Waste and Cost Recovery

Where any waste stream collected under this contract has recyclable or recoverable value (e.g. used oil or recyclable materials), the service provider shall:

- Clearly declare such waste streams in their pricing submission; and
- Indicate any rebate, discount or cost recovery benefit associated with such materials.

Any financial benefit derived from recyclable waste shall be reflected in the pricing structure, either as reduced rates or a clearly defined rebate mechanism.

SARAO reserves the right to request supporting documentation confirming quantities recovered and any associated value.

2.2 Collection, Transport and Disposal Requirements

The service provider shall:

- Collect waste in accordance with a quarterly collection schedule, with provision for ad hoc and emergency collections where required
- Ensure all waste is:
    - Properly segregated
    - Packaged and labelled in accordance with legal requirements
- Transport waste using compliant, certified vehicles
- Dispose of waste at licensed treatment or disposal facilities

The following documentation must be provided for each collection:

- Waste manifest / chain-of-custody documentation
- Certificate of safe treatment or disposal
- Disposal slips clearly indicating origin (Klerefontein site)
- Provide proof of access to licensed hazardous waste and healthcare risk waste treatment and/or disposal facilities

The service provider must ensure full traceability of all waste from point of generation to final disposal, including signed manifests, transporter details, and disposal facility confirmation.

2.3 Legislative and Compliance Requirements

The service provider must comply with all applicable South African legislation, including but not limited to:

- National Environmental Management Act, 1998 (Act 107 of 1998)
- National Environmental Management: Waste Act, 2008 (Act 59 of 2008)
- Occupational Health and Safety Act, 1993 (Act 85 of 1993)
- SANS standards applicable to hazardous and healthcare risk waste
- National Health Act and applicable healthcare risk waste regulations (where applicable)
- Transport of Dangerous Goods regulations
- Applicable provincial and municipal requirements

2.4 Health, Safety and Environmental (HSE) Requirements

The successful service provider shall:

- Submit a comprehensive Safety File, including:
    - Site-specific risk assessment
    - Method statement for waste handling, transport, and disposal
    - PPE requirements
- Provide:
    - Valid COIDA certificate
    - Letter of Good Standing
    - Proof of insurance and liability cover
- Ensure personnel are trained and certified in hazardous and medical waste handling
- Maintain:
    - Chain-of-custody records
    - Incident reporting (within 24 hours)
    - Record retention for a minimum of three (3) years

2.5 Reporting Requirements

Quarterly reports shall be submitted after each scheduled collection (i.e. four reports per annum), including:

- Quantities of waste collected per waste type
- Copies of manifests and disposal certificates

- Records of transportation and disposal
- Any incidents, non-compliances, and corrective actions

Key notes for bidder's attention;

- **Commencement**: Commencement date will be confirmed after the contract award. **Contract Compliance and Payment**: SARAO reserves the right to terminate the contract and appoint an alternative service provider should the required services not be delivered to a satisfactory standard. Invoices may be submitted **per collection event or quarterly**, subject to submission and approval of:
    - Waste manifests
    - Treatment/disposal certificates
- Payment will be made within 30 days from receipt of a valid invoice. Advance payments will not be accepted.
- **Documentation**: The successful bidder must maintain chain-of-custody records, disposal certificates, risk assessments, method statements, and vehicle inspection records.
- **Emergency Response**: Service providers must respond to emergency collection requests within 48 hours of written request from SARAO, unless otherwise agreed.
- **Estimates**: These are estimates only; actual volumes may vary.
- **Health and Safety Compliance**: The successful bidder must adhere to applicable national legislation, maintain PPE and training records, and implement site-specific risk mitigation at Klerefontein.
- **Packaging and labelling**: All packaging and labelling must comply with applicable legal and HSE requirements.
- **Pricing Conditions**: Prices must remain firm for the duration of the contract and must be inclusive of all costs (VAT, Transport costs, etc.)
- **Project Duration**: The contract will be for a period of thirty-six (36) months, anticipated to run from **May 2026 to April 2029**, subject to the date of contract award and signature.
  SARAO reserves the right to adjust the commencement date where required.
- **Reporting**: Quarterly reports summarizing waste collected, transported, and disposed of must be submitted.
- **Scheduling**: The quarterly collection schedule shall be agreed in advance with SARAO, with ad hoc/emergency collections permitted
- **Supply Chain**: The bidder must have a documented process for collection, packaging, transport, and disposal, including emergency procedures.
- **Waste Management Responsibility**: The supplier is responsible for safe handling, transport, and disposal of hazardous waste in compliance with all legislation and HSE requirements.

3. EVALUATION PROCESS

The RFQ will be evaluated in the following three phases:

Phase 1:	Administrative compliance / submission of all returnable documents and completion of all returnable schedules
Phase 2	Functionality (specification evaluation)
Phase 3:	**80/20 preferential point system in terms of PPPR22** - 80 – Price (vat and all taxes included) - 20- Specific goals (BBBEE STATUS LEVEL) Refer to SBD6.1 **Specific goals***: relevant in accordance with the B-BBEE Codes of Good Practice and the PPPFA that are contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender, or disability*

Phase 1 – Administrative Compliance

All returnable documents marked mandatory ('M'), must be completed or submitted by service providers in order to proceed to be evaluated further in Phase 2.

Returnable Document/ Schedule	**Mandatory (M) / Optional (O)**
Signed SBD 1 form	**M**
Signed and completed SBD 3.1 form (pricing schedule)	**M**
Signed and completed SBD 4 form	**M** (=> R 2 000)
Signed and completed SBD 6.1 form	**M** (=> R 2 000)
Valid BBBEE certificate, or sworn affidavit detailing annual turnover, in the case of EMEs and QSEs	**O** (preference points will not be allocated if not submitted)
CIDB requirement (If applicable)	**N/A**
Letter of Good Standing with the Compensation Commissioner	**M –** Bidder must submit a valid Letter of Good Standing with the Compensation Commissioner in terms of the

	Compensation for Occupational Injuries and Diseases Act No. 130 of 1993 (as amended)

Phase 2 – Functionality Criteria

Service providers must meet the functionality requirements listed below. Bidders that fail to achieve a "GO" for any of the requirements will not be considered for further evaluation.

No.	Functionality Requirement	How this will be evaluated	GO / NO GO
1	Legal Compliance and Authorisations – Submission of all applicable valid permits, licences and registrations for hazardous waste and healthcare risk waste (HCRW), including: Waste Transport Permit / Waste Transporter Registration; registration as a Waste Management Service Provider; valid landfill disposal permit and/or licensed treatment facility (including medical waste treatment facilities such as autoclave/incineration where applicable); vehicle compliance documentation for transportation of dangerous goods; and any additional authorisations required in terms of the National Environmental Management: Waste Act, 2008 and applicable provincial regulations.	Submit valid copies of all required permits, licences, registrations, and supporting documentation demonstrating capability to handle both hazardous waste and HCRW.	
2	Company Experience – Minimum three (3) years' experience in hazardous waste and/or healthcare risk waste management, with evidence of similar projects executed within the last five (5) years.	Submit a company profile and project portfolio demonstrating relevant experience, **together with at least three (3) written and signed reference letters** confirming satisfactory	

		performance.	
3	Personnel Competence – Suitably qualified and experienced personnel responsible for handling hazardous waste and healthcare risk waste, including sharps and infectious waste where applicable (minimum five (5) years' relevant experience for key personnel).	Submit CVs and certified copies of competency certificates, relevant training qualifications, and proof of specialised training (e.g., hazardous waste handling, HCRW handling, dangerous goods transport).	
4	Health, Safety and Environmental (HSE) Compliance – Demonstrated compliance with occupational health, safety, and environmental requirements applicable to hazardous waste and HCRW management, including infection control and exposure risks.	Submit a Safety Plan, detailed method statement covering both hazardous and HCRW handling, proof of training (including sharps handling and infection control), and documented emergency response procedures.	
5	Operational Capacity and Equipment – Adequate fleet, equipment, and resources to manage the estimated volumes of hazardous waste and HCRW, including compliant containers (e.g., drums, sharps containers, biohazard containers) and transport capability.	Submit declaration of fleet size, equipment and container specifications, proof of access to treatment/disposal facilities, and documented emergency response capability.	

IMPORTANT NOTE TO BIDDERS

Bidders must demonstrate capability to manage both hazardous waste and healthcare risk waste (HCRW). Submissions reflecting capability in only one waste stream may be deemed non-responsive.

ADDITIONAL AUTHORISATIONS (ADVANTAGEOUS)

The following (where applicable) will be considered advantageous:

- Waste Management Licence (for storage, treatment, or disposal activities)
- Environmental Authorisation (for listed activities)
- SAWIS registration (where thresholds apply)
- Registration of medical waste treatment facilities (e.g., autoclave/incineration)
- Contaminated land approvals
- Compliance with applicable norms and standards

Phase 3 – Price and BBBEE Status Level Scoring
The RFQ will be evaluated on the 80/20 preference points system

4. PRICING SCHEDULE – PURCHASES (SBD 3.1)
FIRM PRICES

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

OFFER TO BE VALID FOR 60 DAYS FROM THE CLOSING DATE OF BID.

Respondents are requested to complete the pricing schedule below in response to this Scope of Work. If the respondent feels there are any additional items that should be priced but were not included as part of the original scope of work, please include them in a separate pricing schedule.

NOTE:

- Pricing must include collection, transportation, treatment and disposal.
- Rates must be unit-based (kg, litre, container, trip) for fair comparison
- Quantities are estimates and may vary depending on operational requirements.
- Where applicable, bidders must account for any recyclable or recoverable value of waste streams in their pricing and clearly indicate any applicable rebates or cost recovery mechanisms.
- The estimated quantities provided below are based on quarterly waste generation rates aggregated over a 12-month period for pricing purposes. Payment will be based on actual quantities collected per collection event.
- For evaluation purposes, bidders must provide both unit rates and estimated annual totals. Payment will be based strictly on verified quantities collected and approved supporting documentation.
- Pricing and Invoicing Basis
    - The estimated quantities provided in the pricing schedule are annual estimates based on projected waste generation
    - The service is based on quarterly collections (once every three months).
    - For guidance, estimated quarterly quantities may be derived by dividing annual quantities by four (4).
    - Invoices shall be submitted per collection event, based on:

- Actual quantities collected (kg/litre/container), and
- Applicable collection/transport cost per trip
- No fixed annual or lump sum invoices will be accepted.

Year One: 2026-2027

Item No.	Description	Unit of Measure	Estimated Quantity	Rate Per Item (R)	Total (R)
1	Collection, transportation and disposal hazardous solid waste (contaminated PPE, rags, absorbents, etc.)	KG	240		
2	Collection, transportation and disposal of used oil (lubricating, hydraulic, diesel-contaminated oil)	Litres	2000		
3	Collection, transportation and disposal of healthcare risk waste – infectious waste	KG	100		
4	Collection, transportation and disposal of healthcare risk waste – sharps containers	Per container	8		
5	Collection, transportation and disposal of healthcare risk waste – pharmaceutical waste	KG	40		
6	Collection/transport cost (quarterly scheduled collection) – Per trip	Per trip	4		
7	Optional: Emergency / ad-hoc collection (hazardous and/or medical waste)	Per trip	As required		
8	Other related costs (e.g., mobilisation, container supply, admin)	As per bidder			

SUB-TOTAL (Year 1): R _____

Year Two: 2027-2028

Item No.	Description	Unit of Measure	Estimated Quantity	Rate Per Item (R)	Total (R)
1	Collection, transportation and disposal of hazardous solid waste (contaminated PPE, rags, absorbents, etc.)	KG	240		
2	Collection, transportation and disposal of used oil (lubricating, hydraulic, diesel-contaminated oil)	Litres	2000		
3	Collection, transportation and disposal of healthcare risk waste – infectious waste	KG	100		
4	Collection, transportation and disposal of healthcare risk waste – sharps containers	Per container	8		
5	Collection, transportation and disposal of healthcare risk waste – pharmaceutical waste	KG	40		
6	Collection/transport cost (quarterly scheduled collection) – Per trip	Per trip	4		
7	Optional: Emergency / ad-hoc collection (hazardous and/or medical waste)	Per trip	As required		
8	Other related costs (e.g., mobilisation, container supply, admin)	As per bidder			

SUB-TOTAL (Year 2): R _____

Year Three: 2028-2029

Item No.	Description	Unit of Measure	Estimated Quantity	Rate Per Item (R)	Total (R)
1	Collection, transportation and disposal of hazardous solid waste (contaminated PPE, rags, absorbents, etc.)	KG	240		
2	Collection, transportation and disposal of used oil (lubricating, hydraulic, diesel-contaminated oil)	Litres	2000		
3	Collection, transportation and disposal of healthcare risk waste – infectious waste	KG	100		
4	Collection, transportation and disposal of healthcare risk waste – sharps containers	Per container	8		
5	Collection, transportation and disposal of healthcare risk waste – pharmaceutical waste	KG	40		
6	Collection/transport cost (quarterly scheduled collection) – Per trip	Per trip	4		
7	Optional: Emergency / ad-hoc collection (hazardous and/or medical waste)	Per trip	As required		
8	Other related costs (e.g., mobilisation, container supply, admin)	As per bidder			

SUB-TOTAL (Year 3): R _____

SUMMARY: TOTAL CONTRACT VALUE

Description (year)	Price	VAT (15%)	Total Vat Incl
Subtotal - Year One			
Subtotal - Year Two			
Subtotal - Year Three			
TOTAL Price (Inclusive of VAT) FOR THREE (3) YEARS: R			

N.B. Pricing must be based on a quarterly service model (four scheduled collections per annum), with costs clearly linked to per-collection (per trip) and unit-based waste quantities.

Separate line items must be provided for:
• Used oil (per litre or per drum), and
• Contaminated solid hazardous waste (per kilogram or container).

5. BIDDING CONDITIONS FOR THIS RFQ

The following conditions will apply to this request for quotations:

1) Price(s) quoted must be valid for at least (60) days from date of your offer.
2) Price(s) quoted must be inclusive of VAT, if applicable.
3) The bidder is required to submit:
   a) proof of B-BBEE Status Level of contributor, to claim points as per SBD 6.1
   b) An EME is required to submit a sworn affidavit confirming their annual total revenue of R10 million or less and level of black ownership to claim points as per SBD 6.1
   c) A QSE is required to submit a sworn affidavit confirming their annual total revenue of between R10 million and R50 million and level of black ownership or a B-BBEE level verification certificate to claim points. As per SBD 6.1
4) **No award will be made to a service provider who is not registered on CSD**. To register https://secure.csd.gov.za/.
5) Quotations equal to above R 2000 (VAT included) must be accompanied by the relevant SBD documentation as per section 3 of this document for Quotations duly completed.
6) The successful provider will be the one scoring the highest points in the event of the lowest bid being higher than R 2000. (vat inclusive).
7) For goods/ services below R 2000 the successful bidder will be one with cheapest acceptable quotation.
8) SARAO reserves the right to withdraw any invitation to quote and/or to re-advertise or to accept a part of it. SARAO does not bind itself to accepting the lowest quotation.
9) This request for quotations is subject to the National Treasury general conditions of contract (GCC) and, if applicable, any other special conditions of contract.
10) **Payment terms is within 30 days from date of receipt of invoice and when goods have been delivered**. (**No Pre- Payment allowed).**
11) **Where supplier terms and conditions are different from SARAO set terms and conditions, SARAO terms prevail unless otherwise agreed.**

SBD4
BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest1 in the enterprise, employed by the state?

YES/NO

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

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

1 the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.2.1 If so, furnish particulars:

……

……

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

YES/NO

2.3.1 If so, furnish particulars:

……

……

3 DECLARATION

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

3.1 I have read and I understand the contents of this disclosure;

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium2 will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

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2 Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

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

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

…… ……
Signature Date

…… ……
Position Name of bidder

SBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

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1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and

1.2 **To be completed by the organ of state**

a) The applicable preference point system for this tender is the 80/20 preference point system.

b) The 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

(a) Price; and

(b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	**100**

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

(a) **"tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

(b) **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

(c) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

(d) **"tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that

produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

(e) **"the Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

$$Ps = 80\left(1 - \frac{Pt - P\,min}{P\,min}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

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

80/20

$$Ps = 80\left(1 + \frac{Pt - P\,max}{P\,max}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

***Note to tenderers: The tenderer must indicate how they claim points for each preference point system.*)**

SPECIFIC GOALS (80/20)

B-BBEE Status Level of Contributor	1	2	3	4	5	6	7	8	Non-compliant contributor 0
Contributor Number of Points for Preference (80/20) between R2000 and R50m	20	18	14	12	8	6	4	2	
Points Claimed (Supplier to complete									

DECLARATION WITH REGARD TO COMPANY/FIRM

4.2. Name of company/firm…….

4.3. Company registration number: ……...

4.4. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.5. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the

tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

i) The information furnished is true and correct;

ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

(a) disqualify the person from the tendering process;

(b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;

(c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;

(d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted 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, if deemed necessary.

.....

SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: .....

DATE: .....

ADDRESS: .....

.....

SBD 7.2 - CONTRACT FORM - RENDERING OF SERVICES SCHEDULE 5

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution) …… in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number…….…… at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid.

2. The following documents shall be deemed to form and be read and construed as part of this agreement:

   (i) Bidding documents, *viz*
   - Invitation to bid;
   - Tax clearance certificate;
   - Pricing schedule(s);
   - Filled in task directive/proposal;
   - Preference claims for Broad Based Black Economic Empowerment Status
   - Declaration of interest;
   - Declaration of bidder's past SCM practices;
   - Certificate of Independent Bid Determination;
   - Special Conditions of Contract;

   (ii) General Conditions of Contract; and
   (iii) Other (specify)

3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.

5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)	……	WITNESSES
CAPACITY	……	1 ……
SIGNATURE	……	2 ……
NAME OF FIRM	……	DATE: ……
DATE	……	

GENERAL CONDITIONS OF CONTRACT

The National Treasury General Conditions of Contract shall govern the contractual relationship between SARAO and the successful bidder. The contract is not attached, however is accessible on SARAO's website -http://www.sarao.ac.za/tenders/procurement-documents

BID SIGNATURE (SBD 1)

I, the bidder, warrant by signature as having read and accepted each page in this document including any annexures attached to this document. I undertake to supply all or any of the goods, works, and services described in this procurement invitation to SARAO in accordance with the, conditions requirements and specifications stipulated in this bid document at the price/s quoted. I confirm that I have satisfied myself as to the correctness and validity of my offer/bid in response to this invitation, covering all my obligations and I accept that any mistakes regarding price(s), rate(s), and calculations are at my own risk.

My offer remains binding upon me and open for acceptance by SARAO during the validity period indicated and calculated from the closing time of bid invitation. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me in terms of this document as the principal liable for the due fulfilment of the subsequent contract conditions if awarded to me.

I declare that during the bidding period did not have access to any NRF proprietary information or any other matter that may have unfairly placed our bid in a preferential position in relation to any of the other bidder(s).
I confirm that I am duly authorised to sign this offer/ bid response.

NB: Failure to provide / or comply with any of the above particulars may render the bid invalid.

Signature of bidder: