

SBD1

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (SOUTH AFRICAN NATIONAL BIODIVERSITY INSTITUTE)					
BID NUMBER:	Q8399/2022	CLOSING DATE:	18 October 2022	CLOSING TIME:	11:00
DESCRIPTION	SANBI REQUIRES A SERVICE PROVIDER TO RENDERS A SERVICE AND REPAIR OF ALL NINE (9) TRANSFORMERS SUBSTATIONS AT THE PRETORIA NATIONAL BOTANICAL GARDEN (PNBG) AS A ONCE-OFF. <u>PLEASE NOTE:</u> IT IS ESTIMATED THAT TENDERERS SHOULD HAVE A CIDB CONTRACTOR GRADING OF 1EP OR HIGHER				
Submission of proposals: proposals must be emailed to S.SCM-Quotations@sanbi.org.za with a copy to Ms. Masowa at M.Masowa@sanbi.org.za Please state the Bid number as the reference number on the subject line when responding to the RFQ					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Mapula Masowa		CONTACT PERSON	Morwesi Dladla	
TELEPHONE NUMBER	(012)843-5075		TELEPHONE NUMBER	012 843 5029	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	M.Masowa@sanbi.org.za		E-MAIL ADDRESS	m.dladla@sanbi.org.za	
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					
SUPPLIER 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

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]
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QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

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) AND IF NOT REGISTER AS PER 2.3 BELOW.	

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 IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
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 VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILED THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SBD 4

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

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

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.

3.4 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.

3.5 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.

3.6 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

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.

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 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

- a) The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable: or
- b) The 80/20 preference point system will be applicable to this tender.

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

- 7

Ps = Points scored for price of bid under consideration
Pt = Price of bid under consideration
Pmin = Price of lowest acceptable bid

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

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

5. BID DECLARATION

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

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor:..... =(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 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.

7. SUB-CONTRACTING

7.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES	☐	NO	☐
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7.1.1 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
(Tick applicable box)

YES	NO
-----	----
- 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 least 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**

8.1 Name of company/firm.....

8.2 VAT registration number:.....

8.3 Company registration number:.....

8.4 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
 - ☐ One person business/sole propriety
 - ☐ Close corporation
 - ☐ Company
 - ☐ (Pty) Limited
- [TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

.....

.....

8.6 COMPANY CLASSIFICATION

- ☐ Manufacturer
☐ Supplier
☐ Professional service provider
☐ Other service providers, e.g., transporter, etc.
 [TICK APPLICABLE BOX]

8.7 Total number of years the company/firm has been in business.....

8.8 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-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificates, qualifies the company/ firm for the preference(s) shown and I / we 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 6.1, 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 contributor 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 because of that person's conduct.
 - (c) cancel the contract and claim any damages which it has suffered because of having to make less favourable arrangements due to such cancellation.
 - (d) recommend that the bidder or contractor, its shareholders, and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

WITNESSES

1.

2.

.....
 SIGNATURE(S) OF BIDDERS(S)

DATE:

ADDRESS

.....

.....

TERMS OF REFERENCE (TOR)
SERVICE AND REPAIR ALL NINE (9) TRANSFORMERS AT THE PRETORIA NATIONAL
BOTANICAL GARDEN (PNBG) AS A ONCE-OFF.
 Quotation number: Q8399/2022

1. SPECIFICATIONS

SANBI requires a company to service and repair all nine (9) transformers at the Pretoria National Botanical Garden (PNBG) as a once-off project.

2. SERVICES REQUIRED

2.1 The service provider is required to:

To conduct the servicing and repairs of nine (9) transformer substations as a once-off at the Pretoria National Botanical Garden:

ITEM	LOCATION AREA	CAPACITY/SIZE
1.	Education Center	25kva
2.	Concert Stage	40kva
3.	Main Gate (Boom Gate)	15kva
4.	African Pride	150kva
5.	Milkplum	50kva
6.	Herbarium	750kva
7.	Herbarium	200kva
8.	Herbarium	200kva
9.	Marquee Area	50kva

3. OPERATING HOURS

The service provider will be required to provide services during working hours from 08:00 – 16:00.

4. LABOUR

The service provider will be liable for its staff on site. The service provider is to supervise and give instructions to staff on site. The service provider will be responsible for all his/her staff's physical safety. Technicians must be customer-service focused, courteous, value and treat all employees of the client and the client's patrons with due respect. Technicians must maintain the spirit of confidentiality of SANBI information at all times.

5. SAFETY REQUIREMENTS

In as much as the service provider will at all material times carry out the contract works for his/her/their own account as an independent service provider, the service provider shall ensure compliance, by him/her/their employees and any invitees to the site, with the relevant provisions of the Occupational Health and Safety Act No. 85 of 1993 ("the OHS Act"), and that all safety regulations and procedures prescribed under the regulations of the OHS or its Regulations are observed at all times.

6. SAFETY PLAN: OCCUPATIONAL HEALTH AND SAFETY PLAN

The Safety Plan shall be compiled, signed and returned with the request for the quotation (RFQ) document of which it forms part. It is a requirement of this contract, that a Safety Plan, in accordance with SANBI's Safety Rules and Occupational Health and Safety Act 1993 as amended, be submitted with this request. The safety plan must provide for the procedures and equipment necessary to undertake the scope of work specified in this RFQ document, in all aspects. Failure to provide this Safety Plan would render the submitted RFQ, technically non-compliant. Bidders to take special note of the known security risks where special arrangements may be needed to work at specific premises.

7. EVALUATION CRITERIA

7.1. Evaluation process

In accordance with the National Treasury Instruction Note on the Amended Guidelines in Respect of Bids that Include Functionality as a Criterion for Evaluation (issued 3 September 2010), this bid will be evaluated in two stages:

The first stage will evaluate functionality according to the criteria listed in the table below:

EVALUATION CRITERIA		POINTS
Company profile and relevant years of existence: A brief overview of the company with an indication of its expertise to the scope of work with the relevant number of years in existence.		20
Sub-criteria	Points Obtainable	
More than nine (9) years of relevant experience	20	
Nine (9) years - more' relevant experience	16	
Five (5) - six (6) years of relevant experience	12	
Four (4) – five (5) years of relevant experience	8	
Three (3) – four (4) years of relevant experience	4	
0 - 2 years of relevant experience	0	
Total	20	

Company /Firm Previous experience in similar projects: Provide proof of the company's previously completed projects which is in the form of appointment letters and completion certificates/reference letters. This should reflect the name of the client/project, duration, and rand value of the project, Please complete annexure A. <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 20px;"> <thead> <tr> <th style="text-align: center;">Sub-criteria</th> <th style="text-align: center;">Points Obtainable</th> </tr> </thead> <tbody> <tr> <td>More than five (5) relevant reference letters</td> <td style="text-align: center;">20</td> </tr> <tr> <td>Between four (4) and five (5) relevant reference</td> <td style="text-align: center;">16</td> </tr> <tr> <td>Between three (3) and five (4) relevant reference</td> <td style="text-align: center;">12</td> </tr> <tr> <td>Between (2) and three (3) relevant reference</td> <td style="text-align: center;">8</td> </tr> <tr> <td>Between (1) and two (2) relevant reference</td> <td style="text-align: center;">4</td> </tr> <tr> <td>No submission</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Total</td> <td style="text-align: center;">20</td> </tr> </tbody> </table>	Sub-criteria	Points Obtainable	More than five (5) relevant reference letters	20	Between four (4) and five (5) relevant reference	16	Between three (3) and five (4) relevant reference	12	Between (2) and three (3) relevant reference	8	Between (1) and two (2) relevant reference	4	No submission	0	Total	20	20												
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Qualifications and experience of personnel: Level of expertise and qualifications – the bidder must include detailed copies of the CVs and qualifications of the personnel who are going to be working on this project. Please include a minimum of 3 contactable references in the CV. Academic Qualifications a) Technician Name: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: center;">Sub-criteria</th> <th style="text-align: center;">Points Obtainable</th> </tr> </thead> <tbody> <tr> <td>Master's Degree plus professional registration with SAIEE/ECOSA</td> <td style="text-align: center;">18</td> </tr> <tr> <td>B. Tech degree Engineering (Electrical)</td> <td style="text-align: center;">15</td> </tr> <tr> <td>Diploma Engineering (Electrical)</td> <td style="text-align: center;">10</td> </tr> <tr> <td>N6 (Electrical)</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Grade 12</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Sub-Total</td> <td style="text-align: center;">18</td> </tr> </tbody> </table> b) Assistant technician Name: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: center;">Sub-criteria</th> <th style="text-align: center;">Points Obtainable</th> </tr> </thead> <tbody> <tr> <td>Master's Degree</td> <td style="text-align: center;">12</td> </tr> <tr> <td>B. Tech degree Engineering (Electrical)</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Diploma Engineering (Electrical)</td> <td style="text-align: center;">7</td> </tr> <tr> <td>N6 (Electrical)</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Grade 12</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Sub-Total</td> <td style="text-align: center;">12</td> </tr> </tbody> </table>	Sub-criteria	Points Obtainable	Master's Degree plus professional registration with SAIEE/ECOSA	18	B. Tech degree Engineering (Electrical)	15	Diploma Engineering (Electrical)	10	N6 (Electrical)	5	Grade 12	0	Sub-Total	18	Sub-criteria	Points Obtainable	Master's Degree	12	B. Tech degree Engineering (Electrical)	10	Diploma Engineering (Electrical)	7	N6 (Electrical)	5	Grade 12	0	Sub-Total	12	30
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Personnel Experience of Involvement in similar projects a) Technician Name: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <th style="width: 70%;">Sub-criteria</th><th style="width: 30%;">Points Obtainable</th></tr> <tr> <td>More than six (6) years of experience</td><td style="text-align: center;">20</td></tr> <tr> <td>Between four (4) and six (6) years of experience</td><td style="text-align: center;">15</td></tr> <tr> <td>Between three (3) and four (4) years of experience</td><td style="text-align: center;">10</td></tr> <tr> <td>Between one (1) and three (3) years of experience in similar work</td><td style="text-align: center;">5</td></tr> <tr> <td>Below one (1) year of experience in similar work</td><td style="text-align: center;">0</td></tr> <tr> <td>Sub -Total</td><td style="text-align: center;">20</td></tr> </table> b) Assistant Technician Name: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <th style="width: 70%;">Sub-criteria</th><th style="width: 30%;">Points Obtainable</th></tr> <tr> <td>More than six (6) years of experience</td><td style="text-align: center;">10</td></tr> <tr> <td>Between four (4) and six (6) years of experience</td><td style="text-align: center;">8</td></tr> <tr> <td>Between three (3) and four (4) years of experience</td><td style="text-align: center;">7</td></tr> <tr> <td>Between one (1) and three (3) years of experience in similar work</td><td style="text-align: center;">5</td></tr> <tr> <td>Below one (1) year of experience in similar work</td><td style="text-align: center;">0</td></tr> <tr> <td>Sub-Total</td><td style="text-align: center;">10</td></tr> </table>	Sub-criteria	Points Obtainable	More than six (6) years of experience	20	Between four (4) and six (6) years of experience	15	Between three (3) and four (4) years of experience	10	Between one (1) and three (3) years of experience in similar work	5	Below one (1) year of experience in similar work	0	Sub -Total	20	Sub-criteria	Points Obtainable	More than six (6) years of experience	10	Between four (4) and six (6) years of experience	8	Between three (3) and four (4) years of experience	7	Between one (1) and three (3) years of experience in similar work	5	Below one (1) year of experience in similar work	0	Sub-Total	10	30
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Below one (1) year of experience in similar work	0																												
Sub-Total	10																												
TOTAL	100																												

Bids that fail to score a minimum of 70 out of a possible 100 points for functionality will not be eligible for further consideration.

The second stage will evaluate the price and preference points of those bids that meet the minimum threshold for functionality. In accordance with the Preferential Procurement Regulations, 2017 pertaining to Preferential Procurement Policy Framework Act (No. 5 of 2000), the 80/20 point system will be applied in evaluating proposals that qualify for further consideration, where price constitutes 80 points and 20 points will be awarded as per Points allocated to a bidder on the B-BBEE status level certificate

Sufficient information must be provided to allow the evaluation panel to score bids against all these criteria. Failure to do so may result in the disqualification.

8. COSTING

8.1 Costs:

Labour	Unit Rate	QTY	Weekend hours rate	Total
Technician	Hour	1	R	R
Assistant Technician	Hour	1	R	R
Total before VAT			R	R
VAT (15%)				R
Great grand total				R

8. SUPPORTING DOCUMENTS

- A copy of the company Central Supplier Database (CSD) registration report
- Valid letter of Good Standing from the office of the Compensation Commissioner as required by the Compensation for Occupational Injuries and Diseases Act (COIDA). The letter should be issued by the Department of Labour.
- A copy of CIDB Grading 1EP (Electrical Engineering Works – Infrastructure) registration Certificate
- It is estimated that tenderers should have a CIDB contractor grading of 1EP or higher
- Proof of registration Electrical Contractors' Association of South Africa ECA (SA)
- SBD forms 1, 4, 6.1
- A certified copy of **Liability Insurance Cover** for the company and the amount available per claim.

9. SUBMISSION

Submission Deadline:

Closing date for submission of responses: 18 October 2022 at 11h00

Submission of proposals must be emailed to S.SCM-Quotations@sanbi.org.za with a copy to Ms Masowa at. M.Masowa@sanbi.org.za

Emailed applications must not be more than 6MB in size.

For more information about the Terms of Reference, please contact Morwesi Dladla at m.dladla@sanbi.org.za

ANNEXURE A

The Bidder shall list below all completed projects or awarded and about to commence. The lists must have at least a minimum of five (5) projects.

CLIENT	PROJECT DESCRIPTION	PROJECT VALUE (INCLUSIVE OF VAT)	PROJECT DURATION (START AND END DATE)	EXPECTED COMPLETION DATE OR DATE COMPLETED