



REQUEST FOR QUOTATION INVITATION FOR GOODS AND/OR SERVICES  
Procurement Less than R7500, 000 (including Vat)  
(For publication on Joburg Theatre's Notice Board & Website)

ADVERT DATE	18 April 2024
DEPARTMENT	Finance
RFQ NO.	RFQ00951/24
DESCRIPTION OF GOODS/SERVICES	Sophos License Renewal
LC THRESHOLD	N/A
RFQ SPECIFICATION FORMS/DOCUMENTS ARE OBTAINABLE FROM:	RFQ SPECIFICATION IS AVAILABLE ON JOBURG THEATRE'S WEBSITE – <a href="http://www.joburgcitytheatres.com">www.joburgcitytheatres.com</a>
CLOSING DATE: TIME:	25 April 2024 12H00
COMPULSORY REQUIREMENTS	1. MBD FORMS MUST BE ATTACHED TO THE PROPOSAL 2. SUPPLIER REGISTRATION FORM (IF NOT ON JOBURG CITY THEATRES SUPPLIER DATABASE)
SITE MEETINGS Date, Time & Venue	n/a
ENQUIRIES:	Keabetswe Phuti : <a href="mailto:kea@joburgtheatre.com">kea@joburgtheatre.com</a>
SUBMISSION:	Sealed quotations marked with the reference no: must be placed in the <b>Tender Box</b> at Joburg Theatre Complex, 01st Floor, Loveday Street, Braamfontein.



## CHECKLIST

**PLEASE USE THE CHECKLIST TO CONFIRM THAT ALL COMPULSORY DOCUMENTS HAVE BEEN ATTACHED TO YOUR QUOTATION. PLEASE NOTE THAT IF THESE DOCUMENTS ARE NOT ATTACHED COMPLETED AND SIGNED THE QUOTATION WILL BE DISQUALIFIED.**

Details	Annexures
MBD 1 -Invitation to Bid	Annexure A
MBD3.1 - Pricing And Delivery Schedule	
MBD4- Declaration Of Interest	
MBD 6.1- Preference Points Claim Form in terms of PPPFA 2022 regulations	
MBD 6.2- Declaration Certificate for Local Production and Local Content (only applicable if designated materials are included). <ul style="list-style-type: none"> <li>❖ Annexure C-Local Content Declaration- Summary Schedule</li> <li>❖ Annexure D-Imported Content Declaration – Supporting Schedule to Annexure C</li> <li>❖ Annexure E-Local Content Declaration- Supporting Schedule to Annexure C</li> </ul>	
MBD 8- Declaration Of Bidder’s Past Supply Chain Management Practices	
MBD9- Certificate Of Independent Bid Determination	
<b>Central Supplier Databased (CSD)</b> Registration Summary report (report must not be older than 30 days)	Annexure B
ID copies of shareholders / directors and share certificates	
Original Certified Copy of Company Registration Document	
Rates & Taxes Invoice for Company OR Certified Copy of Lease Agreement OR Original Certified Copy of Affidavit Certified by the SAPS.	
Rates and Taxes Invoice for All the Directors of the Company OR Original Certified Copy of Lease Agreement OR Affidavit Certified by the SAPS.	
Tax Pin Code.	
Certified Copy of BBBEE certificate OR Certified copy of Sworn affidavit.	
Registration with the Workmen’s Compensation Fund. A letter of good standing issued by Department of Labour	
Reference Letters	
Company Profile	
Functionality Supporting documents (only applicable if required as per bid)	Annexure C
DETAILED Quotation (on company letterhead)	Annexure D
Any additional bidder information not mentioned above	Annexure E

**SIGNATURE OF BIDDER:** \_\_\_\_\_ **CAPACITY:** \_\_\_\_\_



**PLEASE NOTE THAT NOT SUBMITTING THE COMPULSORY DOCUMENTS MAY LEAD TO DISQUALIFICATION COMPULSORY REQUIREMENTS**

1. **Tax clearance** - Please note that copies of tax clearance certificates are not valid as per SARS and they will not be accepted by the Joburg City Theatres. Failure to provide the original tax clearance certificate will result in the quotation being disqualified.
2. **Latest copy of rates and taxes** together with a completed "Declaration on State of Municipal Accounts" form. (Attached) Please note the following:
  - a) There must be a Rates & Taxes invoice for each of the Directors of the Company as well as for the Company. The Rates & Taxes Invoice cannot be older than 3 months. If Rates & Taxes are in arrears for more than 3 months, the quotation will be disqualified.
  - b) If the business is operated from the residence of one of the directors, an affidavit, certified, must be submitted stating the address of the business premises.
  - c) If the premises from where business is conducted or where a director is residing, is leased a copy of the lease agreement or an affidavit must be submitted.
3. **The quotation page must be signed.** If you are using your own format on your Company's letterhead to quote please ensure that the quotation is signed.
4. The attached **MBD 4 form** (Declaration of Interest) must be completed and submitted with the quotation. If the MBD 4 is incomplete or not attached the quotation may be disqualified.
5. The attached **MBD 6.1 form** (Preference Points Claim Form In Terms Of the Preferential Procurement Regulations 2022) must be completed and submitted with the quotation. If the MBD 6.1 is incomplete or not attached the quotation may be disqualified.
6. The attached **MBD 8 form** (Declaration of Bidder Past Supply Chain Management Practices) must be completed and submitted with the quotation. If the MBD 8 is incomplete or not attached the quotation may be disqualified.
7. The attached **MBD 9 form** (Certificate of Independent Bid Determination) must be completed and submitted with the quotation. If the MBD 9 is incomplete or not attached the quotation may be disqualified.
8. **A certified copy of the B-BBEE Status Level Verification Certificate / Certified copy of sworn affidavit** for QSE and EME must be attached. If not attached no points for B-BBEE will be awarded.
9. **All price alterations must be signed** for by the Bidder confirming that such changes were made by the Bidder. **PLEASE NOTE THAT PRICE CHANGES WITHOUT A SIGNATURE WILL LEAD TO THE DISQUALIFICATION OF THE QUOTATION SUBMITTED.**

**I HEREWITH CONFIRM THAT HAVE READ AND UNDERSTOOD THE ABOVEMENTIONED REQUIREMENTS**

**SIGNATURE** \_\_\_\_\_ **NAME** \_\_\_\_\_



## CONDITIONS

1. All goods or services purchased will be subject to Joburg City Theatres SCM Policy and Procedures. A copy of said conditions is available from the Joburg Theatre office.
2. All purchases will be made through an official order form. Therefore no goods must be delivered or services rendered before an official order has been forwarded to and accepted by the successful bidder.
3. To participate in the Joburg City Theatres' Quotation process for the procurement of goods and/or services, vendors are advised to get accredited and registered on the Joburg City Theatres' Supplier Database. Supplier registration forms are available from the Supply Chain Management Unit. Joburg City Theatres is dealing only with the registered and accredited suppliers on its Database.
4. All prices quoted must be inclusive of Value Added Tax (VAT). Suppliers who are not registered for VAT will be treated as Non VAT Vendors.
5. Prices quoted must include delivery charges and goods must be delivered to the address indicated on the quotation page.
6. All prices submitted must be firm. "Firm" prices are deemed to be fixed prices, which are only subject to the following statutory changes, namely VAT and any levy related to customs and excise.
7. Quantities are given in good faith and without commitment to the Joburg City Theatres. Joburg City Theatres reserves the right to increase or reduce the quantity to be in line with the set threshold for quotations prescribed in the SCM Policy.
8. **JOBURG CITY THEATRES DOES NOT TAKE RESPONSIBILITY FOR ANY QUOTATIONS DEPOSITED IN THE WRONG BOX.**

I HEREWITH CONFIRM THAT HAVE READ AND UNDERSTOOD THE ABOVEMENTIONED  
REQUIREMENTS

SIGNATURE \_\_\_\_\_ NAME \_\_\_\_\_

**PART A  
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (JOBURG CITY THEATRES)					
RFQ NUMBER:	00951/24	CLOSING DATE:	25 April 2024	CLOSING TIME:	12h00
DESCRIPTION	Sophos License Renewal				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					
<p><b>Sealed quotations marked with the reference no:</b></p> <p>Sealed documents individually marked with the abovementioned RFQ and Service Description, must be placed in the Tender box situated at <b>Joburg Theatre Complex on the 01st Floor, Loveday Street in Braamfontein</b> by the closing date and time as per Joburg City Theatres' clock. All Suppliers are encouraged to make their submission before the closing time. It is the bidders' responsibility to obtain documents in time so as to ensure responses reach Joburg City Theatres timeously.</p>					
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:		CSD No:		
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	<input type="checkbox"/> Yes  <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	<input type="checkbox"/> Yes  <input type="checkbox"/> 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]					

<b>ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No  [IF YES ENCLOSE PROOF]	<b>ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No  [IF YES, ANSWER PART B:3 ]
TOTAL NUMBER OF ITEMS OFFERED		TOTAL BID PRICE	<b>R</b>
SIGNATURE OF BIDDER		DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED			
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:</b>		<b>TECHNICAL INFORMATION MAY BE DIRECTED TO:</b>	
DEPARTMENT	Supply Chain	CONTACT PERSON	
CONTACT PERSON	Keabetswe Phuti	TELEPHONE NUMBER	
E-MAIL ADDRESS	<a href="mailto:kea@joburgtheatre.com">kea@joburgtheatre.com</a>	FACSIMILE NUMBER	

**PART B**  
**TERMS AND CONDITIONS FOR BIDDING**

<b>1. BID SUBMISSION:</b>	
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	<b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT VIA EMAIL)</b>
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
<b>2. TAX COMPLIANCE REQUIREMENTS</b>	
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.
<b>3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>	
3.1.	IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.2.	DOES THE ENTITY HAVE A BRANCH IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.3.	DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.4.	DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
3.5.	IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <span style="float: right;"><input type="checkbox"/> YES <input type="checkbox"/> NO</span>
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: .....**

**a) Scope of Work**

Joburg City Theatres (JCT) hereby invites proposals from all prospective service providers to propose a cost effective solution for below mentioned. Service Providers are required to respond to this RFQ (Request for Quotation) demonstrating that their proposed approach and solutions are a probable fit to JCT's requirements and are required to complete all categories as stipulated within this document.

All information contained in this RFQ or given by management or staff of JCT is solely for the purpose of providing Service Providers with relevant information with which to complete and submit their proposals. The appointed service provider will be evaluated from time to time on the following basis:

- **Timeliness of service delivery; Quality of the service provided; Provision of services in compliance with clearly stated specifications;**

**b) Specifications**

#	Licence	Expiry Date	Product	Users
1	L0006783126	02/05/2024	Central Intercept X Endpoint Advanced	180
2	L0006757519	16/05/2024	Central Intercept X Advanced for Server (previously Central Server Protection Advanced)	15

**c) Price**

	DESCRIPTION	Price
1	Central Intercept X Endpoint Advanced	
2	Central Intercept X Advanced for Server (previously Central Server Protection Advanced)	
	Vat	
	Total	

- No claim for price escalation will be considered unless it is specifically stated that this RFQ is subject to adjustment. Failure to complete this clause will result in the RFQ prices being deemed to be firm.
- Notwithstanding anything to the contrary contained in JCT's Conditions of RFQ, Memorandum of Agreement or the Price Schedule, any claim for an increase in the RFQ prices herein quoted shall be submitted in writing.



- The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract.
- Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of statement by the supplier.
- Payment will be made in Rand unless otherwise stipulated.
- All prices must include Value Added Tax.
- All tax invoices submitted by the Bidder must show the Value of the supply, the amount of tax charged and the consideration for the supply.
- All price(s) must be net with all discounts and settlement discount already deducted.
- Price(s) must include cost of supply, transport of personnel delivery and off-loading (if applicable).
- Price(s) must include cost of all labour, equipment, delivery of labour to site, materials etc. and without any extra or additional charges to Joburg City Theatres whatsoever.
- Any and all alterations to the bid price must be signed in full by the bid's authorised signatory and an accompanying letter from bidder on their official company letterhead will indicate such alterations. Failure to this will disqualify the bid

d) In Service of the State

**NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (see definition below)**

- \* MSCM Regulations: "in the service of the state" means to be –
  - a) a member of –
    - i. any municipal council;
    - ii. any provincial legislature; or
    - iii. the national Assembly or the national Council of provinces;
  - b) a member of the board of directors of any municipal entity;
  - c) an official of any municipality or municipal entity;
  - d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
  - e) a member of the accounting authority of any national or provincial public entity; or
  - f) An employee of Parliament or a provincial legislature.

e) Grounds for Disqualification

Joburg City Theatres reserves the right to disqualify any bidder which does any one or more of the following, and such disqualification may take place without prior notice to the offending bidder, however the bidder shall be notified in writing of such disqualification:

- bidders who do not submit a **valid Tax PIN** issued by **SARS**, on the closing date and time of the bid.
- bidders who submitted **incomplete information and documentation** according to the requirements of this Bid
- bidders who submitted **information that is fraudulent, factually untrue or inaccurate**, for example memberships that do not exist, BEE credentials, experience, etc.;

- bidders who received information not available to other vendors through fraudulent means; and/or
- bidders who do not comply with *mandatory requirements* as stipulated in this bid
- Bidders are reminded that *all alterations in the bid document must be signed in full* by the bidder's authorised signatory and an accompanying letter on the bidder's official letterhead must be provided indicating such alterations.
- This bid, correctly endorsed is to be addressed to Joburg City Theatres and must be deposited into the tender box at the time and date shown herein. Under no circumstances will late tenders be accepted.
- The bid document is to be completed in **black ink pen** and in full. It is not to be retyped at all.
- The bid document is to be *submitted in full in the same order as issued* with all sections attached.
- Joburg City Theatres will not award the RFQ to any firm that cannot provide proof to substantiate its successful completion of a *minimum of 3 projects of similar size and nature*.
- Proposal that do not meet Joburg City Theatres' requirements shall be considered as unsuitable and non-responsive and shall be rejected.
- Bidders are required to *cost for all the items as required*. If not, the proposal will be rejected as non-responsive.

**NB: It will be in the best interest of the bidder to base his quote with full and comprehensive information to ensure that the final solution is not jeopardised by an uneconomic bid price.**

**f) Certified Copies/Commissioner of Oaths Certification**

The bidder shall, where required in terms of the bid (bidders information) submit with the bid, certified copies of all certificates specified. Failure to do so may render the bid liable to rejection on the grounds of being incomplete.

**g) Modification and Withdrawal of Quotes**

- The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification or withdrawal is received by JCT prior to the deadline prescribed for submission of Quotes.
- The Bidder's modification or withdrawal notice shall be prepared, sealed, marked and dispatched in accordance with the provisions of clause 6. A withdrawal notice may also be sent by fax, followed by a signed confirmation copy, post marked not later than the deadline for submission of Quotes.
- No bid may be modified subsequent to the deadline for submission of Quotes.
- No bid may be withdrawn in the interval between the deadline for submission of Quotes and the expiration of period of bid validity specified by the Bidder on the bid form.

**h) Requirements to Submit Proposals**

- All schedules in this document must be populated and will form part of the quotation
- A completed Joburg City Theatres supplier registration application form which is available for download from Joburg City Theatres' website ([www.joburgcitytheatres.com](http://www.joburgcitytheatres.com)). Alternatively, if the supplier is registered on the JCT database, then the service provider need only submit all the mandatory documents with this application.
- The contractor will need to provide examples /references of similar such works performed.

i) **Clarification of Quotes**

During evaluation of Quotes, JCT may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing.

j) **Enhancement in Rates**

The bidder's rates shall be taken to be firm and the supplier shall not be entitled to any price variation or escalation.

k) **Assignment**

The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with JCT's prior written consent.

l) **Local Office**

In order to be considered for an appointment in terms of this bid, bidders must have an office in the Gauteng Region as stipulated in this Bid. The address of this local office must be indicated on the **SERVICE PROVIDERS INFORMATION** below and which will be regarded as the domiciliumcitandietexecutandi for the purpose of any contract or service level agreement arising from this bid submission.

m) **Delays in the Supplier's Performance**

- Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by JCT in the contract.
- If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify JCT in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, JCT shall evaluate the situation and may at its discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or local authority.
- The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.
- Except as provided under GCC clause 3.25, a delay by the supplier in the performance of its delivery obligations shall procure the supplier liable to the imposition of penalties, pursuant to GCC clause 3.22, unless an extension of time is agreed upon pursuant to GCC clause 3.21.2 without the application of penalties.
- Upon any delay beyond the delivery period in the case of a supplies contract, JCT shall, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy

such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

n) Penalties

Subject to GCC clause 3.25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, JCT shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. JCT may also consider termination of the contract pursuant to GCC clause 3.23.

o) Indemnity

- The Contractor agrees that the occupational use of JCT's premises and buildings shall be at his own risk, and that he acknowledges the risks and dangers inherent therein. The Contractor furthermore acknowledges that JCT and / or its employees shall not be liable or responsible for any loss, liability, damages, accident or injury, whether fatal or otherwise, of whatsoever nature and howsoever arising, whether directly from the permission granted by JCT to execute certain events or otherwise, including but not limited to, the use of the premises and / or buildings, and indemnifies JCT and/or its employees against all and any loss of / or damage to property, or injury or death, and any claim for such loss, damage, injury or death, from any cause whatsoever and howsoever arising, which may be suffered in this regard.
- The Contractor and / or its officers, employees, agents, concessionaires, suppliers, Contractors or customers shall not have any claim of any nature against the JCT for any loss, damage, injury or death which any of them may directly or indirectly suffer (whether or not such loss, damage, injury or death is caused through negligence of JCT or its agents or employees) or for:
  - any latent or patent defect in the premises;
  - a fire on the premises;
  - a theft from the premises;
  - the Premises or any part thereof being in a defective condition or state of disrepair;
  - force majeure of *causus fortuitus* or any other cause either wholly or partly beyond the JCT's control;
  - the use of the services offered on the premises;
  - consequential loss howsoever caused;
  - any loss or damage whether to persons or property caused by riots, civil commotion, insurrection or actions taken by the Contractor or JCT to mitigate the effect of / or prevent the aforesaid; and any other cause whatsoever.
- Save for any wilful acts or omission or gross negligence by JCT, its officers, employees, agents, concessionaires, suppliers and Contractors, the Contractor indemnifies JCT and holds it harmless from and against all claims, actions, damages, liability and expense in connection with loss of life, personal injury and / or damage to property arising from or out of any occurrence in, upon or at the premises or the occupancy or use by the Contractor of the premises.

**p) Conditions**

1. In the event of a mistake having been made on the pricing, it shall be crossed out in ink and accompanied by signature.
2. All goods or services purchased will be subject to Joburg Theatre General Conditions of contract.
3. All prices quoted must be inclusive of Value Added Tax (VAT).
4. Prices quoted must include delivery charges and goods must be delivered to the address indicated.
5. All prices submitted must be firm. "Firm" prices are deemed to be fixed prices, which are only subject to the following statutory changes, namely VAT and any levy related to customs and excise

**NAME OF BIDDER:** \_\_\_\_\_ **CAPACITY:** \_\_\_\_\_

**SIGNATURE OF BIDDER:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

## TAX CLEARANCE CERTIFICATE REQUIREMENTS

1. It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder’s tax obligations. Bids will not be considered if these requirements are not met.
2. Previously a taxpayer (bidder) was required to submit a valid, original paper Tax Clearance Certificate (TCC), the tax payer/ bidder MUST now submit TAX COMPLIANCE STATUS PIN NO. Bids WILL NOT be considered if the correct PIN NO and Tax Reference Number are not included in this document
3. Applications for the Tax Clearance Certificates MUST be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website [www.sars.gov.za](http://www.sars.gov.za) or contact the SARS Contact Centre on 0800007277
4. The bidder (Name) ..... Hereby grants Joburg City Theatres Permission to use the following TAX COMPLIANCE STATUS PIN NO ..... With reference to the following Tax reference Number.....
5. The bidder (Name) ..... Hereby further grants SARS permission to disclose the bidders TAX COMPLIANCE STATUS to Joburg City Theatres on an on-going basis during the Contract Term.
6. A bidder who appoints a Sub-Contractor / Joint Venture / Consortia to execute a portion of a contract (Sub-Contractor in excess of National Treasury threshold) must ensure that each appointment is TAX COMPLIANT and remains TAX COMPLIANT for the duration of the contract. Successful bidders must provide JCT authority from their appointments confirming that SARS may, on an on-going basis during the contract term, disclose the appointed Sub-Contractor / Joint Venture / Consortia TAX COMPLIANCE STATUS.
7. A bidder who acts on behalf of an undisclosed principal must disclose such a fact upon submission of a bid as well as identity of that principal. The TAX COMPLIANCE STATUS of that principle must be verified in the same manner as that of the bidder. The same principle applies mutatis mutandis to any Sub-Contractor / Joint Venture / Consortia appointed by a successful bidder to execute a portion of a contract.
8. The TAX COMPLIANCE STATUS of all parties must be disclosed and verified if the bidder consist of a partnership and
9. A bidder, who is not resident in the Republic of South Africa, must apply for TAX CLEARANCE at SARS.

SIGNATURE OF BIDDER \_\_\_\_\_ DATE: \_\_\_\_\_

CAPACITY UNDER WHICH THIS BID IS SIGNED: \_\_\_\_\_

WITNESS 1 \_\_\_\_\_ DATE: \_\_\_\_\_

WITNESS 2 \_\_\_\_\_ 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.....

---

• MSCM Regulations: "in the service of the state" means to be –
 

- (a) a member of –
  - (i) any municipal council;
  - (ii) any provincial legislature; or
  - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution with in the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

3.8 Do you, have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid? **YES/NO**

3.8.1 If so, furnish particulars.....  
.....

3.9 Are you, aware of any relationship (family, friend, other) between a bidder and any person in the service of the state who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.9.1 If so, furnish particulars .....  
.....

3.10 Are any of the company's directors, managers, principal shareholders or stakeholders in service of the state? **YES / NO**

3.10.1 If so, furnish particulars.....  
.....

3.11 Are any spouse, child or parent of the company's directors, managers, Principal shareholders or stakeholders in service of the state? **YES / NO**

3.11.1 If so, furnish particulars.....  
.....



# CERTIFICATION

I, THE UNDERSIGNED (NAME) .....CERTIFY THAT  
THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT.

I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE  
FALSE.

.....

**Signature**

.....

**Date**

.....

**Position**

.....

**Name of Bidder**

## 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**

### 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
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 The applicable preference point system for this tender is the **80/20** preference point system.

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 The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

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).
- (f) **“Historically Disadvantaged Individual (HDI)”** means a South African citizen –
- I. who, due to the apartheid policy that had been in place, had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act No. 110 of 1983) or the Constitution of the Republic of South Africa, 1993 (Act No. 200 of 1993) (“The Interim Constitution”) and /or
  - II. Who is a female; and/or
  - III. Who has a disability provided that a person who obtained South African citizenship on or after the coming to effect of the Interim Constitution, is deemed not to be a HDI.
- (g) Provided that a person who obtained South African citizenship on or after the coming to effect of the Interim Constitution, is deemed not to be an HDI;
- (h) **“Disability”** means, in respect of a person, a permanent impairment of a physical, intellectual, or sensory function, which results in restricted, or lack of, ability to perform an activity in the manner, or within the range, considered normal for a human being.
- (i) **“Youth”** Has the meaning assigned to it in section 1 of the National Youth Development Agency Act, 2008 (Act No. 54 of 2008)
- (j) **“Specific goals”** means specific goals as contemplated in section 2(1) (d) of the PPPFA which may include contracting with persons, or group of persons, historically disadvantaged by unfair discrimination on the basis of race, gender and disability including the implementation of programmes of the Reconstruction and Development Programme as published in Government Gazette No. 16085 dated 23 November 1994.
- (k) **“IDP”** refers to the Integrated Development Plan being a five-year strategic plan required in terms of the Municipal Systems Act, 2000 (Act no 32 of 2000), guiding the City in executing its constitutional mandate.
- (l) **“Locality”** means that tenderer/bidder must have a business enterprise located within the boundaries of City of Johannesburg Municipal Metropolitan Municipality or Gauteng Province to score points for locality.
- (m) **“Lowest Acceptable Tender”** means the tender that complies with all specifications and conditions of the tender and that has the lowest price compared to other tenders.
- (n) **“Small, Medium and Micro Enterprises (SMMEs)”** bears the same meaning assigned to this expression in the National Small Business Act, 1996 (Act 102 of 1996).
- (o) **“Sub-Contracting”** means the use of the 3rd party or subcontractor by the main contractor to help fulfil the obligations of the contract

### 3. REFERENCE TO THE CITY'S IDP DOCUMENT

3.1 The City's IDP document of 2022/27 identified some challenges and opportunities in growing its economy, these are also considered on the differing preferential goals below. Some of the City's preferential goals were extracted from the City's IDP document which identified the following challenges and areas of development:

- 3.1.1 High rate of unemployed youth in the City.
- 3.1.2 Establishment of Priority Economic Zones (PEZ) to address both spatial and economic challenges.
- 3.1.3 SMME development and support.
- 3.1.4 Elderly development and support.
- 3.1.5 Women development and support
- 3.1.6 Youth development and support.
- 3.1.7 People with disabilities (PWDs) development and support.
- 3.1.8 LGBTQIA development and support

3.2 The City intends mitigating its risks through coordinated programmes across all departments, as well as allocating a percentage spent on SMMEs.

### 4. PREFERENTIAL PROCUREMENT SYSTEM

#### 4.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS FOR ACQUISITION OF GOODS OR SERVICES

a) A maximum of 80 or 90 points is allocated for price, inclusive of all applicable taxes on the following basis:

$$Ps = 80 \left( 1 - \frac{Pt - Pmin}{Pmin} \right) \quad \text{or} \quad Ps = 90 \left( 1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

- b) A maximum of 20/10 points may be awarded to a tenderer for the specific goal specified for the tender.
- c) The points scored for the specific goal must be added to the points scored for price and the total rounded off to the nearest two decimal places.
- d) Subject to section 2(1) (f) of the Act, the contract must be awarded to the tender scoring the highest points.

#### 4.2 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

a) A maximum of 80 or 90 points is allocated for price, inclusive of all applicable taxes on the following basis:

80/20

or

90/10

$$Ps = 80 \left( 1 + \frac{Pt - Pmax}{Pmax} \right) \quad \text{Or} \quad Ps = 90 \left( 1 + \frac{Pt - Pmax}{Pmax} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

- b) A maximum of 20/10 points may be awarded to a tenderer for the specific goal specified for the tender.
- c) The points scored for the specific goal must be added to the points scored for price and the total rounded off to the nearest two decimal places.
- d) Subject to section 2(1) (f) of the Act, the contract must be awarded to the tender scoring the highest points.

#### 4.2.1 CRITERIA FOR BREAKING DEADLOCK IN SCORING

- a) If two or more tenderers score an equal total number of points, the contract must be awarded to the tenderer that scored the highest points for specific goals.
- b) If two or more tenderers score equal points total points in all respects, the award must be decided by the drawing of lots.

### 5. POINTS AWARDED FOR SPECIFIC GOALS

- 5.1 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 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 5.2 In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
  - (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
  - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,Then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

#### Points awarded for historically disadvantaged individuals

Preference points for HDI's are calculated on their percentage shareholding in a business, provided that they are actively involved in and exercise control over the enterprise. The following formula is prescribed

$$NEP = NOP \times \frac{EP}{100}$$

**NEP** = Points awarded for equity ownership by an HDI

**NOP**= the maximum number of points awarded for equity ownership by an HDI

**EP** = The percentage of equity ownership by an HDI within the enterprise or business, determined in accordance with sub-regulations (1), (2), (3) and (4).

## 6. CATEGORIES OF SPECIFIC GOALS FOR JCT

- a) The categories of preferential goals as contained in the relevant legislation and the COJ IDP document is hereby listed below and JCT will be at liberty to apply specific goals in any combination format depending on preference targets and availability of suppliers. Both specific goal 1 and goal 2 will be included in the Request for Quotations and tenders.

### 6.1 SPECIFIC GOAL 1: HDI

A maximum of 10 points from specific goal 1 must be allocated when applying the 80/20 Preference Point System or 5 points when using the 90/10 Preference Points System. Bidder may score the points based on company ownership. The tender/RFQ must be advertised with a specific tendering preferential procurement requirement in order for the bidder to claim 10 or 5 points for specific goal 1, the tenderer must be 51% owned or more by the following designated groups:

- (a) Black People.
- (b) Women.
- (c) Black Youth.
- (d) Black People with Disabilities.
- (e) Black People who are Military Veterans.
- (f) Cooperative which is at least 51% owned by Black People.

Table below provides for the guide on the allocation and verification of specific points under goal 1:

SPECIFIC GOAL 1: HDI	MEANS OF VERIFICATION	80/20	90/10
<b>MAXIMUM POINTS</b>		10	5
<b>Business owned by 51% or more – black people</b>	CSD report; ID copies of shareholders / directors and share certificates; BBBEE certificate OR Certified copy of Sworn affidavit	5	2
<b>Business owned by 51% or more – women</b>	CSD report; ID copies of shareholders / directors and share certificates; BBBEE certificate OR Certified copy of Sworn affidavit	10	3
<b>Business owned by 51% or more – youth</b>	CSD report; ID copies of shareholders / directors and share certificates; BBBEE certificate OR Certified copy of Sworn affidavit	10	3
<b>Business owned by 51% or more – black people with disability</b>	CSD report; ID copies of shareholders / directors and share certificates; BBBEE certificate OR Certified copy of Sworn affidavit	2	1

<b>Business owned by 51% or more – black people who are military veterans</b>	CSD; registration with military veteran's database (stamped printout from military veterans' office showing the principal member with the ID number will be required), and Valid BBBEE Certificate / Affidavit Sworn under oath.	2	1
<b>Cooperative which is at least 51% owned by Black People</b>	CSD, Valid BBBEE Certificate / Affidavit Sworn under oath, ID copy of owner/s of the business and CIPC registration document.	5	1

## 6.2 SPECIFIC GOAL 2: PROMOTION OF LOCAL ECONOMY

A maximum of 10 points from specific goal 2 must be allocated when applying the 80/20 Preference Point System or 5 points when using the 90/10 Preference Points System. These Specific Goals are regarded as critical in contributing towards the economic development and growth in Gauteng Province. The tender/RFQ must be advertised with a specific tendering preferential procurement requirement in order for the bidder to claim 10/5 points for specific goals. Therefore, specific goal 2 points may be allocated for the following RDP including COJ IDP Goals:

- Promotion of SMMEs (An EME or QSE).
- The promotion of enterprises located within the City of Johannesburg Metropolitan Municipality.
- Promotion of enterprises located in a specific region within the City of Johannesburg Metropolitan Municipality for work to be done or services to be rendered in that region.
- The promotion of enterprises located in Townships.
- The upliftment of communities through, but not limited to, housing, transport, schools, infrastructure donations, and charity organisations.
- Subcontracting to business owned by designated groups (up to 30%).

Table below provides for the guide on the allocation and verification of specific points under goal 2:

SPECIFIC GOAL 2: PROMOTION OF LOCAL ECONOMY	MEANS OF VERIFICATION	80/20	90/10
<b>MAXIMUM POINTS</b>		<b>10</b>	<b>5</b>
SMMEs (An EME or QSE).	CSD and BBBEE Certificate / Affidavit Sworn under oath.	5	1
Enterprises located within the City of Johannesburg Metropolitan Municipality.	CSD and proof of municipal account.	10	5
Enterprises located in a specific region within the City of Johannesburg Metropolitan Municipality for work to be done or services to be rendered in that region.	CSD and proof of municipal account / letter from the Ward Council confirming the business address.	5	5
Enterprises located in Townships.	CSD and proof of municipal account / letter from the Ward Council confirming the business address.	4	1
Upliftment of communities through, but not limited to, housing, transport,	CSIR policy, list of organisations assisted in the current financial year and	4	3

schools, infrastructure donations, and charity organizations.	reference/acceptance letters from those organizations.		
Subcontracting to business owned by designated groups (up to 30%).	Draft subcontracting agreement to the designated groups, and Valid BBBEE Certificate / Sworn Affidavit of the subcontracted business.	5	5

**DECLARATION WITH REGARD TO COMPANY/FIRM**

3.1. Name of company/firm.....

3.2. Company registration number: .....

3.3. 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]

3.4. 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.

.....	
<b>SIGNATURE(S) OF TENDERER(S)</b>	
<b>SURNAME AND NAME:</b>	.....
<b>DATE:</b>	.....
<b>ADDRESS:</b>	.....
	.....
	.....
	.....

## DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Municipal Bidding Document (MBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably). Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2022, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

### General Conditions

Preferential Procurement Regulations, 2022 (Regulation 9) makes provision for the promotion of local production and content.

That only locally produced or locally manufactured goods as per specified threshold by National Treasury for local production and content will be considered; and

That the exchange rate to calculate local production and content must be the exchange rate published by the South Africa Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid

A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.

The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

### Where

- x is the imported content in Rand
- y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid.

**The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial\\_development/ip.jsp](http://www.thedti.gov.za/industrial_development/ip.jsp) at no cost.**

A bid may be disqualified if –

this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation; and

the bidder fails to declare that the Local Content Declaration Templates (Annex C, D and E) have been audited and certified as correct.

The stipulated minimum threshold(s) for local production and content for this bid is/are as follows:

Description of services, works or goods	Stipulated minimum threshold
_____	_____%
_____	_____%
_____	_____%

Does any portion of the services, works or goods offered have any imported content? **YES / NO**

If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.6 of the general conditions must be the rate(s) published by the SARB for the specific currency at 12:00 on the date, one week (7 calendar days) prior to the closing date of the bid.

The relevant rates of exchange information is accessible on [www.reservebank.co.za](http://www.reservebank.co.za).

Indicate the rate(s) of exchange against the appropriate currency in the table below:

Currency US	Rates of exchange
Dollar	
Pound	
Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF BID No. ....

ISSUED BY: (Procurement Authority / Name of Municipality / Municipal Entity):.....

NB The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

I, the undersigned, (full names), .....do hereby declare,  
in my capacity as ..... of .....  
.....(name of bidder entity), the following:

- a. The facts contained herein are within my own personal knowledge.
- b. I have satisfied myself that the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286.
- c. The local content has been calculated using the formula given in clause 3 of SATS 1286, the rates of exchange indicated in paragraph 4.1 above and the following figures:

Bid price, excluding VAT (y)	R
Imported content (x)	R
Stipulated minimum threshold for Local content (paragraph 3 above)	
Local content % as calculated in terms of SATS 1286	

If the bid is for more than one product, a schedule of the local content by product shall be attached.

- d. I accept that the Procurement Authority / Municipality /Municipal Entity has the right to request that the local content be verified in terms of the requirements of SATS 1286.
- e. I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or

data that are not verifiable as described in SATS 1286, may result in the Procurement Authority / Municipal / Municipal Entity imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2022 promulgated under the Policy Framework Act (PPFA), 2000 (Act No. 5 of 2000).

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**WITNESS No. 1** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**WITNESS No. 2** \_\_\_\_\_ **DATE:** \_\_\_\_\_



**Annex D**

ESSENTIAL RETURNABLE DOCUMENT:  
FAILURE TO FULLY COMPLETE, DECLARE, SIGN & DATE THIS ANNEXURE D MAY RESULT IN THE BID BEING NON-RESPONSIVE & DISQUALIFIED

**Imported Content Declaration - Supporting Schedule to Annex C**

(D1) Tender No: PD20/16 \_\_\_\_\_

(D2) Tender description: Supply and delivery of welding consumables in the Port of Durban on an "as and when required" basis for a period of thirty (30) days \_\_\_\_\_

(D3) Designated Products: \_\_\_\_\_

(D4) Tender Authority: \_\_\_\_\_

(D5) Tendering Entity name: \_\_\_\_\_

(D6) Tender Exchange Rate: \_\_\_\_\_ Pula \_\_\_\_\_

(U) R 9.00      (G) R 12.00

Note: VAT to be excluded from all calculations

**A. Exempted imported content**

		Calculation of imported content								Summary	
Tender Item no's	Description of imported content	Local supplier	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Exchange Rate	Local value of Imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Exempted Imported value
(D7)	(D8)	(D9)	(D10)	(D11)	(D12)	(D13)	(D14)	(D15)	(D16)	(D17)	(D18)
(D19) Total exempt imported value										R 0	

This total must correspond with Annex C - C.21

**B. Imported directly by the Tenderer**

		Calculation of imported content								Summary	
Tender Item no's	Description of imported content	Unit of measure	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of Imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Total Imported value
(D20)	(D21)	(D22)	(D23)	(D24)	(D25)	(D26)	(D27)	(D28)	(D29)	(D30)	(D31)
(D32) Total Imported value by tenderer										R 0	

**C. Imported by a 3rd party and supplied to the Tenderer**

		Calculation of imported content								Summary	
Description of imported content	Unit of measure	Local supplier	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of Imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Quantity Imported	Total Imported value
(D33)	(D34)	(D35)	(D36)	(D37)	(D38)	(D39)	(D40)	(D41)	(D42)	(D43)	(D44)
(D45) Total Imported value by 3rd party										R 0	

**D. Other foreign currency payments**

		Calculation of foreign currency payments			Summary of payments	
Type of payment	Local supplier making the payment	Overseas beneficiary	Foreign currency value paid	Tender Rate of Exchange	Local value of payments	
(D46)	(D47)	(D48)	(D49)	(D50)	(D51)	
(D52) Total of foreign currency payments declared by tenderer and/or 3rd party						R 0

Signature of Tenderer from Annex B \_\_\_\_\_

Date: \_\_\_\_\_

(D53) Total of Imported content & foreign currency payments - (D32), (D45) & (D52) above R 0

This total must correspond with Annex C - C.22

## Annex E

**ESSENTIAL RETURNABLE DOCUMENT:  
FAILURE TO FULLY COMPLETE, DECLARE, SIGN & DATE THIS ANNEXURE E MAY RESULT IN THE BID BEING NON-RESPONSIVE & DISQUALIFIED**

### Local Content Declaration - Supporting Schedule to Annex C

(E1)	Tender No.	<input type="text" value="PD21/05"/>	<b>Note: VAT to be excluded from all calculations</b>
(E2)	Tender description:	Servicing, fault finding and supplying of material to the navigational and comm	
(E3)	Designated products:	<input type="text"/>	
(E4)	Tender Authority:	<input type="text"/>	
(E5)	Tendering Entity name:	<input type="text"/>	

Local Products (Goods, Services and Works)	Description of items purchased	Local suppliers	Value
	(E6)	(E7)	(E8)
<b>(E9) Total local products (Goods, Services and Works)</b>			R 0

(E10)	Manpower costs (Tenderer's manpower cost)	<input type="text" value="R 0"/>
(E11)	Factory overheads (Rental, depreciation & amortisation, utility costs, consumables etc.)	<input type="text" value="R 0"/>
(E12)	Administration overheads and mark-up (Marketing, insurance, financing, interest etc.)	<input type="text" value="R 0"/>
<b>(E13) Total local content</b>		<input type="text" value="R 0"/>
<b>This total must correspond with Annex C - C24</b>		

Signature of tenderer from Annex B

Date: \_\_\_\_\_



## 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	<p>Is the bidder or any of its directors listed on the National Treasury’s Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p><b>The Database of Restricted Suppliers now resides on the National Treasury’s website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) and can be accessed by clicking on its link at the bottom of the home page.</b></p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p><b>The Register for Tender Defaulters can be accessed on the National Treasury’s website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) by clicking on its link at the bottom of the home page.</b></p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Item	Question	Yes	No
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court 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:		
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"/>
4.5.1	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 bids<sup>1</sup> 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).<sup>2</sup> 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:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

## CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying RFQ:

**RFQ00951/24: Sophos License Renewal**  
(RFQ Number and Description)

in response to the invitation for the RFQ made by:

**JOBURG THEATRE (SOC) LTD**  
(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 consortium<sup>3</sup> will not be construed as collusive bidding.

<sup>3</sup> 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.

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

.....  
**Signature**

.....  
**Date**

.....  
**Position**

.....  
**Name of Bidder**