

QUOTATION STANDARD BIDDING DOCUMENT ANNEXURE

QUOTATION FOR THE FOLLOWING SPECIFIED SUPPLY REQUIREMENTS

QUOTATION NUMBER:	NRF/SAEON/WEIRS/2014-15	CLOSING DATE:	Wednesday 21 January 2015 at 12h00
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QUOTATION DESCRIPTION

Cleaning and maintenance of Jonkershoek weirs

1. Introduction

The SAEON Fynbos Node monitors long term change in the run off of water from mountain catchments at Jonkershoek. The Jonkershoek Experimental Catchment consists of six weirs on streams within the Jonkershoek reserve and forestry area. The weirs form part of a long term catchment monitoring programme which was established from 1938 onwards to measure streamflow under various land uses. This programme supported the establishment of the Working for Water programme by providing data on water use by alien woody plants compared to indigenous vegetation in catchments and the award of Forest Stewardship Certification for South African Plantations.

The weirs continue to provide valuable data in terms of impacts of climate change on catchment water delivery and how this may impact the environment downstream of catchments. They improve our understanding of the impacts of a range of global change factors on the hydrological cycle which improves our ability to manage catchments for sustainable water delivery.

The monitoring weirs are in need of cleaning on an annual cycle to maintain accurate measurement of stream flow.

2. Performance specifications

2.1 *Objective and Purpose*

This call is for cleaning and maintenance of the Jonkershoek experimental weirs in order that they continue to deliver quality data. The cleaning of the weirs ensures accurate measurements of stream flow. The maintenance of the weir structures when the weirs are emptied for cleaning ensures the continued integrity of the structures.

2.2 *Outcomes to be achieved*

In consideration of the above needs, the project will need to achieve the following results:

- Clean weir ponds
- Clean stilling wells
- Clean and repaint weir notches
- Removal of a dead tree overhanging one weir
- Re-greased plugs in all drainage holes

2.3 Scope of work

- To achieve clean weir ponds will require removing sediment, rocks and dead plant material from three moderately filled (Tierkloof, Langrivier and Bosboukloof) weir ponds to specified depths and horizontal extent. It will also require flushing of three other weir ponds (Lambrechtsbos A and B and Biesievlei) and removal of light sediment loads. The debris can be dumped on site at the designated location.
- To achieve clean stilling wells will require removing sediment from stilling wells and stilling well inlets by flushing with water.
- The weir notches require cleaning of rusted areas, rust prevention treatment and repainting.
- The metal plugs for drainage holes must be coated with heavy grease before replacement in drainage holes once weirs are clean.

Appendix A provides a photographic overview of the condition of the weirs in November 2014.

Based on our experience, we suggest the following time allocation per weir:

Weir	Tasks	Time allocation
Biesievlei	V-notch repaint, remove slight sedimentation, clean stilling well	1 day
Bosboukloof	V-notch repaint, remove moderate sedimentation, clean stilling well	2 days
Lambrechtsbos A	V-notch repaint, flush out minor sedimentation, clean stilling well	1 day
Lambrechtsbos B	V-notch repaint, remove slight sedimentation, clean stilling well	1 day
Langrivier	V-notch repaint, remove moderate sedimentation, clean stilling well	3 days
Tierkloof	V-notch repaint, remove moderate sedimentation, remove dead tree, clean stilling well	4 days

2.4 Approach

- Site Inspections prior to quoting will be on Monday 12 January 2015, 10h00, Jonkershoek entrance gate.
- Weirs must be manually cleared. Mechanical clearing using heavy construction vehicles such as front end loaders is not acceptable since the vibration can cause cracks in the concrete wall and disturb weir bed and weir bank stability, allowing water to seep underneath weir wall.
- This project will target groups which are addressing employment equity and capacity development within the environmental field.
- The company/organization performing this work is expected to adhere to land managers' requirements regarding protecting the stream from sediment loading whilst clearing, avoiding any fire hazard, preventing littering and avoiding destruction, damage or removal of any structures, animals or plants in the Jonkershoek area. Every effort must be made to ensure that stream water is not polluted by materials used to maintain the

weirs structures or by other material such as human waste. The land on which the weirs are situated fall under the jurisdiction of CapeNature and Cape Pine (Pty) Ltd.

- When cleaning the Bosboukloof weir the fish farm downstream must be informed since this is their water source and action to avoid sediment discharge into the main stream may be required.
- When cleaning the Lambrechtbos B weir, Cape Pine must be informed because they extract water downstream of this weir for their nursery.
- All weirs are accessible by vehicle

2.5 Deliverables

Delivery on the above outcomes (sections 2.2 & 2.3) must be to the satisfaction of the project leader.

3. Conditions of the contract being awarded & evaluation of quote

3.1 Conditions

- The service provider shall **submit a detailed project quote along with the completed bid documents**. The quote has to include a work plan/schedule that demonstrates the service provider understands the nature and extent of the work. In order to demonstrate this, the work plan must include:
 - number of workers
 - number of days at each weir
 - equipment used
 - cost per weir
 - total cost
- The service provider has to submit a list of at least two references that can be contacted by SAEON.
- By agreeing to sign the contract, prospective service providers agree that their company possesses the necessary skills and equipment to complete the task according to requirements.
- The service provider shall present a detailed invoice, which should include details of hours spent on specific tasks during the contract period. Time sheets for the work done must be presented with each invoice. Travelling time is excluded. Claims for expenses must include receipts. Payment shall take place once these documents have been submitted.
- The service provider will be accountable to the SAEON Fynbos Node Manager.

3.2 Evaluation

- Potential service providers will firstly be evaluated on the content of their submissions. Potential service providers that qualify will then be evaluated on price. The scoring of submissions shall take place as follows:
 - Work plan – 6 points (to get six points your work plan needs to demonstrate that you understand the nature and extent of the work and include number of workers, number of days per weir, equipment used, cost per weir).

- References – 2 points (two references required, 1 point for each reference that gives favourable feedback)
- Provided a total cost (YES/NO)
- Agree that your company/organization has the capacity to complete the task (YES/NO)
- Agree that you will submit a detailed invoice (YES/NO)
- Agree that you will be accountable to SAEON Fynbos Node Manager (YES/NO)

In order to qualify, a service provider's submission has to score at least 6 out of 8 points and score a "YES" on all the "YES/NO" statements.

- All service providers that **scored 8 or more out of 10 and four "YES" scores** will qualify and **thereafter be evaluated on PRICE in addition to the PREFERENTIAL PROCUREMENT specifications set out elsewhere in this document.**
- Prospective service providers are encouraged to submit valid Tax Clearance certificates and BEE certificates if available, but will not be disqualified if they cannot submit these documents.

4. SAEON Inputs

- SAEON will cover the fee agreed upon with the contractor.
- SAEON will provide any relevant documentation, information and contact details.
- SAEON staff members will make themselves available for meetings to inspect and clarify details of the work undertaken with the successful contractor.
- SAEON will contact the relevant stakeholders to inform them when weir cleaning will take place and arrange for the necessary permit(s).
- SAEON will provide the required amount of grease for the weir outlet metal plugs and the required amount of bitumen paint for the weir plates.
- SAEON will have a **compulsory briefing session** for prospective service providers on **Monday 12 January 2015, 10h00, Jonkershoek entrance gate, Stellenbosch.**

5. Time Frames

The project will start on **26 January 2015** and should be completed within the time quoted by the service provider. These time frames cannot be changed, unless alternative arrangements are made through a written agreement between the two parties.

6. Closing Date

The closing date for submission of responses is **Wednesday 21 January 2015 at 12h00**. Quotes can be submitted to SAEON at the following address:

SAEON Fynbos Node, Centre for Biodiversity Conservation, Kirstenbosch Gardens, Rhodes Ave, Newlands, 7700.

For further information, contact Mr Abri de Buys (021 799 8683) abri@saeon.ac.za or Mrs Elvirena Coetzee (021 799 8657) elvirena@saeon.ac.za

The quotation is provided on the attached SBD3 Quotation form as issued by the National Research Foundation.

“BID” Definition - “bid” includes written price quotations, advertised competitive bids or proposals

Validity period from date of closure:	150	days
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Preferential Procurement System applicable (points for price : points for procurement preference):

80:20 or 90:10.

This quotation is subject to the Preferential Procurement Policy Framework Act and its 2011 Regulations, includes the National Treasury General Conditions of Contract available on the NRF website and on the National Treasury website.

Acceptance of this quotation is through receipt of a duly authorised and signed **written offer form (SBD7 Contract Form) from the National Research Foundation.**

It is acknowledged that late quotations are not considered.

Quotations are submitted on the National Treasury official forms with additional information supplied on attached supporting schedules.

NAME OF SERVICE PROVIDER			
REPRESENTED BY			
POSTAL ADDRESS			
PHYSICAL ADDRESS			
TELEPHONE NUMBER	CODE	NUMBER	
CELL PHONE NUMBER	CODE	NUMBER	
E-MAIL ADDRESS			
VAT REGISTRATION NUMBER			
COMPANY REGISTRATION NUMBER			
DESCRIBE PRINCIPAL BUSINESS ACTIVITIES:			
TYPE OF COMPANY/FIRM [Tick applicable box]			
Partnership/Joint Venture/Consortium	<input type="checkbox"/>	One person business/sole proprietor	<input type="checkbox"/>
Close Corporation	<input type="checkbox"/>	Company	<input type="checkbox"/>
(Pty) Limited	<input type="checkbox"/>	Other	<input type="checkbox"/>

COMPANY CLASSIFICATION [Tick applicable box]Manufacturer Supplier Professional Service Provider Other service providers e.g. transporter, etc. **TAX COMPLIANCE STATUS [Tick applicable box]**

An original and valid tax clearance certificate has been submitted?

YES NO **PREFERENCE POINTS CLAIMED [Tick applicable box]**

Has a Preference Claim form (SBD6.1) claiming your Preference Points been submitted (a B-BBEE status level verification certificate must support preference points claimed)

YES NO

If Yes, who was the B-BBEE certificate issued by: [Tick Applicable Box]

An accounting officer as contemplated in the Close Corporation Act (CCA) A verification agency accredited by the South African Accreditation System (SANAS) A registered auditor **ACCREDITED REPRESENTATIVE [Tick applicable box]**

Accredited representative in South Africa for the goods/services/works offered. If Yes, please enclose proof.

Yes No **LEGAL IDENTITY PROOF [Tick applicable box]**

Certified copies of Certificate of Incorporation (as per entity type) are enclosed

Yes No **1. PREFERENCE POINTS CLAIMED (SBD 6.1)**

In terms of Regulation 5 (2) and 6 (2) of the Preferential Procurement Regulations, preference points are claimed for attaining the B-BBEE status level of contribution in accordance with the table set out below:

B-BBEE Status Level of Contributor per B-BBEE Certificate	Number of points per system		B-BBEE Status Level of Contributor per B-BBEE Certificate	Number of points per system	
	90/10	80/20		90/10	80/20
1	10	20	6	3	6
2	9	18	7	2	4
3	8	16	8	1	2
4	5	12	0	0	0
5	4	8			

B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF THE ABOVE TABLE:

Level	=	80:20	90:10
	=		

(Points claimed are substantiated by means of a B-BBEE certificate issued by a Verification Agency [accredited by SANAS or a Registered Auditor approved by IRBA or an Accounting Officer as contemplated in the CCA] which is on file with you through our supplier registration on your supplier database and is available if required for validation).

I/we, the undersigned, who is/are duly authorized to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBEE status level of contribution of the foregoing certificate, 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 the SBD6.1.
- iii. In the event of a contract being awarded as a result of points claimed as shown above, the contractor has filed the documentary proof in the NRF supplier database when registered and, upon request, furnish documentary proof to the satisfaction of the NRF that the claims are correct;
- iv. I/we acknowledge that if the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the NRF may, in addition to any other remedy it may have –
 - a) Disqualify the contractor from the bidding process;
 - b) Recover costs, losses or damages it has incurred or suffered as a result of our conduct;
 - c) Cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - d) Restrict the contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, from obtaining business from any organ of state for a period not exceeding ten (10) years, after the audi alteram partem (hear the other side) rule has been applied; and forward the matter for criminal prosecution

2. SUB-CONTRACTING (STANDARD BIDDING DOCUMENT 6.1)

Will any portion of the contract be sub-contracted?	Yes	No
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?	Yes	No

I/we, the undersigned, who is/are duly authorised to do so on behalf of the company/firm, certify that the information is true and correct and I/we acknowledge that:

- i. A Bidder will not be awarded points for B-BBEE status level if it is indicated in the Bid documents that such a Bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a Bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.

- ii. A Bidder awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the Bidder concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

3. DECLARATION OF INTEREST (SBD 4)

Any legal person, including persons employed by the State¹, or persons having a kinship with persons employed by the State, including a blood relationship, may make an offer or offers in terms of this invitation to Bid (includes an advertised competitive Bid, a limited Bid, a proposal or written price quotation). In view of possible allegations of favouritism, should the resulting Bid, or part thereof, be awarded to persons employed by the State, or to persons connected with or related to them, it is required that the Bidder or his/her authorised representative, declare his/her position in relation to the evaluating/adjudicating authority where:

- The Bidder is employed by the State; and/or
- The legal person on whose behalf the Bidding Document is signed, has a relationship with persons/s person who is/are involved in the evaluation and or adjudication of the Bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and/or adjudication of the Bid.

In order to give effect to the above, the following questionnaire must be completed and submitted with this Bid:

- Full Name of Bidder or his/her representative
- Identity Number:
- Position occupied in the Company (director, trustee, shareholder², member):
- Registration number of company, enterprise, close corporation, partnership agreement or trust:
- Tax Reference Number:
- VAT Registration Number:
- The names of all directors/trustees/shareholders/members, their individual identity numbers, tax reference numbers and, if applicable, employee/PERSAL numbers must be indicated in a separate schedule including the following questions:

	Schedule attached with the above details for all directors/members/shareholders	Yes	No
	• Are you or any person connected with the Bidder presently employed by the state? If so, furnish the following particulars in an attached schedule:	Yes	No
	Name of person/ director/ trustee/ shareholder/member:		
	Name of state institution at which you or the person connected to the Bidder is		

	employed	
	Position occupied in the state institution	
	Any other particulars:	
<ul style="list-style-type: none"> If you are presently employed by the State, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? If Yes, did you attach proof of such authority to the Bid document? If No, furnish reasons for non-submission of such proof as an attached schedule (Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the Bid.) 	Yes	No
<ul style="list-style-type: none"> Did you or your spouse or any of the company's directors/ trustees /shareholders /members or their spouses conduct business with the State in the previous twelve months? If so, furnish particulars as an attached schedule: 	Yes	No
<ul style="list-style-type: none"> Do you, or any person connected with the Bidder, have any relationship (family, friend, other) with a person employed by the State and who may be involved with the evaluation and or adjudication of this Bid? If so, furnish particulars as an attached schedule. 	Yes	No
<ul style="list-style-type: none"> Are you, or any person connected with the Bidder, aware of any relationship (family, friend, other) between any other Bidder and any person employed by the State who may be involved with the evaluation and or adjudication of this Bid? If so, furnish particulars as an attached schedule: 	Yes	No
<ul style="list-style-type: none"> Do you or any of the directors/ trustees/ shareholders/ members of the company have any interest in any other related companies whether or not they are bidding for this contract? If so, furnish particulars as an attached schedule: 	Yes	No

4. DECLARATION OF BIDDER'S PAST SCM PRACTICES (SBD 8)

<ul style="list-style-type: none"> 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? If Yes, furnish particulars as an attached schedule: 	Yes	No
<ul style="list-style-type: none"> 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)? If Yes, furnish particulars as an attached schedule: 	Yes	No
<ul style="list-style-type: none"> Was the Bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years? If Yes, furnish particulars as an attached schedule: 	Yes	No
<ul style="list-style-type: none"> Was any contract between the Bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract? If Yes, furnish particulars as an attached schedule: 	Yes	No

The Database of Restricted Suppliers and Register for Tender Defaulters resides on the National Treasury's website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.

5. CERTIFICATE OF INDEPENDENT BID DETERMINATION (SBD 9)

<p>I, the undersigned, in submitting this Bid in response to the invitation for the Bid made by the NATIONAL RESEARCH FOUNDATION, do hereby make the following statements that I certify to be true and complete in every respect:</p>		
<ul style="list-style-type: none"> I have read and I understand the contents of this Certificate; 	Yes	No
<ul style="list-style-type: none"> I understand that the Bid will be disqualified if this Certificate is found not to be true and complete in every respect; 	Yes	No
<ul style="list-style-type: none"> I am authorised by the Bidder to sign this Certificate, and to submit the Bid, on behalf of the Bidder; 	Yes	No
<ul style="list-style-type: none"> Each person whose signature appears on the Bid has been authorised by the Bidder to determine the terms of, and to sign, the Bid on behalf of the Bidder; 	Yes	No

For the purposes of this Certificate and the accompanying Bid, I understand that the word "competitor" shall include any individual or organisation, other than the Bidder, whether or not affiliated with the Bidder, who:

- Has been requested to submit a Bid in response to this Bid invitation;
- Could potentially submit a Bid in response to this Bid invitation, based on their qualifications, abilities or experience; and
- Provides the same goods and services as the Bidder and/or is in the same line of business as the Bidder

The Bidder has arrived at the accompanying Bid independently from, and without consultation,

communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.

In particular, without limiting the generality of paragraphs 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.

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.

The terms of this 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.

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

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

6. STANDARD BIDDING DOCUMENTS DECLARATION

The following documents are deemed to form and be read and construed as part of this agreement even where integrated in this document:

Declaration of Interest (SBD4)

Original Tax Clearance Certificate unless already on file with the NRF

Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011 (SBD6.1)

Where a valid BBBEE Certificate is not on file with the NRF, please attach

Declaration certificate for Local Production and Content for Designated Sectors (SBD6.2)
Declaration of Bidder's past SCM practices (SBD8);
Certificate of Independent Bid Determination (SBD9)
General Conditions of Contract

The obligation to complete, duly sign and submit these declarations included in this SBD declaration pack cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the legal entity.

I declare that I have had no participation in any collusive practices with any Bidder or any other person regarding this or any other procurement.

I certify that the information furnished in these declarations (Tax compliance status, SBD4, SBD5 where applicable, SBD6.1, SBD 6.2 where applicable, SBD8, SBD9) is correct and I accept that the NRF may reject the Offer or act against me should these declarations prove to be false.

I confirm that I am duly authorised to sign this SBD declaration pack by the 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)

NAME (PRINT)	
CAPACITY	
SIGNATURE	
NAME OF FIRM	
DATE	

WITNESSES	
1	_____
2	_____
Date	_____

Appendix A: Condition of Jonkershoek weirs in November 2014.

Maximum time recommended for work on each weir in brackets.

Biesievlei weir – slight sedimentation, V-Notch repaint. (1 day's work)



Bosboukloof weir – moderate sedimentation, V-notch repaint. (2 days' work)



Lambrechtsbos A weir – flush, very minor sedimentation, V-notch repaint (1 day's work)



Lambrechtsbos B weir – slight sedimentation, V-notch repaint (1 day's work)



Langrivier weir – moderate sedimentation, V-notch repaint (3 days' work)



Tierkloof weir – moderate sedimentation, remove dead tree, V-notch repaint (4 days' work)



The following section on local content requirements is not directly applicable to this service oriented bid invitation. We have however included it for legal reasons. Potential service providers are **not expected to complete this**.

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS (SBD 6.2)

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, 2011, 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 [Local Content Declaration: Summary Schedule, Imported Content Declaration: Supporting Schedule to Local Content Declaration: Summary Schedule and Local Content Declaration: Supporting Schedule to Local Content Declaration: Summary Schedule].

1. General Conditions:
 - 1.1. Preferential Procurement Regulations, 2011 (Regulation 9) makes provision for the promotion of local production and content.
 - 1.2. Regulation 9.(1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
 - 1.3. Where necessary, for bids referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
 - 1.4. 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.
 - 1.5. 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 South African Reserve Bank (SARB) at 12:00 on the

date of advertisement of the bid as indicated in paragraph 4.1 below.

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%20development/ip.jsp) at no cost.

1.6 A bid may be disqualified if –

- (a) This Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation; and
- (b) The bidder fails to declare that the Local Content Declaration Templates (Annex C, D and E) have been audited and certified as correct.

2. Definitions

2.1. “bid” includes written price quotations, advertised competitive bids or proposals;

2.2. “bid price” price offered by the bidder, excluding value added tax (VAT);

2.3. “contract” means the agreement that results from the acceptance of a bid by an organ of state;

2.4. “designated sector” means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;

2.5. “duly sign” means a Declaration Certificate for Local Content that has been signed by the 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).

2.6. “imported content” means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad (this includes labour or intellectual property costs), plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;

2.7. “local content” means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;

2.8. “stipulated minimum threshold” means that portion of local production and content as determined by the Department of Trade and Industry; and

2.9. “sub-contract” means the primary contractor’s assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract.

3. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

Description of services, works or good	Stipulated minimum threshold %

4. Does any portion of the services, works or goods offered have any imported content?

(Tick applicable box)

YES	NO
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4.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency at 12:00 on the date of advertisement of the bid. The relevant rates of exchange information is accessible on www.reservebank.co.za.

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

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

5. Were the Local Content Declaration Templates audited and certified as correct?

(Tick applicable box)

YES	NO
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5.1. If yes, provide the following particulars:

Full name of auditor	
Practice number	
Telephone and cell number	
Email address	

(Documentary proof regarding the declaration will, when required, be submitted to the satisfaction of the Accounting Officer / Accounting Authority)

6. Where, after the contract has been issued, challenges are experienced in meeting the stipulated minimum threshold for local content the DTI must be informed accordingly in order for the DTI to verify and, in consultation with the NRF Board as the Accounting Authority, provide directives in this regard.

LOCAL CONTENT DECLARATION

(REFER TO ANNEX B OF SATS 1286:2011)

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 PROCUREMENT NO.

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ISSUED BY THE NATIONAL RESEARCH FOUNDATION (PROCURING LEGAL ENTITY)

- 1 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.
- 2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on <http://www.thedti.gov.za/industrialdevelopment/ip.jsp>. **Declaration C submitted with this PACK at the closing date and time of the procurement in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

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:
 - (i) 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 1286:2011; and
 - (ii) the declaration templates have been audited and certified to be correct.
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.

The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

(d) I accept that the National Research Foundation (Procuring legal entity) has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.

(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 1286:2011, may result in the National Research Foundation (Procuring legal entity) imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Preferential Policy Framework

Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

DATE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____