



sanedi

South African National Energy
Development Institute

**REQUEST FOR PROPOSAL OF AN EXPRESSION OF INTEREST
SEISMIC 2D SURVEY AND PROCESSING FOR THE ZULULAND BASIN- KWAZULU-NATAL,
SOUTH AFRICA**

Closing date: 24th April 2017

Time: 11:00

Submission format: Electronic submission to 400.procurement@sanedi.org.za

Name of the respondent:.....

Late bids will not be accepted for consideration.



BID DETAILS

Bid Title Seismic 2D Survey and Processing for the Zululand Basin- Kwazulu-Natal, South Africa

Procurement Reference Number **400**

Description of Goods & Services Request for Proposal of an Expression of Interest for Seismic 2D Survey and Processing for the Zululand Basin- Kwazulu-Natal, South Africa

Date of TENDER 31st March 2017

Date of Compulsory Briefing Session 12th April 2017

Date of Tender CLOSING 24th April 2017

CONTACT INFORMATION

Any enquiries regarding the bidding procedure may be directed to:

Procurement Officer: Ms. Thabang Mokoena
Telephone: 011 038 4300
E-mail: enquiries.procurement@sanedi.org.za

BIDDER'S DETAILS

NAME OF BIDDER

POSTAL ADDRESS

STREET ADDRESS

CONTACT PERSON

TELEPHONE NUMBER Code Number

CELL PHONE NUMBER Code Number

FACSIMILE NUMBER CodeNumber

E-MAIL ADDRESS

Signature of Bidder **Date**

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Submission Criteria

1. Notice and Invitation to submit Proposals

The **SOUTH AFRICAN NATIONAL ENERGY DEVELOPMENT INSTITUTE** invites suitably qualified and experienced service providers to submit priced proposals for the supply of goods and services as indicated in the Scope of Works herein

SANEDI is a research and development entity established as a juristic person in terms of the Energy Act, Act 34 of 2008. SANEDI' key focus areas are research and development into new energy technologies and energy efficiency.

Respondents must comply with the terms and condition as specified in this Bid Document either in their singular capacity or as part of a Joint Venture or consortium.

Potentially emerging enterprises and SMME's who satisfy criteria stated in the Submission Data may submit proposals

Only respondents who submit fully completed priced proposals incorporating all Returnable Schedules duly complete and signed will be eligible to have their submissions evaluated

Queries relating to the issue of these documents may be addressed to

Ms. Thabang Mokoena

Telephone: + 27 (0) 11 038 4300

E-Mail: enquiries.procurement@sanedi.org.za

A compulsory briefing meeting with representatives of the Employer will take place at the offices of SANEDI, situated at Grayston Office Park, 2nd Floor Block E, 150 Linden Street, Strathavon Sandton, on **12th April 2017**, commencing at **15h00**.

The closing time for receipt of Proposals is

11h00 on Monday the 24th April 2017

2. Submission Data – Specific Conditions of Contract.

1.	<p>The Employer</p> <p>The Employer is SANEDI and is referred to as the CLIENT or EMPLOYER.</p>
2.	<p>Composition of Bid Document</p> <p>The Call for Proposals, the price quotation and the Enterprises responding submission documents forms part of a BID DOCUMENT and may be referred to such further herein.</p> <p>The documents associated with the calling for Proposals issued by the employer comprise:</p> <p>Submission Criteria</p> <ul style="list-style-type: none"> • Notice and Invitation to Submit a Quotation • Submission Data – Specific Conditions of Contract • Evaluation Criteria and Scoring • Tax Clearance Requirements <p>Returnable Schedules</p> <ul style="list-style-type: none"> • Enterprise Questionnaire • Technical Proposal & Methodology Statements • Tax Clearance Certificate • B-BBEE Declaration • Declaration of Interest • Certificate of Past Procurement Performance • Certificate of Bid Independence • Certificate of Acceptance – General Conditions of Contract • Certificate of Acceptance – Bid Evaluation and Scoring Criteria • Certificate of Understanding – Scope of Works • Certificate of Attendance – Tender Clarification Meeting • Pricing Schedule / Schedule of Rates • Form of Tender • Schedule of Proposed Amendments and Qualifications • Record of Addenda or Errata to the Bid <p>Only respondents who submit fully completed Proposals incorporating all Returnable Schedules duly complete and signed will be eligible to have their submissions evaluated</p>
3.	<p>Bid Clarification Meeting</p> <p>A briefing meeting with representatives of the Employer will take place at the offices of SANEDI situated in the Grayston Office Park, 2nd Floor Block E, 150 Linden Street, Strathavon Sandton, on Wednesday the 12th April 2017, commencing at 15h00.</p> <p>Failure to complete the certificate of attendance and return with the Bid Documents will disqualify the submission.</p>

4.	<p>ELECTRONIC RETURN OF SUBMISSIONS AND NO MANUAL SUBMISSION WILL BE ACCEPTED.</p> <p>Submissions / Bid Documents may be returned to the CLIENT by means of Electronic Submissions via E-Mail.</p> <p>The Submission E-Mail address designated is 400.procurement@sanedi.org.za</p> <p>The Bidder shall ensure that the Bid Documents Returnable Schedules together with all Statutory Returns are duly completed, signed and scanned and uploaded to the designated E-mail address in a lock PDF format file. Documents transmitted in an editable format will be regarded as non-returns and may render the submission unresponsive. The size limits for SANEDI Email is 20 MB. Bidders may submit more than one E-mail.</p>
5.	<p>The closing time for submissions is as stated in the Notice and Invitation to Submit a Proposal Quotation, in the manner specified is Monday the 24th April 2017 at 11h00</p>
6.	<p>Telephonic, telegraphic, telex, facsimile submissions offers will not be accepted.</p>
7.	<p>NO Late submissions, or submissions not deposited in the designated Tender Box will be considered, and it is incumbent on the Bidder to ensure that their submission together with all supporting documentation is in the designated Tender Box before the closing Time and date specified.</p>
8.	<p>The Bidder holds SANEDI harmless and indemnifies SANEDI in the event of any failure that prevents or delays the bid submission from being in the designated Tender Box at the time of Bid Closure.</p> <p>Bidders are prohibited from using SANEDI Staff acting as their couriers, agents or delivery mediums to deposit bids in the tender box, and the bidder acknowledges that the use of SANEDI staff in this way will immediately disqualify their tender submission.</p> <p>It is the sole responsibility of the bidder to ensure that the documents submitted via PDF format are not corrupt and that any corrupt documents received by the closing date will be automatically excluded from being evaluated.</p>
9.	<p>Information and data to be completed in all respects</p> <p>Accept that Bid offers, which do not provide all the data or information requested completely and in the form required, may be regarded by the Employer as non-responsive.</p> <p>Accept that the Employer shall not assume any responsibility for the misplacement or Premature opening of the tender offer if the Bid is not submitted in the required format and clearly marked with the bid reference and placed in the designated tender box before bid closing.</p>
10.	<p>SANEDI Reserves the RIGHTS to contract with suppliers who are BEE Compliant.</p>
11.	<p>The Employer, reserves the right, at its sole discretion to award the tender in part or in stages, and shall have the right to withdraw some of the outputs and deliverables thus amending the total tender value and contracted price either pre or post award under authorisation of a Variation Order.</p>
12.	<p>SANEDI reserves the to rotate suppliers</p>

3. Scope of works/Technical specifications

3.1. Introduction

The South African Government is investigating the use of Carbon Capture and Storage (CCS) technology for reduction of greenhouse gas (GHG) emissions into the atmosphere. In recognition of the national importance of CCS, the South African Centre for Carbon Capture and Storage (SACCCS) was established. SACCCS is a division of the South African National Energy Development Institute (SANEDI) which performs CCS research and development programs. The SACCCS is funded by the government, South African industry and international partners.

SACCCS developed a Road Map for the deployment of CCS in South Africa. The Road Map has realistic time frames, with five crucial milestones that act as the phases of the Roadmap, The said milestones comprise of:

- Potential for CCS in South Africa;
- Atlas for the Geological Storage of Carbon Dioxide;
- Pilot CO₂ Storage Project;
- Integrated CCS Demonstration process; and
- CCS Commercial Deployment.

The CCS Roadmap was endorsed by Cabinet in 2012. The first two milestones have already been achieved, with results that justify a continuation of the next milestone of the programme; SANEDI is currently preparing for the implementation of the Pilot Carbon Dioxide Storage Project (PCSP).

The Pilot Capture Storage Project (PCSP) is a proof of concept for the storage of CO₂ in South Africa. It is an enabler for the subsequent phases of the South African CCS Road Map. The objectives of the PCSP are, inter alia:

- Indicate the feasibility and potential for CO₂ storage in South African geology;
- Capacity/experience building;
- Platform for regulatory development; and
- Obtain an indicative measure of CCS costs in South Africa.

The PCSP is scheduled to inject c50,000 tonnes CO₂ into a selected geological storage site. First injection is currently scheduled for 2019/20 – the first time CO₂ will be injected into a South African geological formation. The first injection is dependent on a number of unknown factors relating to the exploration programme.

3.2. Objective & Process of the Call for Proposal for Expression of Interest

Zululand Exploration will involve carrying out field investigations and data analysis to establish the effective CO₂ storage capacity of the Zululand Basin in South Africa and to recommend further site(s) for characterisation for potential use for the PCSP.

This project will involve:

- Designing and executing a high resolution 2D seismic survey to elucidate the basin structure.

This document deals with the scope for the seismic acquisition and data processing which is detailed in this document and supporting attachments.

3.2.1 Contracting organization

SANEDI, on behalf of the PCSP Division, which is a dedicated unit within the Cleaner Fossils Fuels Division of SANEDI is the contracting party for this assignment.

3.2.2 Selection process

The selection of a contractor to conduct the Seismic 2D Survey & Processing for the Zululand Basin- Kwazulu-Natal, South Africa to be completed by SANEDI by the following steps:

- 1) Expression of Interest (EOI) this document.
- 2) Based on the proposals received contractors will be shortlisted to participate in the Request for Proposal to follow. **The top 5 highest-scoring contractors, scoring greater than 80%, will be shorted listed for the Request for Proposals (RfP).**
- 3) The shortlisted contractors from this EOI may be invited to a briefing meeting and/or a site visit prior to being requested to provide a detailed a proposal.
- 4) The short-listed contractors will be sent a RfP
- 5) Based on the detailed proposals received and evaluated, a contractor will be selected and appointed for the Seismic 2D Survey & Processing for The Zululand Basin.

3.2.3 Indicative Timing for the EOI and RfP

This EOI is expected to be completed by 30 April 2017 and the RfP will follow. SANEDI would like to be in a position to appoint a contractor for the Seismic 2D Survey & Processing for the Zululand Basin by August 2017. Therefore availability to commence the survey in the 4th quarter of the 2017 calendar year would be preferable in order to keep the project schedule intact.

4. Scope of works

Solicitation for Expression of Interest to Acquire Seismic Data across Zululand Basin

SANEDI invites bids for acquiring and processing regional 2D seismic profiles across the Zululand Basin, South Africa. This document provides background information that should be sufficient for understanding the scope of the project and the technical parameters that are desired in the seismic data.

The position of this seismic project in the Zululand Basin and the locations and lengths of the 2D seismic profiles are illustrated and described in document **PROPOSED LINES FOR SEISMIC ACQUISITION (ANNEXURE A)**. **The current proposed lines comprise 322km in cumulative length.**

An accompanying document titled **“South Africa Wave Tests” (ANNEXURE C)** describes the type of wave test we wish to be done at the onset of the project to ensure optimal-quality data will be recorded.

A companion document titled “**South Africa CO₂ Seismic Program**” (ANNEXURE B) summarizes the source and receiver requirements, the acquisition geometry, and the data-processing philosophy that are desired for the project. For brevity, this document title will be abbreviated to SASP in the remainder of this bid solicitation.

5. Submission of Proposal & Schedule

Expressions of interest should include:

Acquisition:

- Describe equipment/instrumentation including manufacturer, model, date/age
- Provide availability and quantity of key equipment and components (number of geophones, three component geophones, accessibility of vibrator trucks, required processing software, etc.)
- Describe field data QC process
- Provide prior experience performing similar work in Africa
- Provide references from prior work performed

Processing:

- Demonstrate ability to do S-S and SV-P imaging using P sources (if bidding on processing), and past experience in Africa (including experience at stakeholder relations).
- Provide previous experience in similar sedimentary geology
- Provide seismic processing workflow
- Describe the seismic processing software to be used
- Provide references from prior work performed

General

- Provide availability of equipment and personnel, including acquisition and processing
- Provide historic health and safety record
- Vendors are advised to developed JV's and submit combined bids but are not obligated to do so.

4. Evaluation Criteria

13.

The bids received will be evaluated as follows dependent upon the proposal being for data acquisition only (13.1), data processing only (13.2), or both data acquisition and processing (13.3):

13.1 For Acquisition Only

Main Category	Applicable score (1-10)	Weighting (%)
Technical ability to complete scope of work for acquisition: a. Qualifications and experience	1-5yrs relevant experience = 1-4 6-10yrs relevant experience = 5-7 > 10yrs relevant experience = 8-10	20%
b. Contractor's experience performing work relevant to this project	1-5yrs relevant experience = 1-4 6-10yrs relevant experience = 5-7 > 10yrs relevant experience = 8-10	20%
Provide details on the key equipment and components (age of equipment, number of geophones, three component geophones, accessibility of vibrator trucks, etc.)	All required equipment in appropriate quantities = 10 Most required equipment in marginally less than appropriate quantity = 6-9 In appropriate equipment in inappropriate quantities = 1-5	20%
Provide availability of equipment and personnel, for acquisition	Available from Q2 2018 = 1-5 Available from Q1 2018 = 8 Available from Q4 2017 = 10	30%
Provide historic health and safety record	No incidents = 10 < 5 incidents = 6-9 >5 incidents = 1-5	10%
Total		100
Threshold		80

13.2 For Processing Only

Main Category	Applicable score (1-10)	Weighting (%)
Technical ability to complete scope of work for data processing: a. 1) qualifications and experience of key personnel	1-5yrs relevant experience = 1-4 6-10yrs relevant experience = 5-7 > 10yrs relevant experience = 8-10	25%
b. contractor's experience performing work relevant to this project	1-5yrs relevant experience = 1-4 6-10yrs relevant experience = 5-7	25%

			> 10yrs relevant experience =8-10										
		Provide details on the key equipment and components (required processing software & version etc.)	Most appropriate =10 Somewhat appropriate = 6-9 Least appropriate = 1-5	25%									
		Provide availability of equipment and personnel, for data processing	Available from Q2 2018 = 1-5 Available from Q1 2018 = 8 Available from Q4 2017 = 10	25%									
		Total		100									
		Threshold		80									
	<p>13.3 For Acquisition and Processing</p> <p><i>Evaluation weighting for acquisition will be 70% and for processing be 30% for shortlisting preferred contractors or combination of contractors.</i></p> <p><i>Interested vendors may provide submission on:</i></p> <ol style="list-style-type: none"> 1. data acquisition only, 2. data processing only, or 3. both data acquisition and processing. 												
14.	<p>The expression of interest will use 90/10 Preferential Point System according to the Preferential Procurement Policy Framework Act,2000</p> <p>The points scored out of 90 should be calculated according to the following formula:</p> <p>(i) The 90/10 preference point system</p> $Ps = 90 \left(1 - \frac{Hs - Rs}{Rs} \right)$ <p>where Ps = points scored for functionality and price of the bid/proposal under consideration Hs = highest percentage scored by any acceptable bidder for functionality and price Rs = percentage scored for functionality and price by bid/proposal under consideration</p>												
15.	<p>The maximum score for this bid shall be awarded as follows:</p> <table border="1"> <thead> <tr> <th>POINTS</th> <th>PRICE</th> </tr> </thead> <tbody> <tr> <td>BBBEE Status level of Contribution</td> <td>10</td> </tr> <tr> <td>Points for price</td> <td>90</td> </tr> <tr> <td>Total points for price and BBBEE do not exceed</td> <td>100</td> </tr> </tbody> </table>					POINTS	PRICE	BBBEE Status level of Contribution	10	Points for price	90	Total points for price and BBBEE do not exceed	100
POINTS	PRICE												
BBBEE Status level of Contribution	10												
Points for price	90												
Total points for price and BBBEE do not exceed	100												

5 Tax Clearance Requirements

16.	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.
17.	In order to meet this requirement bidders are required to complete in full the attached form TCC 001 "Application for a Tax Clearance Certificate" and submit it to any SARS branch office nationally. The Tax Clearance Certificate Requirements are also applicable to foreign bidders / individuals who wish to submit bids.
18.	SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.
19.	The Tax Clearance Certificate must be submitted together with the bid. Failure to submit the valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.
20.	In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate.
21.	Copies of the TCC 001 "Application for a Tax Clearance Certificate" form are available from any SARS branch office nationally or on the website www.sars.gov.za
22.	Applications for the Tax Clearance Certificates may also 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 .
23.	FAILURE TO SUBMIT A VALID TAX CLEARANCE CERTIFICATE WILL RENDER THE BID AS UNRESPONSIVE AND DISQUALIFY SUCH BID FROM FURTHER EVALUATION.

6 Returnable Schedules

6.1 Enterprise Questionnaire

Bidders must return submission date for all sections under item 6.1.1 – 6.1.4. On separate sheets where applicable.

Detailed documentation must be attached to this section under sub clauses 6.1.1 – 6.1.4 to provide substantive returns

6.1.1 Company Profile

<p>The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.</p>														
<p>Section 1: Name of enterprise:</p> <p>...</p>														
<p>Section 2: VAT registration number, if any:</p> <p>.....</p>														
<p>Section 3: CIDB registration number, if any:</p> <p>.....</p>														
<p>Section 4: Particulars of sole proprietors and partners in partnerships</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">Name*</th> <th style="width: 33%;">Identity number*</th> <th style="width: 33%;">Personal income tax number*</th> </tr> </thead> <tbody> <tr> <td style="height: 40px;"></td> <td></td> <td></td> </tr> <tr> <td style="height: 40px;"></td> <td></td> <td></td> </tr> <tr> <td style="height: 40px;"></td> <td></td> <td></td> </tr> </tbody> </table>			Name*	Identity number*	Personal income tax number*									
Name*	Identity number*	Personal income tax number*												
<p>* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners</p>														
<p>Section 5: Particulars of companies and close corporations</p> <p>Company registration number</p> <p>..</p> <p>Close corporation number</p> <p>..</p>														

Tax reference number
..

Section 6: Record in the service of the state

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:

- a member of any municipal council
- a member of any provincial legislature
- a member of the National Assembly or the National Council of Province
- a member of the board of directors of any municipal entity
- an official of any municipality or municipal entity
- an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)
- a member of an accounting authority of any national or provincial public entity
- an employee of Parliament or a provincial legislature

If any of the above boxes are marked, disclose the following:

Name of sole proprietor, partner, director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

*insert separate page if necessary

Section 7: Record of spouses, children and parents in the service of the state

Indicate by marking the relevant boxes with a cross, if any spouse, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

*insert separate page if necessary

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise:

- i) authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- ii) confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- iii) confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;
- iv) confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- iv) confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

6.1.2 Bidders Experience Profile

The experience of the tenderer or joint venture partners in the case of an unincorporated joint venture or consortium as opposed to the key staff members / experts in similar projects or similar areas and conditions in relation to the scope of work over the last five years will be evaluated.

Tenderers should very briefly describe his or her experience in this regard and attach this to this schedule.

The description should be put in tabular form with the following headings:

Description of work (service)	Value of work (i.e. the service provided) inclusive of VAT (Rand)	Date completed

6.1.3 Key Personnel

The tenderer should propose the structure and composition of their team i.e. the main disciplines involved, the key staff member / expert responsible for each discipline, and the proposed technical and support staff and site staff. The roles and responsibilities of each key staff member / expert should be set out as job descriptions. In the case of an association / joint venture / consortium, it should, indicate how the duties and responsibilities are to be shared.

The experience of assigned staff member in relation to the scope of work will be evaluated from three different points of view:

- 1) General experience (total duration of professional activity), level of education and training and positions held of each discipline specific team leader.
- 2) The education, training, skills and experience of the Assigned Staff in the specific sector, field, subject, etc which is directly linked to the scope of work.
- 3) The key staff members' / experts' knowledge of issues which the tenderer considers pertinent to the project e.g. local conditions, affected communities, legislation, techniques etc.

A CV of the Project Director and Team Leader of not more than 2 pages should be attached to this schedule, together with the Bidders organization and staffing demographics

DECLARATION OF BIDDER – ENTERPRISE QUESTIONNAIRE

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise, confirms that the contents of the sections 6.1.1 – 6.1.3 schedule are within my personal knowledge and are to the best of my belief both true and correct.

Name of Enterprise Bidding:

Name of Authorised Representative

Signature of Authorised Bidder

Date

6.2 Technical Proposal & Methodology Statement

7.2.1 Solution Statement

The **Solution Statement and Methodology** must respond to the scope of work and outline the proposed technical solution offered. This technical solution statement should articulate what value add the tenderer will provide in achieving the stated objectives for the project and detail the time frames and proposed methodology.

The layout of the solution statement and Methodology should be such that it mirrors the headings contained in the Scope of Works, Section 3 of this Bid Document.

The tenderer must as such explain his / her understanding of the objectives of the assignment and the Employer's stated and implied requirements, highlight the issues of importance, and explain the technical approach they would adopt to address them. The document should explain the technical attributes and contain specifications of all equipment proposed, to demonstrate the compatibility and capability of the solution. The technical paper should also include a quality plan which outlines processes, procedures for the testing and verification of deliverables, and meet the requirements and indicate how risks will be managed and what contribution can be made regarding value management. The Methodology statement must also include an activity Gantt reflecting a work breakdown structure.

DECLARATION OF BIDDER – TECHNICAL PROPOSAL AND METHODOLOGY STATEMENTS

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise, confirms that the contents of the sections 6.2 schedule is within my personal knowledge and is to the best of my belief both true and correct.

Name of Enterprise Bidding:

Name of Authorised Representative

Signature of Authorised Bidder

Date

6.3 Tax Clearance Certificate

The Bidder is to attach a valid Tax Clearance Certificate here

6.4 B-BBEE Bid Declaration

Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:		
B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED (Points claimed for BBEE must be substantiated by means of a certified 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).		Points Claimed
SUB-CONTRACTING		YES NO
Will any portion of the contract be sub-contracted?		
If yes, indicate: what percentage of the contract will be subcontracted?		%
the name of the sub-contractor?		
the B-BBEE status level of the sub-contractor?		
is the sub-contractor an EME?		

I, the undersigned (full name).....

Certify that the B-BBEE information furnished on this declaration form is true and correct and attach a current broad-based black economic empowerment certificate as verified by an accredited agency.

i accept that, in addition to cancellation of a contract, action may be taken against me should this declaration prove to be false.

Name of Enterprise Bidding:

Name of Authorised Representative

Signature of Authorised Bidder
.....

Date

6.5 Bidder's Declaration of Interest

	<p>Any legal person, including persons employed by the state, 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 favoritism, 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</p> <ul style="list-style-type: none"> - 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/a person who are/is 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 the bid.

COMPANY & REPRESENTATIVE DETAILS	
Full Name of bidder or his or her representative	
Identity Number	
Position occupied in the Company (director, trustee, shareholder, member):	
Registration number of company, enterprise, close corporation, partnership agreement or trust	
Tax Reference Number	
VAT Registration Number	

DECLARATIONS	YES	NO
Are you or any person connected with the bidder presently employed by the state?		
If so, furnish the following particulars: 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:		
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? <u>(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.</u>		

	If no, furnish reasons for non-submission of such proof:		
	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:		
	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:		
	Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies Wither or not they are bidding for this contract?		
	If so, furnish particulars:		

Full details of directors / trustees / members / shareholders.			
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 the table below.			
Full Name	Identity Number	Personal Income Tax Reference Number	State Employee Number / Persal Number

“State” means –

- (a) 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);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

“Shareholder” means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

DECLARATION OF INTEREST

I, the undersigned (name).....

Certify that the information furnished in this declaration is correct and I accept that SANEDI may reject the bid or act against me should this declaration prove to be false.

Name of Enterprise Bidding:

Name of Authorised Representative

Signature of Authorised Bidder
.....

Date

6.6 Declaration of Bidder's Past Supply Chain Management Practices

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions 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 disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
- 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?</p> <p>(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>The Database of Restricted Suppliers now 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.</p>	<p>Yes</p> <input type="checkbox"/>	<p>No</p> <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>The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of 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	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?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		



SBD 8

CERTIFICATION

I, the undersigned (full name).....

Certify that the information furnished on this declaration form is 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.

Name of Enterprise Bidding:

Name of Authorised Representative

Signature of Authorised Bidder

Date

6.7 Certificate of Independent Bid Determination

I, the undersigned, in submitting the accompanying bid for

.....

in response to the invitation for the bid made by SANEDI do hereby make the following statements that I certify to be true and complete in every respect:

I therefore certify, on behalf of

..... that I have read

and I understand the contents of this Certificate;

1. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
2. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
3. 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;
4. 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
5. 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 will not be construed as collusive bidding.
6. 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.

7. 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.
8. 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.
9. 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.

Name of Enterprise Bidding:

Name of Authorised Representative

Signature of Authorised Bidder

Date



6.8 Certificate of Acceptance – General Conditions of Contract

I, THE UNDERSIGNED (NAME).....

Warrants that I am duly authorised to do so on behalf of the enterprise, and confirm that the terms and conditions of contract are acceptable to the enterprise and that such contract will be acceptable to the enterprise should the contract or part thereof be awarded to the enterprise, and that such contract will be signed by the enterprise within 7 days of a request to sign the contract.

Name of Enterprise Bidding:

Name of Authorised Representative

Signature of Authorised Bidder

Date

6.9 Declaration of Acceptance – Bid Evaluation Criteria

I, THE UNDERSIGNED (NAME).....

Warrant that I am duly authorised to represent our company in the submission of this Bid and we acknowledge that we are fully conversant with, and accept the Bid Evaluation, Scoring and Adjudication Criteria as contained in the Special Conditions of the Bid together with the General conditions as contained on the SANEDI web site, and acknowledge that we have read, understand and accept such as the methodology of bid evaluation and adjudication for this bid.

Name of Enterprise Bidding:

Name of Authorised Representative

Signature of Authorised Bidder

Date



6.10 Declaration of Understanding – Scope of Works

I, THE UNDERSIGNED (NAME).....

Warrant that I am duly authorised to represent our company in the submission of this Bid and we acknowledge that we are fully conversant with the scope of works and technical specifications and all requirements enabling us to submit a proposal.

Name of Enterprise Bidding:

Name of Authorised Representative

Signature of Authorised Bidder

Date



6.11 Certificate of Representation at Briefing Session

BID 400

12th April 2017

We, the undersigned, herewith certify that our representative,

.....

ID Number Telephone Number:

E-Mail Address:

who holds the following position within our company.....

is duly authorised to represent our company at the briefing session held on the and we acknowledge that we are fully conversant with the tender document and all requirements enabling us to submit a proposal.

I confirm that I am duly authorised to sign this Schedule

NAME (PRINT) CAPACITY

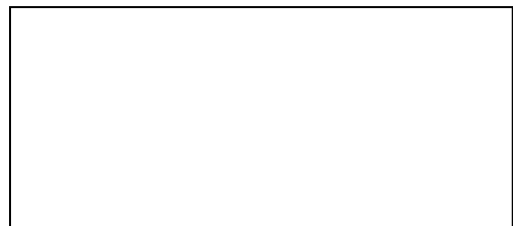
SIGNATURE DATE

NAME OF FIRM

The Employer herewith attests that the representative, who particulars are detailed hereon attended the briefing session, conducted by (Employer’s representative)

.....

Signed



Official Stamp

7 Pricing Schedule

Activities as per the deliverables of the project				
NAME	POSITION IN TEAM	HOURLY RATE	HOURS	COST
Activity 1				
Activity 2				
Activity 3				
Activity 4				
Activity 5				
Additional costs				
Total costs (EXCL.) VAT				
VAT				
Total Cost (INCL.) VAT				

<p>AMOUNT IN WORDS To be carried forward to Section 8 Form of Tender BID 400</p> <p>..... SIGNATURE OF BIDDER</p>	
---	--

I confirm that I am duly authorised to sign and certify that the price indicated on the schedule is our bid price submitted

NAME (PRINT) CAPACITY

SIGNATURE

NAME OF FIRM DATE

8 ADDENDA

8.1 Proposed Amendments and Qualifications

24.	<p>The Tenderer should record any deviations or qualifications they may wish to make to the tender documents in this Returnable Schedule.</p> <p>If the space provided is insufficient, the Tenderer must reflect the headings and emphasis of matter in this schedule and provide detailed amplification of such deviations and qualifications in a separate sheet and incorporate such response in the singular bound bid document submitted at the time of Tender.</p> <p>The Tenderer accepts that the Client will, at its sole discretion determine the validity of such amendments and or qualifications and apportion weighting to such in addition to the BID SCOPE or evaluation criteria in the best interest of the Client.</p> <p>The decision of the Client in this regard is final, and the Client reserves the right to negotiate with a bidder to finalise the implications of such amendments and qualifications</p> <p>Tenderers must not include deviations or qualifications relating to the scope of work in this schedule where they are required to submit an Approach Paper.</p>						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%; padding: 5px;">Page</th> <th style="width: 20%; padding: 5px;">Clause or item</th> <th style="width: 65%; padding: 5px;">Proposal</th> </tr> </thead> <tbody> <tr> <td style="height: 150px;"></td> <td></td> <td></td> </tr> </tbody> </table>		Page	Clause or item	Proposal			
Page	Clause or item	Proposal					

Name of Enterprise Bidding:

Name of Authorised Representative

Signature of Authorised Bidder

Date

11.2 Record of Addenda to Tender Documents

We confirm that the following communications received from the CLIENT before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:		
	Date	Title or Details
1.		
2.		
3.		
4.		
5.		

Name of Enterprise Bidding:

Name of Authorised Representative

Signature of Authorised Bidder

Date