



Johannesburg Social Housing Company

137 Sivewright Ave  
1<sup>st</sup> Floor  
New Doornfontein  
2094

PO Box 16021  
New Doornfontein  
2028

Tel 0861 JOSHCO  
Tel +27 (0) 11 406 7300  
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E-mail [info@joshco.co.za](mailto:info@joshco.co.za)  
[www.joshco.co.za](http://www.joshco.co.za)

Issued: 09/08/2019

## RFQ: PRINTING OF PRE-BRANDED STATEMENTS/INVOICES PAPERS AND PAYSLIPS.

The Johannesburg Social Housing Company Pty Ltd (JOSHCO) Reg. No. 2003/008063/07 invites all suitable service providers that specialise in the following area of expertise:

CONTACT PERSON	DESCRIPTION	CLOSING DATE AND TIME
<b>NAME:</b> Nthabiseng Sebate <b>TEL:</b> 011 406 7354 <b>EMAIL:</b> <a href="mailto:nthabisengSe@joshco.co.za">nthabisengSe@joshco.co.za</a>	Printing of pre-branded statement/ invoices papers and payslips	Closing Date: 18/09/2019 Closing Time: 11:00 a.m.

### 1. INTRODUCTION

Johannesburg Social Housing Company hereafter referred to as **JOSHCO** invites submissions from reputable service provider to print pre-branded statement/ invoices papers and payslips.

### 2. SCOPE OF WORK

Prospective service providers are hereby invited to submit quotations in accordance with the specification detailed below.

#### 2.1. Paper Requirements:

- The paper has to be JOSHCO pre-branded self –foldable with tear-off sides that allow Standard bank pre-printed deposit slip to remain same size and font.
- The texture of this paper has to be compliable to the machine settings for both the printer and the folder
- Printing paper size , weight and thickness : 305 Depth x 210 width 1 part
- Centimeters from the edges to the cut-off area : 1 cm x 1.5cm
- Application of the glue :one side application
- Perforation : 2 perfs down x 2 cross perfs
- Maintenance requirements of your machine (time *intervals* & costs thereof) 2 preventative maintenance (full service and clean as per manufacture guidelines {excluding feeder rollers, separation pads, and fold rollers}). **See attached a sample of the machine.**
- Charges for future branding of the printing paper (how can we make them inclusive in the contract, if possible){Artwork and design and patone colours used must be JOSHCO's and this will not allow any user to use your branding and colors at random}
- paper quantity is 12 000 papers every month for printing invoices & letters

Directors: Mr. Tumelo Mpho Mlangeni (Chairperson), Mr. Victor Rambau (CEO & ED), Ms. Nontobeko Ndimande (CFO & ED), Prof. Wellington Twala (NED), Mr. Thabo Motloung (NED), Mr. Nyambeleni Tshindane (NED), Prof. Kevin Wall (NED), Mr. Thami Bolani (NED), Mr. Tumisho Makofane (NED), Mr. Mzamani Saxon Kubayi (NED), Mr. Dinkwanyane Kgalema Mohuba (NED), Ms. Xolisile Njapha (Company Secretary)

Registration Number: 2003/008/063/07



- we request a supply for 12 months renewable
- standard payroll pay slip is used and will be modified as per city of Joburg requirements
- mileage for service varies depending on monthly usages
- ( see attached a simulation of the paper)

### 3. BID EVALUATION PROCEDURE

#### 3.1. Stage One: Administrative Compliance

- Prospective training providers **must** submit the following documents with their bids:
  - Valid Original SARS Tax Clearance Certificate
  - Company Registration Documents.
  - Up to date municipal account/statement for the company and/ or its directors (not older than 3 months). In case where a bidder is a lessee, a certified copy of a valid lease agreement must be supplied.
  - Proof of banking - Cancelled Cheque or a valid letter from the Bank (not older than 3 months).
  - B-BBEE Certificate (You will forfeit points allocated to B-BBEE if the B-BBEE certificate is not supplied).
  - CSD Registration Documents.
  - Completed MBD/ or JOSHCO Supplier database form

#### 1.3. Evaluation in terms of PPPFA 2017:

This bid will be evaluated and adjudicated according to the 80/20 preference point system, in terms of which a maximum of 80 points will be awarded for price and 20 points will be allocated based on the B-BBEE status level certificate. Breakdown of points:

80/20 Preference Point Components	Points
Price	80
B-BBEE level contribution	20
Total	100

Joshco seek to provide an effective and efficient procurement service to its stakeholders through procurement best practices and optimal resource management, in compliance with the JOSHCO's Supply Chain Management Policy and relevant procurement regulatory framework. JOSHCO is committed to affirmative procurement consistent with the South African Constitution and the approved DTI Codes of Good Practice issued in terms of the BBBEE Act No. 53 of 2003 (as amended).

#### 1.4. Pricing

- All prices must be **VAT inclusive and include all other related costs.**
- Submissions must be hand delivered to JOSHCO head office (137 Sivewright Avenue, 1<sup>st</sup> Floor, New Doornfontein, 2094) in a sealed envelope – **REV/055/2019**
- Should you not hear from us within 10 working days after closing date, please consider your proposal unsuccessful.

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A complete document with MBD forms is downloadable from JOSHCO website: [www.joshco.co.za](http://www.joshco.co.za)

“Speak up against fraud and corruption; Blow the whistle”

National Anti-fraud Hotline: 0800 002 587 or SMS 32840

Tip-offs are anonymous



  
\_\_\_\_\_  
SUPPLY CHAIN MANAGER  
JOHANNESBURG SOCIAL HOUSING COMPANY

Date: 29/02/2019

Directors: Mr. Tumelo Mpho Mlangeni (Chairperson), Mr. Victor Rambau (CEO & ED), Ms. Nontobeko Ndimande (CFO & ED), Prof. Wellington Twala (NED), Mr. Thabo Motloung (NED), Mr. Nyambeleni Tshindane (NED), Prof. Kevin Wall (NED), Mr. Thami Bolani (NED), Mr. Tumisho Makofane (NED), Mr. Mzamani Saxon Kubayi (NED), Mr. Dinkwanyane Kgalema Mohuba (NED), Ms. Xolisile Njapha (Company Secretary)

Registration Number: 2003/008/063/07



# J. SHIRO

Signature: \_\_\_\_\_

~~Line 3~~ - Kilmom Square

Block: Unif

**Known Facts**

Kilovalley Road Kiptown

4817

06/05/2012

1630209-12

Reg. No. 250340000-00

Property	Allylamine - Squares (98)
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Unit No	01 015
---------	--------

Tax Invoice No	10618/20190
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Recipient/VAT No

For the Month September 2019

Recipient's Name/Unit:

Monthly Charges: Generated on 27 August 2019.

OSHA

Email: [revenue@osage-co.net](mailto:revenue@osage-co.net)

Tel: (011) 403-7300

Fax: (517) 444-3000 0122

Printed: 27/08/2019 10:16:17 Page.

1

Date		Remarks	Exclusive	VAT	Inclusive
01/09/2019	Water	Balance B/f.			35,503.60
01/09/2019	Interest Received	Reading: Date: 19/08/2019	2.06	0.31	2.37
01/09/2019	Rent		253.71	0.00	253.71
01/09/2019	Parking Rent		1,436.87	0.00	1,436.87
			189.09	0.00	189.09
<div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: fit-content;"> <p>Teller's date stamp and signature</p> <p>Total Payment <b>R</b></p> </div>					
STANDARD BANK ACCOUNT NUMBER : 000 197 726			1 893.73	0.31	37 397.67

STANDARD BANK ACCOUNT NUMBER : 000 197 726  
BRANCH CODE : 000 205 ; RANDBURG  
All charges are due by the 01 August 2019  
(FROM CASAMIA)



>>>>>> 92 3150 0010 6138

**Cash Payments:** Kindly tear off and pay at any branch of Standard Bank. Cheques may be posted to the above address (use Deposit Slip as Remittance Advice).

<b>Standard Bank</b>										<b>M65 Credit Transfer</b>																													
<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> Date    Y   Y   Y   Y   M   M   D   D </div> <div style="border: 1px solid black; padding: 5px;"> Name of Customer    <b>COJ Joshco Main Account</b> </div>										<div style="border: 1px solid black; padding: 5px;"> Teller's date stamp and signature </div> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> Cheque deposited (Drawer's name) </div>																													
<p>The Bank shall not be responsible for the accuracy of data reference fields. Cheques etc. handed in for collection will only be available as cash when paid. While acting in good faith and exercising reasonable care, the Bank will not accept responsibility for ensuring that depositors / accountholders have lawful title to cheques, etc., collected.</p>										<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Notes</td> <td style="width: 35%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 20%;"></td> </tr> <tr> <td>Coins</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Postal/ Money Orders</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td><b>Total Cash</b></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>										Notes					Coins					Postal/ Money Orders					<b>Total Cash</b>				
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<b>Total Cash</b>																																							
<b>Total Credit    * R</b>																																							

Customer Identity No	Amount	*	Transaction Cd	Dep Branch / IBT No	Remitter	Reference
AB12	E		E		Manes Paul Simon Christopher	E 10613

Depositor's/Contact person's name	Contact telephone no.	Depositor's/Contact person's signature	Operator's initials
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The Standard Bank of South Africa Limited (Reg. No. 1962/000738/06) An authorised financial services and registered credit provider (NCRCP15).



JOHANNESBURG SOCIAL  
HOUSING COMPANY

Co Registration no: 2003/008063/07

# “WE DELIVER AFFORDABLE AND SUSTAINABLE SOCIAL HOUSING IN JOBURG”

## PLEASE NOTE:

1. This Account reflects the position as at the statement date. Amounts paid after the statement dates are not reflected.

2. All rentals are payable on or before the 1st of every month.

## QAPHELA :

1. Le account ikhombisa isimo sezimali njengokosuku olubhalwe esitatimendeni. Izimali isitatimente sesikhishwiwe ezikhonjiswe.

2. Zonke izimali zokukhokhela indawo yokuhlala zibhatalwa phambi okanye ngomuhla wokugala kwinyanga ngenyanga.

## HLKOMELA :

1. Tlaleho e bontša boemo ba lichelele joalokakaha ho boletsoe polelong. Lefa la depositi le bonahala.

2. Litefiso tsolie tsa ho hira li lefshoa pele kapa ka pel'a khoeli ea pele ea khoeli.

## NOTA ASSEMBLIEF :

1. Hierdie rekening weerspieël die posisie soos op die stawingsdatum. Bedrae wat betaal word na die staat se datums word nie weerspieël nie.

2. Alle huurgeld is betaalbaar voor of op die 1st of elke maand.







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## HLOKOMELA :

1. Tlaleho e bontša boemo ba lichelote joalokaha ho boletsoe pololong. Lefa la depositi le bonahala.

2. Litfiso tsohle tsa ho hira li lefshoa pele kapa ka pel'a khoeli ea pele ea khoeli.

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1. Tlaleho e bontša boemo ba lichelele joalokaha ho boletsoe polelong. Lefa la depositi le bonahala.

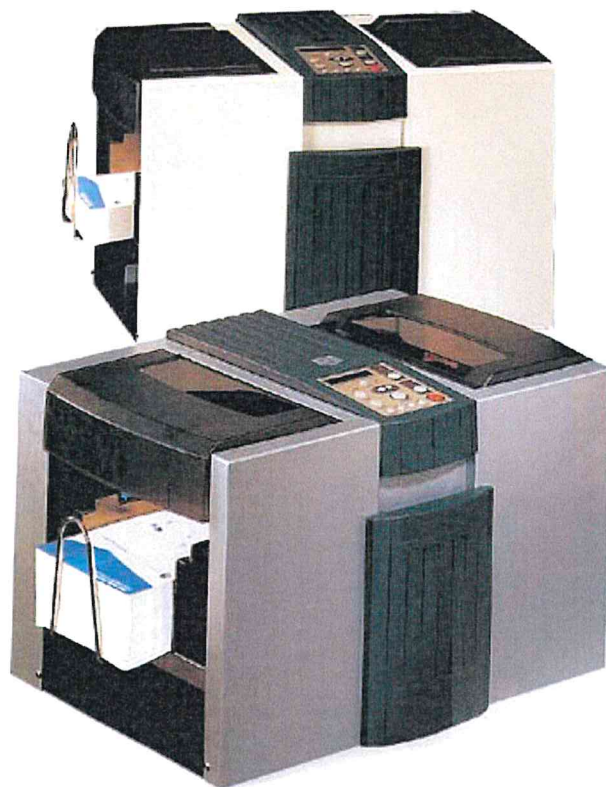
2. Litemiso tsohle tsa ho hira li lefshoa pele kapa ka pel'a khoeli ea pele ea khoeli.

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# Postmate 3M Plus

**The most popular  
pressure sealer in the world.**

- Large capacity infeed tray
- Superior FRR feeding system
- Auto-extending conveyor stacker (optional)
- User friendly operator's panel
- Dual purpose (inline or stand-alone)

C-Fold

Z-Fold

V-Fold

Double-Fold

Window-Fold



# Postmate 3M Plus

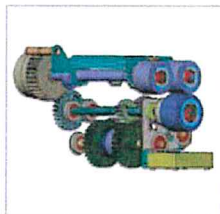
## Features

- **Large Capacity In-feed Tray**  
Easy to load, auto-lift in-feed hopper holds up to 800 pressure seal forms for time-saving throughput processing.
- **Friction Reverse Roller (FRR)**  
Unique FRR system, automatically detects, singulates and feeds doubles without any operator intervention for increases productivity.
- **Auto-Extending Conveyor Stacker (Optional)**  
Conveyor extends automatically dependent upon the number of forms being processed. Easily stacks up to 650 processed documents.
- **Easy & Friendly User Interface**  
Includes an easy to use auto stop and auto re-start function, electronic thickness detection, and batch counter.
- **Dual-Purpose (In-Line & Stand-Alone)**  
Works equally well as a stand-alone or in-line with laser printers with a rear-exit paper path.

## Specifications

Form Size	A4 / Letter / Legal size
Feeder Capacity	up to 1,400 sheets
Speed	7,200 sheets per hour
Fold Setting	Manual
Paper Weights	60 - 120 gsm
In-feed Type	Friction Reverse Roller with cooling fan
Fold Setting	Z, EZ, C, EC, V & Double parallel
Counter	Auto start for job separation
Double Detection	Automatically detects a double feed
Stacker Capacity	350 sheets / 650 sheets (optional slide conveyor)
Printer Interface	Dual-purpose (in-line & stand-alone)
Duty Cycle	125,000 forms per month
Weight	48Kg
Dimension	415*600*385 (W*L*H)

Note: All care has been taken in the preparation of the specifications and description.  
As they are subject to change they should not be part of any contract.





## 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.

.....  
 .....

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\* 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.





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 persons 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





## MBD 6.1

### PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011.**

#### 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **The value of this bid is estimated not to exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 system shall be applicable.**

1.3 Preference points for this bid shall be awarded for:

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

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

	POINTS
<b>1.3.1.1 PRICE</b>	<b>80</b>
<b>1.3.1.2 B-BBEE STATUS LEVEL OF CONTRIBUTION</b>	<b>20</b>
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

1.4 Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an Accounting Officer as contemplated in the Close Corporation Act (CCA) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.5 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.



## 2. DEFINITIONS

- 2.1 **“all applicable taxes”** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- 2.2 **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- 2.3 **“B-BBEE status level of contributor”** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 2.4 **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- 2.5 **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- 2.6 **“comparative price”** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;
- 2.7 **“consortium or joint venture”** 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;
- 2.8 **“contract”** means the agreement that results from the acceptance of a bid by an organ of state;
- 2.9 **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- 2.10 **“Firm price”** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- 2.11 **“functionality”** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- 2.12 **“non-firm prices”** means all prices other than “firm” prices;
- 2.13 **“person”** includes a juristic person;
- 2.14 **“rand value”** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;



- 2.15 **“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;
- 2.16 **“total revenue”** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the *Government Gazette* on 9 February 2007;
- 2.17 **“trust”** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 2.18 **“trustee”** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.
- 2.19 **“proof of B-BBEE status level of contributor”** means B-BBEE Status level certificate issued by an authorized body or person; OR A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice; OR Any other requirement prescribed in terms of the B-BBEE Act.
- 2.20 **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act.

### 3. ADJUDICATION USING A POINT SYSTEM

- 3.1 The bidder obtaining the highest number of total points will be awarded the contract.
- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts;
- 3.3 Points scored must be rounded off to the nearest 2 decimal places.
- 3.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 3.5 However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality.
- 3.6 Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.



#### 4. POINTS AWARDED FOR PRICE

##### 4.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) & \text{or} & P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \end{array}$$

Where

$P_s$  = Points scored for price of bid under consideration

$P_t$  = Rand value of bid under consideration

$P_{\min}$  = Rand value of lowest acceptable bid

#### 5. Points awarded for B-BBEE Status Level of Contribution

- 5.1 In terms of Regulation 5 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

##### 80/20 System

B-BBEE Status Level of Contributor	Number of Points
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-Compliant Contributor	0





- 5.2 Bidders who qualify as EMEs in terms of the B-BBEE Act must submit a certificate issued by an Accounting Officer as contemplated in the CCA or a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA's approval for the purpose of conducting verification and issuing EMEs with B-BBEE Status Level Certificates.
- 5.3 Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.
- 5.4 A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 5.5 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- 5.6 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 5.7 A person 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.
- 5.8 A person 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 person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

## **6. BID DECLARATION**

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

## **7. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3.1.2 AND 5.1**

- 7.1 B-BBEE Status Level of Contribution: ..... = ..... (maximum of 20 points)

**(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be 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).**



## 8. SUB-CONTRACTING

8.1 Will any portion of the contract be sub-contracted? YES / NO (delete which is not applicable)

8.1.1 If yes, indicate:

(i) what percentage of the contract will be subcontracted?

..... %

(ii) the name of the sub-contractor?

.....

(iii) the B-BBEE status level of the sub-contractor?

.....

(iv) whether the sub-contractor is an EME OR QSE? YES / NO (delete which is not applicable)

(v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at least 51% owned by:	EME √	QSE √
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

## 9 DECLARATION WITH REGARD TO COMPANY/FIRM

9.1 Name of firm :

.....

9.2 VAT registration number :

.....

9.3 Company registration number

.....

9.4 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One person business/sole propriety
- ☐ Close corporation
- ☐ Company



☐ (Pty) Limited

[TICK APPLICABLE BOX]

#### 9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....  
.....  
.....  
.....

#### 9.6 COMPANY CLASSIFICATION

- ☐ Manufacturer  
☐ Supplier  
☐ Professional service provider  
☐ Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

#### 9.7 MUNICIPAL INFORMATION

Municipality where business is situated

.....

Registered Account Number .....

Stand Number .....

#### 9.8 TOTAL NUMBER OF YEARS THE COMPANY/FIRM HAS BEEN IN BUSINESS?

.....

- 9.9 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 7 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 this form.  
(iii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;  
(iv) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –

- (a) disqualify the person from the bidding process;  
(b) recover costs, losses or damages it has incurred or suffered 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) restrict the bidder or 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 10 years, after the audi alteram partem (hear the other side) rule has been





applied; and  
(e) forward the matter for criminal prosecution

**SIGNATURE(S) OF BIDDER(S)**

1. ....

2. ....

DATE: .....

ADDRESS:.....  
.....  
.....  
.....

**WITNESSES**

1. ....

2. ....

