

REQUEST FOR APPROVAL TO CANCEL A TENDER

The CSIR allow cancellation of tenders under the following conditions:

- Due to changed circumstances, there is no longer a need for the goods or services as specified in the invitation;
- Funds are no longer available to cover the total envisaged expenditure;
- No acceptable tender is received; or
- There is a material irregularity in the tender process.

The cancellation notice must be published on the same platform(s) on which the original tender was published.

1	Division	Support Services
2	Cluster / Portfolio	FM & SS
3	Requestor from Cluster / Portfolio	Lington Baloyi
4	Final Approver (The official that approved the request to publish the tender)	Navan Moopanar
5	Estimate/Actual value of the transaction	R 1,695,798.00
6	Tender No.	RFQ: 6023/28/03/2023
7	Tender Description	Refurbishment of the existing deck at the CSIR building 39 ICC
8	Reasons for tender cancellation	 □ Due to changed circumstances, there is no longer a need for the goods/services specified in the invitation. ☑ Funds are no longer available to cover the total envisaged expenditure. □ No acceptable tender is received. □ There is a material irregularity in the tender process.
9	Explanation for the cancellation This is mandatory and detailed reason why the tender needs to be cancelled must be provided	Funds to cover the total envisaged expenditure are no longer available
10	Will the tender be republished?	☐ Yes ☐ No If the tender will not be re-issued, how will the need be satisfied? The current deck will be maintained.

11	Measures to be put it place to ensure that the re-issued tender is successful	Client to ensure availability of funds.
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Compilation and Approvals

	Name	Designation	Signature	Date
SPU Practitioner	Mmatabane Hlapisi	Procurement Specialist	MAllapisi	13/06/2023
Approved by Final approver (Cluster/Portfolio) or delegated official. If approval has been given on an evaluation report or any other document, this signature is not required.	Refer to enclosed evaluation report			
Approved by:	Lethokuhle Dlamini	Manager: Compliance & Reporting- SP	Lethokuhle Dlamini (Jun 13, 2023 11:22 GMT+2)	13/06/2023
Reason for rejection – if rejected				
Other Comments				





PO Box 395 Pretoria 0001 South Africa Tel: +27 12 841 2911 Fax: +27 12 349 1153

Email: tender@csir.co.za

NOTICE OF TENDER CANCELLATION

Tender Number: RFQ: 6023/28/03/2023

Tender Description: Request for Quotation (RFQ) for the refurbishment of the existing

deck at the CSIR building 39 ICC.

On Monday, 13 March 2023, the Council for Scientific and Industrial Research (CSIR) advertised the tender for the refurbishment of the existing deck at the CSIR building 39 ICC.

The closing date for the tender was Tuesday, 11 April 2023.

This notice serves as a formal notification that the invitation for the referenced tender has been officially cancelled. The published tender is cancelled for the following reason:

• Funds allocated are no longer available to cover the total envisaged expenditure.

The CSIR sincerely apologizes for any inconvenience caused and appreciates your understanding. We hope this will not deter you from tendering in future.

Any enquiries may be directed to tender@csir.co.za

Yours sincerely

Lethokuhle Dlamini (Jun 13, 2023 11:22 GMT+2) Lethokuhle Dlamini

Manager: Compliance & Reporting



Request for Quotation (RFQ) for the the refurbishment of the existing deck at the CSIR building 39 ICC

RFQ Number: 6023/28/03/2023

Date of issue	13/03/2023	
	Date and Time	17/03/2023 @ 11h00
Compulsory Session or Site Inspection	Address/Link	CSIR Meiring Naude Road ICC, Building 39 Brummeria – Reception
Last date for submission of enquiries/clarifications	ate for submission of Wednesday, 22/03/2023 @ 16h30	
Closing Date and Time	Tuesday, 28/03/2 accepted)	2023 @ 23h59 (late submissions will not be
RFQ Validity Period	90 calendar days	(Commencing from the RFQ closing date)
Enquiries and submission of proposals	Email tender@cs	of quotations or any other enquiries: sir.co.za (Please use RFQ No and RFQ subject reference)
CSIR Hours	08h00 - 16h30	

1 INTRODUCTION

The Council for Scientific and Industrial Research (CSIR) is one of the leading scientific research and technology development organisations in Africa. In partnership with national and international research and technology institutions, the CSIR undertakes directed and multidisciplinary research and technology innovation that contributes to the improvement of the quality of life of South Africans. The CSIR's main site is in Pretoria while it is represented in other provinces of South Africa through regional offices.

2 INVITATION FOR QUOTATION

Quotations are hereby invited for the refurbishment of the existing deck at the CSIR Scientia campus, Pretoria as per the details below.

3 SPECIFICATION / SCOPE OF WORK / TERMS OF REFERENCE

The detailed specification / scope of work / terms of reference is outlined under Annexure A

4 PRICING REQUIREMENTS

- 4.1 Pricing must be provided in South African Rand (including all applicable taxes less all unconditional discounts).
- 4.2 Prices that are subject to escalation and exchange rate fluctuations are to be clearly indicated, with the currency and ROE used in the quotation must be clearly indicated.
- 4.3 Price should include additional cost elements such as freight, insurance until acceptance, duty where applicable, etc.
- 4.4 Payment will be according to the CSIR Payment Terms and Conditions (Link).
- 4.5 Please provide a detail pricing using a Pricing Schedule/Bill of Quantities outlined under **Annexure B**

Bidders are to price their quotations using the Pricing Schedule/Bill of Quantities. Explanatory notes must be provided in the quotation when deviating from the Pricing Schedule/Bill of Quantities

5 RETURNABLES

Returnables are required for evaluation purposes. Bidders' responses will be evaluated based on compliance with the listed administration and mandatory bid requirements. The bidder(s) proposal may be disqualified for non-submission of any of the documents.

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5.1 **Essential Returnable Documents**

Without limiting the generality of the CSIR's other critical requirements for this Bid, bidder(s) must submit the documents listed in Table 1 below. All documents must be completed and signed by the duly authorized representative of the prospective bidder(s).

Please confirm submission of the Essential Returnable Documents detailed below by so indicating [Yes or No] in the table below:

Table 1

ESSENTIAL RETURNABLE DOCUMENTS	SUBMITTED [Yes/No]
Annexure C: Standard Bidding Document (SBD) 1 Form	
Annexure D: Standard Bidding Document (SBD) 4 Form	
Annexure E: Preference Points Award Form(Mandatory	
documents to claim preference points)	
Annexure F: Mutual Non-Disclosure Agreement	
Proof of active CIDB with level 2GB or higher	

5.2 Mandatory Returnable Documents

Failure to submit <u>all</u> Mandatory Returnable Documents by the closing date and time of this RFQ will result in a Respondent's disqualification. Bidders are therefore urged to ensure that all these documents are returned with their RFQ.

Please confirm submission of the Mandatory Returnable Documents detailed below by so indicating [Yes or No] in the table below:

Table 2

MANDATORY RETURNABLE DOCUMENTS	SUBMITTED [Yes/No]
Annexure B: Completed Pricing Schedule or Bill of Quanties	
Letter of Good Standing relevant to the scope of work	
A minimum of three (03) contactable reference letters for similar	
scope of work	

6 EVALUATION PROCESS AND CRITERIA

The RFQ will be evaluated as per the following:

Phase 1 - Elimination Criteria

The bidders will be evaluated on the elimination criteria as stated in Point 6.1 below. Bidders that are eliminated during this phase will not be evaluated further on price and preference points.

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Phase 2 – Price and Preference Points Evaluation

Bidders will be evaluated as per the preference points system stated in point 6.2 below.

6.1 Elimination Criteria

Bidders will be eliminated if they fail to provide the following information:

- a) Bidders that submit late bids will not be considered.
- b) Bidders that submit to the incorrect location or email address will not be considered.
- c) Bidder that are listed on the NT database of restricted suppliers will not be considered.
- d) Bidders that are registered on the NT Register of Tender Defaulters will not be considered.
- e) Bidder that did not submit mandatory returnable documents.
- f) Bidders that fail to meet the specification requirements will not be considered.

6.2 Preferential Points System Evaluation Criteria

Selection of suppliers will be based on the 80/20 preference point system as stipulated in **Annexure E: Preference Points Awad Form**.

7 SUBMISSION REQUIREMENTS

- 7.1 All quotations must be submitted electronically to tender@csir.co.za
- 7.2 Respondents must use the RFQ number and RFQ Description as the subject reference number when submitting their bids.
- 7.3 The email and file sizes must not exceed a total of 25MB per email.
- 7.4 Documents submitted via cloud solutions such as: WeTransfer, Google Drive, Dropbox, etc. will not be considered.
- 7.5 The naming / labelling syntax of files or documents must be short and simple.

8 MEDIUM OF COMMUNICATION

All documentation submitted in response to this RFQ must be in English.

9 CORRECTNESS OF RESPONSES

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- 9.1 The bidder must confirm satisfaction regarding the correctness and validity of their proposal and that all prices and rates quoted cover all the work/items specified in the RFQ. The prices and rates quoted must cover all obligations under any resulting contract.
- 9.2 The bidder accepts that any mistakes regarding prices and calculations will be at their own risk.

10 VERIFICATION OF DOCUMENTS

- 10.1 Bidders should check the numbers of the pages to satisfy themselves that none are missing or duplicated. No liability will be accepted by the CSIR in regard to anything arising.
- 10.2 Pricing schedule and specific goals credentials should be submitted with the RFQ response.

11 PREPARATION COSTS

The Bidder will bear all its costs in preparing, submitting and presenting any response or Tender to this bid and all other costs incurred by it throughout the bid process. Furthermore, no statement in this bid will be construed as placing the CSIR, its employees or agents under any obligation whatsoever, including in respect of costs, expenses or losses incurred by the bidder(s) in the preparation of their response to this bid.

12 OTHER TERMS AND CONDITIONS

- 12.1 No bidder shall under any circumstances offer, promise or make any gift, payment, loan, reward, inducement, benefit or other advantage, which may be construed as being made to solicit any favour, to any CSIR employee or its representatives. Such an act shall constitute a material breach of the Agreement and the CSIR shall be entitled to terminate the Agreement forthwith, without prejudice to any of its rights.
- 12.2 Bidders shall not assume that information and/or documents supplied to CSIR, at any time prior to this request, are still available to CSIR, and shall consequently not make any reference to such information document in its response to this request.
- 12.3 Changes by a bidder to its submission will not be considered after the closing date and time.
- 12.4 Bidders confirm that by submitting a tender, they confirm that I am satisfied with regards to the correctness and validity of my quotation; that the price(s) and rate(s) quoted cover all the services specified in the quotation documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
- 12.5 Bidders further confirm that by submitting a tender, they accept to take accept full responsibility for the proper execution and fulfilment of all obligations and conditions

devolving on them under this RFQ as the principal liable for the due fulfilment of this RFQ process.

12.6 No goods and/or services shall be delivered to the CSIR without an official CSIR Purchase order. CSIR purchase order number must be quoted on the invoice. Invoices without CSIR purchase order numbers will be returned to the supplier.

13 SPECIAL CONDITIONS

The CSIR reserves the right to

- 14.1. Extend the closing date of this RFP;
- 14.2. Correct any mistakes at any stage of the tender that may have been in the Bid documents or occurred at any stage of the tender process;
- 14.3. Verify any information contained in the bidder's submission;
- 14.4. Request documentary proof regarding the bidder's submission;
- 14.5. Carry out site inspections, product evaluations or explanatory meetings in order to verify the nature and quality of the product/service offered by the bidder(s) or verify any information whether before or after the adjudication of this RFP;
- 14.6. Award this tender to a bidder that did not score the highest total number of points, only in accordance with Section 2(1)(f) of the PPPFA (Act 5 of 2000);
- 14.7. Request audited financial statements or other documents for the purpose of a due diligence exercise to determine if the bidder will be able to execute the contract;
- 14.8. Award this RFP as a whole or in part;
- 14.9. Award this RFP to multiple bidders;
- 14.10. Cancel and/or terminate the tender process at any stage, including after the Closing Date and/or after presentations have been made, and/or after tenders have been evaluated and/or after the preferred bidder(s) have been notified of their status as such;
- 14.11. Post tender negotiate on any elements on the bid, including but not limited to technical, transformation, price, and contractual terms and conditions.;
- 14.12. Not to award a contract to a bidder who is associated with a security breach that materially adversely affects other entities or if any directors or officers of a bidder are formally accused of fraudulent or illegal conduct which, would harm the CSIR's reputation by its continued association with the bidder.

14 CONFIDENTIALITY

Some of the information contained in the Tender Documents may be of a confidential nature and must only be used for purposes of responding to this RFQ. This confidentiality clause extends to bidder partners whom you may decide to involve in preparing a response to this RFQ. Bidders must complete and sign **ANNEXURE F**: Non- Disclosure Agreement.

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Except as may be required by operation of law, by a court or by a regulatory authority having appropriate jurisdiction, no information contained in or relating to this bid or a bidder's tender(s) will be disclosed by any bidder or other person not officially involved with the CSIR's examination and evaluation of a Tender.

No part of the bid may be distributed, reproduced, stored or transmitted, in any form or by any means, electronic, photocopying, recording or otherwise, in whole or in part except for the purpose of preparing a Tender. This bid and any other documents supplied by the CSIR remain proprietary to the CSIR and must be promptly returned to the CSIR upon request together with all copies, electronic versions, excerpts or summaries thereof or work derived there from.

Throughout this bid process and thereafter, bidder(s) must secure the CSIR's written approval prior to the release of any information that pertains to (i) the potential work or activities to which this bid relates; or (ii) the process which follows this bid. Failure to adhere to this requirement may result in disqualification from the bid process and civil action.

15 PROTECTION OF PERSONAL INFORMATION

- 15.1 Each Party consents to the other Party holding and processing "personal information" (as defined in the POPI Act) relating to it for legal, personnel, administrative and management purposes (including, if applicable, any "special personal information" relating to him/her, as defined in the POPI Act). Notwithstanding the generality of the aforesaid, each Party hereby undertakes to comply with all relevant provisions of the POPI Act and any other applicable data protection laws. The Client further agrees to comply with all CSIR's reasonable internal governance requirements pertaining to data protection.
- 15.2 Each Party consents to the other Party making such information available to those who provide products or services to such parties (such as advisers, regulatory authorities, governmental or quasi-governmental organisations and potential purchasers of such Party or any part of their business).
- 15.3 The Client consents to the transfer of such information to CSIR's business contacts outside South Africa in order to further its business interests.
- 15.4 While performing any activity where a Party is handling personal information as a "responsible party" (as defined in the POPI Act), each Party undertakes that it will process the personal information strictly in accordance with the terms of the POPI Act, this Contract, and the other Party's instructions from time to time, and take appropriate operational measures to safeguard the data against any unauthorised access.
- 15.5 Each Party acknowledges that in the course of conducting business with each other, each Party intends to maintain and process personal information about the other Party in an internal database. By signing this Contract, each Party consents to the maintenance and processing of such personal information.
- 15.6 Where relevant, the Client shall procure that all of its personnel, agents, representatives, contractors, sub-contractors and mandataries shall comply with the provisions of this clause

16 (Personal Information). The CSIR shall be entitled on reasonable notice to conduct an inspection or audit Client's compliance with the requisite POPI Act safeguards.

16 INDEMNITY

If a bidder breaches the conditions of this bid and, as a result of that breach, the CSIR incurs costs or damages (including, without limitation, the cost of any investigations, procedural impairment, repetition of all or part of the bid process and/or enforcement of intellectual property rights or confidentiality obligations), then the bidder indemnifies and holds the CSIR harmless from any and all such costs which the CSIR may incur and for any damages or losses the CSIR may suffer.

17 LIMITATION OF LIABILITY

A bidder participates in this bid process entirely at its own risk and cost. The CSIR shall not be liable to compensate a bidder on any grounds whatsoever for any costs incurred or any damages suffered as a result of the Bidder's participation in this Bid process.

18 MISREPRESENTATIONS DURING THE LIFECYCLE OF THE CONTRACT

- 18.1 The bidder should note that the terms of its Tender will be incorporated in the proposed contract by reference and that the CSIR relies upon the bidder's Tender as a material representation in making an award to a successful bidder and in concluding an agreement with the bidder.
- 18.2 It follows therefore that misrepresentations in a Tender may give rise to service termination and a claim by the CSIR against the bidder notwithstanding the conclusion of the Service Level Agreement between the CSIR and the bidder for the provision of the Service in question. In the event of a conflict between the bidder's proposal and the Service Level Agreement concluded between the parties, the Service Level Agreement will prevail.

19 DISCLAIMER

This RFQ is a request for Quotations only and not an offer document. Answers to this RFQ must not be construed as acceptance of an offer or imply the existence of a contract between the parties. By submission of its proposal, bidders shall be deemed to have satisfied themselves with and to have accepted all Terms & Conditions of this RFQ. The CSIR makes no representation, warranty, assurance, guarantee or endorsements to bidder concerning the RFQ, whether with regard to its accuracy, completeness or otherwise and the CSIR shall have no liability towards the bidder or any other party in connection therewith.

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20 NATIONAL TREASURY CENTRAL SUPPLIER DATABASE

- 20.1 Bidders are required to be registered on the Central Supplier Database and the National Treasury shall verify the bidder's tax compliance status through the Central Supplier Database. Registrations can be completed online at: www.csd.gov.za;
- 20.2 Where Consortia / Joint Ventures / Sub-contractors are involved, each party must be registered on the Central Supplier Database and their tax compliance status will be verified through the Central Supplier Database.

Annexure A Specification / Scope of Work / Terms of Reference

i. Scope of Work

- Removal of all existing wooden decking panels
- Supply and installation of 100mmx20mm x1.8m All brown Massaranduba wooden panels
- Apply an SABS approved solvent base (oil) exterior deck sealer
- Suppport the sagging structure with SABS approved I beam sizes 305x102x10mm equals legs with 75x75x10mmx 14 angle bracket to support the sagging decking structure
- Winning bidder will be required to submit a safety file as per CSIR's requirement

ii. Delivery and Installation Address

CSIR, ICC, building 39 Meiring Naude Road Brummeria Pretoria

Annexure B Pricing Schedule/ Bill of Quantities

Item	Description	Unit	Qty	Rate	Amount
1	Uplift and remove all decking boards including the disposal of all debris	M ²	686		
2	Inspect the condition of the existing decking trusses, base and frames to ensure that they are level before the installation of new all brown100mm x20mmx 1.8m Brazilian teak wooden panels	Sum	Sum		
3	Sanding and apply SABS Approved solvent base (oil) exterior deck sealer on the square upstands of the balustrade sizes 1.45mx 150mm	Sum	21		
4	Supply and installation of new all brown 100mmx 20mm x1.8m massaranduba wooden panels onto the existing structure and make allowance of the clearance where the trees are popping out from the deck structure	M ²	686		
5	Remove the existing support wooden trusses and supply install 305x 102 x10mm equal legs steel I beams to the existing I beams with 75x75x10mm x 14 angle iron brackets to support the sagging decking structure Safety File	M	25m		
	 Allow for all health and safety file requirements Allowance for 10% contingency plan 				
	Sub-Total Add 15% VAT				
	Grand total				

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Annexure C Standard Bidding Document (SBD) 1

PART A: INVITATION TO BID

YOU ARE HEREE	<u> SY IN'</u>	<u>VITED TO BID FO</u>	OR REQUIREMENT	S OF THE	CSIR			
BID NUMBER:	6023/	28/03/2023	CLOSING DATE:		28/03/2023	CL	OSING ⁄IE:	23:59
DESCRIPTION Refurbishment of the existing deck at the C			SIR buildin	g 39 ICC				
BID RESPONSE	DOCL	MENTS TO BE	SUBMITTED AS OU	JTLINED IN	THE RFQ DOO	UME	NT	
BIDDING PROCE TO	DURI	E ENQUIRIES MA	AY BE DIRECTED	TECHNIC	AL ENQUIRIES	MAY	BE DIRECTE	ED TO:
CONTACT PERSO	ON	Mmatabane Hla	pisi	CONTACT	T PERSON		Mmatab	ane Hlapisi
TELEPHONE NUMBER				TELEPHO	NE NUMBER			
FACSIMILE NUMI					E NUMBER			
E-MAIL ADDRESS		tender@csir.co.	<u>za</u>	E-MAIL A	DDRESS		tender	@csir.co.za
SUPPLIER INFOR		ION						
NAME OF BIDDE								
POSTAL ADDRES								
STREET ADDRES	SS							
NUMBER		CODE			NUMBER			
CELLPHONE NUMBER					T			
FACSIMILE NUMBER		CODE			NUMBER			
E-MAIL ADDRESS								
VAT REGISTRAT NUMBER	ION							
SUPPLIER COMPLIANCE		TAX COMPLIANCE			CENTRAL SUPPLIER			
STATUS		SYSTEM PIN:		OR	DATABASE	N 4 A A	٨	
1 ARE YOU	J				No:	MAA	Α	
THE ACCREDITE	D			2 AF FOREIGN	RE YOU A BASED		□Yes □No	ı
IN SOUTH AFRIC	A	□Yes	□No		R FOR THE Services		[IF YES, AN	
FOR THE GOODS		UE VEC ENCLO	CE DDOOEL		OFFERED?		QUESTION	NAIRE
/SERVICES /WOF OFFERED?	KNS	[IF YES ENCLO	SE PROOF]				BELOW]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS								
IS THE ENTITY A ☐ NO	IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?					☐ YES		
DOES THE ENTIT	DOES THE ENTITY HAVE A BRANCH IN THE RSA?] YES 🗌 NO		
DOES THE ENTIT	TY HA	VE A PERMANE	NT ESTABLISHME	NT IN THE	RSA?] YES □ NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?								
IS THE ENTITY L	IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?					YES NO		

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IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

PART B: TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED—(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

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

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Annexure D Standard Bidding Document (SBD) 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

	th	the bid process.				
2. Bio 2.1	idder's declaration Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest ¹ in the enterprise, employed by the state? /NO					
2.1.1	2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.				stees /	
		Full Name	Identity Number	Name institution	of	State
2.2	D	o you, or any person con	nected with the bidder, h	ave a relatio	nshi <u>p w</u> i	th any
	Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? YES //NO					
	۲	2.22e .e ep.eyeu b	, produing inclidation	•		J

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¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.2.1	If so, furnish particulars:
2.3	Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? YES /NO
2.3.1	If so, furnish particulars:
3 DI	ECLARATION

- I, the undersigned, (name).....in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:
- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

Signature	Date
Position	Name of bidder

Annexure E Preference Points Award Form in Terms of the Preferential Procurement Regulations 2022

This preference form must form part of all bids invited. It contains general information and serves as a claim form for the preference points allocated on the basis of specific goals outlined in point 3 below.

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF SPECIFIC GOALS, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to this bid:
 - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included).
- 1.2 Points for this bid shall be awarded for:
 - (a) Price: and
 - (b) Preference Points based on specific goals.
- 1.3 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
Preference Points	20
Total points for Price and Preference Points must not exceed	100

- 1.4 Failure on the part of a bidder to submit proof of preference points together with the bid, will be interpreted to mean that preference points are not claimed.
- 1.5 The CSIR 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 CSIR.

2. POINTS AWARDED FOR PRICE

2.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

80/20 or 90/10

RFQ: 6023/28/03/2023

$$Ps = 80\left(1 - \frac{Pt - P\min}{P\min}\right)$$
 or $Ps = 90\left(1 - \frac{Pt - P\min}{P\min}\right)$

Where

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration

Pmin = Price of lowest acceptable bid

3. PREFERENCE POINTS AWARDED

- 3.1 In terms of Regulation 4 (2) and 4 (2) of the Preferential Procurement Regulations, preference points may be awarded to a bidder for the specific goal specified for the tender in accordance with the table below:
- 3.2 Specific goals must be determined per tender.

Specific Goals	Preference Points
Black Ownership	10
Reconstruction and Development Programme (RDP) Goals ³ • Exempted Micro Enterprise	10
Total	20

- 3.3 Total preference points per specific goal to be determined per tender.
- 1.3.1. Total preference points per specific goal to be awarded as follows:
- 1.3.1.1. Preferential points for black ownership will be awarded as follows:

Black Ownership	% of Preferential points
Bidder with 100% black ownership	100%
Bidder with 51% to 99% black ownership	50%
Bidder with less than 51% black ownership	0%

1.3.1.2. Preferential points for RPD Goals will be awarded as follows:

RDP Goals	% of Preferential points
RDP Goals met	100%

³ RDP Goals: a. The promotion of South African owned enterprises; b. The promotion of export orientated production to create jobs, c. The promotion of SMMEs; d. The creation of new jobs or the intensification of labour absorption; e. The promotion of enterprises located in a specific province for work to be done or services to be rendered in that province; f. The promotion of enterprises located in a specific region for work to be done or services to be rendered in that region; g. The promotion of enterprises located in a specific municipal area for work to be done or services to be rendered, h. The promotion of enterprises located in rural areas, i. The empowerment of the work force by standardising the level of skill and knowledge of workers; j. The development of human resources, including by assisting in tertiary and other advanced training programmes, in line with key indicators such as percentage of wage bill spent on education and training and improvement of management skills; and k. The upliftment of communities through, but not limited to, housing, transport, schools, infrastructure donations, and charity organizations.

RDP Goals not met	0%

1.4. Joint Ventures, Consortiums and Trusts

A trust, consortium or joint venture^{4,} will qualify for preference points as a legal entity (Incorporated), provided that the entity submits its valid B-BBEE certificate. Only valid BBBEE certificates issued by SANAS accredited verification agency will be considered for allocation of points.

A trust, consortium or joint venture will qualify for preference points 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. Only valid consolidated BBBEE certificates issued by SANAS accredited verification agency will be considered for allocation of points.

Bidders must submit concrete proof of the existence of joint ventures and/or consortium arrangements. The CSIR will accept signed agreements as acceptable proof of the existence of a joint venture and/or consortium arrangement. Furthermore, in bids where unincorporated joint venture and/or consortium/sub-contractors are involved, each party must submit a separate TCS PIN and CSD number.

The joint venture and/or consortium agreements must clearly set out the roles and responsibilities of the Lead Partner and the joint venture and/or consortium party. The agreement must also clearly identify the Lead Partner, who shall be given the power of attorney to bind the other party/parties in respect of matters pertaining to the joint venture and/or consortium arrangement.

1.5. Sub-contracting

A bidder must not be awarded preference points if it is indicated in the tender 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.

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.

⁴ 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.

2. BID DECLARATION

2.3. Bidders who claim points in respect of specific goals <u>must</u> submit the following documents:

Mandatory documents to claim preference points			
Valid copy of BBBEE certificate/ sworn affidavit to claim RDP goal (Exemoted Micro			
Enterprise) preference points ⁵			

DECLARATION WITH REGARD TO COMPANY/FIRM

Name	of
company/firm:	
VAT	registration
number:	
Company	registration
number:	

I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the documents submitted to claim preference points based on the specific goals are valid, 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 3 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 3, the contractor may be required to furnish further documentary proof to the satisfaction of the CSIR that the awarded are correct;
- iv) If any document is obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the CSIR 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) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not

In case of sub-contracting both parties must submit copies of their valid BBBEE certificates

⁵ In case of unincorporated trust, consortium or joint venture, they must submit their consolidated B-BBEE scorecard with submitting their <u>individual B-BBEE Certificate or Sworn Affidavit</u>, and each party must submit a separate TCS PIN and CSD number

- exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution.
 - v) If the CSIR is of the view that a bidder submitted false information regarding a specific goal, it must—
 - (a) inform the bidder accordingly; and
 - (b) give the bidder an opportunity to make representations within 14 days as to why the tender may not be disqualified or, if the tender has already been awarded to the bidder, the contract should not be terminated in whole or in part.
 - vi) After considering the representations referred to in subregulation (v)(b), the CSIR may, if it concludes that such information is false—
 - (a) disqualify the bidder or terminate the contract in whole or in part; and
 - (b) if applicable, claim damages from the bidder.

WITNESSES	
1	SIGNATURE(S) OF BIDDERS(S)
2	DATE:
	ADDRESS

Annexure F Mutual Non-Disclosure Agreement

MUTUAL NON-DISCLOSURE AGREEMENT

1 Preamble

The Parties as identified herein are engaged in discussions relating to their potential collaboration in the Field as likewise described therein; are by virtue thereof are required to disclose Confidential Information to one another, and have agreed to do so subject to the terms and conditions as set out in this agreement.

2 Definitions

- 2.1 The following words and/or phrases, when used in this agreement, shall have the following meanings:
- 2.1.1 "Confidential Information" shall mean all scientific, technical, business, financial, past, present or future research, development, business activities, products, services and technical knowledge or marketing information, whether inside or outside the Field, which one party (the "Disclosing Party") discloses to the other party (the "Receiving Party") in connection with the discussions, and either has been identified in writing as confidential or is of such a nature (or has been disclosed in such a way) that it should be obvious to the Receiving Party that it constitutes Confidential Information. (Without limiting the generality of the aforegoing, "Confidential Information" shall include any information that falls within the definition of 'Personal Information'
- 2.1.2 "Disclosing Party" shall mean the Party disclosing Confidential Information under this agreement;
- 2.1.3 "Disclosing Purpose" shall mean, as pertains to any particular joint opportunity(ies) in the Field, the discussions held or to be held between the Parties regarding their possible collaboration and future working relationship with regards to any such opportunity(ies);
- 2.1.4 "Effective Date' shall mean the date of the commencement of this agreement herein";
- 2.1.5 "Notice" shall mean a written document addressed by one Party to the other and either delivered by hand; sent per registered post or telefaxed to the addresses as indicated herein";
- 2.1.6 "Personal Information" means any information that falls within the definition of 'Personal Information' as defined in the Protection of Personal Information Act, No 4 of 2013 ("POPI");
- 2.1.7 "Receiving Party" shall mean the Party receiving Confidential Information under this agreement;

"Responsible Party" means a public or private body or any other person which, alone or in conjunction with others, determines the purpose of and means for processing personal information, as defined in POPI.

3 Obligation of Confidentiality

3.1 The Receiving Party undertakes and agrees:

- 3.1.1 to use the Disclosing Party's Confidential Information only to give effect to the Disclosing Purpose;
- 3.1.2to hold in strict confidence and not to publish or disclose to any unauthorised third parties any of the Confidential Information of the Disclosing Party without the prior written consent of the Disclosing Party;
- 3.1.3 to use the same degree of care (and in any event not less than reasonable care) to safeguard the confidentiality of the Disclosing Party's Confidential Information that it uses to protect its own information of like kind;
- 3.1.4to limit any disclosure of such Confidential Information only to those of its employees and professional advisors who have a specific need to- know to access such Confidential Information and either entered into a written agreement which impose, or are otherwise bound by the same restrictions as those imposed upon it by virtue of this agreement;
- 3.1.5 not to disclose or reveal to any third party, whomsoever, either the fact that discussions or negotiations are taking, or have taken, place between the Parties; the content of any such discussions, or other facts relating to the Disclosing Purpose;
- 3.1.6 on termination of this agreement, to act with the Disclosing Party's Confidential Information in accordance with a Notice delivered to it by the Disclosing Party, and if no such Notice is delivered to the Recipient, to destroy the Disclosing Party's Confidential Information in a similar manner to which it would destroy its own Confidential Information.

4 Protection of Personal Information

- 4.1 The Party(ies) undertake(s) to:-
- 4.1.1 comply with the provisions of POPI as well as all applicable legislation as amended or substituted from time to time;
- 4.1.2 treat all Personal Information strictly as defined within the parameters of POPI;
- 4.1.3 process Personal Information only in accordance with the consent it was obtained for, for the purpose agreed, any lawful and reasonable written instructions received from the applicable Responsible Party and as permitted by law;
- 4.1.4 process Personal Information in compliance with the requirements of all applicable laws;
- 4.1.5 secure the integrity and confidentiality of any Personal Information in its possession or under its control by taking appropriate, reasonable technical and organisational measures to prevent loss, damage, unauthorised destruction, access, use, disclosure or any other unlawful processing of Personal Information;
- 4.1.6 not transfer any Personal Information to any third party in a foreign country unless such transfer

- complies with the relevant provisions of POPI regarding transborder information flows; and
- 4.1.7 not retain any Personal Information for longer than is necessary for achieving the purpose in terms of this Agreement or in fulfilment of any other lawful requirement.
- 4.2 The Party(ies) undertake(s) to ensure that all reasonable measures are taken to:
- 4.2.1 identify reasonably foreseeable internal and external risks to the Personal Information in its possession or under its control;
- 4.2.2 establish and maintain appropriate security safeguards against the identified risks;
- 4.2.3 regularly verify that the security safeguards are effectively implemented;
- 4.2.4 ensure that the security safeguards are continually updated in response to new risks or deficiencies in previously implemented safeguards;
- 4.2.5 provide immediate notification to the Responsible Party if a breach in information security or any other applicable security safeguard occurs; provide immediate notification to the Responsible Party where there are reasonable grounds to believe that the Personal Information has been accessed or acquired by any unauthorised person;
- 4.2.6 remedy any breach of a security safeguard in the shortest reasonable time and provide the Responsible Party with the details of the breach and, if applicable, the reasonable measures implemented to address the security safeguard breach;
- 4.2.7 provide immediate notification to the Responsible Party where either party has, or reasonably suspects that, Personal Information has been processed outside of the purpose agreed to or consented to;
- 4.2.8 provide the Responsible Party, upon request, with all information of any nature whatsoever relating to the processing of the Personal Information for the purpose in terms of this Agreement and any applicable law; and
- 4.2.9 notify the CSIR, if lawful, of receipt of any request for access to Personal Information, in its possession and relating to the CSIR.
- 4.3 The CSIR reserves the right to inspect the Personal Information processing operations, as well as the technical and organisational information security measures employed by the contracting Party to ensure compliance with the provisions of clause 4.
- 4.4 The provisions of clause 4 shall survive the termination of this Agreement, regardless of cause, in perpetuity.

5 Exclusions

5.1 The Receiving Party recognises that this agreement is not intended to restrict use or

- disclosure of any portion of the Disclosing Party's Confidential Information which:
- 5.1.1 is as at the Effective Date, or later, made known to the public or otherwise enters the public domain through no default by the Receiving Party of its obligations under this Agreement;
- 5.1.2it can show was in its possession prior to the earliest disclosure by the Disclosing Party, as evidenced by written documents in its files;
- 5.1.3 is rightfully received by it from a third party having no obligation of confidentiality to the Disclosing Party;
- 5.1.4 is independently developed by the Receiving Party by a person(s) who did not have access to the Confidential Information of the Disclosing Party:
- 5.1.5 is disclosed by the Receiving Party after receipt of written permission from the Disclosing Party; or
- 5.1.6it is requested or required by subpoena, court order, or similar process to disclose, provided that, in such an event, it will provide the Disclosing Party with prompt written notice of such request(s) so that the latter may seek an appropriate protective order and/or waive the Receiving Party's compliance with the provisions of this agreement.

6 Ownership and Provision of Infomration

- 6.1 The Disclosing Party shall retain ownership of all its Confidential Information as disclosed hereunder.
- 6.2 Nothing contained in this agreement or in any disclosures made hereunder shall create or imply, or be construed as to grant to the Receiving Party any license or other rights in or to the Confidential Information and/or any intellectual property rights attached thereto, or act as a waiver of any rights that the Disclosing Party may have to prevent infringement or misappropriation of any patents, patent applications, trademarks, copyright, trade secrets, know-how or other intellectual property rights owned or controlled by the Disclosing Party as at the Effective Date.
- 6.3 The Disclosing Party provides the Confidential Information "as is" and accordingly no disclosure thereof by it hereunder shall constitute any representation, warranty, assurance, guarantee or inducement by such Disclosing Party with respect to infringement of patents or other rights of third parties, nor is any warranty or representation as to the accuracy, completeness, or technical or scientific quality of any of the Disclosing Party's Confidential Information provided hereunder. (For the avoidance of doubt it is stated expressly that the Disclosing Party neither makes, nor have made, any representation or warranty as to the merchantability or fitness for a particular purpose of any Confidential Information disclosed hereunder).

7 Term of Obligation

7.1 The Parties' obligations concerning nondisclosure of Confidential Information contained in the above clauses shall commence on the Effective Date and shall continue for five (5) years from the date of each disclosure, unless otherwise agreed between the parties in writing, where after such obligations shall forthwith terminate.

8 No Violation

8.1 Each party represents that its compliance with the provisions of this agreement will not violate any duty which such party may have towards any third party, including obligations concerning the provision of services to others, confidentiality of information and assignment of inventions, ideas, patents or copyright.

9 Breach

9.1 It is acknowledged that the breach of this agreement by the Receiving Party would cause the Disclosing Party irreparable injury not compensable in monetary damages alone. Accordingly, in the event of a breach, or a threat of a breach, the Disclosing Party, in addition to its other remedies, is entitled to a restraining order, preliminary injunction or similar relief so as to specifically enforce the terms of this agreement or prevent, cure or reduce the adverse effects of the breach.

10 DOMICILIUM CITANDI ET EXECUTANDI

10.1 The Parties hereto respectively choose as their domicilium citandi et executandi for all purposes of, and in connection with this agreement, the physical addresses and contact details stated herein.

11 Notices

11.1 Any Notice to be given hereunder shall be given in writing and may be given either personally or may be sent by post or facsimile and addressed to the relevant party at its domicilium citandi et executandi address as chosen herein. Any notice given by post shall be deemed to have been served on the expiry of 7 (seven) working days after same is posted by recorded delivery post or air mail. Any notice delivered personally or sent by facsimile shall be deemed to have been served at the time of delivery or sending.

12 Governing Law and Jurisdiction

12.1 This agreement will be governed and construed by the laws of the Republic of South Africa and the Parties hereby submit to the exclusive jurisdiction of the South African courts to hear any dispute arising therefrom which the Parties are unable to settle amicably.

13 General

- 13.1 This agreement comprises the entire agreement between the parties concerning the subject matter and supersedes all prior oral and written agreements between them.
- 13.2 No waiver, alteration or cancellation of any of the provisions of the Agreement shall be binding unless made in writing and signed by the party to be bound.
- 13.3 The parties hereby warrant that the officials signing this agreement have the power to do so on behalf of the parties.
- 13.4 No public announcement, such as a media release, or disclosure beyond those disclosures authorised for Confidential Information hereunder may be made by either party concerning this agreement without the prior written approval of the other party.
- 13.5 Neither party is, by virtue agreement, authorised to use the name, logo(s) or trademarks of the other in connection with any advertising, publicity, marketing or promotional materials or activities, or for any other purpose whatsoever, without the prior written consent of the other party. For purposes of this clause, it is also recognised that, under the provisions of section 15 (1) of the Merchandise Marks Act, Act No 17 of 1941 of the Republic of South Africa, the use of the abbreviation of the name of the Council for Scientific and Industrial Research, "WNNR" and CSIR, is prohibited in connection with any trade, business, profession or occupation or in connection with a trade mark, mark or trade description applied to goods, other than with the consent of the CSIR.
- 13.6 Both Parties shall remain free to use, in the normal course of its business, its general knowledge, skills and experience incurred before, during or after the discussions envisaged hereunder. (To this end, it is also recorded that nothing in this Agreement shall be construed as constituting an exclusive arrangement between the parties and both Parties shall remain free to explore market opportunities in the Field, unless otherwise agreed to in writing in a subsequent agreement.)

Annexure F Mutual Non-Disclosure Agreement

ANNEXURE F: MUTUAL NDA

Farties to the NDA
THE CSIR, a statutory council, duly established under Act 46 of 1988 through its
Operating Unit of herein represented byir
his/her capacity as Executive Director and he/ she being duly authorised thereto;
and
, registration number: a
, with limited liability duly incorporated under the applicable
laws of the Republic of South Africa herein represented by
in his/her capacity as
and
he/she being duly authorised thereto.
2 Contact Details for Purposes of Clause 10:
2.1 The CSIR
Physical Address:
Meiring Naude Road
Brummeria
Pretoria
0002
FOR ATTENTION:
Postal Address:
PO BOX 395
Pretoria
0001
FOR ATTENTION:

Telefax C	Communication:	
FOR AT	TENTION:	
Physical	Address:	
FOR AT	TENTION:	
Postal A	ddress:	
FOR AT	TENTION:	
Telefax C	Communication:	
FOR AT	TENTION:	
3 Effe	ctive Date:	
4 THE	FIELD:	
	ON THIS THEDAY OF OLLOWING WITNESSES:	AT IN THE PRESENCE
1.		
2.		
		FOR THE
	ON THIS THEDAY OFOLLOWING WITNESSES:	AT IN THE PRESENCE
1.		
2.		
		FOR XXXX



24 March 2023

ERRATUM

(RFQ NO: 6023/28/03/2023)

For the refurbishment of the existing deck at the CSIR building 39 ICC

On Monday, 13 March 2023, the Council for Scientific and Industrial Research (CSIR) invited bidders to submit proposals for the above-mentioned RFQ. The closing/submission date for the tender is Tuesday, 28 March 2023 at 23h59.

The CSIR appreciates your interest in responding to the Reguest for Proposal.

- 1. Please note the following amendments in the advertised tender document:
 - 1.1 Amendments as per Erratum issued on 17 March 2023
 - 1.2 Annexure B -Bill of Quanties
 - 1.2.1. Item 2 replacement of Brazillian teak with Massaranduba wooden panels
 - 1.2.2. Last item on BOQ -Allowance for health and safety file removed
 - 1.2.3 Contigenty Plan revised to 15%
 - 1.2.4. Requirement to indicate overtime rate
 - 1.2.5. Requirement to indicate Project lead time
- The tender closing date will be amended to 11 April 2023 at 23h30 in line with PFMA SCM INSTRUCTION NO. 09 OF 2022/2023

Please note that revisions have be effected as per the enclosed **Annexure B (V2)** – **Pricing Schedule/ Bill of Quantities**

The CSIR wishes to encourage you to submit a response to this tender, and to apologise for any inconveniences caused as a result of this erratum.

Enquiries may be directed to <u>tender@csir.co.za</u> (Please use RFQ number as subject reference)

Annexure B (V2) Pricing Schedule/ Bill of Quantities

Description	Unit	Qty	Rate	Amount
Uplift and remove all decking boards including the disposal of all debris	M ²	686		
Inspect the condition of the existing decking trusses,base and frames to ensure that they are level before the installation of new all brown100mm x20mmx 1.8m Massaranduba wooden panels	Sum	Sum		
Sanding and apply SABS Approved solvent base (oil) exterior deck sealer on the square upstands of the balustrade sizes 1.45mx 150mm	Sum	21		
Supply and installation of new all brown 100mmx 20mm x1.8m massaranduba wooden panels onto the existing structure and make allowance of the clearance where the trees are popping out from the deck structure	M ²	686		
Remove the existing support wooden trusses and supply install 305x 102 x10mm equal legs steel I beams to the existing I beams with 75x75x10mm x 14 angle iron brackets to support the sagging decking structure Sub-Total	M	25m		
Add 15% VAT				
Allowance for 15% contingency plan				
Grand total				
Overtime rate		Pato nor	hour only	
		Sum 21 1/2 686		
	Uplift and remove all decking boards including the disposal of all debris Inspect the condition of the existing decking trusses,base and frames to ensure that they are level before the installation of new all brown100mm x20mmx 1.8m Massaranduba wooden panels Sanding and apply SABS Approved solvent base (oil) exterior deck sealer on the square upstands of the balustrade sizes 1.45mx 150mm Supply and installation of new all brown 100mmx 20mm x1.8m massaranduba wooden panels onto the existing structure and make allowance of the clearance where the trees are popping out from the deck structure Remove the existing support wooden trusses and supply install 305x 102 x10mm equal legs steel I beams to the existing I beams with 75x75x10mm x 14 angle iron brackets to support the sagging decking structure Sub-Total Add 15% VAT Allowance for 15% contingency plan	Uplift and remove all decking boards including the disposal of all debris Inspect the condition of the existing decking trusses, base and frames to ensure that they are level before the installation of new all brown100mm x20mmx 1.8m Massaranduba wooden panels Sanding and apply SABS Approved solvent base (oil) exterior deck sealer on the square upstands of the balustrade sizes 1.45mx 150mm Supply and installation of new all brown 100mmx 20mm x1.8m massaranduba wooden panels onto the existing structure and make allowance of the clearance where the trees are popping out from the deck structure Remove the existing support wooden trusses and supply install 305x 102 x10mm equal legs steel I beams to the existing I beams with 75x75x10mm x 14 angle iron brackets to support the sagging decking structure Add 15% VAT Allowance for 15% contingency plan Grand total	Uplift and remove all decking boards including the disposal of all debris Inspect the condition of the existing decking trusses, base and frames to ensure that they are level before the installation of new all brown100mm x20mmx 1.8m Massaranduba wooden panels Sanding and apply SABS Approved solvent base (oil) exterior deck sealer on the square upstands of the balustrade sizes 1.45mx 150mm Supply and installation of new all brown 100mmx 20mm x1.8m massaranduba wooden panels onto the existing structure and make allowance of the clearance where the trees are popping out from the deck structure Remove the existing support wooden trusses and supply install 305x 102 x10mm equal legs steel I beams to the existing I beams with 75x75x10mm x 14 angle iron brackets to support the sagging decking structure Sub-Total Add 15% VAT Allowance for 15% contingency plan Grand total	Uplift and remove all decking boards including the disposal of all debris Inspect the condition of the existing decking trusses, base and frames to ensure that they are level before the installation of new all brown100mm x20mmx 1.8m Massaranduba wooden panels Sanding and apply SABS Approved solvent base (oil) exterior deck sealer on the square upstands of the balustrade sizes 1.45mx 150mm Supply and installation of new all brown 100mmx 20mm x1.8m massaranduba wooden panels onto the existing structure and make allowance of the clearance where the trees are popping out from the deck structure Remove the existing support wooden trusses and supply install 305x 102 x10mm equal legs steel I beams to the existing I beams with 75x75x10mm x 14 angle iron brackets to support the sagging decking structure Sub-Total Add 15% VAT Allowance for 15% contingency plan Grand total Overtime rate Rate per hour only



17 March 2023

ERRATUM

(RFQ NO: 6023/28/03/2023)

For the refurbishment of the existing deck at the CSIR building 39 ICC

On Monday, 13 March 2023, the Council for Scientific and Industrial Research (CSIR) invited bidders to submit proposals for the above-mentioned RFQ. The closing/submission date for the tender is Tuesday, 28 March 2023 at 23h59.

The CSIR appreciates your interest in responding to the Request for Quotation.

- 1. Please note the following amendment in the advertised tender document:
- 1.1 Site Inspection

Two site inspections will be held this in an effort to provide an opportunity to prospective bidders that did not have sight of the RFQ invite as there was a time lapse of four days prior to the site inspection scheduled for 17 March 2023 at 11h00. The second site inspection is scheduled for 28 March 2023 at 11h00.

1.2 Bid closing

In light of the above, the bid closing date is extended to 04 April 2023 at 23h30.

1.3 Last date for submission of enquiries/clarifications

The last date of submission of enquiries is hereby extended to 29 March 2023 at 16h30.

The CSIR wishes to encourage you to submit a response to this tender, and to apologise for any inconveniences caused as a result of this erratum.

Enquiries may be directed to tender@csir.co.za (Please use RFQ number as subject reference)

Compliance Screening



			Cluster/Portfolio	FM & SS		
Name of Project	Refurbishment of the existing		Final Approver (as per CSIR Approval framework)	Navan M	oopanar	
	deck at the CSIR build	ing 39 ICC	Supplier Selection Committee	Mmatabane Hlapisi Mpho Moeketsi		
RFX Number	RFQ: 6023/28/03	/2023	Members (SSC)	Lington Baloyi Elton Wilton Sharleen Makwala		
Procurement Type	Published Ten	der				
Procurement Steering Committee Members (PSC) N/A Have all SSC members signed to		Have all SSC members signed the	e declaration of interest form?	Yes		
(where applicable)			Is there any interest disclos	ed by any SSC member?	No	
Have all PSC members signed the declaration of interest form?		Name (s) of conflicted SSC Member (s)	No			
Is there any interest disclosed by any PSC Member?		Evaluation start date	13/April/2023			
Name (s) of conflicted PSC Member (s)			Evaluation end date	24/April/2023		

SPU Official Signature:	SPU Peer-Review Signature:	SSC Member Signature:
SSC Member Signature:	SSC Member Signature:	SSC Member Signature:
SSC Member Signature:	SSC Chairperson Signature:	PSC Chairperson Signature:

Compliance Screening



Details of bidders (please enter):					
Supplier name	NT Restricted Supplier (Y/N)?	Supplier on NT Register of Tender Defaulters (Y/N)?	Has the Bidder met all Elimination Criteria (Y/N)?	Eliminated (Y/N)?	Elimination reason* (Provide detailed reasons which requirement(s)/criteria were not met. Space limited, to provide detail report consider a separate document or an official evaluation and recommendation report.)
Mutali Projects	N	N	N	Y	Letters submitted not relevant
Deutr 28	N	N	Y	N	
The Lemba Elephant Trading	N	N	N	Υ	Letters submitted not relevant
Bull Pool Investments	N	N	Y	N	
Linganani Projects	N	N	N	Υ	Provided list of references not relevant
Munachi	N	N	N	Υ	Letters submitted not relevant
Mororithas Construction	N	N	N	Υ	Provided list of references
YT Solutions	N	N	N	Υ	Letters submitted not relevant
Trancegistix Projects	N	N	Y	N	
NAPD Holdings	N	N	N	Υ	Letters not relevant to scope of work
SB Delivery Serv	N	N	N	Υ	Failed to provide relevant reference letters

SPU Official Signature:	SPU Peer-Review Signature:	SSC Member Signature:
SSC Member Signature:	SSC Member Signature:	SSC Member Signature:
SSC Member Signature:	SSC Chairperson Signature:	PSC Chairperson Signature:

Compliance Screening



Kopanang Roofs & Maint	N	N	N	Y	Only 1 relevant letter furnished
Abinaar Construction	N	N	N	Υ	Letters submitted not relevant
Matthews & Nephews	N	N	N	Υ	Failed to provide relevant reference letters
Moshaopane	N	N	N	Υ	Submitted 2 reference letters which are not relevant to scope of work
Goldwave Contruction	N	N	N	Υ	Letters submitted not relevant
Puledi Construction	N	N	N	Y	Failed to provide relevant reference letters

MHlapisi		
SPU Official Signature:	SPU Peer-Review Signature:	SSC Member Signature:
Havaia.	Jan 19	Mr. M. M. M.
SSC Member Signature:	SSC Member Signature:	SSC Member Signature:
SSC Member Signature:	SSC Chairperson Signature:	PSC Chairperson Signature:

Preferential Point System

Price



80/20 Preference Point System Price of tender with Rand value equal or below R50 million

MHlapisi

 $P_t - P_{min}$ P_{min}

Note: to use the 80/20 preference system, there MUST be at least one bid less than R50 million (including VAT)

Please enter Bid Price (Proposa	al value) for those supplie	rs who qualified for pricing evalu	ıation:
Supplier name	Qualified for pricing evaluation?	Enter bid price (including VAT)	* Pricing from foreign suppliers, must include all taxes, custom duties, freight charges etc., all costs that are applicable. * For Non-VAT registered supplier, the final amount must be entered (no VAT applicable)
Mutali Projects	Eliminated		
Deutr 28	Passed	R2,789,105.80	
The Lemba Elephant Trading	Eliminated		
Bull Pool Investments	Passed	R2,387,954.40	
Linganani Projects	Eliminated		
Munachi	Eliminated		
Mororithas Construction	Eliminated		
YT Solutions	Eliminated		
Trancegistix Projects	Passed	R1,695,798.00	
NAPD Holdings	Eliminated		
SB Delivery Serv	Eliminated		
Kopanang Roofs & Maint	Eliminated		
Abinaar Construction	Eliminated		
Matthews & Nephews	Eliminated		
Moshaopane	Eliminated		
Goldwave Contruction	Eliminated		
Puledi Construction	Eliminated		

SPU Official Signature:	SPU Peer-Review Signature:	SSC Member Signature:
Marvala.	SSC Marshay Signatura	<i>伽</i> M M M M M M M M M M M M M M M M M M M
SSC iviember Signature:	SSC Member Signature:	SSC Member Signature:
SSC Member Signature: 112-3-13-13-13-13-13-13-13-13-13-13-13-13-1	SSC Chairperson Signature	PSC Chairperson Signature:

Preferential Point System Price Evaluation



Lowest bid from qualifying group: R 1,695,798.00

Scores for qualifying bidders:

Supplier name	Bid price	Price Score
Mutali Projects	Not applicable	0.00
Deutr 28	R2,789,105.80	28.42
The Lemba Elephant Trading	Not applicable	0.00
Bull Pool Investments	R2,387,954.40	47.35
Linganani Projects	Not applicable	0.00
Munachi	Not applicable	0.00
Mororithas Construction	Not applicable	0.00
YT Solutions	Not applicable	0.00
Trancegistix Projects	R1,695,798.00	80.00
NAPD Holdings	Not applicable	0.00
SB Delivery Serv	Not applicable	0.00
Kopanang Roofs & Maint	Not applicable	0.00
Abinaar Construction	Not applicable	0.00
Matthews & Nephews	Not applicable	0.00
Moshaopane	Not applicable	0.00
Goldwave Contruction	Not applicable	0.00

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SPU Official Signature:	SPU Peer-Review Signature:	SSC Member Signature:
SSC Member Signature:	SSC Member Signature:	SSC Member Signature:
SSC Member Signature		PSC Chairperson Signature

Preferential Point System

Price



Puledi Construction	Not applicable	0.00
	Not applicable	0.00

Mt/lapisi SPU Official Signature:	SPU Peer-Review Signature:	SSC Member Signature:
SSC Member Signature:		C Member Signature:
SSC Member Signature	. SSC Chairperson Signature:	PSC Chairperson Signature:

Preferential Point System





Please enter Preference Points for those suppliers who qualified on the Elimination and/or functional score: Note: Enter Preferential points as per the verified declaration and supporting documents.

Supplier Name	Preference Points							
оприне наше	awarded	Specific Goals	Black Ownership	Black Women Ownership	Black Youth Ownership	Disability Ownership	RDP Goals (Specify):	
		Approved Points (Refers to PRF)	10				10	
	0.00							
Deutr 28	20.00		100%				100%	
	0.00							
Bull Pool Investments	20.00		100%				100%	
	0.00							
	0.00							
	0.00							
	0.00							
Trancegistix Projects	20.00		100%				100%	
	0.00							
	0.00							
	0.00							
	0.00							
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	0.00							
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SPU Official Signature:	. SPU Peer-Review Signature:	SSC Member Signature:
SSC Member Signature:	SSC Member Signature:	. SSC Member Signature:
SSC Member Signature:	SSC Chairperson Signature:	PSC Chairperson Signature:

Preferential Point System





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NB.

NB. Black Ownership	Ranges	Points Allocation	
Piecy CAlleionib			
Black Ownership points will be awarded to a Tenderer who have 51% or more black ownership. Black ownership will be determined by the % of the	=100% black ownership	100% of allocated points	
enterprise owned by such a person or by the % of shares owned by members who are actively involved in the day-to-day activities of the company or enterprise.	> 51% to 99% black ownership	50% of allocated points	
or enterprise.	< 51% black ownership	Zero	
Black Women Ownership	Ranges	Points Allocation	
Black Women Ownership points will be awarded to a Tenderer who have 30% or more black women ownership. Black Women ownership will be	= 100% black women ownership	100% of allocated points	
determined by the % of the enterprise owned by such a person or by the % of shares owned by members who are actively involved in the day-to-day activities of the company or enterprise.	> 30 to 99% black women ownership	50% of allocated points	
uay activities of the company of enterprise.	< 30 % black women ownership	Zero	
Black Youth Ownership	Ranges	Points Allocation	
Black Youth Ownership points will be awarded to a Tenderer who have 30% or more youth ownership. Black youth ownership will be determined	= 100% black youth ownership	100% of allocated points	
by the % of the enterprise owned by such a person or by the % of shares owned by members who are actively involved in the day-to-day activities of the company or enterprise.	> 30 to 99% black youth ownership	50% of allocated points	
of the company of enterprise.	< 30 % black youth ownership	Zero	
Disability Ownership	Ranges	Points Allocation	
Disability Ownership points will be awarded to a Tenderer who have 20% or more disability ownership owners. Disability ownership will be determined by the % of the enterprise owned by such a person or by the % of shares owned by members who are actively involved in the day-to-	> 20% black ownership	100% of allocated points	
day activities of the company or enterprise.	< 20% black ownership	Zero	
RDP Goals	Ranges	Points Allocation	
The CSIR may identify within the RDP document, goals that support local manufacturing or industrialization, or promotion of Small, Medium and Micro Enterprises (SMMEs) i.e. Entities that are Exempted Micro Enterprise (EME) or Qualifying Small Enterprises (QSE).	RDP Goals met	100% of allocated points	
Exempted Micro Enterprise (EME) <= R10 million annual turnover			
Qualifying Small Enterprise (QSE) R10 m - R50 m annual turnover	RDP Goals not met	Zero	
Sworn affidavit: EMEs &QSEs with black ownership % of > 51% only required to obtain a sworn affidavit to confirm annual revenue and level of percentage of black beneficiaries. For EMEs, in addition to sworn affidavit, a certificate can be issued by CIPC.		_5.0	

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SPU Official Signature:	SPU Peer-Review Signature:	SSC Member Signature:
SSC Momber Signature:	SSC Mamber Signature:	SSC Member Signature:
Signature.	33C Weitiber Signature.	33C Member Signature.
SSC Member Signature:	SSC Chairperson Signature:	PSC Chairperson Signature:

Assessment Summary



		Cluster/ Portfolio	FM & SS		
Name of Project	Refurbishment of the existing deck at the CSIR building 39 ICC	Final Approver (as per CSIR Approval Navan Moop framework)		Moopanar	
		Supplier Selection		ane mapisi Moeketsi	
RFX Number	RFQ: 6023/28/03/2023	Committee Members Lington Baloyi			
Procurement Steering Committee Members (PSC)	N/A	Date of eva		13/April/2023	
(where applicable)	IVA	Date of evaluation:		24/April/2023	

Summary of assessment and scores calculated:

Minimum functionality score used: 0

Cut-off score required to pass on critical criteria: 0

Supplier name	Eliminated?	Functionality score*	Higher than minimum total functionality score?	Higher than minimum score on all functional criteria?	Passed all functionality or RFQ specification tests?	Price Score	Preference Points Score	Completed? (if passed functionality)	Final Score	Rank Per Final Score
Mutali Projects	Y	0	N/A	N/A	Failed	Eliminated	Eliminated		Eliminated	#VALUE!
Deutr 28	N	0	N/A	N/A	Passed	28.42	20	Υ	48.42	3
The Lemba Elephant Trading	Υ	0	N/A	N/A	Failed	Eliminated	Eliminated		Eliminated	#VALUE!
Bull Pool Investments	N	0	N/A	N/A	Passed	47.35	20	Υ	67.35	2
Linganani Projects	Υ	0	N/A	N/A	Failed	Eliminated	Eliminated		Eliminated	#VALUE!
Munachi	Υ	0	N/A	N/A	Failed	Eliminated	Eliminated		Eliminated	#VALUE!
Mororithas Construction	Υ	0	N/A	N/A	Failed	Eliminated	Eliminated		Eliminated	#VALUE!
YT Solutions	Υ	0	N/A	N/A	Failed	Eliminated	Eliminated		Eliminated	#VALUE!
Trancegistix Projects	N	0	N/A	N/A	Passed	80.00	20	Υ	100.00	1
NAPD Holdings	Υ	0	N/A	N/A	Failed	Eliminated	Eliminated		Eliminated	#VALUE!
SB Delivery Serv	Υ	0	N/A	N/A	Failed	Eliminated	Eliminated		Eliminated	#VALUE!
Kopanang Roofs & Maint	Υ	0	N/A	N/A	Failed	Eliminated	Eliminated		Eliminated	#VALUE!
Abinaar Construction	Υ	0	N/A	N/A	Failed	Eliminated	Eliminated		Eliminated	#VALUE!
Matthews & Nephews	Υ	0	N/A	N/A	Failed	Eliminated	Eliminated		Eliminated	#VALUE!
Moshaopane	Υ	0	N/A	N/A	Failed	Eliminated	Eliminated		Eliminated	#VALUE!
Goldwave Contruction	Υ	0	N/A	N/A	Failed	Eliminated	Eliminated		Eliminated	#VALUE!
Puledi Construction	Υ	0	N/A	N/A	Failed	Eliminated	Eliminated		Eliminated	#VALUE!
										#VALUE!

MAlapisi			
SPU Official Signature:	SPU Peer-Review Signature:	SSC Chairperson Sigr	nature:
PSC Chairperson Signature:	Final Approver Signature:	Approval Date	09/06/2023 te:
		ann agus ghairt a san agus agus agus agus agus agus agus agus	
Final Approver's Comments:			

Assessment Summary



NAME OF PROJECT:

Refurbishment of the existing deck at the CSIR building 39 ICC

Highest Final score:
Highest Scored Supplier
Recommended Supplier

Reason for Recommendation:

Trancegistix Projects

An open RFQ Request for Quotation (RFQ) process was followed for appointing a contractor for the refurbishment of the existing deck at the CSIR building 39 ICC. Seventeen bid responses were received and evaluated on the elimination criteria and fourteen responses failed to meet all of the set conditions under the elimination criteria. The three remaining bid responses were evaluated further on price and specific goals, andTrancegistix Projects emerged as the preferred bidder scoring a total of 100 points. It was however established at point of facilating the approval of evaluation matrix that funds to execute the project were no longer available. The SSC hereby request approval to cancel the RFQ.FM & SS has advised that the deck will in the interim be maintained until such time funds become available for it to be refurbished.

Note: Space limited, to provide detail report consider an official evaluation and recommendation report.

			ETE				
Value of contract (Real price), incl VAT		R 1,695,798.00	1,695,798.00				
Actual project budget, including VAT		R 0.00	0.00				
Total amount for approval, incl VAT		R 1,695,798.00	1,695,798.00				
Pre-Payment	•	ore-payment iired?	No	Pre-payment amount (If the prepayment will be at various stage, indicate the prepayment % and the amount for each stage) e.g. 1. 30% with PO - \$ 90 000 (+/- R 1 350 000) 2. 40% - \$ 120 000 (+/- R 1 800 000) before shipment of equipment - R 500 000 Total prepayment - R 1 500 000			
				None			

SPU Official Signature:	. SPU Peer-Review Signature:	SSC Chairperson Si	gnature:
PSC Chairperson Signature:		Approval D	09/06/2023 late:
Final Approver's Comments:			

Assessment Summary



Indicate any other pricing terms and conditions from e.g. Price subject to increase in cost price, changes in currency fluctuat		ed bidder						
Central Supplier Database (CSD)	CSD Supplier N	lumber (MAAA)					
	Tax Status on C	SD						
, ,	If bidder is tax n	on-compliant						
	Expiry date of b	id validity	27/July	/2023	Is the bid still	valid?	Yes	
Bid Validity Period	Is there a need to extend the bid		validity period?		If "Yes", New	Expiry date of bid validity		
Dia variaty i onoa	Reasons for bid validity extension							
Duration of contract			•					
Scope, etc.			Rei	furbishment of	the existing deck	at the CSIR building 39 IC	CC	
Envisaged contract start date		N/A						
Envisaged contract completion date								
The contract warranty period (if applicable)		N/A						

MAlapisi			
SPU Official Signature:	SPU Peer-Review Signature:	SSC Chairperson Sig	nature:
PSC Chairperson Signature:		Approval Da	09/06/2023 ite:
Final Approver's Comments:			

Tender file checklist



		Cluster/Portfolio	FM & SS
Name of Project	Refurbishment of the existing deck at the CSIR building 39 ICC	Final Approver (as per CSIR Approval framework)	Navan Moopa
		Cumpliar Calcation	Mmatabane H
RFX Number	RFQ: 6023/28/03/2023	Supplier Selection Committee Members (SSC)	Mpho Moek∉ Lington Bal∉ Elton Wilto
Procurement Type	Published Tender	(353)	Sharleen Mak
Procurement Steering Committee Members	N/A	Evaluation start date	13/April/202
(PSC) (where applicable)		Evaluation end date	24/April/202

The purpose of this form is to aid tender administration compliance and to ensure that all tender documents a
the applicable/relevant shared space.

•All documents must be named properly and indicate the purpose of the document.

[•]By selecting "Yes", it is confirmed that the relevant documents are saved in the applicable / agreed shared space.

	PROCUREMENT INITIATION PHASE				
1	Signed PRF	The PRF must be completed for all transaction ≥ R30k incl VAT and all deviations (Except emergencies)			
2	EXCO paper to initiate procurement process				
3	Extract of EXCO minutes				
4	SSC Appointment letters or emails				
5	PSC Appointment letters or emails				
6	RFX document or deviation form				
7	Proof of advertisement For targeted RFQ, email sent to suppliers must be saved				
8	8 Briefing session register				
9	Proof of publication of errata				
10	Queries and answers				
11	Bid submission register	If bids are submitted electronically, proof for all bidders that the bids were submitted must be recorded with the date and time			

[∙]The tender file checklist must be completed for all tenders and deviations greater than or equal to R30k (Incl. VAT

[•]All relevant supporting documents must be attached to the requisition on the e-procurement system.

Tender file checklist



12	SSC Declaration of Interest Forms	
13	PSC Declaration of Interest Forms	
14	Received bids	
15	Weighting Matrix	
16	Tender Evaluation and recommendation report	Formal report required for transaction above R3m (VAT Excl.)
17	Any clarification with bidders	Might be included in the evaluation report.
18	IAS review report	Applicable as a minimum for recommendations that require Board
19	IAS review annexure	approval.
20	EXCO paper to award or recommend bidder	
21	Extract of EXCO minutes	
22	ARC paper	
23	Board paper	
24	Board resolution	
25	Invitation to negotiate letter	
26	Negotiation's agenda	
27	Negotiations minutes	
28	Contract Checklist	
29	SCARF	
30	Signed contract	
31	Contract registered on Contract register	Provide contract number:
32	Proof of award publication	
33	Any other documents	List all the other documents:
34	Path/Platform where the documents are saved	
35	Physical area where the bids are stored if applicable	

Tender file checklist



Name of the person completing this checklist:	
Designation:	
Signature:	
Date:	

Evaluation matrix_Refurbishment of the existing deck at the CSIR building 39 ICC

Final Audit Report 2023-06-09

Created: 2023-05-11

By: Mmatabane Hlapisi (mhlapisi@csir.co.za)

Status: Signed

Transaction ID: CBJCHBCAABAAeklo58fsJ2Loa4SVsvVW9d82ZE9YPt8t

"Evaluation matrix_Refurbishment of the existing deck at the CSI R building 39 ICC" History

- Document created by Mmatabane Hlapisi (mhlapisi@csir.co.za) 2023-05-11 22:16:21 GMT- IP address: 41.71.1.104
- Document e-signed by Mmatabane Hlapisi (mhlapisi@csir.co.za)

 Signature Date: 2023-05-11 22:52:19 GMT Time Source: server- IP address: 41.71.1.104
- Document emailed to smakwala@csir.co.za for signature 2023-05-11 22:52:20 GMT
- Email viewed by smakwala@csir.co.za 2023-05-12 13:28:59 GMT- IP address: 146.64.209.9
- Signer smakwala@csir.co.za entered name at signing as Sharleen Makwala 2023-05-12 13:35:08 GMT- IP address: 146.64.209.9
- Document e-signed by Sharleen Makwala (smakwala@csir.co.za)

 Signature Date: 2023-05-12 13:35:10 GMT Time Source: server- IP address: 146.64.209.9
- Document emailed to Lington Baloyi (lbaloyi2@csir.co.za) for signature 2023-05-12 13:35:12 GMT
- Email viewed by Lington Baloyi (lbaloyi2@csir.co.za) 2023-05-17 17:33:13 GMT- IP address: 146.64.81.114
- Email viewed by Lington Baloyi (lbaloyi2@csir.co.za) 2023-06-08 14:35:47 GMT- IP address: 146.64.81.114
- Document e-signed by Lington Baloyi (lbaloyi2@csir.co.za)

 Signature Date: 2023-06-08 14:40:39 GMT Time Source: server- IP address: 146.64.81.114

- Document emailed to Elton Wilton (ewilton@csir.co.za) for signature 2023-06-08 14:40:41 GMT
- Email viewed by Elton Wilton (ewilton@csir.co.za) 2023-06-08 14:42:45 GMT- IP address: 146.64.81.114
- Document e-signed by Elton Wilton (ewilton@csir.co.za)

 Signature Date: 2023-06-08 14:49:33 GMT Time Source: server- IP address: 146.64.81.114
- Document emailed to Mpho Moeketsi (mmoeketsi@csir.co.za) for signature 2023-06-08 14:49:34 GMT
- Email viewed by Mpho Moeketsi (mmoeketsi@csir.co.za) 2023-06-08 16:12:21 GMT- IP address: 146.64.81.114
- Document e-signed by Mpho Moeketsi (mmoeketsi@csir.co.za)

 Signature Date: 2023-06-08 16:14:56 GMT Time Source: server- IP address: 146.64.81.114
- Document emailed to nmoopanar@csir.co.za for signature 2023-06-08 16:14:57 GMT
- Email viewed by nmoopanar@csir.co.za 2023-06-09 - 06:47:55 GMT- IP address: 105.214.80.155
- Signer nmoopanar@csir.co.za entered name at signing as Navan Moopanar 2023-06-09 - 06:49:57 GMT- IP address: 105.214.80.155
- Document e-signed by Navan Moopanar (nmoopanar@csir.co.za)

 Signature Date: 2023-06-09 06:49:59 GMT Time Source: server- IP address: 105.214.80.155
- Agreement completed.
 2023-06-09 06:49:59 GMT

Tender Cancellation: ICC Deck

Final Audit Report 2023-06-13

Created: 2023-06-13

By: Mmatabane Hlapisi (mhlapisi@csir.co.za)

Status: Signed

Transaction ID: CBJCHBCAABAANK5CiiHLXhUI51tYWhvbDAz55GOa5QLk

"Tender Cancellation: ICC Deck" History

Document created by Mmatabane Hlapisi (mhlapisi@csir.co.za) 2023-06-13 - 06:20:27 GMT- IP address: 41.71.9.167

Document e-signed by Mmatabane Hlapisi (mhlapisi@csir.co.za)
Signature Date: 2023-06-13 - 06:26:40 GMT - Time Source: server- IP address: 41.71.9.167

Document emailed to Idlamini2@csir.co.za for signature 2023-06-13 - 06:26:41 GMT

Email viewed by Idlamini2@csir.co.za 2023-06-13 - 09:20:49 GMT- IP address: 105.245.124.236

Signer Idlamini2@csir.co.za entered name at signing as Lethokuhle Dlamini 2023-06-13 - 09:22:50 GMT- IP address: 105.245.124.236

Document e-signed by Lethokuhle Dlamini (Idlamini2@csir.co.za)

Signature Date: 2023-06-13 - 09:22:52 GMT - Time Source: server- IP address: 105.245.124.236

Agreement completed.
 2023-06-13 - 09:22:52 GMT