REQUEST FOR EXPRESSION OF INTEREST: EOI 1/2016 FOR:

PUBLIC ENTITIES AND INSTITUTIONS; ENVIRONMENTAL MANAGEMENT AND NATURE CONSERVATION NON-GOVERNMENTAL ORGANISATIONS TO APPLY FOR GOVERNMENT GRANT IN TERMS OF SECTION 38 (1) (j) OF PFMA READ WITH TREASURY REGULATIONS 8.4.1 AND 8.4.2 FOR THE IMPLEMENTATION OF YOUTH ENVIRONMENTAL SERVICE PROGRAMME TO BE IMPLEMENTED IN ALL THE PROVINCES WITHIN THE REPUBLIC OF SOUTH AFRICA. THE GRANT SEEKS TO ACHIEVE JOB CREATION, SKILLS DEVELOPMENT AND PROVISION OF EXIT OPPORTUNITIES FOR PARTICIPANTS INTO FORMAL EMPLOYMENT (INCLUDING SELF-EMPLOYMENT) AND OR FURTHER LEARNING OPPORTUNITIES.

Request number: EOI 1/2016

Contact person: Ms Nomfundiso Giqwa/ Ms Nkosingiphile Khuluse

Office Telephone number: 012 399 9684/012 399 8957

E-mail: NGiqwa@environment.gov.za/ NKhuluse@environment.gov.za

A compulsory briefing session will be held as follows:

Date: 18 January 2017

Time: 10:00

Venue: Department of Environmental Affairs

Environment House, 473 Steve Biko Road, Cnr Soutpansberg and Steve Biko Road, Arcadia, Pretoria/Tshwane

Closing date of the bid: 03 February 2017 at 11h00

Bid responses to be hand delivered/couriered to and deposited into the tender box at:

Environment House 473 Steve Biko Road, Cnr Soutpansberg and Steve Biko Road, Arcadia, Pretoria/Tshwane

NB: NATIONAL TREASURY CENTRAL SUPPLIER DATABASE REGISTRATION INFORMATION (CSD REGISTRATION SUMMARY REPORT) TO BE SUBMITTED WITH THE BID.
INVITATION TO BID FOR A GRANT

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DEPARTMENT OF ENVIRONMENTAL AFFAIRS

BID NUMBER: EXPRESSION OF INTEREST/1/2016  CLOSING DATE: 03-02-2017
CLOSING TIME: 11:00

DESCRIPTION: CALL FOR EXPRESSION OF INTEREST FOR PUBLIC ENTITIES (INCLUDING PUBLIC INSTITUTIONS) AND ENVIRONMENTAL MANAGEMENT AND NATURE CONSERVATION NON-GOVERNMENTAL ORGANIZATIONS TO APPLY FOR GOVERNMENT GRANT IN TERMS OF SECTION (38)(1)(j) OF PFMA READ WITH TREASURY REGULATIONS 8.4.1 AND 8.4.2, FOR IMPLEMENTATION OF YOUTH ENVIRONMENTAL SERVICE PROGRAMME TO BE IMPLEMENTED IN ALL THE PROVINCES WITHIN THE REPUBLIC OF SOUTH AFRICA. THE GRANT SEeks TO ACHIEVE JOB CREATION, SKILLS DEVELOPMENT AND PROVISION OF EXIT OPPORTUNITIES FOR PARTICIPANTS INTO FORMAL EMPLOYMENT (INCLUDING SELF-EMPLOYMENT) AND/OR FURTHER LEARNING OPPORTUNITIES

The successful bidder will be required to fill in and sign a written Contract Form (SBD 7).

EOI DOCUMENTS SHOULD BE DEPOSITED IN THE BID BOX SITUATED AT: Department of Environmental Affairs; The Environment House, 473 Steve Biko Road; Cnr Soutpansberg and Steve Biko Road, Arcadia Pretoria /Tshwane

Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

ALL EOI MUST BE SUBMITTED ON THE OFFICIAL FORMS – (NOT TO BE RE-TYPED)

NB: TWO EOI PROPOSALS MUST BE SUBMITTED, CLEARLY MARKED: ORIGINAL AND COPY

THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

THE FOLLOWING PARTICULARS MUST BE FURNISHED
(FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)

NAME OF BIDDER ..............................................................................................................................................................................
POSTAL ADDRESS …..............................................................................................................................................................................
STREET ADDRESS ..............................................................................................................................................................................
TELEPHONE NUMBER CODE ……….. NUMBER ..................................................................................................................
CELLPHONE NUMBER ..............................................................................................................................................................................
FACSIMILE NUMBER CODE ……….. NUMBER ..................................................................................................................
E-MAIL ADDRESS ..............................................................................................................................................................................
VAT REGISTRATION NUMBER ...........................................................................................................................................................

HAS AN ORIGINAL AND VALID TAX CLEARANCE CERTIFICATE BEEN SUBMITTED? (SBD 2)  YES or NO

HAS A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE BEEN SUBMITTED? (SBD 6.1)  YES or NO

IF YES, WHO WAS THE CERTIFICATE ISSUED BY?

AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) .................................................................
A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS); OR ............................................
A REGISTERED AUDITOR ..............................................................................................................................................................................
[TICK APPLICABLE BOX]

(A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE)

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS / SERVICES / WORKS OFFERED? YES or NO

[IF YES ENCLOSE PROOF]

SIGNATURE OF BIDDER ……………………………………………………………………………………………………………………………)

DATE …………………………………………………………………………………………………………………

CAPACITY UNDER WHICH THIS BID IS SIGNED …………………………………………………………………………………………………………………

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Department: Environmental Affairs

Contact Person: Mr Samuel Mofokeng / Mr Renold Mokoena

Tel: (012) 399 9057 or (012) 399 9055

E-mail: SMofokeng@environment.gov.za or RMokoena@environment.gov.za

ANY ENQUIRIES REGARDING TECHNICAL INFORMATION MAY BE DIRECTED TO:

Technical Contact Persons:
Name: Ms Nomfundiso Giqwa / Mr Nkosingiphile Khuluse
Office Telephone No: (012) 399 9684/8957
E-MAIL: NGiqwa@environment.gov.za /NKhuluse@environment.gov.za
TAX CLEARANCE CERTIFICATE REQUIREMENTS

It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder’s tax obligations.

1. In order to meet this requirement bidders are required to complete in full the attached form TCC 001 “Application for a Tax Clearance Certificate” and submit it to any SARS branch office nationally. The Tax Clearance Certificate Requirements are also applicable to foreign bidders / individuals who wish to submit bids.

2. SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.

3. The original Tax Clearance Certificate must be submitted together with the bid. Failure to submit the original and valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.

4. In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate.

5. Copies of the TCC 001 “Application for a Tax Clearance Certificate” form are available from any SARS branch office nationally or on the website www.sars.gov.za.

6. Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.
SBD 4

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes an advertised competitive bid, a limited bid, a proposal or written price quotation). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or

- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

2.1 Full Name of bidder or his or her representative: ………………………………………………………….

2.2 Identity Number:………………………………………………………………………………………………...

2.3 Position occupied in the Company (director, trustee, shareholder², member): …………………………………………………………………………………………………..

2.4 Registration number of company, enterprise, close corporation, partnership agreement or trust: …………………………………………………………………………………………………..

2.5 Tax Reference Number: ………………………………………………………………………………………

2.6 VAT Registration Number: ………………………………………………………………………………………

2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / PERSAL numbers must be indicated in paragraph 3 below.

¹“State” means –
(a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
(b) any municipality or municipal entity;
(c) provincial legislature;
(d) national Assembly or the national Council of provinces; or
(e) Parliament.

²“Shareholder” means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.
2.7 Are you or any person connected with the bidder presently employed by the state? YES / NO

2.7.1 If so, furnish the following particulars:

- Name of person / director / trustee / shareholder / member: ............................................................
- Name of state institution at which you or the person connected to the bidder is employed: ............................................................
- Position occupied in the state institution: ............................................................

Any other particulars:

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

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? YES / NO

2.7.2.1 If yes, did you attach proof of such authority to the bid document? YES / NO

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.)

2.7.2.2 If no, furnish reasons for non-submission of such proof:

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

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? YES / NO

2.8.1 If so, furnish particulars:

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

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? YES / NO

2.9.1 If so, furnish particulars:

................................................................................................................................................
2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid?

2.10.1 If so, furnish particulars.

2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract?

2.11.1 If so, furnish particulars:

3 Full details of directors / trustees / members / shareholders.

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Identity Number</th>
<th>Personal Income Tax Reference Number</th>
<th>State Employee Number / Persal Number</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>
4 DECLARATION

I, THE UNDERSIGNED (NAME)………………………………………………………………………

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT. I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.................................................. .............................................................
Signature                           Date

.................................................. .............................................................
Position                           Name of bidder

November 2011
PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2011

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 R1 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R1 000 000 (all applicable taxes included).

1.2 The value of this bid is estimated to exceed R1 000 000 (all applicable taxes included) and therefore the 90/10 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:

<table>
<thead>
<tr>
<th>POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.3.1.1 PRICE</td>
</tr>
<tr>
<td>1.3.1.2 B-BBEE STATUS LEVEL OF CONTRIBUTION</td>
</tr>
</tbody>
</table>

Total points for Price and B-BBEE must not exceed 100

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 any enterprise with an annual total revenue of R5 million or less.

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.

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:

\[
P_s = 80 \left(1 - \frac{P_t - P_{\text{min}}}{P_{\text{min}}}\right) \quad \text{or} \quad P_s = 90 \left(1 - \frac{P_t - P_{\text{min}}}{P_{\text{min}}}\right)
\]

Where

- \(P_s\) = Points scored for comparative price of bid under consideration
- \(P_t\) = Comparative price of bid under consideration
- \(P_{\text{min}}\) = Comparative price of lowest acceptable bid

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

5.1 In terms of Regulation 5 (2) and 6 (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:

<table>
<thead>
<tr>
<th>B-BBEE Status Level of Contributor</th>
<th>Number of points (90/10 system)</th>
<th>Number of points (80/20 system)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>10</td>
<td>20</td>
</tr>
<tr>
<td>2</td>
<td>9</td>
<td>18</td>
</tr>
<tr>
<td>3</td>
<td>8</td>
<td>16</td>
</tr>
<tr>
<td>4</td>
<td>5</td>
<td>12</td>
</tr>
</tbody>
</table>
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 10 or 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? YES / NO (delete which is not applicable)

9 DECLARATION WITH REGARD TO COMPANY/FIRM

9.1 Name of company/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 Total number of years the company/firm has been in business? ...........................................

9.8 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-BBEE 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

WITNESSES:

1. ........................................

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

SIGNATURE(S) OF BIDDER(S)

2. ........................................

DATE:........................................

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

...........................................
DECLARATION OF BIDDER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

1 This Standard Bidding Document must form part of all bids invited.

2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.

3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-
   a. abused the institution’s supply chain management system;
   b. committed fraud or any other improper conduct in relation to such system; or
   c. failed to perform on any previous contract.

4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

<table>
<thead>
<tr>
<th>Item</th>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.1</td>
<td>Is the bidder or any of its directors listed on the National Treasury’s Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <em>audi alteram partem</em> rule was applied).</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>The Database of Restricted Suppliers now resides on the National Treasury’s website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) and can be accessed by clicking on its link at the bottom of the home page.</td>
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<tr>
<td>4.1.1</td>
<td>If so, furnish particulars:</td>
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<tr>
<td>4.2</td>
<td>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury’s website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) by clicking on its link at the bottom of the home page.</td>
<td>Yes</td>
<td>No</td>
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<tr>
<td>4.2.1</td>
<td>If so, furnish particulars:</td>
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<tr>
<td>4.3</td>
<td>Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>4.3.1</td>
<td>If so, furnish particulars:</td>
<td></td>
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<tr>
<td>4.4</td>
<td>Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>
4.4.1 If so, furnish particulars:

SBD 8

CERTIFICATION

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

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT,
ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION
PROVE TO BE FALSE.

.........................................................................  ........................................
Signature                                             Date

.........................................................................  ........................................
Position                                              Name of Bidder
CERTIFICATE OF INDEPENDENT BID DETERMINATION

1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.

2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a pe se prohibition meaning that it cannot be justified under any grounds.

3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:

   a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution’s supply chain management system and or committed fraud or any other improper conduct in relation to such system.

   b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.

4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.

5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

---

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

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

I, the undersigned, in submitting the accompanying bid:

________________________________________________________________________

(Bid Number and Description)

in response to the invitation for the bid made by:

______________________________________________________________________________

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of:_______________________________________________________ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word “competitor” shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:

   (a) has been requested to submit a bid in response to this bid invitation;
   (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
   (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium\(^3\) will not be construed as collusive bidding.

7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
   
   (a) prices;
   
   (b) geographical area where product or service will be rendered (market allocation)
   
   (c) methods, factors or formulas used to calculate prices;
   
   (d) the intention or decision to submit or not to submit, a bid;
   
   (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
   
   (f) bidding with the intention not to win the bid.

8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.

9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

\(^3\) Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.
10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

…………………………………………………..   …………………………………
Signature        Date

…………………………………………………..   …………………………………
Position         Name of Bidder

TERMS OF REFERENCE

CALL FOR EXPRESSION OF INTEREST FOR PUBLIC ENTITIES (INCLUDING PUBLIC INSTITUTIONS) AND ENVIRONMENTAL MANAGEMENT AND NATURE CONSERVATION NON-GOVERNMENTAL ORGANIZATIONS TO APPLY FOR GOVERNMENT GRANT IN TERMS OF SECTION (38)(1)(j) OF PFMA READ WITH TREASURY REGULATIONS 8.4.1 AND 8.4.2, FOR IMPLEMENTATION OF YOUTH ENVIRONMENTAL SERVICE PROGRAMME TO BE IMPLEMENTED IN ALL THE PROVINCES WITHIN THE REPUBLIC OF SOUTH AFRICA. THE GRANT SEEKS TO ACHIEVE JOB CREATION, SKILLS DEVELOPMENT AND PROVISION OF EXIT OPPORTUNITIES FOR PARTICIPANTS INTO FORMAL EMPLOYMENT (INCLUDING SELF-EMPLOYMENT) AND/OR FURTHER LEARNING OPPORTUNITIES,

<table>
<thead>
<tr>
<th>Province</th>
<th>Put a Cross (x) next a Province of Choice (CHOOSE 1 ONLY)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Limpopo</td>
<td></td>
</tr>
<tr>
<td>Mpumalanga</td>
<td></td>
</tr>
<tr>
<td>North-West</td>
<td></td>
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<tr>
<td>Gauteng</td>
<td></td>
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<tr>
<td>Free State</td>
<td></td>
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<tr>
<td>Kwazulu-Natal</td>
<td></td>
</tr>
<tr>
<td>Western-Cape</td>
<td></td>
</tr>
<tr>
<td>Northern-Cape</td>
<td></td>
</tr>
<tr>
<td>Eastern Cape</td>
<td></td>
</tr>
</tbody>
</table>
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2. Introduction and Background  
3. Objectives of the proposal  
4. Scope and extend of work  
5. Expected deliverables/outcomes  
6. Period/Duration of project/assignment  
7. Costing/Comprehensive budget  
8. Mandatory requirements  
9. Special conditions of contract  
10. Payment terms  
11. Technical enquiries  
12. Evaluation criteria
1. **PURPOSE**

To allocate grants of a maximum of R20 mill per province, to be disbursed over a two year period to suitably qualified Public Entities (Including Public Institutions) and Environmental Management and Nature Conservation Non-Governmental Organizations to implement Youth Environmental Service programme for the Department of Environmental Affairs.

2. **INTRODUCTION AND BACKGROUND**

2.1 **Legislative Requirements**

2.1.1 Section 38(1)(j) of the PFMA requires that before transferring any funds to an entity within or outside government, written assurance must be obtained that the receiving entity has implemented effective, efficient and transparent financial management and control systems. Treasury Regulation 8.4.1 states that an accounting officer must maintain appropriate measures to ensure that transfer payments to entities are applied for their intended purposes. Such measures may include:

a) regular reporting procedures
b) internal and external audit requirements and, where appropriate, submission of audited statements
c) regular monitoring procedures.
d) scheduled or unscheduled inspection visits or reviews of performance
e) any other control measures deemed necessary.”

2.1.2 Treasury Regulation 8.4.2 states that an accounting officer may withhold transfers and subsidies to an entity if he or she is satisfied that:

a) conditions attached to the transfer and subsidy have not been complied with
b) financial assistance is no longer required
c) the agreed objectives have not been attained; and
d) the transfer and subsidy does not provide value for money in relation to its purpose or objectives.”

2.1.3 The Departmental Youth Environmental Services and Government rules on Youth Services Programmes.

2.1.4 SMME Development Policies

2.1.5 Skills Development Act, SAQA, NQF Act, NSDS, ETQA, SETAs
2.2 The concept

2.2.1 Environmental Protection and Infrastructure Programmes (EPIP) is one of the programmes through which the department contributes to the government’s Expanded Public Works Programme. For this purpose the Department implements poverty alleviation projects through Implementing Agents to address the following:

- Environmental Management Practices
- Job creation,
- Skills development,
- Development of SMMEs

2.2.2 The Youth Environmental Service is one of the EPIP’s focus area aimed at enrolling the young people in programme that will not only skill the young through accredited training but encourage them to engage in community service in a way that contributes to socio-economic development of the communities. On implementation and graduation, the young people shall be placed on exit opportunities to apply their trade for a period not less than twelve months or into further learning.

2.2.3 The vision, goals and objectives of the Youth Environmental Service are in line with the mandate and objectives of the Department of Environmental Affairs as well as the vision, goals and objectives of the National Youth Service.

2.2.4 It is within this context that Department of Environmental Affairs (DEA) requests interested Public Entities (Including Public Institutions) and Environmental Management and Nature Conservation Non-Governmental Organizations to express interest to implement Youth Environmental Service programme in one of nine (9) provinces. A set criteria will be used to evaluate and appoint qualifying institutions for the implementation of the Youth Environmental Service Programme throughout the country.

3. OBJECTIVES

To allocate grants to a maximum of R20 million per province over two years (R10 million per year) to Public Entities (Including Public Institutions) and Non-Governmental Organizations to implement the Youth Environmental Service throughout the country.
4. SCOPE AND EXTENT OF WORK

As indicated, the purpose of this call for proposals is to get qualified and suitable Public Entities and Non-Governmental Organizations to plan and implement Youth Environmental Service programme for the period of 2 years. The tasks to be carried out by the appointed entities are but not limited to the following:

Phase 1 – Development of Business Plan (Detailed Planning)

Development of a compressive business plan (for not more than 3 months), which will be approved by the Department for implementation. The Plan must cover all the municipalities within a province of choice and address the following to satisfaction of the Department:

- Plan annual recruitment of a minimum of 130 participants (less than 35 years old) per year per province over 2 years, which beneficiaries must be sourced from all the municipalities within a province.
- The participants must have a minimum of Grade Twelve (12) or equivalent.
- Determine the relevant accredited skills programmes and/or qualifications to address the skills gaps in the Environmental Management and Nature conservation within the Province of Choice. The accredited skills programmes must be SAQA accredited and must have a minimum of 120 credits. A combination of 3 skills Programmes with a minimum of 40 credits (each) or a combination of 2 skills programmes with a minimum of 60 credits (each). Areas of learning should be (but not limited to):
  - Nature Conservation
  - Taxidermy
  - Baking
  - Welding Practice
  - QCTO qualifications
  - Construction
  - Poultry Production
  - Welding
  - Hairdressing
  - Business Management & Entrepreneurship
  - Environmental Education
  - Waste Management
  - Hospitality
  - Wholesale and Retail
  - Clothing
  - Life Guard
  - Driving
  - Tourism

- Determine Community involvement initiatives relevant to Environmental Management, Nature conservation and Environmental Education & awareness which inculcate a culture of service by supporting youth to participate constructively in nation-building.
Phase 2 - Implementation

- Upon the approval of the plan, implement the project covering all the aspects of the Business Plan.
- Monitor and review.
- Take corrective actions.
- Report to the Department and other stakeholders through the recognized forums.
- Ensure achievement of the desired goals.

5. EXPECTED DELIVERABLES / OUTCOMES

- The Public Entity/NGO shall ensure that 75% of the participants are matched and placed in formal jobs for a period of no less than 12 months or into institution of further learning.
- All participants render community services.
- All the participants are offered accredited training.

6. PERIOD / DURATION OF PROJECT

Project must be completed within two (2 years) after the signing of the Business Plan by both parties.
7. COSTING / COMPREHENSIVE BUDGET

The Grant is limited to R20 million over 2 years (R10 mil per annum) and it will be broken down during planning phase, using the following standard items.

<table>
<thead>
<tr>
<th>Item</th>
<th>Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Project management fees (15%) : To include mentoring, project management, applicable insurances, travelling, accommodation and disbursement fees by the management team, planning fees, head office costs, admin fee and any other indirect cost to be incurred by the management team in execution of the project.</td>
</tr>
<tr>
<td>2</td>
<td>Training</td>
</tr>
<tr>
<td>3</td>
<td>OHS</td>
</tr>
<tr>
<td>4</td>
<td>Material and Equipment</td>
</tr>
<tr>
<td>5</td>
<td>Transport</td>
</tr>
<tr>
<td>6</td>
<td>EPWP Wages (40%) (including COIDA &amp; UIF) – Stipends to be disbursed by DEA and will be facilitated by a financial institution of the Department’s choice.</td>
</tr>
<tr>
<td>7</td>
<td>Community Facilitation</td>
</tr>
<tr>
<td>8</td>
<td>Marketing</td>
</tr>
<tr>
<td>9</td>
<td>Other</td>
</tr>
</tbody>
</table>

8. SPECIAL CONDITIONS OF CONTRACT

8.1 On appointment, the performance measures for the delivery of the Youth Environmental Service will be closely monitored by DEA.

8.2 The appointed and contracted entities will submit monthly reports to the Programme Manager, within 3 days after the end of each month, and a handover report upon completion. Failure to submit the required reports on time will result in penalties which will be specified in the SLA.

8.3 The Programme Manager shall do the ongoing management of the Service agreement.

8.4 The appointed and contracted entities must guarantee the presence of the senior in charge of fieldwork throughout the duration of the contract. If the senior has to leave the project, a period of at least a month is required in which the senior must work parallel with the next person (senior consultant with similar expertise and equal years of experience) appointed to be able to transfer skills and knowledge.
8.5 All the conditions specified in the General Conditions of Contract (GCC) will apply and where the conditions in the special conditions of contract contradicts the conditions in the general conditions of contract the special conditions of contract will prevail.

8.6 Please take note that DEA is not bound to select any of the firms submitting proposals. DEA reserves the right not to award any of the bids and not to award the contract to the lowest bidding price.

8.9 Bidders must score a minimum of 75% for stage 1 (functionality/technical) of the evaluation to qualify for stage 2 (B-BBEE) of the evaluation.

8.9 The proposal should include, amongst others but not limited to the following:
- A proposed plan of action;
- A list of references;
- A list track record of similar projects;
- Ability to ensure continuing of staff on the project.
- Letters of Support from the Host Institutions
- Proof of related work experience
- CV’s of the key Project Team Members

8.10 The original Tax Clearance Certificate must be submitted together with the bid. Failure to submit the original and valid Tax Clearance Certificate may result in the invalidation of the bid.

8.11 Certified copies of the Tax Clearance Certificate will not be acceptable

8.13 Comprehensive Curriculum Vitae’s of the staff who will be available for the duration of the work must be attached.

8.14 The bid proposals should be submitted with all required information containing technical information.

8.15 DEA Entity Maintenance form included in the bid documents must be completed and returned with the bid proposals.

8.16 Bidders must be prepared to work at rates not exceeding those prescribed by the office of the Auditor-General or the Department of Public Service and Administration (DPSA).

8.17 A breakdown of the hourly tariff inclusive of value-added tax for services rendered. Expenditure incurred without the prior approval of the Programme Manager will not be reimbursed.

8.18 DEA will not be held responsible for any costs incurred by the bidder in the preparation, presentation and submission of the bids.
8.19 Travelling costs and time spent or incurred between home and office of consultants and DEA office will not be for the account of DEA.

8.20 A detailed breakdown of skills transfer to DEA officials must be included.

8.21 Intellectual property rights will remain the property of DEA.

8.22 Bidders must submit two identical proposals for each bid clearly marked “original” and “copy”.

8.23 DEA reserves the right to award the contract to one or more than one service provider or only part thereof e.g. (per District / Municipality or Province)

8.24 Progress reports (soft copy) must be submitted monthly and quarterly

8.25 Before any work can commence the service level agreement must be signed by both parties (DEA and the successful bidder) as well as the issue of an official order and should there be any dispute regarding the finalisation of the agreement, DEA reserves the right to cancel the contract with no cost implications for the Department.

8.26 The evaluation of Bids can only be done on the basis of information required by the department.

8.27 Bidders failing to meet all the mandatory requirements will automatically be disqualified.

8.28 Suppliers/Service Providers are requested to submit the original and valid B-BBEE Status Level Verification Certificate or certified copies thereof issued by verification agencies accredited by SANAS or registered auditors approved by IRBA or SWORN Affidavit certified by Commissioner of Oath together with their bids, to substantiate their B-BBEE rating claims, failing which the B-BBEE preference points claimed will be forfeited.

8.29 Bidders who do not submit B-BBEE Status Level Verification Certificates or are non-compliant contributors to B-BBEE do not qualify for preference points for B-BBEE but will not be disqualified from the bidding process. They will score zero (0) points out of 20/10 for B-BBEE.

8.30 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.

8.31 Separate applications must be submitted if the entity wishes to apply for more than one (1) province.

8.32 Public entities and tertiary institutions must also submit B-BBEE Status Level Verification Certificates together with their bids.
A bidder will not be awarded the points claimed for B-BBEE status level of contribution if it is indicated in the bid documents that such a bidder intends sub-contracting more than 60% of the contract value to any other enterprise that does not qualify for at least the same number of points that the bidder qualifies for, unless the intended sub-contractor is an EME (Exempted Micro Enterprise) that has the capacity and the ability to execute the sub-contract.

A contractor is not allowed to sub-contract more than 60% of the contract value to another enterprise that does not have equal or higher B-BBEE status level, unless the intended sub-contractor is an EME (Exempted Micro Enterprise) that has the capability and ability to execute the sub-contract.

The compulsory briefing session will be conducted by DEA ON 18 January 2017.

Prospective suppliers and / or public entities interested in pursuing opportunities with the Department and within the South African government, should be registered on the National Treasury Central Supplier Database. This self-registration application represents an expression of interest from the supplier to conduct business with the Department and the South African government.

Prospective bidders must submit their bid proposals in two envelopes:

a) One envelope with the technical proposal including the following:
   - A valid and original Tax Clearance Certificate issued by SARS.
   - Entity registration Certificate
   - A response to the terms of reference.
   - A project plan that states the methodology and approach for accomplishing the task, project phases if applicable, time frames and outputs (excluding cost for the project).
   - Profile of the company and description of similar work undertaken,
   - Numbers, names and CVs of consultants assigned to the project, including their roles and responsibilities,
   - Agreement between service providers in the case of a joint venture/Consortium
   - Letter of authority to sign documents on behalf of the company/joint venture/Consortium

b) The other envelope with the financial proposal (pricing schedule (SBD3.3) or other spread sheets with all cost related items, cost breakdown) (original)

The following information must be endorsed on each envelope:

- Bid number:
- Closing date:
- Name of the Bidder:
- Technical Proposal or Financial Proposal
8.38 Failure to comply with these conditions may result in a bid being disqualified.

9. PAYMENT TERMS

Upon formal contracting of participants and implementation of the project by the successful bidders, the Department will transfer funds to the financial institution of its choice to facilitate payment of stipends and statutory transactions (UIF, etc).

DEA undertakes to payout in full within 30 (thirty) days all valid claims for work done to its satisfaction upon presentation of a substantiated claim and the required reports stipulated in special conditions. No payment will be made where there is outstanding information/work not submitted by the Service Provider/s until that outstanding information is submitted.

10. TECHNICAL ENQUIRIES

Should you require any further information in this regard, please do not hesitate to contact:

Name: Nomfundiso Giqwa  
Office Telephone No: (012) 399 9684  
E-Mail: NGiqwa@environment.gov.za

Name: Nkosingiphile Khuluse  
Office Telephone No: (012)399 8957  
E-Mail: NKhuluse@environment.gov.za

11. EVALUATION CRITERIA

All bid proposals submitted will be evaluated in accordance with the 90/10 principle and the evaluation criteria should be as follows:

Values:  
1 = Limited; 2 = Fair; 3 = Good; 4 = Very Good; 5 = Exceptional

Stage 1 evaluation criteria: The bidder must score a minimum of 75% during Stage 1 (functionality / technical) of the evaluation to qualify for Stage 2 of the evaluation where only points for price and B-BBEE will be considered.
### STAGE 1

<table>
<thead>
<tr>
<th>No.</th>
<th>Category</th>
<th>Weight/Value</th>
<th>Score</th>
<th>Total (Weight X Value awarded)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>FUNCTIONALITY (To be determine by project managers in line with scope of work)</td>
<td>100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td>The extent to which the proposal addresses the requirements of this call for proposals.</td>
<td>10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Experience supported by written proof in terms of projects implemented and evidence (Youth Dev. Environmental Conservation &amp; Protection, Training and Skills Development and community service)</td>
<td>20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Methodology to be employed to ensure project success</td>
<td>10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>The relevance of the Team Players (Qualifications and Individual Experience) in Capacity Building, Skills Development, Youth Development, stakeholder engagement,</td>
<td>20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Evidence or proof confirming the hosting of the learners over a period not less than a year.</td>
<td>40</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>100</td>
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</table>

### STAGE 2

<p>| B.  | PRICE | 90 or 80 |</p>
<table>
<thead>
<tr>
<th>C.</th>
<th>B-BBEE Status Level Contributor</th>
<th>Number of points (90/10)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>10</td>
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<td>2</td>
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<tr>
<td>7</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>8</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Non –compliant contributor</td>
<td>0</td>
</tr>
</tbody>
</table>

NB: A bid will not be disqualified from the bidding process if the bidder does not submit a certificate substantiating the B-BBEE status level of contribution or is a non-compliant contributor. Such a bidder will score 0 out of a maximum of 10 points for B-BBEE.

IN EVALUATING THE TECHNICAL INFORMATION CONTAINED IN THE BID, THE EVALUATION COMMITTEE WILL BE GUIDED BY THE FOLLOWING:

- **Bidders’ understanding of the brief** – The bid provides a clear indication that the bidder fully understands the purpose and scope of the work and the bidders’ own roles and functions in this regard.
- **Capability and experience** – The bid provides a clear indication that the bidder’s team comprises people with the necessary experience, skills, qualifications, knowledge and skills required to ensure the efficient and effective generation of the required deliverables to the highest standards of quality.
- **Track Record** – The bid provides clear information on previous, relevant projects that confirm that the bidder has the required experience and success track record in the area of general project management and management related projects.
- **Maximization of benefits in terms of job creation, skills transfers and provision of exit opportunities.**
The Director General
I/We hereby request and authorise you to pay any amounts, which may accrue to me/us to the credit of my/our account with the mentioned bank.
I/we understand that the credit transfers hereby authorised will be processed by computer through a system known as "ACB - Electronic Fund Transfer Service", and I/we understand that no additional advice of payment will be provided by my/our bank, but that the details of each payment will be printed on my/our bank statement or any accompanying voucher. (This does not apply where it is not customary for banks to furnish bank statements).
I/we understand that the Department will supply a payment advice in the normal way, and that it will indicate the date on which the funds will be made available on my/our account.
This authority may be cancelled by me/us by giving thirty days notice by prepaid registered post.

Please ensure information is validate as per required bank screens.

I/We understand that bank details provided should be exactly as per record held by the banks.
I/We understand that the Department will not held liable for any delayed payments as a result of incorrect information supplied.

### Company / Personal Details

<table>
<thead>
<tr>
<th>Registered Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
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<td>Tax Number</td>
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<tr>
<td>VAT Number</td>
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<td>Initials:</td>
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<tr>
<td>Full Names</td>
<td></td>
</tr>
<tr>
<td>Surname</td>
<td></td>
</tr>
<tr>
<td>Persal Number</td>
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### Address Detail

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<tr>
<th>Address</th>
<th>Physical</th>
<th>Postal</th>
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</thead>
<tbody>
<tr>
<td>(Compulsory if Supplier)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Postal Code</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### New Detail

- [ ] New Supplier information
- [ ] Update Supplier information

**Supplier Type:**
- [ ] Individual
- [ ] Department
- [ ] Partnership
- [ ] Company
- [ ] Trust
- [ ] Other (Specify)
- [ ] CC
Supplier Account Details (To be Verified by the bank, please attach bank letter or 3 months bank statement)

(Please note that this account MUST be in the name of the supplier. No 3rd party payments allowed).

Account Name

Account Number

Branch Name

Branch Number

Bank screen info

ABSA-CIF screen
FNB-Hogans system on the CIS4/CUPR
STD Bank-Look-up-screen
Nedbank- Banking Platform under the Client Details Tab

Account Type

- Cheque Account
- Savings Account
- Transmission Account
- Bond Account
- Other (Please Specify)

ID Number

Passport Number

Company Registration Number

*CC Registration

*Please include CC/CK where applicable

Supplier Contact Details

Business

Area Code

Telephone Number

Extension

Home

Area Code

Telephone Number

Extension

Fax

Area Code

Fax Number

Cell

Cell Code

Cell Number

Email Address

Contact Person:

Supplier Signature

Print Name

Date (dd/mm/yyyy)

NB: All relevant fields must be completed