

## REQUEST FOR QUOTATIONS

<b>GOODS</b>	
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<b>SERVICES</b>	<b>X</b>
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DESCRIPTION:	<b>APPOINTMENT OF A SERVICE PROVIDER TO DEVELOP THE MEERKAT EXTENSION FIBRE NETWORK TENDER DOCUMENTATION FROM EXISTING RAW INFORMATION</b>		
RFQ NUMBER:	<b>SARAO RFQ SICT 003 2019</b>		
CLOSING DATE AND TIME:	<b>21 October 2019 at 11.00AM</b>		
QUOTATIONS TO BE SUBMITTED TO:	<a href="mailto:anwuli@ska.ac.za">anwuli@ska.ac.za</a> ; and <a href="mailto:bwallace@ska.ac.za">bwallace@ska.ac.za</a>		
<b>DELIVERY INFORMATION - N/A</b>			
LOCATION:			
LEAD TIME (purchase order date)	N/A		
<b>Bidding procedures enquiries are directed to:</b>		<b>Technical information enquiries are directed to:</b>	
<b>Contact person</b>	Anwuli Okecha	<b>Contact person</b>	Bruce Wallace
<b>E- Mail address</b>	<a href="mailto:anwuli@ska.ac.za">anwuli@ska.ac.za</a>	<b>E- Mail address</b>	<a href="mailto:bwallace@ska.ac.za">bwallace@ska.ac.za</a>
<b>Telephone</b>	021 506 7300	<b>Telephone</b>	083 800 3160

SUPPLIER INFORMATION					
<b>Name of Bidder</b>					
<b>Postal Address</b>					
<b>Street Address</b>					
<b>Telephone Number</b>					
Code		Number			
<b>Cell Phone Number</b>					
Code		Number			
<b>Facsimile Number</b>					
Code		Number			
<b>E-Mail Address</b>					
<b>VAT Registration Number</b>					
<b>Tax Compliance Status</b>	Tax Compliance System PIN		<b>OR</b>	Central Supplier Database No.	MAAA
<b>B-BBEE Status Level Verification Certificate</b>	Tick Applicable Box. <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>B-BBEE Status Level Sworn Affidavit</b>	Tick Applicable Box. <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>[A B-BBEE status level verification certificate/sworn affidavit (for EMEs &amp; QSEs) must be submitted in order to qualify for preference points for B-BBEE – also refer to the SBD 6.1]</b>					
<b>Are you the accredited representative in South Africa for the goods/services/works offered?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes enclose proof]		<b>Are you a foreign-based supplier for the goods/services/works offered?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes, answer the questionnaire below]	
Is the entity a resident of the Republic of South Africa (RSA)?				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Does the entity have a branch in the RSA?				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Does the entity have a permanent establishment in the RSA?				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Does the entity have any source of income in the RSA?				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Is the entity liable in the RSA for any form of taxation?				<input type="checkbox"/> Yes <input type="checkbox"/> No	
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).					

**SUPPLIER INFORMATION**

**TAX COMPLIANCE REQUIREMENTS**

1.	Bidder must ensure compliance with their tax obligations.
2.	Where the bidder is registered on the Central Supplier Database (CSD), a CSD number must be provided
3.	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. Application for tax compliance status (TCS) pin is made via e-filing through the SARS website <a href="http://www.sars.gov.za">www.sars.gov.za</a> .
4.	Bidders may also submit a printed TCS certificate together with the bid, available via e-filing through the SARS website <a href="http://www.sars.gov.za">www.sars.gov.za</a> .
5.	In bids where consortia/ joint ventures/ sub-contractors are involved, each party must submit a separate TCS certificate/PIN/CSD number.
6.	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.

## 1. INTRODUCTION TO SARAO

The South African Radio Astronomy Observatory (SARAO, formerly in part SKA SA) is the business unit of the National Research Foundation (NRF) that houses and operates South Africa's national radio telescope shared facilities, including the MeerKAT, KAT-7, and Hartbeeshoek 26-m radio telescopes.

As a member of the international effort to build the Square Kilometre Array (SKA), which will be the world's largest radio telescope, South Africa (through the NRF's business units) is responsible for the construction and operation of the MeerKAT precursor telescope, for hosting the SKA Mid Frequency telescope, and for implementation of the African VLBI Network.

The SARAO project office has offices based in Johannesburg and Cape Town, as well as the radio-quiet SKA host site in the Karoo, 90km from Carnarvon in the Northern Cape, which hosts the Square Kilometre Array mid-frequency telescopes, MeerKAT, and KAT-7 radio telescope installations, as well as a number of guest instruments, including the HERA telescope.

## 2. SPECIFICATION

### 2.1 Overview

SARAO was contracted by the international SKA Organisation to participate in a number of international design Consortiums to develop the design of the SKA Phase 1 (SKA1) telescope. SARAO participated in two consortiums amongst others to develop the power network requirements and fibre network requirements for the SKA1 MID telescope to be built in South Africa at the SKA site, vicinity Carnarvon, Northern Cape. These two network designs, prepared by the INSA (Infrastructure South Africa) and SADT (Signal and Data Transport) Design Consortiums were approved by international SKA CDR (Critical Design Review) Committees during 2018, however the fibre network was baselined to the power network design as at November 2016 due to the continuing development within both networks. The fibre network design for the Core networks was updated to 'overlay' the current power network design to maximize the usage of 'shared' power trenches and to limit 'stand-alone' underground trench requirements for the fibre network. In parallel to the updating of the Core fibre network design documentation, there is an urgent requirement to prepare tender documentation for the MeerKAT+ (MeerKAT Extension) project from the same raw data from which the design documentation is being prepared.

## 2.2 Site visit – Non-compulsory

Bidders who have not previously been involved in MeerKAT / SKA1 work are welcome to visit the SKA site to familiarize themselves with site conditions and current MeerKAT telescope installations. This will limit the necessity for design re-work.

It will be the bidder's responsibility to arrange all necessary travel and accommodation requirements. Arrangements should be made with Bruce Wallace ([bwallace@ska.ac.za](mailto:bwallace@ska.ac.za)).

## 2.3 Project Location

- (i) The SKA1\_MID telescope site is in the Northern Cape Province, surrounded by the towns of Carnarvon, Williston, Brandvlei and Van Wyksvlei, as indicated in Figure 1 below.
- (ii) The SKA1\_MID site is approximately 650km from Cape Town, 900km from Johannesburg city centres respectively and approximately 80 km WNW of the town of Carnarvon. Access to the site is via a provincial tar (sealed) road.

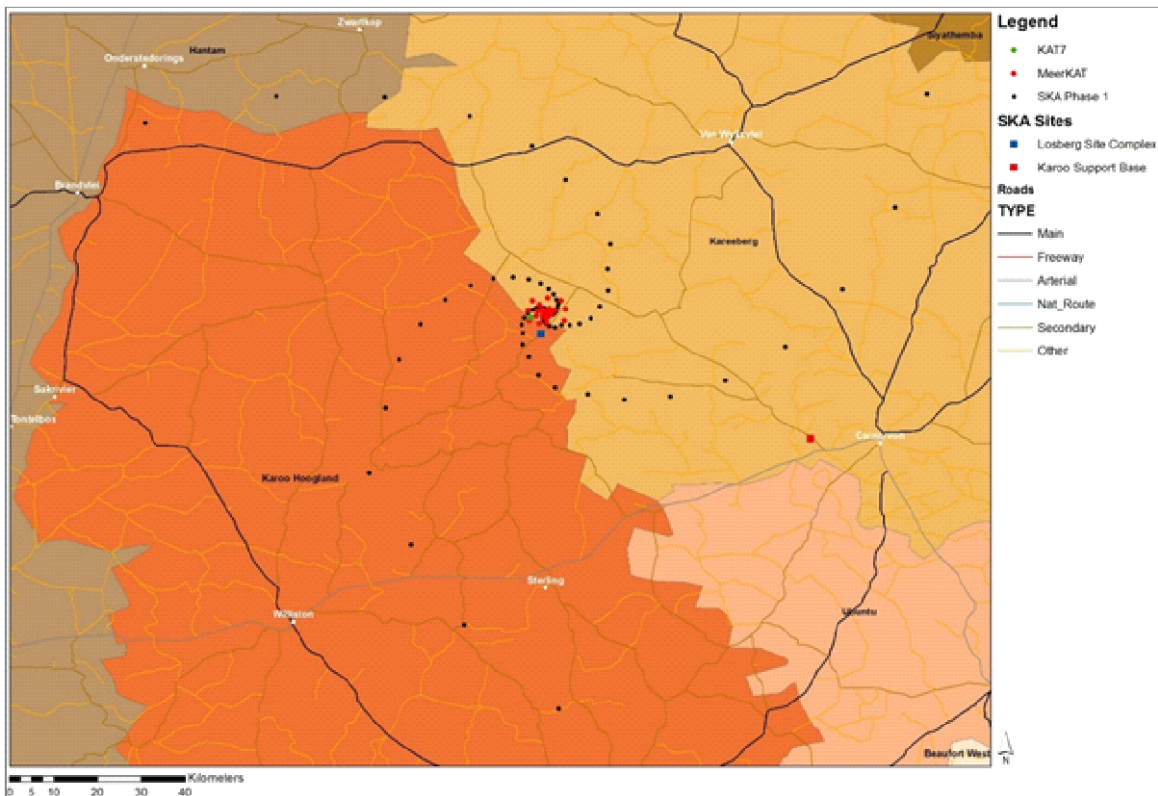


Figure 1 - Location of SKA site

## 2.4 Scope of Work

### (i) Review of existing documentation

Bidders are to review and familiarise themselves with the following documents:

- (a) SKA-TEL-SADT-0000270\_DDD\_LINFRA Detail Design Document

- (b) SKA1 MID LINFRA Detail Design Report Appendix B\_Rev 1.0
- (c) SKA1 MID LINFRA Detail Design Report Appendix C\_Rev 1.0
- (d) SKA-TEL-INSA-0002020 to SKA-TEL-INSA-0002023 (Spiral Arms Power Network Single Line Diagrams)
- (e) SKA-TEL-INSA-0002036 to SKA-TEL-INSA-0002056 (Core Power Network Single Line Diagrams)
- (f) SKA-TEL-INSA-0002119 to SKA-TEL-INSA-0002123 (Core Reticulation Layout Drawings – cable routings)

**(ii) Preparation of Core Fibre Network Tender Documentation**

- (a) Prepare a comprehensive Statement of Work which will become the reference document to accompany the tender enquiry documentation for the implementation of the Core underground fibre network for the MeerKAT+ project. The MeerKAT+ project is a subset of the SKA1 project which will comprise a selected four (4) SKA1 Receptors for the international SKAO (Square Kilometre Array Organisation) plus twenty (20) Receptors selected for implementation as part of the MeerKAT+ project. All twenty-four (24) Receptors are part of the underground Core fibre network or are fed from the underground fibre network on the spiral access fibre routes. These Receptors will be identified to the successful tenderer.
- (b) The MeerKAT+ project will implement all of the SKA1 fibre network duct system in the areas and/or trenches where work is done i.e. if a trench is open the total SKA1 fibre duct requirement will be implemented and sealed for later expansion for the SKA1 fibre network implementation. The fibre network, based on microcable, will be installed to meet the requirements of MeerKAT+ project, with the required fibre nodes / break-out points provisioned for the ultimate SKA1 implementation.
- (c) The tenderer will be required to prepare the required Statement of Work from the following documents:
  - Documents and drawings included in Item 2.4(i) above.
  - QR.19.0035.R2–SARAO–Updated Core Design 2019-Design-R2.vsdX
  - QR.19.0035.R2–SARAO–Updated Core Design 2019-Fibre Allocation Report.xlsx
  - QR.19.0035.R2–SARAO–Updated Core Design 2019-KML.kmz
  - MID\_Spiral Route Lengths\_20190826.vsdX or later revision if available – MeerKAT+ tab.
  - Other ancillary documentation which is identified to be of value.

All of this documentation will be made available to the successful tenderer.

- (d) The Statement of Work will cover the fibre implementation from termination of the fibres in the KAPB (Karoo Array Processor Building) to termination of the allocated fibres in the individual Receptors. It must be noted that strict RFI (Radio Frequency Interference) requirements are in force. The fibre cables enter the KAPB via 6mm waveguides with the fibre terminations being terminated on two ODFs (Optical Distribution Frames), one located in the main shielded

equipment room KDRA (Karoo Data Rack Area) and the second in the TFR (Time & Frequency Reference) Room.

- (e) Microcable fibre cable will be utilised to access each Receptor. Fibre will be terminated within a shielded equipment rack in the Receptor pedestal which is also accessed via a 6mm waveguide system.
- (f) Twelve fibres (12) are allocated to each Receptor; eight (8) of these fibres are terminated on the KDRA ODF with the remaining four (4) TFR fibres terminated on an ODF in the KAPB TFR Room.
- (g) All fibre cables leaving the KAPB for both SKA1 and MeerKAT+ projects will be allocated their terminations on the KAPB ODFs. All fibres are routed via an intermediate frame in the adjacent ODF Room to cater for the fibre split between the two KAPB ODFs. All fibre cables for both SKA1 and MeerKAT+ projects leaving the KAPB will be implemented in the MeerKAT+ phase and will be sealed in a distant appropriate manhole as per the fibre network design documentation.
- (h) The Statement of Work is to contain as a minimum the following sections and be provided on the SKA document template, in MSWord 2016 or later version. The SOW must clearly identify Contractor's responsibilities, design criteria used, material specifications etc:

**1. Applicable documents**

**2. Reference documents**

**3. Scope and objectives**

3.1 Background

3.2 Location of the Project and Site Conditions

3.3 Statement of Work – full detail

3.3.1 Data issued for information purposes

3.3.2 Data issued for reference purposes

3.3.3 Data that must be complied with

3.3.4 Technical specifications for material to be used on site

3.3.5 Description of the design activities

3.3.5.1 Design standards

3.3.5.2 Phase 1: Review and Analysis of the SKAO Requirements, Reference Designs and other information

3.3.5.3 Phase 2: Preliminary Design

3.3.5.4 Phase 3: Detail Design

3.3.5.5 Phases 2 and 3: Submission of Preliminary and Detailed Design: Format and Procedure

3.3.6 List of applicable Reference Design Documents

3.3.7 Scope of Construction Work under the Reference Design

3.3.8 Battery Limits

### 3.3.9 Compulsory Requirements

#### **4. Project Definition**

##### 4.1 Item Definition

##### 4.2 Project Phases Definition

##### 4.3 Project Schedule and Key Milestones

##### 4.4 Deliverables

###### 4.4.1 Deliverable Items

###### 4.4.2 Deliverable Documents

##### 4.5 Other Contractor Undertakings

###### 4.5.1 Attendance at HAZOP

###### 4.5.2 EMC testing

###### 4.5.3 Servitude drawings and constraints

###### 4.5.4 Access protocols for servitudes

###### 4.5.5 Statutory crossings – information and approvals

###### 4.5.6 Compensation / damages on servitudes

###### 4.5.7 Existing services

###### 4.5.8 Risks identified

###### 4.5.9 Construction camp establishment (site establishment)

###### 4.5.10 Surveys

##### 4.6 Place of Work

##### 4.7 Accommodation and Services for SKAO Personnel

##### 4.8 Safety

###### 4.8.1 Laws and Regulations

###### 4.8.2 Safety Check-list

###### 4.8.3 Safety Rules

###### 4.8.4 Safe Place of Work

###### 4.8.5 Personal Protective Equipment

###### 4.8.6 Contractor's Emergency Procedures

###### 4.8.7 Safety Audit Reports

###### 4.8.8 Daily Safety Planning

###### 4.8.9 Site Security

##### 4.9 Maintenance of Installation

###### 4.9.1 Routine and preventative maintenance

###### 4.9.2 Emergency attendance

#### **5. Delivery**

##### 5.1 Deliveries

##### 5.2 Delivery Address

##### 5.3 Transporting of Materials

##### 5.4 Customs Clearance

##### 5.5 Site Specific Information



## 2.5 Appendices – if required

- (i) Identify any discrepancies in the provided documentation identified during the course of the work and bring to the attention of SARAO representatives for guidance on how to continue.
- (ii) The finalised tender documentation is to be presented to SARAO representatives in the SARAO Offices, Black River Park, Observatory, Cape Town.

## 2.6 Requirements

- (i) The Statement of Work is to be provided on the SKA document template which will be provided to the successful tenderer.
- (ii) All co-ordination with the SARAO MeerKAT+ Civil Engineer / Electrical Engineer will take place at the SARAO Office, 2 Fir Street, Black River Park, Observatory (North Gate entrance), Cape Town. It is the tenderer's responsibility to schedule the necessary meeting with the Civil Engineer / Electrical Engineer and to fund the cost of such visits. The cost for such meetings must be covered by the submitted tender cost. The contact details for the Civil Engineer will be provided to the successful bidder.
- (iii) The successful bidder will be required to enter a Non-Disclosure Agreement (NDA) with SARAO to protect the contents of the information provided to, and developed by, the bidder, as well as any additional information received by the bidder as part of this contract.
- (iv) All information developed during this contract will become the property of SARAO.

## 2.7 Timelines

- (i) The updated designs are required to be available by close of business on 02 December 2019.
- (ii) The draft Scope of Work must be made available to SARAO for comments a week prior to the contract deadline on 25 November 2019.

## 2.8 Delivery Format

The completed Statement of Work is to be provided to SARAO in electronic format, either provided on a memory stick at the SARAO Cape Town office or shared on a Dropbox account to be arranged with the successful bidder.

## 2.9 Future Work

The bidder is requested to provide a quotation for future work requiring updates of the Statement of Work costed against 10-hour slots (transport would be over and above this cost).

## 2.10 Contract Terms

Bidders will be evaluated based upon the cost for the following:

- (i) Update of the current design information
- (ii) Cost for future 10-hour slots

**SARAO reserves the right to terminate the contract and use another service provider at any time.**

Invoices are to be submitted to SARAO for payment on completion of the current design upgrade and delivery of all design components as specified – i.e. no upfront payment.

Future work will be co-ordinated with the successful tender ahead of the work being required, the total hours agreed on, and on completion of such work invoices are to be submitted to SARAO for payment - no upfront payment.

### 3. EVALUATION

RFQ submissions will be evaluated in the following three phases:

<b>Phase 1:</b>	Administrative compliance / submission of all returnable documents and completion of all returnable schedules to qualify for evaluation in Phase 2
<b>Phase 2:</b>	Compliance with functionality / quality requirements using GO/ NO GO criteria
<b>Phase 3:</b>	Price and BBBEE evaluation

#### Phase 1 – Administrative Compliance

All returnable documents marked mandatory ('M'), must be completed or submitted by service providers in order to proceed to be evaluated further in Phase 2.

Returnable document/ schedule	Page reference	Mandatory (M) / Optional (O)
Signed and completed SBD 3.1 form (pricing schedule)	Page 12	<b>M</b>
Signed and completed SBD 4 form	Page 14-15	<b>M</b> (if bid exceeds R30 000)
Signed and completed SBD 6.1 form	Page 16-18	<b>M</b> (if bid exceeds R30 000)
Signed and completed SBD 8 form	Page 18	<b>M</b> (if bid exceeds R30 000)
Signed and completed SBD 9 form	Page 19-20	<b>M</b> (if bid exceeds R30 000)
Signed SBD 1 form	Page 2-3 & 20	<b>M</b>
Original or certified BBBEE certificate		<b>O</b> (preference points will not be allocated if not submitted)

## Phase 2 – Compliance with Mandatory Functionality Requirements

### Bidder Requirements for Submission

- (i) Bidders are required to provide at least two (2) letters of reference to illustrate experience in this field – only reference letters from commercial entities will be entertained. These shall identify other fibre network installations utilising microduct systems where they have done similar tender document preparation or entered into a similar contract, and the total costs of the work undertaken. No bids will be entertained from companies who have not done this level of design work previously.
- (ii) Bidders must be BICSI (Building Industry Consulting Service International) registered.

**Service providers must meet the functionality requirements listed below. Service providers that fail to achieve a “GO” for each functionality requirement will not be considered for further evaluation.**

No.	Functionality requirement	How this will be evaluated	GO / NO GO
1.	Bidders are required to provide letters of reference to illustrate experience in this field – only reference letters from commercial entities will be entertained. These shall identify other fibre network installations utilising microduct systems where they have done similar tender document preparation or entered into a similar contract, and the total costs of the work undertaken. No bids will be entertained from companies who have not done this level of design work previously.	Reference letters to be provided	
2.	Confirmation that the bidder is able to meet the required timeline of close of business on 02 December 2019	Commitment by bidder company	
3.	Bidders must be BICSI (Building Industry Consulting Service International) registered	Proof of BICSI Registration to be provided	

#### 4. PRICING SCHEDULE - SERVICES (SBD 3.1)

##### PRICING SCHEDULE – FIRM PRICES

**NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED**

OFFER TO BE VALID FOR 60 DAYS FROM THE CLOSING DATE OF BID.

Respondents are requested to complete the pricing schedule below in response to this Scope of Work. If the respondent feels there are any additional items that should be priced but were not included as part of the original scope of work, please include them in a separate pricing schedule.

Labour rates must be included in cost per line item below.

No	Quantity	Description	Unit of measure	Price Incl. VAT	Price Incl. VAT For 1 years
1	1	Cost for preparation of tender documentation as specified in "Item 2.4 – Preparation of Core Fibre Network Tender Documentation" and agreement to meet the required deadline.	Preparation of Tender Documents as per Item 2.4	R	R
2	1	Quotation for the update of Statement of Work based on 10-hour slots	Ad-hoc on request	R	R
<b>Total inclusive of VAT (15%)</b>				R	R

**A detailed quotation must also be submitted that corresponds to the above pricing schedule.**

#### 5. PERFORMANCE

5.1 The contracted bidder recognises that failure to meet the performance levels of this contract will have a material adverse impact on the operations of SARAO and that the damage from the contracted bidder's failure to meet any performance level is not susceptible to any precise determination.

- 5.2 SARAO excuses the contracted bidder from failing to comply with the performance levels to the extent that non-performance or delayed performance is solely and directly attributable to an act or omission of SARAO or its staff, or circumstances of force majeure referred to in this agreement.
- 5.3 If the contracted bidder fails to meet any performance level:
- (i) the contracted bidder shall investigate and report on the root causes of the performance level failure;
  - (ii) promptly correct the failure and begin meeting the set performance levels;
  - (iii) advise SARAO as and to the extent requested by SARAO of the status of the remedial efforts being undertaken with respect to such performance level failure; and
  - (iv) take appropriate preventative measures to prevent the recurrence of the performance level failure.
- 5.4 Both parties are responsible for monitoring and measuring the performance of the contracted bidder against the performance levels set in this document. SARAO deems failure by the contracted bidder to measure performance with respect to the contract specifications for any measurement period as a failure to meet the stipulated performance levels.

## 6. CONDITIONS

The following conditions will apply:

- Price(s) quoted must be valid for at least sixty (60) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- Submit your original or certified BBBEE Certificate if you are claiming for BBBEE points, failing which, the BBEEE claimed will be forfeited or zero points will be allocated.
- Provide an updated CSD summary report. To register <https://secure.csd.gov.za/>. **No award will be made to a service provider who is not registered on CSD.**

Quotations over a value of R 30 000.00 (VAT included) must be accompanied by the relevant SBD documentation for Quotations duly completed, and the enclosed Declaration of interest (SBD 4), Declaration, preference points claim form in terms of the preferential Procurement regulations 2017 (SBD 6.1), Declaration of Bidder's Past Supply Chain Management Practices (SBD8), Certificate of Independent Bid Determination (SBD9).

- The successful provider will be the one scoring the highest points in the event of the lowest bid being higher than R30 000.00.
- Late or faxed quotations will not be considered. SARAO reserves the right to withdraw any invitation to quote and/or to re-advertise or to accept a part of it. SARAO does not bind itself to accepting the lowest quotation.

**Failure to comply with the highlighted conditions will invalidate your offer.**

This request for formal quotation is subject to the preferential procurement policy framework act and the preferential procurement regulations, 2017, the general conditions of contract (GCC) and, if applicable, any other special conditions of contract.

## **SBD 4 - DECLARATION OF INTEREST WITH GOVERNMENT**

Any legal person, including persons employed by the State (meaning 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); any municipality or municipal entity; provincial legislature; National Assembly or the National Council of Provinces; or National Parliament), 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:

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

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

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

The names of all directors/trustees/shareholders/members, their individual identity numbers, tax reference numbers and, if applicable, employee/PERSAL numbers must be indicated in a separate schedule including the following questions:

Schedule attached with the above details for all directors/members/shareholders

Are you or any person connected with the Bidder presently employed by the State? If so, furnish the following particulars in an attached schedule  Yes  No

Name of person/ director/ trustee/ shareholder/member:

Name of State institution at which you or the person connected to the Bidder is employed

Position occupied in the State institution

Any other particulars:

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

If Yes, did you attach proof of such authority to the Bid document?

If No, furnish reasons for non-submission of such proof as an attached schedule

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

Did you or your spouse or any of the company's directors/ trustees /shareholders /members or their spouses conduct business with the State including any business units of the National Research Foundation in the previous twelve months?  Yes  No

If so, furnish particulars as an attached schedule

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

If so, furnish particulars as an attached schedule

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?  Yes  No

If so, furnish particulars as an attached schedule

## SBD 6.1 - PREFERENCE POINTS CLAIMED

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, 2017.

### 1 General conditions

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

1.1.1 The 80/20 system for requirements with a Rand value of up to R 50 000 000 (all applicable taxes

included); and  
1.1.2 The 90/10 system for requirements with a Rand value above R 50 000 000 (all applicable taxes included)

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

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTION	20
TOTAL POINTS FOR PRICE AND B-BBEE MUST NOT EXCEED	100

1.2 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

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

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

80/20 :	$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$	OR	90/10 :	$P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$
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Where  $P_s$  = Points scored for price of bid under consideration  
 $P_t$  = Price of bid under consideration  
 $P_{\min}$  = Price of lowest acceptable bid

1.5 Points awarded for B-BBEE status level of contributor

1.5.1 In terms of Regulation 6 (2) and 7 (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:

B-BBEE Status Level of Contributor	1	2	3	4	5	6	7	8	Non-compliant contributor 0
Number of points (90/10 system)	10	9	6	5	4	3	2	1	
Number of points (80/20 system)	20	18	14	12	8	6	4	2	

## 2 Bid declaration

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

B-BBEE STATUS LEVEL	Level:
B-BBEE POINTS CLAIMED	Points

2.2 Points claimed in respect of paragraph 3 must be in accordance with the table reflected in paragraph 2 and must be substantiated by relevant proof of B-BBEE status level of contributor.

## 3 Sub-contracting

3.1 Will any portion of the contract be sub-contracted? (Tick applicable box)

YES		NO	
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3.2 If yes, indicate:

1. What percentage of the contract will be subcontracted.....%
2. The name of the sub-contractor.....
3. The B-BBEE status level of the sub-contractor.....

3.3 Whether the sub-contractor is an EME or QSE? (Tick applicable box)

YES		NO	
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3.4 Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential



Procurement Regulations, 2017:

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

**4 Declaration with regard to company/firm**

4.1 Name of company/firm: .....

4.2 VAT registration number: .....

4.3 Company registration number:.....

4.4 Type of company/ firm(Tick applicable box)

TYPE	Tick applicable box
Partnership/Joint Venture /Consortium	
One person business/sole proprietor	
Close corporation	
Company	
(Pty) Limited	

4.5 Describe principal business activities

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

4.6 Company classification (Tick applicable box)

TYPE	Tick applicable box
Manufacturer	
Supplier	
Professional service provider	
Other service providers, e.g. transporter, etc.	

4.7 Total number of years the company/firm has been in business: .....

**5 Bidder declaration**

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 contributor indicated in paragraphs 1 and 3 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

1. The information furnished is true and correct;
2. The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
3. In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1 and 3, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;

4. If the B-BBEE status level of contributor 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) 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 exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
  - (e) Forward the matter for criminal prosecution.

## SBD 8 - DECLARATION OF BIDDER'S PAST SCM PRACTICES

Is the Bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? If Yes, furnish particulars as an attached schedule:

- Yes  
 No

Is the Bidder or any of its directors listed on the Register for Tender Defaulters in terms of Section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? If Yes, furnish particulars as an attached schedule:

- Yes  
 No

Was the Bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years? If Yes, furnish particulars as an attached schedule:

- Yes  
 No

Was any contract between the Bidder and any NRF terminated during the past five years because of failure to perform on or comply with the contract? If Yes, furnish particulars as an attached schedule:

- Yes  
 No

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

## SBD 9: CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the signatory to this document, in submitting this Bid in response to the invitation for the Bid made by the National Research Foundation, do hereby make the following statements that I certify to be true and complete in every respect:

I have read and I understand the contents of this Certificate;

I understand that the Bid will be disqualified if this Certificate is found not to be true and complete in every respect;
I am authorised by the Bidder to sign this Certificate, and to submit the Bid, on behalf of the Bidder;
Each person whose signature appears on the Bid has been authorised by the Bidder to determine the terms of, and to sign, the Bid on behalf of the Bidder;
For the purposes of this Certificate and the accompanying Bid, I understand that the word “competitor” shall include any individual or organisation, other than the Bidder, whether or not affiliated with the Bidder, who: <ul style="list-style-type: none"> <li>a. Has been requested to submit a Bid in response to this Bid invitation;</li> <li>b. Could potentially submit a Bid in response to this Bid invitation, based on their qualifications, abilities or experience; and</li> <li>c. Provides the same goods and services as the Bidder and/or is in the same line of business as the Bidder</li> </ul>
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 (meaning an association of persons for combining their expertise, property, capital, efforts, skill, and knowledge in an activity for the execution of the bid) will not be construed as collusive bidding.
In particular, without limiting the generality of paragraphs above, there has been no consultation, communication, agreement or arrangement with any competitor regarding: <ul style="list-style-type: none"> <li>a. Prices;</li> <li>b. Geographical area where product or service will be rendered (market allocation);</li> <li>c. Methods, factors or formulas used to calculate prices;</li> <li>d. The intention or decision to submit or not to submit, a Bid;</li> <li>e. The submission of a Bid which does not meet the specifications and conditions of the Bid; or</li> <li>f. Bidding with the intention not to win the Bid.</li> </ul>
In addition, there have been no consultations, communications, agreements, or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this Bid invitation relates.
The terms of this Bid have not been, and will not be, disclosed by the Bidder, directly or indirectly, to any competitor, prior to the date and time of the official Bid opening or of the awarding the bid or to the signing of the contract.
I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to Bids and contracts, Bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of Section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation
Signature of bidder:

## GENERAL CONDITIONS OF CONTRACT

The National Treasury General Conditions of Contract shall govern the contractual relationship between SARAO and the successful bidder. The contract is not attached, however is accessible on SARAO's website - <http://www.sarao.ac.za/tenders/procurement-documents>

## BID SIGNATURE (SBD 1)

I, the bidder, warrant by signature as having read and accepted each page in this document including any annexures attached to this document. I undertake to supply all or any of the goods, works, and services described in this procurement invitation to SARAO in accordance with the requirements and specifications stipulated in this bid document at the price/s quoted. I confirm that I have satisfied myself as to the correctness and validity of my offer/bid in response to this invitation, covering all my obligations and I accept that any mistakes regarding price(s), rate(s), and calculations are at my own risk. My offer remains binding upon me and open for acceptance by SARAO during the validity period indicated and calculated from the closing time of bid invitation. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me in terms of this document as the principal liable for the due fulfilment of the subsequent contract conditions if awarded to me.

I declare that during the bidding period did not have access to any NRF proprietary information or any other matter that may have unfairly placed our bid in a preferential position in relation to any of the other bidder(s).

I confirm that I am duly authorised to sign this offer/ bid response.

NB: Failure to provide / or comply with any of the above particulars may render the bid invalid.

Signature of bidder: