



TENDER NO.: SC 1857/2018

**SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING FOR THE OVERSTRAND
MUNICIPALITY FOR A CONTRACT PERIOD ENDING 30 JUNE 2021**

PROCUREMENT DOCUMENT

NAME OF BIDDER:	
Bid Price (Inclusive of VAT)	<i>REFER TO PRICING SCHEDULE ON PAGES 105 TO 127</i>

FEBRUARY 2018

PREPARED AND ISSUED BY:

Directorate: Finance:
Supply Chain Management Unit
Overstrand Municipality
PO Box 20, Hermanus, 7200

**CONTACT FOR ENQUIRIES
REGARDING SPECIFICATIONS:**

JC van der Merwe
SCM Practitioner: Stores
Tel. Number: **028 313 5027**

KLEINMOND Private Bag X3 Kleinmond; 7195 Tel: 028 271 8400 Fax: 028 271 4678	HERMANUS PO Box 20 Hermanus; 7200 Tel: 028 313 8000 Fax: 028 313 8048	STANFORD PO Box 84 Stanford; 7210 Tel: 028 341 0640 Fax: 028 341 0445	GANSBAAI PO Box 26 Gansbaai; 7220 Tel: 028 384 0111 Fax: 028 384 0241
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TENDER DETAILS						
TENDER NUMBER:	SC1857/2018					
TENDER TITLE:	SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING FOR THE OVERSTRAND MUNICIPALITY FOR A CONTRACT PERIOD ENDING 30 JUNE 2021					
CLOSING DATE:	2018/03/23		CLOSING TIME:	12H00		
SITE MEETING:	DATE:	2018/03/07	TIME:	10H00	COMPULSORY:	YES
SITE MEETING ADDRESS:	AUDITORIUM, OVERSTRAND MUNICIPALITY, HERMANUS					
CIDB GRADING REQUIRED:	NO	LEVEL AND CATEGORY:	NA			
BID BOX NO:	3	SITUATED AT: Overstrand Municipal Building, Magnolia Avenue, Hermanus. The bid box is generally open 24 hours a day, 7 days a week.				
OFFER TO BE VALID FOR:	90	DAYS FROM THE CLOSING DATE OF BID.				

TENDERER DETAILS (Please indicate postal address for all correspondence relevant to this specific tender)			
NAME OF TENDERER:			
NAME OF CONTACT PERSON:			
PHYSICAL ADDRESS:		POSTAL ADDRESS:	
TELEPHONE NO:		FAX NO.	
E-MAIL ADDRESS:		CELL NO.	

DATE:	
SIGNATURE OF TENDERER:	
CAPACITY UNDER WHICH THIS BID IS SIGNED:	

PLEASE NOTE:		
1. Tenders that are deposited in the incorrect box will not be considered.		
2. Tender box deposit slot is 28cm x 2.5cm.		
3. Mailed, telegraphic or faxed tenders will not be accepted.		
4. If the bid is late, it will not be accepted for consideration.		
5. Bids may only be submitted on the Bid Documentation provided by the Municipality.		

ENQUIRIES MAY BE DIRECTED TO:	CONTACT PERSON	TEL. NUMBER
1. TECHNICAL ENQUIRIES	JC van der Merwe	028 313 5027
2. ENQUIRIES REGARDING BID PROCEDURES & COMPLETION OF BID DOCUMENTS	A Moore	028 313 8974
	L du Preez	028 313 8147

CONTENTS**PAGE
NUMBER**

PART A – ADMINISTRATIVE REQUIREMENTS IN TERMS OF THE SUPPLY CHAIN MANAGEMENT POLICY	4
1. CHECKLIST	5
2. TENDER NOTICE & INVITATION TO TENDER	6
3. CLARIFICATION MEETING CERTIFICATE	7
4. AUTHORITY TO SIGN A BID.....	8
5. GENERAL CONDITIONS OF CONTRACT – GOVERNMENT PROCUREMENT	12
6. GENERAL CONDITIONS OF TENDER	21
7. MBD 2 – TAX CLEARANCE CERTIFICATE REQUIREMENTS	26
8. MBD 4 – DECLARATION OF INTEREST	27
9. MBD 6.1 – PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS.....	30
11. SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE	36
12. SWORN AFFIDAVIT – B-BBEE QUALIFYING SMALL ENTERPRISE	37
13. MBD 6.2. – DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS.....	38
14. MBD 8 – DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES.....	65
15. MBD 9 – CERTIFICATE OF INDEPENDENT BID DETERMINATION	67
16. MBD 15 – CERTIFICATE FOR PAYMENT OF MUNICIPAL SERVICES.....	69
17. MBD 16 – KEY PERFORMANCE INDICATORS	70
18. SECTION 37(2) OF THE OCCUPATIONAL HEALTH AND SAFETY ACT, NO 85 OF 1993	71
19. INDEMNITY.....	73
PART B – SPECIFICATIONS AND PRICING SCHEDULE	74
20. SPECIFICATIONS	75
21. PRICING SCHEDULE	104
22. MBD 7.1. – CONTRACT FORM - PURCHASE OF GOODS/WORKS	128
23. DECLARATION BY TENDERER	130
PART C – DATABASE REGISTRATION	131



PART A – ADMINISTRATIVE REQUIREMENTS IN TERMS OF THE SUPPLY CHAIN MANAGEMENT POLICY

1. CHECKLIST

PLEASE ENSURE THAT THE FOLLOWING FORMS HAVE BEEN DULY COMPLETED AND SIGNED AND THAT ALL DOCUMENTS AS REQUESTED, ARE ATTACHED TO THE TENDER DOCUMENT:

1.	Certificate of Clarification Meeting Attendance Is the form duly completed and signed by both tenderer and agent of the Overstrand Municipality?	Yes	No	
2.	Authority to Sign a Bid - Is the form duly completed and is a certified copy of the resolution attached?	Yes	No	
3.	Tax Clearance Certificate - Is an ORIGINAL and VALID Tax Clearance Certificate attached?	Yes	No	
4.	MBD 4 (Declaration of Interest) - Is the form duly completed and signed?	Yes	No	
5.	MBD 6.1 (Preference Points claim form for purchases/services) - Is the form duly completed and signed? Is a CERTIFIED copy of the B-BBEE Certificate or the original B-BBEE Certificate attached?	Yes	No	
6.	MBD 6.2 (Local content declaration) - Is the form duly completed and signed?	Yes	No	
7.	MBD 8 (Declaration of Past Supply Chain Practices) - Is the form duly completed and signed?	Yes	No	
8.	MBD 9 (Certificate of Independent Bid Determination) - Is the form duly completed and signed?	Yes	No	
9.	MBD 15 (Certificate of Payment of Municipal Accounts) - Is the form duly completed and signed? Are the Identity numbers, residential addresses and municipal account numbers of ALL members, partners, directors, etc. provided on the form as requested?	Yes	No	
10.	MBD16 (Key Performance Indicators) - Is the form duly completed and signed?	Yes	No	
11.	OHASA (Occupational Health and Safety) - Is the form duly completed and signed? Is a valid Letter of Good Standing from the Compensation Commissioner attached?	Yes	No	
12.	Indemnity - Is the form duly completed and signed?	Yes	No	
13.	Specifications - Is the form duly completed and signed?	Yes	No	
14.	Pricing Schedule - Is the form duly completed and signed?	Yes	No	
15.	MBD 7.1 (Contract form – Goods/Works) - Is the form duly completed and signed?	Yes	No	
16.	DATA BASE REGISTRATION - Is the form duly completed and signed? Are ALL the supporting documents attached?	Yes	No	

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

2. TENDER NOTICE & INVITATION TO TENDER

TENDER NO. SC 1857/2018

SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING FOR A CONTRACT PERIOD ENDING 30 JUNE 2021

Tenders are hereby invited for the **Supply and Delivery of Protective Clothing for a contract period ending 30 June 2021**.

Tender documents, in English, are obtainable from **Monday, 19 February 2018**, at the offices of the Supply Chain Management Unit, Overstrand Municipality, Magnolia Avenue, Hermanus from Ms Rita Neethling; Tel. 028 313 8064, between 08h30 and 15h30 upon payment of a tender participation fee of **R177-02 per set**. Alternatively the document may be downloaded free of charge from the website: www.overstrand.gov.za.

Sealed tenders, with **Tender No. "SC1857/2018: Supply and Delivery of Protective Clothing for a contract period ending 30 June 2021"** clearly endorsed on the envelope, must be deposited in **Tender Box No. 3** at the offices of the Overstrand Municipality, Magnolia Avenue, Hermanus. Bids may only be submitted on the bid documentation issued by Overstrand Municipality.

Only locally produced or locally manufactured textiles, leather and footwear with a stipulated minimum threshold for local production and content of 100% will be considered.

A **compulsory information session** will be held at **10H00** on **Wednesday, 07 March 2018** at the **Auditorium, Overstrand Municipality**, Hermanus

The **closing** date and time of the tender is on **23 March 2018** at **12h00** and tenders will be opened in public immediately thereafter in the Supply Chain Management Committee Room, Hermanus Administration.

Please refer enquiries to **JC van der Mewe** at telephone number: **028 313 5027**.

3. CLARIFICATION MEETING CERTIFICATE

I / We*, the undersigned, certify that I / we* have examined the Site for the Works and its surroundings for which I / we* am / are* submitting this bid and have, as far as practicable possible, familiarized myself / ourselves* with all information, risks, contingencies and other circumstances which may influence or affect my / our* bid .

* Delete whichever is inapplicable

NAME & SURNAME			
CAPACITY			
NAME OF FIRM			
ADDRESS			
TELEPHONE NO		FAX NO:	
E-MAIL		SIGNATURE	

SIGNED FOR AND ON BEHALF OF OVERSTRAND MUNICIPALITY	
NAME AND SURNAME	
DATE	

4. AUTHORITY TO SIGN A BID

TYPE OF ENTERPRISE (Please indicate with an "X" and complete the indicated section below)

1	Company (Pty) Ltd. & Ltd.		Please complete section 1 below
2	Close Corporation (CC)		Please complete section 2 below
3	Sole Proprietor		Please complete section 3 below
4	Partnership		Please complete section 4 below
5	Consortium, Club, Trust, etc.		Please complete section 5 below
6	Joint Venture		Please complete section 6 below

1. COMPANIES - (PTY) LTD. & LTD.

1.1. If a bidder is a **COMPANY ((Pty) Ltd. OR Ltd.)**, a certified copy of the resolution by the board of directors, duly signed, authorising the person who signs this bid to do so, as well as to sign any contract resulting from this bid and any other documents and correspondence in connection with this bid and/or contract on behalf of the company must be submitted with this bid, that is, before the closing time and date of the bid.

1.2. A valid resolution must be signed by:

- 1.2.1. Majority directors; or
- 1.2.2. Chairman of the Board; or
- 1.2.3. Company Secretary

PARTICULARS OF RESOLUTION BY THE BOARD OF DIRECTORS OF THE COMPANY

Date resolution was taken			
Resolution signed by (name and surname)			
Capacity			
Name and surname of delegated authorised signatory			
Capacity			
Specimen signature			
Full name and surname of ALL director(s)			
Is a copy of the resolution attached?	YES		NO
SIGNED ON BEHALF OF COMPANY / CC:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	

2. CLOSE CORPORATION (CC)

2.1. In the case of a **CLOSE CORPORATION (CC)** submitting a bid, a resolution by its members, authorizing a member or other official of the corporation to sign the documents on their behalf, shall be included with the bid.

2.2. A valid resolution must be signed by:

2.2.1. Majority members; or

2.2.2. Member with majority shareholding but only if such shareholding is more than 50%; or

2.2.3. Company Secretary.

PARTICULARS OF RESOLUTION BY THE MEMBERS OF THE CLOSE CORPORATION

Date resolution was taken			
Resolution signed by (name and surname)			
Capacity			
Name and surname of delegated authorised signatory			
Capacity			
Specimen signature			
Full name and surname of ALL director(s) / member (s)			
Is a copy of the resolution attached?	YES		NO
SIGNED ON BEHALF OF COMPANY / CC:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	

3. SOLE PROPRIETOR (SINGLE OWNER BUSINESS) & NATURAL PERSON

I, _____, the undersigned, hereby confirm that I am the sole owner of the business trading as _____.

OR

I, _____, the undersigned, hereby confirm that I am submitting this bid in my capacity as natural person.

SIGNATURE:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	

4. PARTNERSHIP

We, the undersigned partners in the business trading as _____
hereby authorize Mr / Ms _____ to sign this bid as well as any
contract resulting from the bid and any other documents and correspondence in connection with this bid
and /or contract for and on behalf of the abovementioned partnership.

The following particulars in respect of every partner must be furnished and signed by every partner:

Full name of partner		Signature	

SIGNED ON BEHALF OF PARTNERSHIP:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	

5. CONSORTIUM / CLUB / TRUST / ETC.

We, the undersigned consortium partners, hereby authorize _____
(Name of entity) to act as lead consortium partner and further authorize Mr / Ms _____
to sign this offer as well as any contract resulting from this bid and any other documents and
correspondence in connection with this bid and / or contract for and on behalf of the consortium.

The following particulars in respect of each consortium member must be provided and must be signed by each member:

Full Name of consortium member	Role of consortium member	% Participation	Signature

SIGNED ON BEHALF OF PARTNERSHIP:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	

6. JOINT VENTURE

We, the undersigned, are submitting this bid offer in joint venture and hereby authorize Mr / Ms _____

authorized signatory of the Company / Close Corporation / Partnership (name) _____

acting in the capacity of lead partner, to sign all documents in connection with the bid offer and any contract resulting from it on our behalf.

1. LEAD PARTNER (Whom the Municipality shall hold liable for the purpose of the tender)

Name of firm			
Address			
		Tel. No.	
Signature		Designation	

2. 2nd PARTNER

Name of firm			
Address			
		Tel. No.	
Signature		Designation	

3. 3rd PARTNER

Name of firm			
Address:			
		Tel. No.	
Signature		Designation	

4. 4th PARTNER

Name of firm			
Address:			
		Tel. No.	
Signature		Designation	

NOTE: A copy of the Joint Venture Agreement indicating clearly the percentage contribution of each partner to the Joint Venture, is to be submitted with the bid.

A board resolution, authorising each signatory who signed above to do so, is to be submitted with the bid.

5. GENERAL CONDITIONS OF CONTRACT – GOVERNMENT PROCUREMENT

1. DEFINITIONS

The following terms shall be interpreted as indicated:

- 1.1. "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
- 1.2. "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.3. "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
- 1.4. "Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
- 1.5. "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally
- 1.6. "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 1.7. "Day" means calendar day.
- 1.8. "Delivery" means delivery in compliance of the conditions of the contract or order.
- 1.9. "Delivery ex stock" means immediate delivery directly from stock actually on hand
- 1.10. "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
- 1.11. "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
- 1.12. "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable.
- 1.13. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.14. "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.15. "GCC" means the General Conditions of Contract.
- 1.16. "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.17. "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.

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- 1.18. "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.19. "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.20. "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.21. "Project site" where applicable, means the place indicated in bidding documents.
- 1.22. "Purchaser" means the organization purchasing the goods.
- 1.23. "Republic" means the Republic of South Africa.
- 1.24. "SCC" means the Special Conditions of Contract.
- 1.25. "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.26. "Supplier" means the successful bidder who is awarded the contract to maintain and administer the required and specified service(s) to the State.
- 1.27. "Tort" means in breach of contract.
- 1.28. "Turnkey" means a procurement process where one service provider assumes total responsibility for all aspects of the project and delivers the full end product / service required by the contract.
- 1.29. "Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.

2. APPLICATION

- 2.1. These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2. Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3. Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

3. GENERAL

- 3.1. Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2. Invitations to bid are usually published in locally distributed news media and on the municipality / municipal entity website.

4. STANDARDS

The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

5. USE OF CONTRACT DOCUMENTS AND INFORMATION; INSPECTION.

- 5.1. The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.
- 5.2. The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.

INITIALS	
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- 5.3. Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
- 5.4. The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. PATENT RIGHTS

- 6.1. The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.
- 6.2. When a supplier developed documentation / projects for the municipality / municipal entity, the intellectual, copy and patent rights or ownership of such documents or projects will vest in the municipality / municipal entity.

7. PERFORMANCE SECURITY

- 7.1. Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2. The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3. The performance security shall be denominated in the currency of the contract or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
 - 7.3.1. bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - 7.3.2. a cashier's or certified cheque
- 7.4. The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified.

8. INSPECTIONS, TESTS AND ANALYSES

- 8.1. All pre-bidding testing will be for the account of the bidder.
- 8.2. If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspections tests and analysis, the bidder or contractor's premises shall be open, at all reasonable hours, for inspection by a representative of the purchaser or an organization acting on behalf of the purchaser.
- 8.3. If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4. If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the goods to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5. Where the goods or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such goods or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6. Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.

INITIALS	
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- 8.7. Any contract goods may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected goods shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with goods which do comply with the requirements of the contract. Failing such removal the rejected goods shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute goods forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected goods, purchase such goods as may be necessary at the expense of the supplier.
- 8.8. The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 22 of GCC.

9. PACKING

- 9.1. The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2. The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, and in any subsequent instructions ordered by the purchaser.

10. DELIVERY

Delivery of the goods shall be made by the supplier in accordance with the documents and terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified.

11. INSURANCE

The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified.

12. TRANSPORTATION

Should a price other than an all-inclusive delivered price be required, this shall be specified.

13. INCIDENTAL

- 13.1. The supplier may be required to provide any or all of the following services, including additional services, if any:
- 13.1.1. performance or supervision of on-site assembly and/or commissioning of the supplied goods;
 - 13.1.2. furnishing of tools required for assembly and/or maintenance of the supplied goods;
 - 13.1.3. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
 - 13.1.4. performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
 - 13.1.5. training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.
- 13.2. Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

INITIALS	
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14. SPARE PARTS

- 14.1. As specified, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:
- 14.1.1. such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and;
- 14.1.2. in the event of termination of production of the spare parts:
- 14.1.2.1. advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
- 14.1.2.2. following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. WARRANTY

- 15.1. The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.
- 15.2. This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.
- 15.3. The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.
- 15.4. Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.
- 15.5. If the supplier, having been notified, fails to remedy the defect(s) within the period specified, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. PAYMENT

- 16.1. The method and conditions of payment to be made to the supplier under this contract shall be specified.
- 16.2. The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
- 16.3. Payments shall be made by the purchaser no later than thirty (30) days after submission of an invoice, statement or claim by the supplier.
- 16.4. Payment will be made in Rand unless otherwise stipulated.

17. PRICES

Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized or in the purchaser's request for bid validity extension, as the case may be.

INITIALS	
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18. VARIATION ORDERS

In cases where the estimated value of the envisaged changes in purchase does not vary more than 15% of the total value of the original contract, the contractor may be instructed to deliver the goods or render the services as such. In cases of measurable quantities, the contractor may be approached to reduce the unit price and such offers, may be accepted provided that there is no escalation in price.

19. ASSIGNMENT

The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20. SUBCONTRACTS

The supplier shall notify the purchaser in writing of all subcontracts awarded under this contract, if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

21. DELAYS IN THE SUPPLIER'S PERFORMANCE

- 21.1. Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2. If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3. The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.
- 21.4. Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 22 without the application of penalties.
- 21.5. Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. PENALTIES

Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. TERMINATION FOR DEFAULT

- 23.1. The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
 - 23.1.1. if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;

INITIALS	
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- 23.1.2. if the Supplier fails to perform any other obligation(s) under the contract; or
- 23.1.3. if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 23.2. In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.
- 23.3. Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.
- 23.4. If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the supplier as having no objection and proceed with the restriction.
- 23.5. Any restriction imposed on any person by the purchaser will, at the discretion of the purchaser, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the purchase actively associated.
- 23.6. If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:
- 23.6.1. the name and address of the supplier and / or person restricted by the purchaser;
- 23.6.2. the date of commencement of the restriction
- 23.6.3. the period of restriction; and
- 23.6.4. the reasons for the restriction.
- These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.
- 23.7. If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. ANTI-DUMPING AND COUNTERVAILING DUTIES AND RIGHTS

When, after the date of bid, provisional payments are required, or antidumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him.

INITIALS	
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25. FORCE MAJEURE

- 25.1. Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2. If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. TERMINATION FOR INSOLVENCY

The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

27. SETTLEMENT OF DISPUTES

- 27.1. If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2. If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3. Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4. Notwithstanding any reference to mediation and/or court proceedings herein,
- 27.4.1. the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
- 27.4.2. the purchaser shall pay the supplier any monies due for goods delivered and / or services rendered according to the prescripts of the contract.

28. LIMITATION OF LIABILITY

- 28.1. Except in cases of criminal negligence or wilful misconduct, and in the case of infringement pursuant to Clause 6;
- 28.1.1. the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and
- 28.1.2. the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment

29. GOVERNING LANGUAGE

The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

30. APPLICABLE LAW

The contract shall be interpreted in accordance with South African laws, unless otherwise specified.

INITIALS

31. NOTICES

- 31.1. Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
- 31.2. The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

32. TAXES AND DUTIES

- 32.1. A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 32.2. A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 32.3. No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid SARS must have certified that the tax matters of the preferred bidder are in order.
- 32.4. No contract shall be concluded with any bidder whose municipal rates and taxes and municipal services charges are in arrears.

33. TRANSFER OF CONTRACTS

The contractor shall not abandon, transfer, cede, assign or sublet a contract or part thereof without the written permission of the purchaser.

34. AMENDMENT OF CONTRACTS

No agreement to amend or vary a contract or order or the conditions, stipulations or provisions thereof shall be valid and of any force unless such agreement to amend or vary is entered into in writing and signed by the contracting parties. Any waiver of the requirement that the agreement to amend or vary shall be in writing, shall also be in writing.

35. PROHIBITION OF RESTRICTIVE PRACTICES.

- 35.1. In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder(s) is / are or a contractor(s) was / were involved in collusive bidding.
- 35.2. If a bidder(s) or contractor(s) based on reasonable grounds or evidence obtained by the purchaser has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in section 59 of the Competition Act No 89 Of 1998.
- 35.3. If a bidder(s) or contractor(s) has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

General Conditions of Contract (revised July 2010)

INITIALS	
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6. GENERAL CONDITIONS OF TENDER

1. GENERAL

- 1.1. All bids must be submitted in **handwriting and in non-erasable (black or blue) ink** on the official forms supplied by the municipality.
 - 1.1.1. Under no circumstances, whatsoever may the bid forms be retyped or redrafted.
- 1.2. Subject to the provisions of clause 1.3 of this document, no alterations / corrections to the information in the document (including pricing) may be performed by erasing or using masking fluid / tape (Tipp-Ex or similar) on any submitted page or by pasting another page over it with glue.
- 1.3. Notwithstanding the provisions of clause 1.2 of this document, alterations and/or corrections may only be effected as follows:
 - 1.3.1. By striking a straight line in black ink through the incorrect information in such a manner that the information that has been struck through remains legible; writing, the altered or corrected information as appropriate (under, above or next to the information to be corrected), and initialling, preferable in the margin next to the alteration/alterations or correction/corrections.
 - 1.3.2. All corrections/alterations to the Pricing Schedule / Bill of Quantities (BoQ) and / or any pricing not effected in accordance with clause 1.3.1 above, will be rejected.
- 1.4. Bids submitted must be complete in all respects.
 - 1.4.1. The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated.

2. PRICING

- 2.1. Rates and prices offered by the bidder must be written onto the pricing schedule or form of offer of this document by hand, completed in full and originally signed by the duly authorised signatory.
- 2.2. All prices shall be quoted in South African currency, and be **INCLUSIVE of Value Added Tax (VAT)**.
- 2.3. Bid prices must include all expenses, disbursements and costs (e.g. transport, accommodation etc.) which may be required for the execution of the bidder's obligations in terms of the Contract. Bid prices shall cover the cost of all general risks, liabilities and obligations set forth or implied in the Contract, as well as overhead charges and profit (in the event that the bid is successful), unless otherwise specified.
- 2.4. All bid prices will be final and binding.

A bid will not be invalidated if the amount in words and the amount in figures do not correspond, in which case the amount in words shall be read out at the bid opening and shall be deemed to be the bid amount; therefore, where there is a discrepancy between the amount in figures and the amount in words, the amount in words shall apply
- 2.5. Where the value of an intended contract will exceed R1 000 000, 00 (R1 million) it is the bidder's responsibility to be registered with the South African Revenue Service (SARS) for VAT purposes in order to be able to issue tax invoices. The municipality will deem the price above R 1 000 000,00 (R1 million) to be VAT inclusive even if it is indicated that no VAT is charged. Please ensure that provision is made for VAT in these instances.
 - 2.5.1. The amended Value-Added Tax Act requires that a Tax Invoice for supplies in excess of R3,000 should, in addition to the other required information, also disclose the VAT registration number of the recipient, with effect from 1 March 2005. The VAT registration number of the Overstrand Municipality is 4140106396.

INITIALS	
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3. FORWARD EXCHANGE RATE COVER

- 3.1. In the event of price(s) based on the exchange rate, the successful bidder(s) will be required to obtain exchange rate cover in order to protect the Municipality against exchange rate variations.
- 3.2. The bidder must provide proof of forward exchange rate cover within 14 days after an order was placed.
- 3.3. If proof that forward exchange rate cover was taken out within 14 days after the order was placed but is not submitted to the Municipality along with the invoice, the contract price adjustment will not be accepted and the contract may be cancelled.

4. SUBMITTING A BID:

- 4.1. Sealed bids, with the **“Bid Number and Title”** clearly endorsed on the envelope, must be deposited in the relevant **bid box** as indicated in the notice of the bid, **on or before the closing date and time** of the bid.
 - 4.1.1. Any bid received without the **“Bid Number and / or Title”** clearly endorsed on the envelope will not be opened and read out during the bid opening session and will not be considered
- 4.2. The bid boxes are at the entrance of the Main Cash Hall, Hermanus Municipal Offices, 2 Magnolia Avenue, Hermanus.
- 4.3. A specific bid box is provided for each bid to be deposited into and no bid will be considered which, subsequent to the closing date and time for that specific bid, is found in another box.
- 4.4. The bid box deposit slot is 28cm x 2.5cm.
- 4.5. Mailed, telegraphic, e-mailed or faxed bids **will not be accepted**.

5. BID OPENING

- 5.1. Bids shall be opened in public at the Hermanus Municipal Offices as soon as possible subsequent to the closing time for the receipt of bids.
- 5.2. Where practical, prices will be read out at the time of opening bids.
- 5.3. The Municipality will record in a register (which is open to public inspection) and publish on its website, the details of bids received by the closing date and time.
- 5.4. Any bid received after the appointed time for the closing of bids **shall not be considered** but shall be filed unopened with the other bids received, which bid(s) can be returned to the bidder at his request and cost.

6. EVALUATION AND ADJUDICATION CRITERIA:

- 6.1. Relevant specifications;
- 6.2. Value for money;
- 6.3. Capacity and capability of bidders to execute the contract; and
- 6.4. PPPFA & associated regulations.

7. REQUIREMENTS OF A VALID BID:

The following duly completed documents and / or information must be submitted with the submission of the bid. Failure to comply with this requirement will invalidate the bid. The bid will not be considered and no further correspondence will be entered into with regard to the following matters:

- 7.1.1. The tender has not been completed in non-erasable handwritten ink,
- 7.1.2. Non-submission of a valid Tax Clearance Certificate and / or PIN,
- 7.1.3. A partially completed and/or defective MBD 6.2 and relevant Annexures (if applicable),
- 7.1.4. Incomplete Pricing Schedule or Bill of Quantities,
- 7.1.5. A Form of Offer not signed in non-erasable ink,

INITIALS	
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- 7.1.6. Bid submissions with material alterations / corrections not in compliance with Clause 1.2 and 1.3 above will be rejected.
- 7.2. The Municipality may, after the closing date, request additional information or clarification of tenders in writing, which will include the following;
- 7.2.1. To obtain a copy of the most recent municipal account(s) from the recommended bidder;
- 7.2.2. To obtain the personal income tax number(s) from the recommended bidder;
- 7.2.3. To obtain a valid Tax Clearance Certificate and / or PIN if the certificate has expired or become inactive after the closing date of the tender;
- 7.2.4. To obtain a valid letter of good standing from the Workmen's Compensation Commissioner, the latest assessment and proof of payment thereof;
- 7.2.5. To obtain a valid and original B-BBEE certificate or sworn affidavit to verify preference points claimed by a bidder where the bidder submitted only a copy of the B-BBEE certificate or sworn affidavit with the bid submission.
- 7.2.5.1. If a bidder fails to submit a B-BBEE certificate or a sworn affidavit with the bid submission, the Municipality will not request or allow the bidder to submit it afterwards.

8. TEST FOR RESPONSIVENESS:

- 8.1. A Bid will be considered non-responsive if:
- 8.1.1. the bid is not in compliance with the specifications;
- 8.1.2. the bidder has not fully completed and signed where required, all the returnable documents as listed in the bid document; and/or
- 8.1.3. the bidder has failed to clarify or submit any supporting documentation within 3 business days of being requested to do so in writing.
- 8.2. The Municipality reserves the right to accept or reject:
- 8.2.1. any variation, deviation, bid offer, or alternative bid offer; may cancel the bidding process and reject all bid offers at any time before the formation of a contract. The MUNICIPALITY shall not accept or incur any liability to a bidder for such cancellation and/or rejection, and will only provide written reasons for such action upon receipt of a written request to do so;.
- 8.2.2. a bid offer which does not, in the Municipality's opinion, materially and/or substantially deviate from the terms, conditions and specifications of the bid document.
- 8.2.3. the whole bid or part of a bid or any item or part of any item, or to accept more than one bid (in the event of a number of items being offered), and the Municipality is not obliged to accept the lowest or any bid.
- 8.3. The Municipality has the right to summarily disqualify any bidder who, either at the date of submission of a bid or at the date of its award, is indebted to the Municipality in respect of any municipal rates and taxes or municipal service charges for more than three months. However, an agreement signed by the bidder whereby the bidder agrees that a percentage or fixed amount at the discretion of the municipality, be deducted from payments due to him/her for this bid, until the debt is paid in full, will also be accepted by the Municipality.

9. INCORRECT INFORMATION

Where a contract has been awarded on the strength of the information furnished by the bidder which after the conclusion of the relevant agreement, is proven to have been incorrect, the municipality may, in addition to any other legal remedy it has or may have, recover from the contractor all costs, losses or damages incurred or sustained by the municipality as a result of the award of the contract.

INITIALS	
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10. WITHDRAWAL OF BID DURING AND AFTER THE SCM PROCESS:

- 10.1. When a bidder withdraws his/her bid during the SCM bidding process, it must be in writing, prior to the award of the bid, of which Overstrand holds the right to accept or reject with or without a claim for any damages.
- 10.2. When a bidder withdraws or cancels the contract after award of the bid to the particular winner of the bid, the awarded bidder will be held responsible for any damages or administrative expenses incurred prior to the award of the bid.

11. INVOICES

- 11.1. All invoices must be forwarded to the following address:

Overstrand Municipality
PO Box 20
Hermanus, 7200

- 11.2. **Legal requirements for invoices**

- 11.2.1. Please ensure that your tax invoices complies with the requirements as stipulated by SARS (VAT Act No 89 of 1991), i.e.:

11.2.1.1. **Ordinary invoice (not VAT Registered)**

- a) The word '**INVOICE**' to be displayed in a prominent place
- b) Official invoice number and date of transaction
- c) Trade name, legal name, registration number (if any) and address of supplier
- d) The Official order number of Overstrand Municipality is compulsory – non-compliance will result in non-payment
- e) The Municipality's name and postal address (PO Box 20, Hermanus, 7200)
- f) Accurate description of goods and / or services supplied / provided.
- g) Unit of measurement of goods or services supplied
- h) Price

11.2.1.2. **VAT/Tax invoice (VAT registered)** An example of a valid Tax Invoice is attached as **Annexure C**.

- a) Word '**TAX INVOICE**' to be displayed in a prominent place
- b) Trade, legal name and registration number(if any) of supplier
- c) Address and VAT number of supplier
- d) The official invoice number and date of invoice
- e) The Official order number of Overstrand Municipality is compulsory – non-compliance will result in non-payment
- f) The Municipality's name and postal address (PO Box 20, Hermanus, 7200) and VAT registration number (4140106396)
- g) Accurate description of goods and / or services supplied / provided.
- h) Unit of measurement of goods or services supplied
- i) Price and VAT amount

12. PAYMENT TERMS

- 12.1. It is the policy of the Overstrand Municipality to pay all creditors by means of electronic bank transfers.
- 12.2. Creditors will be paid within 30 days after receipt of an invoice and statement for the month in question, detailing all invoices during that month and reflecting the total amount due by the Municipality. In exceptional circumstances, the Municipality may, at its discretion, deviate from the above.

INITIALS	
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- 12.3. In order to qualify for a weekly payment, a supplier must be registered as a **Survivalist Enterprise / Micro Enterprise**¹ on the Municipality's supplier database. It must however be noted, that a weekly payment is not a right in terms of this Policy. Survivalist and Micro enterprises may request such payments which may then be made at the discretion of the Municipality. These weekly payments will be reviewed after a period of 12 months of doing business with the Municipality, as it may be assumed that the enterprise will, by that stage be self-sustainable. It is the obligation of the supplier to arrange earlier payments with the creditors department.

13. PRECEDENCE OF TERMS AND CONDITIONS

- 13.1. Precedence of terms and conditions in documentation during the bidding process and after award, resulting in an formal agreement:

- 13.1.1. The following legislative and legal precedence will apply to documentation during the bidding process subsequent to the award of a bid to a bidder:

- 13.1.1.1. Municipal Financial Management Act 56 of 2003
- 13.1.1.2. Municipal Supply Chain Management Regulations
- 13.1.1.3. Supply Chain Management policy
- 13.1.1.4. Specifications of the bid document
- 13.1.1.5. Special Conditions of Contract
- 13.1.1.6. General Conditions of Contract
- 13.1.1.7. Service Level Agreements/ Service Delivery Agreements
- 13.1.1.8. Memorandum of Understanding/ Memorandum of Agreements

¹ SURVIVALIST ENTERPRISES / MICRO ENTERPRISES ARE DEFINED AS FOLLOWS:

Survivalist enterprises are generally defined as businesses set up by people unable to find a paid job or get into an economic sector of their choice. Income generated from these activities usually falls far short of even a minimum income standard, with very little capital invested, virtually no skills training in the particular field and only limited opportunities for growth into a viable business. This category is characterised by poverty and the attempt to survive.

Micro enterprises are very small businesses, often involving only the owner, some family members and at the most one or two paid employees. They usually lack 'formality' in terms of business licenses, value-added tax (VAT) registration, formal business premises, operating permits and accounting procedures. Most of them have a limited capital base and only rudimentary technical or business skills among their operators. However, many micro enterprises advance into viable small businesses. Earning levels of micro enterprises differ widely, depending on the particular sector, the growth phase of the business and access to relevant support.

INITIALS	
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7. MBD 2 – 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 Services (SARS) to meet the bidder's tax obligations.

1. In order to meet this requirement, bidders are required to complete in full the TCC 0001 form, "Application for a Tax Clearance Certificate" and submit it to any SARS branch office nationally or on the website www.sars.gov.za. The Tax Clearance Certificate Requirements are also applicable to foreign bidders / individuals who wish to submit bids.
2. Applications for the Tax Clearance Certificates may also be made via e-Filing. In order to use this provision, taxpayers will need to register with SARS as e-Fileers through the website www.sars.gov.za
3. 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.
4. In bids where Consortia / Joint Ventures / Sub-Contractors are involved, each party must submit a separate Tax Clearance Certificate.
5. Tax Compliance Status (TCS) Pin as of 18 April 2016
 - a. In terms of the new Tax Compliance Status System implemented by SARS on 18 April 2016, taxpayers are now able to issue the municipality with a TCS Pin which can be used to verify a bidder's tax status online via SARS E-filing.
 - b. The taxpayer must issue the municipality with the following:

Bidders who are not in possession of an original Tax Clearance Certificate must provide at least 2 of the 3 numbers listed below in order to verify the Tax Clearance Certificate via SARS e-filing		
1	Tax Reference Number:	
2	Tax Compliance Status Pin:	
3	Tax Clearance Certificate Number:	

- c. If a bidder is registered on the Overstrand Municipality Supplier's Database and the Municipality is already in possession of an original tax clearance certificate which is valid on closing date of bid, it **MUST** be indicated as such on this page, whereby the attaching of a new tax clearance certificate to this page will not be needed.
6. Should a Tax Clearance Certificate not be verifiable on the SARS e-filing system, the bidder will be afforded an opportunity to submit a valid, verifiable Tax Clearance Certificate. It will result in the invalidation of the bid, should the bidder fail to provide a valid, verifiable Tax Clearance Certificate.

INITIALS

8. MBD 4 – DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state².
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudging authority and/or take an oath declaring his/her interest.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid:

3.1.	Full name of bidder or his or her representative												
3.2.	Identity number												
3.3.	Position occupied in the company (director, shareholder ³ etc.)												
3.4.	Company registration number												
3.5.	Tax reference number												
3.6.	VAT registration number												

3.7.	Are you presently in the service of the state?	YES		NO	
3.7.1.	If so, furnish particulars:				

3.8.	Have you been in the service of the state for the past twelve months?	YES		NO	
3.8.1.	If so, furnish particulars:				

² MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - i. any municipal council;
 - ii. any provincial legislature; or
 - iii. the National Assembly or the National Council of Provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

³ "Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9.	Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?	YES		NO	
3.9.1.	If so, furnish particulars:				
3.10.	Are you aware of any relationship (family, friend, other) between a bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?	YES		NO	
3.10.1.	If so, furnish particulars:				
3.11.	Are any of the company's directors, managers, principal shareholders or stakeholders in the service of the state?	YES		NO	
3.11.1.	If so, furnish particulars:				
3.12.	Is any spouse, child or parent of the company's directors, managers, principal shareholders or stakeholders in the service of the state?	YES		NO	
3.12.1.	If so, furnish particulars:				
3.13.	Do you or any of the directors, trustees, managers, principal shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract?	YES		NO	
3.13.1.	If so, furnish particulars:				

3.14.	Please provide the following information on ALL directors / shareholders / trustees /members below:		
full name and surname	identity number	personal income tax number	Provide State ⁴ employee number (Only to be completed if in the service of the State)

NB:

- PLEASE ATTACH CERTIFIED COPY(IES) OF ID DOCUMENT(S)
- PLEASE PROVIDE PERSONAL INCOME TAX NUMBERS FOR ALL DIRECTORS / SHAREHOLDERS / TRUSTEES / MEMBERS, ETC.

4. DECLARATION

I, the undersigned (name) _____,

certify that the information furnished in paragraph 3 above is correct.

I accept that the state may act against me should this declaration prove to be false.

SIGNATURE		DATE	
NAME OF SIGNATORY			
POSITION			
NAME OF COMPANY			

⁴ **MSCM Regulations: "in the service of the state" means to be –**

- a member of –
 - any municipal council;
 - any provincial legislature; or
 - the National Assembly or the National Council of Provinces;
- a member of the board of directors of any municipal entity;
- an official of any municipality or municipal entity;
- an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- a member of the accounting authority of any national or provincial public entity; or
- an employee of Parliament or a provincial legislature.

9. MBD 6.1 – PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS

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, 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 R50 000 000 (all applicable taxes included); and
 - 1.1.2. the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).
- 1.2. The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable.
- 1.3. Preference points for this bid shall be awarded for:
 - 1.3.1. Price; and
 - 1.3.2. B-BBEE Status Level of Contribution.
- 1.4. 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

- 1.5. 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.
- 1.6. 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. **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- 2.2. **“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;
- 2.3. **“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;
- 2.4. **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003) as amended by Act No 46 of 2013;
- 2.5. **“EME”** means an Exempted Micro Enterprise as defined by Codes of Good Practice issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);

- 2.6. **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents;
- 2.7. **“prices”** includes all applicable taxes less all unconditional discounts;
- 2.8. **“proof of B-BBEE status level of contributor ”** means:
- 2.8.1. Original B-BBEE Status level certificate issued by an authorized body or person or a certified copy thereof;
 - 2.8.2. An original sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 2.8.3. Any other requirement prescribed in terms of the B-BBEE Act;
- 2.9. **“QSE”** means a Qualifying Small Enterprise as defined by Codes of Good Practice issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act,
- 2.10. **“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;
- 2.11. **“sub-contract”** means the primary contractor’s assigning, leasing, making out work to, or employing.

3. POINTS AWARDED FOR PRICE

3.1. THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

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

Where:-

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

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION

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

5. BID DECLARATION

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

5.1.1.	B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1	
5.1.2.	B-BBEE Status Level of Contributor	
5.1.3.	Points claimed in respect of Level of Contribution (maximum of 10 or 20 points)	

- 5.2. (Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by means of a B-BBEE certificate issued by a Verification Agency accredited by SANAS or an original sworn affidavit or an originally certified copy thereof.)

6. SUB-CONTRACTING

6.1.	Will any portion of the contract be sub-contracted? (Tick applicable box)	Yes		No	
	If yes, indicate:				
i.	what percentage of the contract will be subcontracted	%			
ii.	the name of the sub-contractor				
iii.	the B-BBEE status level of the sub-contractor				
iv.	whether the sub-contractor is an EME or QSE (Tick applicable box)	Yes		No	
v.	Specify, by ticking the appropriate box, if sub-contracting with an enterprise in terms of Preferential Procurement Regulations, 2017:				
	Designated Group: An EME or QSE which is at least 51% owned by:	EME ✓		QSE ✓	
a.	Black people				
b.	Black people who are youth				
c.	Black people who are women				
d.	Black people with disabilities				
e.	Black people living in rural or underdeveloped areas or townships				
f.	Cooperative owned by black people				
g.	Black people who are military veterans				
	OR				
h.	Any EME				
i.	Any QSE				

7. DECLARATION WITH REGARD TO COMPANY/FIRM

7.1.	Name of company/firm		
7.2.	VAT registration number		
7.3.	Company registration number		
7.4.	TYPE OF COMPANY/FIRM (Tick applicable box)	Partnership / Joint Venture / Consortium	
		One person business / sole proprietor	
		Close Corporation (CC)	
		Company ((Pty) Ltd. / Ltd.)	
		Company (Ltd.)	
7.5.	Describe principal business activities		
7.6.	Company Classification (Tick applicable box)	Manufacturer	
		Supplier	
		Professional service provider	
		Other service providers, e.g. transporter, etc.	
7.7.	Municipal information		
i.	Municipality where business is situated		
ii.	Registered municipal account number		
iii.	Stand number		
7.8.	Total number of years the company/firm has been in business		

7.9. I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBEE status level of contributor indicated in paragraphs 1.4 and 5.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

7.9.1. The information furnished is true and correct;

7.9.2. The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

7.9.3. In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 5.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;

7.9.4. 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 from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - e) forward the matter for criminal prosecution.

SIGNATURE OF BIDDER(S):			
WITNESS 1:		WITNESS 2:	
DATE:			
ADDRESS:			

REQUIREMENTS REGARDING VALIDATION OF B-BBEE POINTS

VERY IMPORTANT:

1. ONLY THE DOCUMENTS LISTED BELOW WILL BE ACCEPTED
2. Failure to submit the said documents will result in the bidder forfeiting the B-BBEE points claimed.

1. EMEs:

- 1.1. A **VALID ORIGINAL** sworn affidavit, confirming annual turnover and level of black ownership (form available in the tender document);

or

- 1.2. A **VALID** affidavit / certificate issued by Companies Intellectual Property Commission (CIPC);

or

- 1.3. A **VALID ORIGINAL** B-BBEE status level verification certificate **OR A CERTIFIED COPY** thereof, substantiating their B-BBEE rating issued by a verification agency accredited by the South African National Accreditation System (**SANAS**).

2. QSEs:

- 2.1. A **VALID ORIGINAL** sworn affidavit, confirming annual turnover and level of black ownership (form available in the tender document); **Only applicable to QSEs with 51% or more Black ownership**

or

- 2.2. A **VALID ORIGINAL** B-BBEE status level verification certificate **OR A CERTIFIED COPY** thereof, substantiating their B-BBEE rating issued by a verification agency accredited by **SANAS**.

3. BIDDERS OTHER THAN EMEs AND QSEs

- 3.1. The bidder **MUST** submit either a **VALID ORIGINAL B-BBEE** status level verification certificate **OR A CERTIFIED COPY** thereof, substantiating their **B-BBEE** rating issued by a verification agency accredited by **SANAS**.

MUNISIPALITEIT



MUNICIPALITY

11. SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE

INCOME NOT EXCEEDING R10,000,000 (TEN MILLION RAND)

I, the undersigned,									
Full name									
Surname									
Identity number									
Hereby declare under oath as follows:									
1.	The contents of this statement are to the best of my knowledge a true reflection of the facts.								
2.	I am a (please indicate with an "X")								
	Member		Director		Owner		of the following enterprise and am duly authorised to act on its behalf:		
	Enterprise Legal Name								
	Trading Name								
	Registration Number								
	Enterprise Address								
	Definition of "Black People"		As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians – (a) Who are citizens of the Republic of South Africa by birth or descent; or (b) Who became citizens of the Republic of South Africa by naturalization- i. Before 27 April 1994; or ii. On or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date						
3.	I hereby declare under oath that:								
	The enterprise is				% black owned			% black woman owned	
4.	Based on the (please indicate with an "X")			financial statements			management accounts		
	and other information available on the					financial year ,			
	the income did not exceed R10,000,000.00 (ten million Rand);								
5.	Please confirm on the table below the B-BBEE level contributor, by ticking the applicable box.								
	Level One	100% black owned (135% B-BBEE procurement recognition)							
	Level Two	More than 51% black owned (125% B-BBEE procurement recognition)							
	Level Four	Less than 51% black owned (100% B-BBEE procurement recognition)							
6.	The entity is an empowering supplier in terms of the dti Codes of Good Practice.								
7.	I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.								
8.	The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.								
Deponent signature:						Commissioner of Oaths stamp			
Date:									
Commissioner of Oaths signature									
Date									

MUNISIPALITEIT



MUNICIPALITY

12. SWORN AFFIDAVIT – B-BBEE QUALIFYING SMALL ENTERPRISE

INCOME BETWEEN R10,000,000 (TEN MILLION RAND) & R50,000,000 (FIFTY MILLION RAND)

I, the undersigned,									
Full name									
Surname									
Identity number									
Hereby declare under oath as follows:									
1.	The contents of this statement are to the best of my knowledge a true reflection of the facts.								
2.	I am a (please indicate with an "X")								
3.	Member		Director		Owner		the following enterprise and am duly authorised to act on its behalf:		
	Enterprise legal name								
	Trading name								
	Registration number								
	Enterprise physical address								
	Type of entity (CC, (Pty) Ltd., Sole Proprietor, etc.)								
	Nature of business								
	Definition of "Black People"		<p>As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians –</p> <p>(a) Who are citizens of the Republic of South Africa by birth or descent; or</p> <p>(b) Who became citizens of the Republic of South Africa by naturalization-</p> <p>i. Before 27 April 1994; or</p> <p>ii. On or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date</p>						
4.	I hereby declare under oath that:								
	The enterprise is		% black owned				As per amended code series 100 of the amended Codes of Good Practice issued under section 9(1) of B-BBEE Act no. 53 of 2003 as amended by Act n. 46 of 2013		
	The enterprise is		% black woman owned						
	The enterprise is		% Black designated group owned						
5.	Based on the	financial statements		management accounts					
	and other information available on the latest financial year-end of								
	the annual Total Revenue was between R10,000,000.00 (ten million rands) and R50,000,000 (fifty million rands),								
6.	Please confirm on the table below the B-BBEE level contributor, by ticking the applicable box.								
	Level One	100% black owned (135% B-BBEE procurement recognition)							
	Level Two	At least 51% black owned (125% B-BBEE procurement recognition)							
7.	I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.								
8.	The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.								
Deponent signature:						Commissioner of Oaths stamp			
Date:									
Commissioner of Oaths signature									
Date									

13. MBD 6.2. – DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS
Introduction

This Municipal Bidding Document (MBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the:

- General Conditions,
- Definitions,
- Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2017; and
- South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1)⁵ and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates
 - Annexure C- Local Content Declaration: Summary Schedule,
 - Annexure D- Imported Content Declaration: Supporting Schedule to Annex C and
 - Annexure E- Local Content Declaration: Supporting Schedule to Annex C.

1. General Conditions

- 1.1 Preferential Procurement Regulations, 2017 (Regulation 8) makes provision for the promotion of local production and content.
- 1.2 Regulation 8.(2) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3 Where necessary, for bids referred to in paragraph 2.1 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4 A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5 The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of *x* must be converted to Rand (ZAR) by using the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as required in paragraph 4.1 below.

- (a) A bid may be disqualified if this Declaration Certificate and the Annexure C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation

⁵ The SABS approved technical specification number SATS 1286:2011 is accessible on http://www.thedti.gov.za/industrial_development/ip.jsp at no cost.

2. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

#	Description of services, works or goods	Stipulated minimum threshold as a %
1.	Textile, clothing, leather and footwear	100%

3. Does any portion of the services, works or goods offered have any imported content?
(Tick applicable box)

YES		NO	
-----	--	----	--

- 3.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by the SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.reservebank.co.za.

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annexure A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Yuan	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

4. Were the Local Content Declaration Templates (Annexure C, D and E) audited and certified as correct?
(Tick applicable box)

YES		NO	
-----	--	----	--

- 4.1 If yes, provide the following particulars:

a) Full name of auditor:	
b) Practice number:	
c) Telephone and cell number:	
d) Email address:	

(Documentary proof regarding the declaration will, when required, be submitted to the satisfaction of the Accounting Officer)

5. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the Accounting Officer provide directives in this regard.

SIGNATURE OF BIDDER(S):			
WITNESS 1:		WITNESS 2:	
DATE:			
ADDRESS:			

LOCAL CONTENT DECLARATION

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

In respect of Tender No. SC1857/2018, issued by Overstrand Municipality

NB

1. The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.
2. Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annexure C, D and E) is accessible on http://www.thedti.gov.za/industrial_development/ip.jsp. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, _____ (full names),

do hereby declare, in my capacity as _____,

of _____,

(name of bidder entity), the following:

1. The facts contained herein are within my own personal knowledge.
2. I have satisfied myself that
 - a) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
 - b) the declaration templates have been audited and certified to be correct.
3. The local content percentages (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C;

Bid price (Excluding VAT) (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	100%
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above. The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

4. I accept that the Municipality has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.
5. I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Municipality imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

	SIGNATURE	DATE
TENDERER		
WITNESS 1:		
WITNESS 2:		

MUNISIPALITEIT



MUNICIPALITY

ANNEXURE C				SATS 1286.2011
Local Content Declaration – Summary Schedule				
(C1) Tender No.	SC1857/2018			NOTE: VAT to be excluded from all calculations
(C2) Tender Description	SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING FOR A CONTRACT PERIOD ENDING 30 JUNE 2021			
(C3) Designated product(s)	TEXTILE, CLOTHING, LEATHER AND FOOTWEAR			
(C4) Tender Authority	OVERSTRAND MUNICIPALITY			
(C5) Name of Tendering Entity				
(C6) Tender Exchange Rate	Currency		Rate	
(C7) Specified local content %	100%			

		Calculation of local content						Tender summary			
Tender Item No's	List of Items	Tender Price – each	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Quantity	Total tender value	Total exempted imported content	Total imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
	Section 1										
1.	Overall Pants 100% Cotton with 50mm wide Lime Green Reflective Tape <u>NO LOGO</u>										
1.1.	Size 32							110			
1.2.	Size 34							125			
1.3.	Size 36							240			
1.4.	Size 38							380			
1.5.	Size 40							465			
1.6.	Size 42							400			
1.7.	Size 44							425			
1.8.	Size 46							410			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
Tender Item No's	List of Items	Tender Price – each	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Quantity	Total tender value	Total exempted imported content	Total imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
1.9.	Size 48							185			
1.10.	Size 50							150			
1.11.	Size 52							45			
1.12.	Size 54							20			
1.13.	Size 56							10			
1.14.	Size 58							5			
1.15.	Size 60							5			
1.16.	Special Sizes							1			
2.	Overall Jackets 100% Cotton with 50mm wide Lime Green Reflective Tape <u>NO LOGO</u>										
2.1.	Size 32							70			
2.2.	Size 34							145			
2.3.	Size 36							155			
2.4.	Size 38							315			
2.5.	Size 40							400			
2.6.	Size 42							490			
2.7.	Size 44							365			
2.8.	Size 46							320			
2.9.	Size 48							255			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
<i>Tender Item No's</i>	<i>List of Items</i>	<i>Tender Price – each</i>	<i>Exempted imported value</i>	<i>Tender value net of exempted imported content</i>	<i>Imported value</i>	<i>Local value</i>	<i>Local content % (per item)</i>	<i>Tender Quantity</i>	<i>Total tender value</i>	<i>Total exempted imported content</i>	<i>Total imported content</i>
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
2.10.	Size 50							65			
2.11.	Size 52							25			
2.12.	Size 54							35			
2.13.	Size 56							1			
2.14.	Size 58							1			
2.15.	Size 60							1			
2.16.	Special Sizes							1			
3.	Overall Pants 100% Cotton with 50mm wide Lime Green Reflective Tape <u>WITH LOGO</u>										
3.1.	Size 32							110			
3.2.	Size 34							125			
3.3.	Size 36							240			
3.4.	Size 38							380			
3.5.	Size 40							465			
3.6.	Size 42							400			
3.7.	Size 44							425			
3.8.	Size 46							410			
3.9.	Size 48							185			
3.10.	Size 50							150			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
Tender Item No's	List of Items	Tender Price – each	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Quantity	Total tender value	Total exempted imported content	Total imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
3.11.	Size 52							45			
3.12.	Size 54							20			
3.13.	Size 56							10			
3.14.	Size 58							5			
3.15.	Size 60							5			
3.16.	Special Sizes							1			
4.	Overall Jackets 100% Cotton with 50mm wide Lime Green Reflective Tape <u>WITH LOGO</u>										
4.1.	Size 32							70			
4.2.	Size 34							145			
4.3.	Size 36							155			
4.4.	Size 38							315			
4.5.	Size 40							400			
4.6.	Size 42							490			
4.7.	Size 44							365			
4.8.	Size 46							320			
4.9.	Size 48							255			
4.10.	Size 50							65			
4.11.	Size 52							25			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
<i>Tender Item No's</i>	<i>List of Items</i>	<i>Tender Price – each</i>	<i>Exempted imported value</i>	<i>Tender value net of exempted imported content</i>	<i>Imported value</i>	<i>Local value</i>	<i>Local content % (per item)</i>	<i>Tender Quantity</i>	<i>Total tender value</i>	<i>Total exempted imported content</i>	<i>Total imported content</i>
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
4.12.	Size 54							35			
4.13.	Size 56							1			
4.14.	Size 58							1			
4.15.	Size 60							1			
4.16.	Special Sizes							1			
5.	Rain Suits with 50mm wide Reflective Tape										
5.1.	Small							60			
5.2.	Medium							135			
5.3.	Large							110			
5.4.	XL							89			
5.5.	2XL							35			
5.6.	3XL							25			
5.7.	4XL							1			
5.8.	Special Size							1			
6.	Safety Boots: Lemaitre or Similar										
6.1.	Size 3							25			
6.2.	Size 4							45			
6.3.	Size 5							160			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
<i>Tender Item No's</i>	<i>List of Items</i>	<i>Tender Price – each</i>	<i>Exempted imported value</i>	<i>Tender value net of exempted imported content</i>	<i>Imported value</i>	<i>Local value</i>	<i>Local content % (per item)</i>	<i>Tender Quantity</i>	<i>Total tender value</i>	<i>Total exempted imported content</i>	<i>Total imported content</i>
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
6.4.	Size 6							200			
6.5.	Size 7							305			
6.6.	Size 8							155			
6.7.	Size 9							60			
6.8.	Size 10							15			
6.9.	Size 11							5			
6.10.	Size 12							25			
7.	Gents Safety Shoes: Lemaitre or Similar										
7.1.	Size 4							20			
7.2.	Size 5							20			
7.3.	Size 6							30			
7.4.	Size 7							45			
7.5.	Size 8							35			
7.6.	Size 9							25			
7.7.	Size 10							25			
7.8.	Size 11							5			
7.9.	Size 12							5			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNICIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
<i>Tender Item No's</i>	<i>List of Items</i>	<i>Tender Price – each</i>	<i>Exempted imported value</i>	<i>Tender value net of exempted imported content</i>	<i>Imported value</i>	<i>Local value</i>	<i>Local content % (per item)</i>	<i>Tender Quantity</i>	<i>Total tender value</i>	<i>Total exempted imported content</i>	<i>Total imported content</i>
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
8.	Ladies Safety Shoes										
8.1.	Size 3							10			
8.2.	Size 4							10			
8.3.	Size 5							10			
8.4.	Size 6							15			
8.5.	Size 7							10			
8.6.	Size 8							10			
8.7.	Size 9							5			
9.	Gumboots – Steel Toe Cap										
9.1.	Size 3							1			
9.2.	Size 4							1			
9.3.	Size 5							2			
9.4.	Size 6							15			
9.5.	Size 7							30			
9.6.	Size 8							30			
9.7.	Size 9							30			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
<i>Tender Item No's</i>	<i>List of Items</i>	<i>Tender Price – each</i>	<i>Exempted imported value</i>	<i>Tender value net of exempted imported content</i>	<i>Imported value</i>	<i>Local value</i>	<i>Local content % (per item)</i>	<i>Tender Quantity</i>	<i>Total tender value</i>	<i>Total exempted imported content</i>	<i>Total imported content</i>
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
9.8.	Size 10							20			
9.9.	Size 11							10			
9.10.	Size 12							1			
10.	Gumboots – No Steel Toe Cap										
10.1.	Size 3							5			
10.2.	Size 4							5			
10.3.	Size 5							10			
10.4.	Size 6							10			
10.5.	Size 7							15			
10.6.	Size 8							15			
10.7.	Size 9							10			
10.8.	Size 10							15			
10.9.	Size 11							5			
10.10.	Size 12							5			
11.	Gloves										
11.1.	PVC Gloves (See par. 13 of specifications)										
11.2.	PVC Red PVC 8" Glove Red smooth standard weight PVC glove Elbow length EN388: 4121							240			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNICIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
Tender Item No's	List of Items	Tender Price – each	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Quantity	Total tender value	Total exempted imported content	Total imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
11.3.	PVC Shoulder Length Gloves, Gauntlet 60cm (35cm PVC Glove With Attached Yellow Splash Guard, Elasticated)							180			
11.4.	Crayfish Gloves – poly cotton knitted glove with rubber palm coating							4100			
11.5.	PVC Gloves with Knitted Wrist Attached (Medium Weight)							1265			
11.7.	Weed Eater Work Gloves (Stihl or similar)							3			
11.8.	Chainsaw Gloves (Stihl or similar)							3			
16.	Wide Navy Blue Brim (Outdoor) Hat WITH LOGO							20			
17.	150g Poly-cotton safety T-shirt with reflective tape WITH LOGO										
17.1.	Size 32							20			
17.2.	Size 34							20			
17.3.	Size 36							20			
17.4.	Size 38							20			
17.5.	Size 40							20			
17.6.	Size 42							20			
17.7.	Size 44							20			
17.8.	Size 46							20			
17.9.	Size 48							20			
17.10.	Size 50							20			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
<i>Tender Item No's</i>	<i>List of Items</i>	<i>Tender Price – each</i>	<i>Exempted imported value</i>	<i>Tender value net of exempted imported content</i>	<i>Imported value</i>	<i>Local value</i>	<i>Local content % (per item)</i>	<i>Tender Quantity</i>	<i>Total tender value</i>	<i>Total exempted imported content</i>	<i>Total imported content</i>
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
17.11.	Size 52							20			
17.12.	Size 54							20			
17.13.	Size 56							20			
17.14.	Size 58							20			
17.15.	Size 60							20			
17.16.	Special Sizes							2			
18.	Reflective Jackets with ID Pocket										
18.1.	Small							20			
18.2.	Medium							20			
18.3.	Large							20			
18.4.	XL							20			
18.5.	2XL							20			
18.6.	3XL							20			
18.7.	4XL							20			
18.8.	Special Size							2			
19.	Freezer Jackets										
19.1.	Small							10			
19.2.	Medium							10			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
<i>Tender Item No's</i>	<i>List of Items</i>	<i>Tender Price – each</i>	<i>Exempted imported value</i>	<i>Tender value net of exempted imported content</i>	<i>Imported value</i>	<i>Local value</i>	<i>Local content % (per item)</i>	<i>Tender Quantity</i>	<i>Total tender value</i>	<i>Total exempted imported content</i>	<i>Total imported content</i>
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
19.3.	Large							10			
19.4.	XL							10			
19.5.	2XL							10			
19.6.	3XL							10			
19.7.	4XL							10			
19.8.	Special Size							2			
20.	Chainsaw Jackets										
20.1.	Small							1			
20.2.	Medium							1			
20.3.	Large							1			
20.4.	XL							1			
20.5.	2XL							1			
20.6.	3XL							1			
20.7.	4XL							1			
21.	Chainsaw Pants (Russo or similar)										
21.1.	Small							1			
21.2.	Medium							1			
21.3.	Large							1			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNICIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
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(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
21.4.	XL							1			
21.5.	2XL							1			
21.6.	3XL							1			
21.7.	4XL							1			
Section 2 & 3											
1.	Peak Cap – Fire Senior Officers							3			
2.	Peak Cap – Firemen							30			
3.	Peak Cap – Traffic & Law Enforcement							10			
4.	Peak Cap – Traffic & Law Enforcement Senior Officers							15			
5.	Baseball Cap – Standard gold rubberized peak decoration for officers							20			
6.	Baseball Cap Fire with embroidery							200			
7.	Ladies felt hat							5			
8.	Wide rimmed cricket hat with embroidery							80			
9.	Polar fleece beanie with embroidery							100			
10.	Tie men							100			
11.	Bow tie – ladies							6			
12.	Epaulettes (Traffic & Law Enforcement)							44			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
Tender Item No's	List of Items	Tender Price – each	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Quantity	Total tender value	Total exempted imported content	Total imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
13.	Gloves							100			
14.	Waterproof Motorcycle Gloves (Pairs)							6			
15.	T-Shirt Plain - Normal size							100			
	T-Shirt Plain - Special size							20			
16.	T-Shirt Fire With Printing - Normal size							160			
	T-Shirt Fire With Printing - Special size							15			
17.	T-Shirt: Long Sleeve With Printing - Normal size							45			
	T-Shirt: Long Sleeve With Printing - Special size							10			
18.	Men's Golf Shirt With Embroidery - Normal size							120			
	Men's Golf Shirt With Embroidery - Special size							10			
19.	Ladies' Golf Shirt With Embroidery - Normal size							10			
	Ladies' Golf Shirt With Embroidery - Special size							10			
20.	*Magnum Style Short Sleeve Shirt - Normal size							219			
	*Magnum Style Short Sleeve Shirt - Special size							10			
21.	*Magnum Style Long Sleeve Shirt - Normal size							68			
	*Magnum Style Long Sleeve Shirt - Special size							6			
22.	* Short Sleeve Shirt With Fire Brigade Insignia - Normal size							50			
	* Short Sleeve Shirt With Fire Brigade Insignia - Special size							20			

SIGNATURE				NAME (PRINT)				DATE	
CAPACITY				NAME OF FIRM					

MUNISIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
<i>Tender Item No's</i>	<i>List of Items</i>	<i>Tender Price – each</i>	<i>Exempted imported value</i>	<i>Tender value net of exempted imported content</i>	<i>Imported value</i>	<i>Local value</i>	<i>Local content % (per item)</i>	<i>Tender Quantity</i>	<i>Total tender value</i>	<i>Total exempted imported content</i>	<i>Total imported content</i>
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
23.	Long Sleeve Shirt With Fire Brigade Insignia - Normal size							50			
	Long Sleeve Shirt With Fire Brigade Insignia - Special size							15			
24.	** Sweater Top And Pants - Normal size							20			
	** Sweater Top And Pants - Special size							5			
25.	** Jerseys With Arm Flashers For Traffic, Law Enforcement And Fire Brigade - Normal size							80			
	** Jerseys With Arm Flashers For Traffic, Law Enforcement And Fire Brigade - Special size							20			
26.	Pull Over Plain - Normal size							60			
	Pull Over Plain - Special size							10			
27.	PT Short - Normal size							20			
	PT Short - Special size							5			
28.	Ladies Skirt - Normal size							15			
	Ladies Skirt - Special size							5			
29.	Belt - Normal size							50			
	Belt - Special size							10			
30.	Trousers - Normal size							40			
	Trousers - Special size							10			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
Tender Item No's	List of Items	Tender Price – each	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Quantity	Total tender value	Total exempted imported content	Total imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
31.	Combat Trouser - Normal size							40			
	Combat Trouser - Special size							10			
32.	Chinos - Normal size							20			
	Chinos - Special size							8			
33.	Kenny Jacket - Normal size							50			
	Kenny Jacket - Special size							5			
34.	Corporate Wear Soft Shell Jacket - Normal size							35			
	Corporate Wear Soft Shell Jacket - Special size							8			
35.	Waterproof Rain Gear - Normal Size							30			
	Waterproof Rain Gear - Special size							10			
36.	Leather Corporate Jacket - Normal Size							8			
	Leather Corporate Jacket - Special size							3			
37.	Reflective collar jacket long sleeve (CJJMPD) – Normal size							15			
	Reflective collar jacket long sleeve (CJJMPD) – special size							5			
38.	Short Socks							200			
39.	Long Socks							200			
40.	Shoes							15			
41.	Slip on shoes							5			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
Tender Item No's	List of Items	Tender Price – each	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Quantity	Total tender value	Total exempted imported content	Total imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
42.	Ladies Lace shoe							10			
43.	Ladies court shoe							8			
44.	Boots							10			
45.	Fire Station Boots							30			
46.	Ammunition Clip Pouch							10			
47.	Holster							10			
48.	Handcuff pouch							10			
	Section 4										
1.	MEN'S FIELD UNIFORM										
1.1	Legendary Cargo Multi-pocket shorts – 32							4			
	Legendary Cargo Multi-pocket shorts – 36							6			
	Legendary Cargo Multi-pocket shorts – 38							5			
1.	Legendary Cargo Multi-pocket trousers – 32							4			
	Legendary Cargo Multi-pocket trousers – 34							6			
	Legendary Cargo Multi-pocket trousers – 36							5			
2.	Legendary Long sleeve work shirt – M							2			
	Legendary Long sleeve work shirt – L							2			
	Legendary Long sleeve work shirt – XL							2			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNICIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
Tender Item No's	List of Items	Tender Price – each	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Quantity	Total tender value	Total exempted imported content	Total imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
	Legendary Long sleeve work shirt – XXL							2			
3.	Legendary Short sleeve work shirt – M							6			
	Legendary Short sleeve work shirt – L							6			
	Legendary Short sleeve work shirt – XL							4			
	Legendary Short sleeve work shirt – XXL							4			
4.	Long sleeve fleece Jacket (Men's) – M							2			
	Long sleeve fleece Jacket (Men's) – L							4			
	Long sleeve fleece Jacket (Men's) – XL							2			
	Long sleeve fleece Jacket (Men's) – XXL							2			
5.	Polar Fleece Body warmer (Men's) – M							2			
	Polar Fleece Body warmer (Men's) – L							4			
	Polar Fleece Body warmer (Men's) – XL							2			
	Polar Fleece Body warmer (Men's) – XXL							2			
6.	Long Sleeve t-shirt – M							2			
	Long Sleeve t-shirt – L							4			
	Long Sleeve t-shirt – XL							2			
	Long Sleeve t-shirt – XXL							2			
	Anklet Socks - Ladies' size – 5							5			
	Anklet Socks - Ladies' size – 6							5			
	Anklet Socks - Ladies' size – 7							5			
	Ankle socks - Men's size – 8							20			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNICIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
Tender Item No's	List of Items	Tender Price – each	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Quantity	Total tender value	Total exempted imported content	Total imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
	Ankle socks - Men's size – 11							5			
7.	Parka Rain Jacket – M							3			
	Parka Rain Jacket – L							6			
	Parka Rain Jacket – XL							1			
	Hiking Boots Lace up Brown – Ladies' size – 5							1			
	Hiking Boots Lace up Brown – Ladies' size – 6							1			
	Hiking Boots Lace up Brown – Ladies' size – 7							1			
	Hiking Boots Lace up Brown – Men's size – 8							6			
	Hiking Boots Lace up Brown – Men's size – 11							1			
8.	Hiking Shoes – Ladies' sizes – 5							1			
	Hiking Shoes – Ladies' sizes – 6							1			
	Hiking Shoes – Ladies' sizes – 7							1			
	Hiking Shoes – Men's sizes – 8							6			
	Hiking Shoes – Men's sizes – 11							1			
9.	Chelsea Work wear Depot boot – Men's size – 8							2			
	Chelsea Work wear Depot boot – Men's size – 11							1			
10.	Leather Belt – Ladies' size – 36							2			
	Leather Belt – Ladies' size – 38							1			
	Leather Belt – Men's size – 32							2			
	Leather Belt – Men's size – 36							3			
	Leather Belt – Men's size – 38							2			
11.	Cotton Webbing Belt – Men's size – 32							1			
	Cotton Webbing Belt – Men's size – 36							1			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
Tender Item No's	List of Items	Tender Price – each	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Quantity	Total tender value	Total exempted imported content	Total imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
	Cotton Webbing Belt – Men's size – 38							1			
2.	MEN'S CORPORATE UNIFORM										
2.1	Half zip jersey – M							2			
	Half zip jersey – L							6			
	Half zip jersey – XL							1			
	Half zip jersey – XXL							1			
12.	Super Strong Work Jeans – 32							4			
	Super Strong Work Jeans – 34							6			
	Super Strong Work Jeans – 36							5			
13.	Quilted Body warmer (Men's) – M							2			
	Quilted Body warmer (Men's) – L							3			
	Quilted Body warmer (Men's) – XL							2			
	Quilted Body warmer (Men's) – XXL							1			
14.	WOMEN'S FIELD UNIFORM										
15.	Cargo shorts – 36							5			
16.	Cargo trousers – 36							5			
17.	Long sleeve work shirt – 36							6			
	Long sleeve work shirt – 38							2			
18.	Short sleeve work shirt – 36							6			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
Tender Item No's	List of Items	Tender Price – each	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Quantity	Total tender value	Total exempted imported content	Total imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
	Short sleeve work shirt – 38							2			
19.	Long sleeve fleece Jacket (Women's) – M							2			
	Long sleeve fleece Jacket (Women's) – L							3			
20.	Polar Fleece Body warmer (Women's) – M							2			
	Polar Fleece Body warmer (Women's) – L							3			
21.	Ladies stretch long sleeve t-shirt – M							2			
	Ladies stretch long sleeve t-shirt – L							3			
22.	WOMEN'S CORPORATE UNIFORM										
23.	Cardigan – M							2			
	Cardigan - L							3			
24.	Strong Work Jeans – 36							6			
	Strong Work Jeans – 38							2			
25.	¾ sleeve blouse – 36							3			
	¾ sleeve blouse – 38							3			
26.	Quilted body warmer (Women's) – L							4			
27.	PERSONAL PROTECTIVE EQUIPMENT										
28.	Chainsaw helmet Standard							5			
29.	Water boots - Ladies' size 5							1			
	Water boots - Ladies' size 6							1			

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

		Calculation of local content						Tender summary			
Tender Item No's	List of Items	Tender Price – each	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Quantity	Total tender value	Total exempted imported content	Total imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
	Water boots - Ladies' size 7							1			
30.	Standard flat-front hard hat							8			
31.	Waders – Ladies' size 5							1			
	Waders – Ladies' size 6							1			
	Waders – Ladies' size 7							1			
	Waders – Men's size 8							1			
	Waders – Men's size 11							1			
(C20) Total tender value											
(C21) Total Exempt imported content											
(C22) Total Tender value net of exempt imported content											
(C23) Total Imported content											
(C24) Total local content											
(C25) Average local content % of tender											

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

ANNEXURE D

SATS 1286.2011

Imported Content Declaration – Supporting Schedule to Annexure C

(D1)	Tender No.	SC1857/2018					NOTE: VAT to be excluded from all calculations
(D2)	Tender Description	SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING FOR A CONTRACT PERIOD ENDING 30 JUNE 2021					
(D3)	Designated product(s)	TEXTILE, CLOTHING, LEATHER AND FOOTWEAR					
(D4)	Tender Authority						
(D5)	Tendering Entity's Name						
(D6)	Tender Exchange Rate	Currency		Rate			

A. Exempted imported content				Calculation of imported content						Summary	
Tender item no's	Description of imported content	Local supplier	Overseas supplier	Foreign currency value as per Commercial Invoice	Tender Exchange Rate	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost	Tender Quantity	Exempted imported value
(D7)	(D8)	(D9)	(D10)	(D11)	(D12)	(D13)	(D14)	(D15)	(D16)	(D17)	(D18)
(D19) Total exempt imported value											

This total must correspond with Annex C – C21

B. Imported directly by the Tenderer				Calculation of imported content						Summary	
Tender item no's	Description of imported content	Unit of measure	Overseas supplier	Foreign currency value as per Commercial Invoice	Tender Exchange Rate	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost	Tender Quantity	Total imported value
(D20)	(D21)	(D22)	(D23)	(D24)	(D25)	(D26)	(D27)	(D28)	(D29)	(D30)	(D31)
(D32) Total imported value by tenderer											

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

ANNEXURE D - Continued

SATS 1286.2011

Imported Content Declaration – Supporting Schedule to Annexure C

NOTE: VAT to be excluded from all calculations

C. Imported by a 3 rd party and supplied to the Tenderer				Calculation of imported content						Summary	
Description of imported content	Unit of measure	Local supplier	Overseas supplier	Foreign currency value as per Commercial Invoice	Tender Exchange Rate	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost	Quantity imported	Total imported value
(D33)	(D34)	(D35)	(D36)	(D37)	(D38)	(D39)	(D40)	(D41)	(D42)	(D43)	(D44)
(D45) Total imported value by 3 rd party											

D. Other foreign currency payments			Calculation of foreign currency payments		Summary of Payments	
Type of payment	Local supplier making the payment	Overseas beneficiary	Foreign currency value paid	Tender rate of exchange	Local value of payments	
(D46)	(D47)	(D48)	(D49)	(D50)	(D51)	
(D52) Total of foreign currency payments declared by tenderer and/or 3 rd party						
(D53) Total o imported content and foreign currency payments – (D32), (D45) and (D52) above						

SIGNATURE OF TENDERER AS PER LOCAL CONTENT DECLARATION

This total must correspond with Annex C – (C23)

DATE

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

Reference No: SC 1857/2018

Page 63 of 142

ANNEX E

SATS 1286.2011

Local content Declaration – Summary Schedule

(E1) Tender No.		NOTE: VAT to be excluded from all calculations
(E2) Tender Description		
(E3) Designated product(s)		
(E4) Tender Authority		
(E5) Tendering Entity's Name		

LOCAL PRODUCTS (Goods, Services and Works)		
Description of items purchased	Local suppliers	Value
(E6)	(E7)	(E8)
(E9) Total local products (Goods, service and works)		

(E10) Manpower costs (Tenderer's own manpower cost)

(E11) Factory overheads (Rental, depreciation & amortization, utility costs, consumables, etc.)

(E12) Administration overheads and mark-up (Marketing, insurance, financing interest, etc.)

(E13) Total local content

This total must correspond with Annex C – C24

SIGNATURE OF TENDERER AS PER LOCAL CONTENT DECLARATION

DATE

14. MBD 8 – DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

1. This Municipal Bidding Document must form part of all bids invited.
2. It serves as a declaration to be used by municipalities and municipal entities 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 rejected if that bidder, or any of its directors have:
 - 3.1. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - 3.2. been convicted for fraud or corruption during the past five years;
 - 3.3. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - 3.4. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
4. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

4.1	Is the bidder or any of its directors listed on the National Treasury's database as a company or person prohibited from doing business with the public sector? <i>(Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the audi alteram partem rule was applied).</i>	Yes	No
4.1.1	If so, furnish particulars:		
4.2	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)? <i>(To access this Register enter the National Treasury's website, www.treasury.gov.za, click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).</i>	Yes	No
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes	No
4.3.1	If so, furnish particulars:		

4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes	No
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes	No
4.5.1	If so, furnish particulars:		

5. CERTIFICATION

I, the undersigned (full name), _____, certify that the information furnished on this declaration form 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:		NAME (PRINT):	
CAPACITY:		DATE:	
NAME OF FIRM:			

15. MBD 9 – CERTIFICATE OF INDEPENDENT BID DETERMINATION

1. This Municipal Bidding Document (MBD) must form part of all bids 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).⁶ Collusive bidding is a *per se* prohibition meaning that it cannot be justified under any grounds.
3. Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - 3.1. take all reasonable steps to prevent such abuse;
 - 3.2. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - 3.3. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
4. This MBD 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 (MBD 9) must be completed and submitted with the bid:

CERTIFICATE OF INDEPENDENT BID DETERMINATION:

In response to the invitation for the bid made by:

OVERSTRAND MUNICIPALITY

I, the undersigned, in submitting the accompanying bid, hereby make the following statements that I certify to be true and complete in every respect:

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:

⁶ 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.

- 5.1. has been requested to submit a bid in response to this bid invitation;
- 5.2. could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
- 5.3. 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 consortium⁷ 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:
 - 7.1. prices;
 - 7.2. geographical area where product or service will be rendered (market allocation)
 - 7.3. methods, factors or formulas used to calculate prices;
 - 7.4. the intention or decision to submit or not to submit, a bid;
 - 7.5. the submission of a bid which does not meet the specifications and conditions of the bid; or
 - 7.6. 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.
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		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

⁷ 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.

16. MBD 15 – CERTIFICATE FOR PAYMENT OF MUNICIPAL SERVICES
DECLARATION IN TERMS OF PARAGRAPH 38(1)(d)(i) OF THE SUPPLY CHAIN MANAGEMENT POLICY OF THE OVERSTRAND MUNICIPALITY (To be signed in the presence of a Commissioner of Oaths)

I, _____, _____ (full name and ID no.), hereby acknowledge that the Municipality may reject the tender of the tenderer if any municipal rates and taxes or municipal service charges owed by the bidder or any of its directors/members/partners to the Overstrand Municipality, or to any other municipality or municipal entity, are in arrears for more than 3 (three) months.

I declare that I am duly authorised to act on behalf of _____ (name of the firm) and hereby declare, that to the best of my personal knowledge, neither the firm nor any director/member/partner of said firm is in arrears on any of its municipal accounts with any municipality in the Republic of South Africa, for a period longer than 3 (three) months.

I further hereby certify that the information set out in this schedule and/or attachment(s) hereto is true and correct. The bidder acknowledges that failure to properly and truthfully complete this schedule may result in the tender being disqualified, and/or in the event that the tenderer is successful, the cancellation of the contract.

PHYSICAL BUSINESS ADDRESS(ES) OF THE TENDERER	MUNICIPAL ACCOUNT NUMBER

Further details of the bidder's director(s) / shareholder(s) / partner(s) / member(s), etc.:

Director / partner / member	Physical residential address of the director / partner / member	Municipal account number(s)

PLEASE NOTE:

1. Copies of all municipal accounts, not older than 3 months, to be submitted with the bid.
2. If the entity or any of its directors/shareholders/partners/members, etc. rents/leases premises a copy of the rental/lease agreement is to be submitted with this bid.

Signature	Position	Date

<p align="center">COMMISSIONER OF OATHS</p> <p>Signed and sworn to before me at _____, on this _____ day of _____ 20__</p> <p>by the deponent, who has acknowledged that he/she knows and understands the contents of this affidavit, it is true and correct to the best of his/her knowledge and that he/she has no objection to taking the prescribed oath, and that the prescribed oath will be binding on his/her conscience.</p> <p>COMMISSIONER OF OATHS:-</p> <p>Position: _____</p> <p>Address: _____</p> <p>Tel: _____</p>	<p>Apply official stamp of authority on this page:</p>
---	---

17. MBD 16 – KEY PERFORMANCE INDICATORS
1. KEY PERFORMANCE INDICATORS (KPIs)

- | | |
|------|--|
| 1.1. | Work(s) performed / goods delivered within timeframes specified |
| 1.2. | Work(s) performed / goods delivered within financial framework specified |
| 1.3. | Acceptable quality of work(s) performed / goods delivered |

I / We acknowledge that I / we am / are fully acquainted with the abovementioned Key Performance Indicators (KPIs) applicable to this tender / contract as stipulated by the Municipality and that I / we accept these Key Performance Indicators (KPIs) in all respects.

I / We furthermore confirm I / we satisfied myself / ourselves as to the corrections and validity of my / our tender: that the price quoted cover all the work / item(s) specified in the tender document and that the price cover all my / our obligations under a resulting contract and that I / we accept that any mistake(s) regarding price and calculations will be at my / our risk.

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			
WITNESS 1		WITNESS 2	

18. SECTION 37(2) OF THE OCCUPATIONAL HEALTH AND SAFETY ACT, NO 85 OF 1993

INTRODUCTION

In terms of section 16(1) of the Occupational Health and Safety Act, 1993 (Act 85 of 1993) the Chief Executive Officer is responsible as far as is reasonably practicable to ensure that the duties of his employer as contemplated in the Act are properly discharged. This responsibility is also, in terms of section 37(2) of the Act, extended to include a mandatary that performs work on behalf of the employer on his/her premises.

A “mandatary” is defined in the said Act as: - *“Including an agent, contractor or subcontractor for work, but without derogating from his status in his own right as an employer or user”*

In terms of Section 37(2), read with section 41, of the said Act, it is legally possible for an employer to indemnify himself from this responsibility or liability regarding the actions of the mandatary. Section 37(2) stipulates that there should be a written agreement in place between the employer and the mandatary regarding the arrangements and procedures between them to ensure compliance by the mandatary with the provisions of the Occupational Health and Safety Act, 1993.

By ensuring that there is a written agreement in place, the management of Overstrand Municipality is acting in a responsible manner, so as to ensure that this requirement is indeed being met.

In order to ensure that this written agreement is honoured at all times, regular inspections of work that is in the process of being executed will be conducted and if found not to be in compliance with the said agreement, a notice of non-compliance will be issued. All work will be stopped, reasons for non-compliance must be given including the corrective action that will be taken to rectify the situation must be stipulated.

COMPENSATION FOR OCCUPATIONAL INJURIES AND DISEASES ACT, 1993 (ACT 130 OF 1993)

Overstrand Municipality has legal duty in terms of Section 89 of the said Act to ensure that all contractors with whom agreements are entered into for the execution of work are registered as employers in accordance with the provisions of this Act and that all the necessary assessments have been paid by the contractor.

In order to enter into this agreement, the following information is needed regarding the above-mentioned:

Contractor's registration number with the office of the Compensation Commissioner:	
--	--

NOTE:

A copy of the latest receipt together with a copy of the relevant assessment OR a copy of a valid Letter of Good Standing to be handed in, in this regard.

PRINT NAME:			
CAPACITY:		Name of firm	
SIGNATURE:		DATE:	

WRITTEN AGREEMENT

This is a written agreement between

OVERSTRAND MUNICIPALITY

And

(Name of the MANDATARY)

in terms Section 37(2) of the Occupational Health and Safety Act, 1993 (Act 85 of 1993) as amended.

I, _____,
representing the MANDATARY do hereby acknowledge that _____
(mandatary) is an employer in its own right with duties as prescribed in the Occupational Health and Safety Act, 1993 (Act 85 of 1993) as amended and agree to ensure that all work that will be performed, any article or substance that will be produced, processed, used, handled, stored or transported and plant and machinery that will be used, will be done in accordance with the provisions of the said Act.

I furthermore agree to comply with the Health and Safety requirements and to liaise with the Municipality should I, for whatever reason, be unable to perform in terms of this Agreement.

SIGNED ON BEHALF OF MANDATORY			
DATE:		PLACE:	
PRINT NAME:			
CAPACITY:			
SIGNATURE:			

SIGNED ON BEHALF OF THE MUNICIPALITY			
DATE:		PLACE:	
PRINT NAME:			
CAPACITY:			
SIGNATURE:			

19. INDEMNITY

Given by (name of company) _____
 of (registered address of company) _____
 a company with limited liability registration number _____
 registered in terms of Laws of the Republic of South Africa (hereinafter the contractor), represented by
 (name of representative) _____
 in his capacity as (designation) _____
 of the contractor, and duly authorised by a resolution dated _____/20_____.
WHEREAS the contractor entered into a contract with the municipality dated _____/20_____.

AND WHEREAS the Municipality requires an indemnity from the contractor.

NOW THEREFORE the contractor hereby indemnifies and holds harmless the Municipality in respect of all loss and/or damage that may be incurred or sustained by the contractor by reason of or in any way arising out of or caused by operations that may be carried out by the contractor in connection with the aforementioned contract; and also in respect of all claims that may be instituted against the Municipality in consequence of such operations, by reason of or in any way arising out of any accidents or damage to life or property or any other cause whatsoever including all legal fees and costs that may be incurred by the Municipality in examining, resisting or settling any such claims.

SIGNATURE OF CONTRACTOR:	
DATE:	
SIGNATURE OF WITNESS 1:	
DATE:	
SIGNATURE OF WITNESS 2:	
DATE:	



PART B – SPECIFICATIONS AND PRICING SCHEDULE

- SECTION 1: OVERALL AND PERSONAL PROTECTIVE CLOTHING**
- SECTION 2: PROTECTION SERVICES PROTECTIVE CLOTHING AND UNIFORM**
- SECTION 3: FIRE BRIGADE PROTECTIVE CLOTHING**
- SECTION 4: ENVIRONMENTAL MANAGEMENT UNIFORM AND PROTECTIVE CLOTHING**

20. SPECIFICATIONS

1. Introduction

The successful bidder / bidders will be expected to supply and deliver Protective clothing items to Overstrand Municipality (OM) for the contract period ending 30 June 2021.

- 1.1. The submission of a tender signifies complete acceptance of the conditions contained in these instructions, the Form of Offer and the annexures.
- 1.2. Together with each tender submitted, it is **requested** that the lead times, manufacturer and calculations (**pricing schedule**) **be submitted on a CD or USB memory stick in a Microsoft Excel spread sheet.**
- 1.3. As the tender consists of Section 1, Section 2/3 & Section 4 in the pricing schedule which will be available separate on the Overstrand web site, at (<http://www.overstrand.gov.za>)
- 1.4. Should there be any inconsistencies in the pricing between the CD or USB prices and the pricing entered in the tender document itself the hand written price will be deemed to be correct.
- 1.5. Neither the CD nor the USB memory stick will be returned after the tender process is completed.

2. Background

As some of the current tender for Protective Clothing is drawing to a close it is necessary to request bidders to tender for the supply and delivery of Protective Clothing items. It is necessary to understand the following.

- 2.1. The Current tender for Section 1: Overall and Personal Protective Clothing expires on 30 June 2018 (T-shirts, Rain Suits, Gumboots, gloves, Masks, Reflective jackets, Freezer Jacket & Chain saw apparel) & on 31 October 2018 (Overalls & Safety Boots and shoes).

3. Scope

3.1. Time

- 3.1.1. Lead times **should** be indicated on the pricing schedule and delivery **must** take place within the lead times specified by the bidder, to give effect to the obligations in the agreement. Failure to do so the lead time will default to 21 working days from date of order.

3.2. Pricing:

- 3.2.1. Prices must include delivery and off-loading at the respective stores mentioned 5.6 below and must **INCLUDE VAT.**
- 3.2.2. Prices should be fixed for a period ending 30 June 2021, subject to price movement accepted by OM. Should excessive increases occur, the municipality will reserve the right to obtain other quotations and/or cancel the contract.
- 3.2.3. **Section 2 & 3 Protection Services Protective Clothing and Uniform**
 - 3.2.3.1. It must be noted that some of the items are grouped together for the sake of colour matching and these grouped items will be awarded as such instead of single items. The following grouped items have been identified:
 - 3.2.3.2. Items 20 to 23, 25, 26, 28, 30, 31 & 33

3.3. Price Movements

3.3.1. Price Adjustment Mechanism:

The following mechanism has been put in place to manage the process of handling price adjustments between OM and the supplier. The price adjustment mechanism has been broken down into the respective cost elements. It is very important to note that the supplier is responsible for ensuring that all cost elements are reflected on the cost breakdown sheet. The cost breakdown sheet will be the base used once the supplier has received an award as the

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

successful bidder. **These cost elements will be locked in for the duration of the agreement and can only be adjusted by following the price adjustment mechanism.** The supplier must also take cognisance that cost management forms a major part of the supplier performance. In the event that OM receives a price adjustment for a cost element that is not on the cost breakdown sheet, then such price adjustment will not be accepted by OM as a valid ground for adjustment. The only exception will be if the supplier proposes a cost down initiative which will reduce the price to OM.

3.3.2. Material Price adjustment

30 (Thirty) days' notice period apply.

Kindly note that packaging, although mentioned separate on the price breakdown, is included under the material price adjustment mechanism.

3.3.2.1. The supplier receives price adjustment notification from his/her supplier.

3.3.2.2. The supplier adjusts the price on the cost breakdown sheet

3.3.2.3. The supplier send new cost breakdown sheet accompanied by accepted price adjustment notification communication from his / her supplier to OM. This new cost break down must be accompanied by official price adjustment request from the supplier. Such price adjustment request must include the following information but not limited to:

3.3.2.3.1. Justification for price adjustment request

3.3.2.3.2. -Suggested effective date

3.3.2.3.3. Cost element effected on cost breakdown sheet

3.3.2.3.4. Price adjustment percentage

3.3.2.4. OM acknowledge receipt of price adjustment notification in writing within 3 (three) working days of receiving such notification from supplier

3.3.2.5. OM notify the supplier acceptance of the price adjustment with reference to the agreed effective date and new selling price in writing within 14 (fourteen) working days from receipt of notification from the supplier.

3.3.2.6. OM notify supplier of non-acceptance of the price adjustment with reference to the reasons for non-acceptance and the need of negotiation and or discussions surrounding the area ('s) of concern in writing 14 (fourteen) working days from receipt of notification from the supplier.

3.3.3. Delivery Price adjustment

30 (Thirty) days' notice period apply

The delivery cost element only caters for the variable portion of the cost breakdown. The fixed portion must be included in the sales and general administration (S&GA) element of the cost breakdown. The variable portion must include but is not limited to:

3.3.3.1. Fuel

3.3.3.2. Running cost

3.3.3.3. Maintenance

3.3.3.4. Outsourced delivery cost per unit (Where supplier outsource delivery responsibility to a third party)

3.3.4. Fuel cost

Cost base must be established up front. This element will be reviewed on an annual basis, and the moving average price of fuel will be used to determine the movement in cost.

3.3.4.1. Running cost

This element will be reviewed on an annual basis, and CPI will be used to determine the percentage move.

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

3.3.4.2. Maintenance Cost

This element will be reviewed on an annual basis, and CPI will be used to determine the percentage move

3.3.4.3. Third Party Cost

This element will be reviewed as and when the supplier's third party partner request an increase on delivery cost. Documented proof must be given for the increase and will be handled in the same manner as the material price adjustment mechanism.

3.3.5. Labour Price Adjustment

30 (Thirty) days' notice period apply

3.3.5.1. The supplier obtain ratified proof of labour price movement from an industry bargaining council, union and or recognized labour representative body. It is the supplier's responsibility to ensure that OM is notified how labour cost movement is handled internally. If no proof can be given on a reasonable mechanism, then such price adjustment will not be accepted. OM will however accept documented proof of internal notice / memos ratifying an adjustment, instances where the supplier is not bound to industry related adjustment mechanisms. If this is the case then the supplier must communicate this on the cost breakdown.

3.3.5.2. The supplier apply the percentage move to the labour element on the cost breakdown sheet

3.3.5.3. The supplier send new cost breakdown sheet accompanied by accepted price adjustment notification communication from agreed body to OM. This new cost break down must be accompanied by official price adjustment request from the supplier. Such price adjustment request must include the following information but not limited to:

3.3.5.3.1. Justification for price adjustment request

3.3.5.3.2. Suggested effective date

3.3.5.3.3. Cost element effected on cost breakdown sheet

3.3.5.3.4. Price adjustment percentage

3.3.5.4. OM acknowledge receipt of price adjustment notification in writing within 3 (three) working days of receiving such notification from supplier

3.3.5.5. OM notify the supplier acceptance of the price adjustment with reference to the agreed effective date and new selling price in writing within 14 (fourteen) working days from receipt of notification from the supplier.

3.3.5.6. OM notify supplier of non-acceptance of the price adjustment with reference to the reasons for non-acceptance and the need of negotiation and or discussions surrounding the area ('s) of concern in writing 14 (fourteen) working days from receipt of notification from the supplier.

3.3.6. Sales and General Administration Excluding Profit (SG&A) Price Adjustment

30 (Thirty) days' notice period apply

3.3.6.1. Please note that Profit is excluded from this cost element. This element is mostly the supplier's fixed cost element. This element will only be accepted once a year. The CPI adjustment mechanism will be used for this cost element.

3.3.6.2. The supplier apply the percentage move to the SG&A element on the cost breakdown sheet

3.3.6.3. The supplier send new cost breakdown sheet accompanied by price adjustment request. Such price adjustment request must include the following information but not limited to:

3.3.6.3.1. Justification for price adjustment request

3.3.6.3.2. Suggested effective date

3.3.6.3.3. Cost element effected on cost breakdown sheet

3.3.6.3.4. Price adjustment percentage

3.3.6.4. The supplier send OM a letter requesting a SG&A price adjustment in-line with the agreement 1 (one) month prior to the anniversary date of the contract

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

- 3.3.6.5. OM acknowledge receipt of price adjustment notification in writing within 3 (three) working days of receiving such notification from supplier
- 3.3.6.6. OM notify the supplier acceptance of the price adjustment with reference to the agreed effective date and new selling price in writing within 14 (fourteen) working days from receipt of notification from the supplier
- 3.3.6.7. OM notify supplier of non-acceptance of the price adjustment with reference to the reasons for non-acceptance and the need of negotiation and or discussions surrounding the area ('s) of concern in writing 14 (fourteen) working days from receipt of notification from the supplier.
- 3.3.7. **Profit Price Adjustment:**
OM will not accept any price adjustments on the profit portion of the cost breakdown. Increase in profits is the responsibility of the supplier, and profit should be increased by efficiency improvements, value stream analysis and continuous improvement projects within the supplier. Please take note that OM will apply a reasonableness test on profit contributions on the cost breakdown. If it is found that the contribution of profit is not correlating with industry benchmark, then such a cost breakdown will be deemed unreasonable.
- 3.4. **Quality and quantities:**
- 3.4.1. Special brands, where brand names are used it is to indicate the standard of quality desired. Bidder's equal/similar item will be considered, provided that the Bidder specifies brand name(s) and submits full specifications. If the full set of specifications of the alternative item is not submitted, the item will not be evaluated and will not be considered for award.
- 3.4.2. In the event the Municipality elects to accept an alternative item purported to be equal / similar by the bidder, acceptance of the item(s) will be conditional on the Municipality's inspection and testing after receipt.
- 3.4.3. If, in the sole judgment of the Municipality, the item is determined not to be equal / similar, the item shall be collected by the Bidder and not be considered for award.
- 3.4.4. Quality test: The Municipality may from time to time test the quality of the products and non-compliance with the original specifications may result in the termination of the contract. Should the Municipality suffer any losses due to substandard quality products (as agreed to) the supplier will be held responsible.
- 3.4.5. All product items should carry (minimum of one year) guarantees or warranties. Defects will be replaced at the expense of the supplier. The supplier will be responsible to ensure that the products are replaced and delivered.
- 3.4.6. **Section 2 & 3 Protection Services Protective Clothing and Uniform**
- 3.4.6.1. All Bidder's must submit a SABS manufacturing Capability Report Certificate which is not older than twelve (12) months, which certifies the capability to manufacture the specific items tendered for with their tender.
- 3.4.7. The quantities as indicated in the pricing schedule are only estimates which will be used in order to evaluate the bid. The OM will not be bound to the estimated quantities as this will be an "as and when" tender.
- 3.4.8. OM reserves the right to reject restrictions on limited quantities provided by bidders.
- 3.5. Non-compliance with the agreed delivery time, quality, quantity and prices agreed (price movement included) could lead to breach of contract and the supplier will be liable for any expenses incurred as a result thereof..

4. Samples

- 4.1.1. **Section 1:** Bidders must supply samples of **ALL products**, free of charge, before or on closing date of tender. A sample does not have to have the printed logo.

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

- 4.1.1.1. **Section 2 & 3**, Bidders must supply samples of **ALL products**, free of charge, before or on closing date of tender. Samples does not have to have the printed logo, for **Section 2 & 3** the samples will be returned after evaluation due to high value of some of these items, at the bidders own expense.
- 4.2. Bidder's name must be clearly marked on all samples.
- 4.3. Samples must be handed in at the following addresses
- 4.3.1. **Section 1:** Hermanus Main Store, 9 Mussel Road Hermanus
- 4.3.2. **Section 2 / 3:** Environmental Management Section Office, C/O Molteno And Viljoen Street, Onrus
- 4.3.3. **Section 4:** Environmental Management Section Office, C/O Molteno And Viljoen Street, Onrus
- 4.4. The samples of unsuccessful bidders must be collected from the respective addresses as list above within 30 days of notification. The samples will be discarded if not collected within 30 days and the Overstrand Municipality will not be accountable for any loss suffered by the bidder due to the discarding of the samples.
- 5. General**
- 5.1. Two bidders will be identified for award, to ensure that if the first bidder fails to perform according to the tender conditions, the second bidder will be used from which to procure the goods. The first will be held responsible for the cost difference. OM will not be obligated to place orders with the second bidder, when performance of the first bidders is of an acceptable standard.
- 5.2. OM reserves the right to award products / items individually or per category of products / items.
- 5.3. OM reserves the right to claim any damages caused by the bidder for the withdrawal of a bidder after the award has taken place. This claim, due to withdrawal, will include administration and advertisement expenses.
- 5.4. **Evaluation:**
- 5.4.1. Awards will be made per item and not per line item, therefore tenderers **MUST** tender on all sizes per item to be considered for evaluation. Should any tenderer fail to tender on all sizes, his/her tender for this specific item will be disqualified.
- 5.5. **Key Performance Indicators:**
- 5.5.1. The Overstrand Municipality measures the performance of Service Providers on a monthly basis. The Key Performance Indicators (KPI's) to which the Service Provider in this tender will be measured are as follows:
- 5.5.2. Timeous delivery of items as stipulated in Par.5.6.
- 5.5.3. Quality of product as stipulated in Section B: Specifications of this document.
- 5.5.4. Correct invoicing
- 5.5.5. The Service Provider will be notified if the KPI's are not met. If the Service Provider cannot submit satisfactory reasons why the KPI's was not met, the contract may be cancelled and the Service Provider may be blacklisted.
- 5.6. **Deliveries:**
- 5.6.1. The delivery address will be indicated on the official order as one of the following:
- 5.6.1.1. Section 1: Hermanus Main Store, 9 Mussel Road Hermanus
- 5.6.1.2. Section 2/3: Fire Brigade Protective Clothing:, Hermanus Fire Station, 9 Mussel road Hermanus
- 5.6.1.3. Section 2/3: Protection Services: C/O Molteno And Viljoen Street, Onrus
- 5.6.1.4. Section 4: Environmental Management Section Office, C/O Molteno And Viljoen Street, Onrus
- 5.6.2. Delivery of products to the designated delivery addresses as indicated above **must** include the off-loading thereof at the supplier's own risk and cost.

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

5.6.3. Delivery must take place on normal business days between 08h00 and 15h00 (excluding lunch hour 13h00 to 13h45). Non-compliance hereto, could lead to the rejection of the delivery and OM will not be held responsible for any cost incurred.

5.6.4. Bidders must supply and ensure the availability of their own labour for the offloading of the products at the designated Municipal Stores.

5.7. **Validity period of tenders:** 90 days.

5.8. Orders, Invoicing and delivery notes

5.8.1. The Municipality will place orders as and when required during the contract period.

5.8.2. An official order must be issued before any delivery may be made to the Municipality.

5.8.3. It may be required from the supplier to keep stock of products or to ensure that full delivery takes place according to the order quantities.

5.8.4. All deliveries should be accompanied by at least a delivery note. OM reserves the right to reject the delivery without a delivery note.

5.8.5. Preferably an invoice or pro-forma invoice must accompany all deliveries.

5.8.6. Incorrect invoicing will delay payment and the supplier will be held responsible for correction and resubmission of correct invoices and statements. Settlement discounts on early payments will be reserved if payment is delayed due to incorrect invoicing by the supplier (if applicable and to the agreed settlement discount).

5.9. Incorrect Information

5.9.1. Where a contract has been awarded on the strength of the information furnished by the bidder which, after the conclusion of the relevant agreement, is proved to have been incorrect.

5.9.2. The Municipality may, in addition to any other legal remedy it may have, recover from the contractor all costs, losses or damages incurred or sustained by the Municipality as a result of the award of the contract.

6. Local Content

6.1. Preferential Procurement Regulations, 2017 (Regulation 8) makes provision for the promotion of local production and content.

6.2. Regulation 8.2 prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.

6.3. In terms of legislation, the bidder must complete MBD 6.2 included herein. In Annexure C of the said document, the Bidder's must confirm the local content of the items:

6.4. Textile, leather clothing and footwear.

7. Preference of documentation and terms and conditions after award of the tenders:

7.1. Any terms and/or condition in contradiction of the Municipal Financial Management Act, 56 of 2003, will be deemed as null and void from origin.

7.2. The documentation in the bid as well as documentation signed by both parties after the award of the bid will take preference as follows:

7.2.1. Specifications and Pricing Schedule

7.2.2. General Conditions of Tender


7.2.3. General Conditions of Contract

7.2.4. Service Level Agreement/s (SLA)/Service Delivery Agreements (SDA); License Agreements;

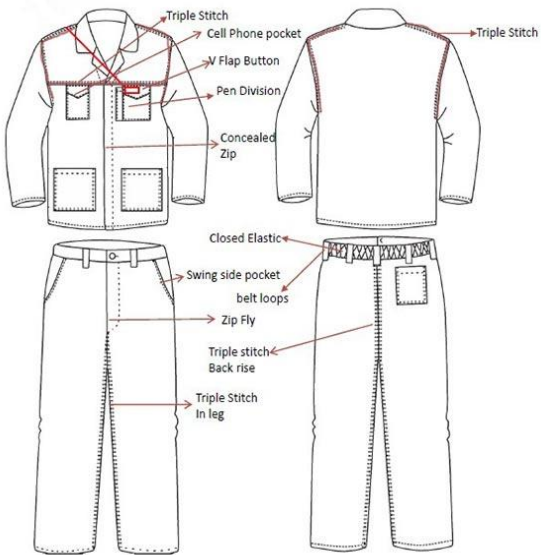


7.2.5. Memorandum of Agreement/s (MOA) or/and Memorandum of Understanding (MOU).

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

SECTION 1: SPECIFICATIONS – OVERALL AND PERSONAL PROTECTIVE CLOTHING

1.	OVERALL PANTS & JACKETS: 100% COTTON WITH LIME GREEN REFLECTIVE TAPE <u>WITH</u> LOGO
	<p>1.1. Sizes: 32 to 60. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit</p> <p>1.2. Colour: Royal Blue</p> <p>1.3. Fabric: J54 100% cotton fabric to be locally manufactured, and the fabric to either to bear the SABS mark or manufactured to SABS specifications. (Confirmation to be submitted with the offer).</p> <p>1.4. Key Features</p> <ul style="list-style-type: none"> 1.4.1. SABS cut 1.4.2. Large Pockets 1.4.3. Side Venting 1.4.4. All stress points reinforced 1.4.5. All seams lapped and triple stitched 1.4.6. Conti suits must be fitted with YKK zips (or similar quality). Zip fronts must be concealed <p>1.5. Trouser:</p> <ul style="list-style-type: none"> 1.5.1. Half elasticated waist 1.5.2. Minimum of 5 belt loops 1.5.3. 2 X Swing pockets and 1 X back pocket 1.5.4. Front must fasten with corrosion-resistant riveted button <p>1.6. Reflective Tape: Lime Green Reflective tape of 50mm wide must be stitched across the chest and back, around the sleeves (elbows) and trouser legs (knees).</p> <p>1.7. Label: Must provide the following information,</p> <ul style="list-style-type: none"> 1.7.1. Jacket: must bear the information about the chest size of the jacket that would normally be worn with that pair of trousers, for example Chest 102; Waist 92 To be place in the neck 1.7.2. Trousers: must bear the following information about the waste size of the trouser that would normally be worn with that size jacket, for example Chest 102; Waist 92 1.7.3. To be place on the side of the pants next to the opening of the side pocket for ease of identifying the size of the pants <p>1.8. Screen printed Municipal logo above the left front pocket</p> <div data-bbox="300 1458 943 1756" style="text-align: center;">  </div> <p>NB: THIS LOGO MUST BE RENDERED AND PRINTED WHITE ON BLUE</p>

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

<p>1.9. Features: (see diagram)</p> <p>1.9.1. Neck label/hanger loop</p> <p>1.9.2. Top stitching on armhole, shoulder, collar and yoke</p> <p>1.9.3. Concealed press stud</p> <p>1.9.4. Chest pocket with press stud</p> <p>1.9.5. Pen pocket division</p> <p>1.9.6. Concealed zip front</p> <p>1.9.7. Large hip pockets</p> <p>1.9.8. All pockets double stitched</p> <p>1.9.9. Swing pockets</p> <p>1.9.10. Half elasticated waist band</p> <p>1.9.11. Triple needle stitch on back rise for durability</p> <p>1.9.12. All stress points reinforced</p> <p>1.9.13. Concealed YKK Zips or (similar quality)</p>	<p>Style : 100% Cotton</p> <p>Description : J54 R/Blue, Breast pocket with V flap concealed press stud and pen division, cellphone pocket V flap concealed press stud, Triple Stitched</p> 
2. 150G POLY COTTON SAFETY T-SHIRT WITH REFLECTIVE TAPE WITH LOGO	
<p>2.1. 150g Polly cotton</p> <p>2.2. Double needle finish and top-stitching for durability</p> <p>2.3. High visibility Reflective strips on the arms and across the chest</p> <p>2.4. Colours: Navy Blue</p> <p>2.5. Sizes: SML, MED, LAR, X-LAR , 2, 3, 4 & 5XL</p>	
3. REFLECTIVE JACKETS WITH ID POCKET	
<p>3.1. Sleeveless jacket with ID pocket and zip. 5cm reflective tape</p> <p>3.2. Sizes: SML, MED, LAR, X-LAR , 2, 3, 4 & 5XL</p>	
4. RAIN SUITS WITH REFLECTIVE TAPE	
<p>4.1. Materials</p> <p>4.1.1. General: The materials specified in ii to xi below shall be supplied and used by the manufacturer. The colour of the press-stud domes and of the cord and threads shall be an acceptable match to that of the fabric.</p> <p>4.1.2. Outer Material: The outer material shall be of nylon rubberised taffeta with polyurethane coating that complies with the requirements given in Table 1. The colour shall be an acceptable match to shade No. X3079 "Navy Blue" of CKS 129.</p> <p>4.1.3. Inner Material: The inner material shall be of a Brush Cotton fabric of the class 280g/m2. The colour shall match the colour of outer material as specified in ii. Above.</p> <p>4.1.4. Reflective strips: The Orange Reflective Stripes shall be of a 50mm PVC reflective tape. EN471 approved</p> <p>4.1.5. Press-studs: Acceptable nickel-plated press-stud fasteners of the M and F type.</p> <p>4.1.6. Draw Cords: Draw cords of a round lacing having a nominal diameter of min 3 mm and in which the braided threads are synthetic.</p>	

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

- 4.1.7. **Draw Cord Cones:** Plastics draw cords cones of nominal length of min 12 mm and having a hole, that has a nominal diameter of min 4 mm at one end increasing to min of 7 mm at the other end (to accommodate the knotted end of a draw cord).
- 4.1.8. **Eyelets:** Acceptable nickel-plated eyelets with washers and of nominal internal diameter of min 5 mm.
- 4.1.9. **Thread:** The thread shall comply with the relevant requirements of SABS 1362 and shall be a polyester-and-cotton core-spun thread or a staple polyester thread, ticket No. 80 (in both cases).
- 4.1.10. **Elastic webbing:** woven elastic webbing with a cotton-and-rubber wrap and cotton weft. The webbing shall have a stitch of at least 120%.
- 4.2. **Workmanship:** The suits shall be cut and made with first class workmanship throughout and shall be free from defects that affect their appearance or may affect their serviceability (or both), and from marks, spots and stains incurred in the making up. Seams shall be smooth and all stitching shall be uniform. Seams and stitching (including those reinforced by tape sealing) shall be free from twists, pleats and puckers and shall be sufficiently extensible to obviate seam cracking and undue shrinkage in use. All ends of sewing that are not secured in seams or in other sewing shall be adequately bar-tacked. All ends of sewing shall have been trimmed and loose threads removed. The suits shall be of uniform and acceptable make, colour and finish, and the matching of the shades of the component parts of a suit shall be such as to be acceptable.
- 4.3. **Style:** The foul-weather suit shall consist of trousers of the pull-on type and a jacket, both of the same size designation. The jacket shall be of the single-breasted type, fastening to the neck with press-studs and having an attached hood with draw cord adjustment. The sleeves shall be of the "Magyar" style, i.e. the back; fronts and sleeves shall be cut in one. Trousers shall be of the pull-on type, i.e. without flies, pocket openings or sewn-on waistbands. They shall be supported by adequate section of elastic 50 mm wide formed at the waist of the trousers.
- 4.4. **Sizes:** The suits shall be supplied in one or more of the size designations given in Column 1 of Table 3, as specified in the order or contract, and its measurements, determined in accordance with SABS 0188, shall conform to the appropriate values in Columns 2 to 8 inclusive.

TABLE 3 – SIZE RANGE							
1	2	3	4	5	6	7	8
Nominal finished garment measurements, cm							
Jacket				Trousers			
Size Designation	Chest	Back Length	Sleeve Length	Elasticised waist		Outside Leg Length	Inside Leg Length
				Relaxed	Extended		
Small	114	77	80	55	110	109	74
Medium	120	77	82	58	116	112	76
Large	126	79	84	60	120	113	77
X-Large	130	79	85	64	124	113	79
XX-Large	136	80	87	65	130	113	79
XXX-Large	142	80	89	69	138	113	79
XXXX-Large	147	80	89	71	142	113	79

Note: Unless inconsistent with the test, all measurements are nominal.

4.4.1. SIZE:

- 4.4.1.1. X-Small (72-77)
- 4.4.1.2. Small (82-87)
- 4.4.1.3. Medium (92-97)
- 4.4.1.4. Large (102-107)
- 4.4.1.5. X-Large (112-117)
- 4.4.1.6. XX-Large (122-127)
- 4.4.1.7. XXX-Large (132-137)
- 4.4.1.8. XXXX-Large (142-147)

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

4.5. Make**4.5.1. Jacket**

4.5.1.1. Front section: Each front section shall have a sewn-on outer material facing, of finished width of 6 cm, over its full length. The left front section shall have four equidistantly spaced female sections of press-studs secured and centred 254mm from the front edge. The top stud shall be 25mm below the top edge of the facing and the bottom stud shall be located 14 cm above the button edge of the jacket. On the right front there shall be four mating male sections of press-studs located at positions corresponding to those of the female sections. Each front section may have one horizontal join across the full width of the section. A slide fastener of the Performance Class D Type 20 as per SABS 1822 shall be fitted to the full body length of the jacket. Medium size pockets from side to side and depth of 12cm, with cover flaps, shall be fitted. A 50mm wide orange reflective stripe shall be fitted over the pocket flaps and around the waist.

4.5.1.2. Back section: The back section shall be plain and integral with the two front sections; therefore there shall be no shoulder seams.

4.5.1.3. Sleeves: The sleeves shall be formed by extensions. The underarm of each sleeve shall be a continuation of the appropriate side seam of the body. Each sleeve section may have a join around the circumference of the sleeve and parallel to the cuff. Each cuff shall be fitted with an inverted cuff. A 50mm wide orange reflective material or equivalent shall be fitted to each sleeve above the elbow section.

4.5.1.4. Hood: The hood shall consist of two sections that are joined by a seam that extends from the forehead over the crown to the centre neck. The front edge of the hood shall be faced with a 40mm wide facing of coated fabric so stitched to the hood as to form a tunnel of finished width of 30mm. An eyelet shall be located and secured-through each of the facings only, 40mm above the hood to neck seam. The tunnel shall be fitted with a draw cord that had a protrusion of length (before adjustment) 120 mm at each eyelet. Each end of the draw cord shall be fitted with a draw cord cone knotted, and the knot concealed in the cone.

4.5.1.5. Hems: The lower edges of the jacket and sleeves shall be turned up 15mm, turned in 5mm and stitched 2mm from the turned-in edge.

4.5.1.6. Edges: The front edge and the front edge of the hood shall be stitched 2mm from the seamed edge.

4.5.1.7. Ventilation eyelets: Two punched holes of nominal inside diameter of not less than 5 mm fitted with eyelets under each arm.

4.5.1.8. Inner lining: The inner lining shall be fixed with a double hemmed stitching throughout the jacket.

4.5.2. Trousers: The trousers shall be plain and may be cut without an inside leg seam or alternatively without an outside leg seam. The top of the trousers shall have a reinforced section of not less than mm to carry the 50mm black elastic webbing. The trousers shall be fitted with min of 6 x 35mm belt loops evenly spaced on the outside top of the elastic webbing. A suitable length of elastic webbing shall be fitted to accommodate each size. The bottoms shall be plain and have a hem of finished width of not less than 15mm. Trousers to be manufactured with reinforced crotch.

4.6. Stitches, Seams and Stitching

4.6.1. General: All sewing shall be in accordance with SABS 0101.

4.6.2. Stitches: All stitches shall be stitch type 301.

4.6.3. Seams:

4.6.3.1. Seams shall be at least 6 mm wide and shall be tape sealed as follows:

4.6.3.2. Side and underarm sleeve seams. Seam type SSN

4.6.3.3. All other seams. Seam type SSA

4.6.3.4. Facing to front and hood. Seam type SSE

4.6.4. Stitching for jacket, sleeve and trouser hems. Stitching type EFB.

4.6.5. Number of stitches: For all sewing the number of stitches per unit length shall be 24 + 4 per 10 cm.

Note: Hood panel and neck seams; front and sleeve-joining seams and trouser leg and seat seams shall be weather-proofed by tape sealing. Front- and sleeve-joining seams shall be "weathered" i.e. so folded that rain running down the outer.





SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

	<p>4.7. Packing And Marking</p> <p>4.7.1. Packing: The suits shall be delivered in a commercially dry condition. Each suit (consisting of a jacket and a pair of trousers of the same size) shall be neatly folded and individually packing in a plastic envelope of a suitable size and shape. Unless otherwise specified in the order or contract, the suits shall then be acceptable packet (in units of ten) for transit in bulk containers. Only suits of the same size designation shall be packed together in a bulk container (unless quantities ordered on such that packing of the same size only is not justified). Suits of different size designation may also be packed together to accommodate the last part of an order or contract.</p> <p>4.7.2. Marking</p> <p>4.7.2.1. Suits. Each jacket and each trouser shall have a woven cotton or rayon label securely sewn on the inside into the back neck seam and waist reinforced section of the trousers as approved. The label shall be legibly and indelibly marked with the following particulars:</p> <p>4.7.2.1.1. Manufacturer's name or trade mark on both</p> <p>4.7.2.1.2. Size designation</p> <p>4.7.2.2. Containers: Each bulk container shall have a label securely attached to the outside. This label shall be visible when containers are marked</p>
5.	FREEZER JACKET (ESKIMO OR SIMILAR APPROVED)
	<p>5.1. Sizes: Small to 4X Large. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit</p> <p>5.1.1.1. X-Small (72-77)</p> <p>5.1.1.2. Small (82-87)</p> <p>5.1.1.3. Medium (92-97)</p> <p>5.1.1.4. Large (102-107)</p> <p>5.1.1.5. X-Large (112-117)</p> <p>5.1.1.6. XX-Large (122-127)</p> <p>5.1.1.7. XXX-Large (132-137)</p> <p>5.1.1.8. XXXX-Large (142-147)</p> <p>5.2. Single – Lined</p> <p>5.3. Water resistant Oxford nylon outer</p> <p>5.4. Polyester pongee lining</p> <p>5.5. 180 gram thermo bond filler</p> <p>5.6. Rated for - 5°c</p> <p>5.7. Top stitching on shoulder, collar & yoke</p> <p>5.8. Allows ventilation and wicks moisture away</p>
6.	CHAINSAW JACKETS
	<p>6.1. Chainsaw protective jackets in the EU must comply with EN381-11.</p> <p>6.2. The protective materials must be designed to slow the chain's rate of cutting and clog the mechanism, rather than protect the wearer completely.</p>
7.	CHAINSAW PANTS (RUSSO OR SIMILAR)
	<p>7.1. Standard Type A protects only the front of the legs, and can be supplied as chaps, worn over conventional work clothes, or as conventional trousers.</p> <p>7.2. The protective materials must be designed to slow the chain's rate of cutting and clog the mechanism, rather than protect the wearer completely.</p>








SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

8.	Safety Boots (LEMAITRE 8031 MAXECO SAFETY BOOT or similar approved)		
8.1.	Description:	Chukka Safety Boot / Safety Shoe	
8.2.	Sex:	Unisex	
8.3.	Category:	Industrial Steel Toe Cap	
8.4.	Purpose:	General Industry/Agricultural/Mining	
8.5.	Resistance:	Acid / Oil – Fuel/ Water	
8.6.	Upper Material:	Bartan Leather treated for resistance to a wide spectrum of harmful substances commonly found in the industrial work environment.	
8.7.	Sole Material:	Double density polyurethane. Resistant to acids, alkalis, oil, petrol, solvents & extreme heat.	
8.8.	Sole Construction:	Direct injected moulded	
8.9.	Mid Soles:	Fitted with carbon-impregnated midsoles for protection against electrical shocks & burns	
8.10.	Shoe Lining:	Highly absorbent full vamp lining to ensure comfortable and dry feet.	
8.11.	Tongue:	Bellow tongue	
8.12.	Toecap:	Extra wide fitting steel toe cap resistant to 200J	
8.13.	Sizes:	3 to 12	
8.14.	Colour:	Black	
9.	Gents Safety Shoes (LEMAITRE 8102 ROBUST SAFETY SHOE or similar approved)		
9.1.	Description:	Safety Shoe	
9.2.	Sex:	Male	
9.3.	Category:	Industrial Steel Toe Cap	
9.4.	Purpose:	General Industry/Agricultural/Mining	
9.5.	Resistance:	Acid / Oil – Fuel/ Water	
9.6.	Upper Material:	Bartan Leather treated for resistance to a wide spectrum of harmful substances commonly found in the industrial work environment	
9.7.	Sole Material:	Double density polyurethane. Resistant to acids, alkalis, oil, petrol, solvents and extreme heat.	
9.8.	Sole Construction:	Direct injected moulded	
9.9.	Mid Soles:	Fitted with carbon-impregnated midsoles for protection against electrical shocks and burns	
9.10.	Shoe Lining:	Highly absorbent full vamp lining to ensure comfortable and dry feet.	
9.11.	Tongue:	Standard	
9.12.	Toecap:	Extra wide fitting steel toe cap resistant to 200J	
9.13.	Sizes:	4 to 12	
9.14.	Colour:	Black	
10.	Ladies Safety Shoes slip on		
10.1.	Description:	Safety Shoe	
10.2.	Sex:	Female	
10.3.	Category:	Industrial Steel Toe Cap	
10.4.	Purpose:	General Industry/Agricultural/Mining	
10.5.	Resistance:	Acid / Oil – Fuel/ Water	
10.6.	Upper Material:	Condor Leather treated for resistance to a wide spectrum of harmful substances commonly found in the industrial work environment	
10.7.	Sole Material:	Double density polyurethane. Resistant to acids, alkalis, oil, petrol, solvents and extreme heat.	
10.8.	Sole Construction:	Direct injected moulded	
10.9.	Mid Soles:	Fitted with carbon-impregnated midsoles for protection against electrical shocks and burns	
10.10.	Shoe Lining:	Highly absorbent full vamp non-woven lining to ensure comfortable and dry feet.	
10.11.	Tongue:	Elastic	
10.12.	Toecap:	Extra wide fitting steel toe cap resistant to 200J	
10.13.	Sizes:	3 to 12	
10.14.	Colour:	Black	





SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

11.	Gumboots – Steel Toe-cap(STC) (Egoli 1 – Knee Length F1270) or similar approved		
	<p>F1270 Black upper with toffee sole (STC)</p> <p>Features:</p> <p>SABS APPROVED</p> <p>11.1. PVC uppers for optimum flexibility and abrasion resistance</p> <p>11.2. Available with or without a steel toe cap</p> <p>11.3. PVC / Nitrile sole for durability and protection against fats, oils and chemicals</p> <p>11.4. The cleated sole design provides SRA level slip resistance and maximum soil release</p> <p>11.5. Available with and without a steel midsole</p> <p>11.6. Nylon liner allows for easy cleaning and quick drying for maximum hygiene</p> <p>11.7. Optimal toe-spring for walking and kneeling</p> <p>PVC / Nitrile Sole</p> <p>PVC Upper</p> <p>Sizes: RSA 3 – 13</p> 		
12.	Gumboots – No Steel Toe-cap (Egoli 1 – Knee Length F1260) or similar approved		
	<p>F1260 Black upper with toffee sole (Without STC)</p> <p>FEATURES:</p> <p>SABS APPROVED</p> <p>12.1. PVC uppers for optimum flexibility and abrasion resistance</p> <p>12.2. Available with or without a steel toe cap</p> <p>12.3. PVC / Nitrile sole for durability and protection against fats, oils and chemicals</p> <p>12.4. The cleated sole design provides SRA level slip resistance and maximum soil release</p> <p>12.5. Available with and without a steel midsole</p> <p>12.6. Nylon liner allows for easy cleaning and quick drying for maximum hygiene</p> <p>12.7. Optimal toe-spring for walking and kneeling</p> <p>PVC / NITRILE SOLE</p> <p>PVC UPPER</p> <p>SIZES: RSA 3 – 13</p> 		
13.	Gloves		
	PVC Coated Gloves		
	<p>13.1. Conform to EN 388</p> <p>13.2. Red PVC fully dipped</p> <p>13.3. Knit Cuff Gloves</p> <p>13.4. 35cm Elbow length (Medium Duty)</p> <p>13.5. 60cm Shoulder length (Medium Duty)</p>		
	<p>13.6. Crayfish Gloves</p> <p>Poly cotton knitted glove with rubber palm coating</p>		

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			





	<p>13.7. Disposable Latex Gloves</p> <p>13.7.1. Conforming to EN 420 General requirements</p> <p>13.7.2. Pre-Powdered</p> <p>13.7.3. Box of 100</p> <p>13.7.4. Size S – XL</p>	
	<p>13.8. Weed Eater Work Gloves (Stihl or Similar)</p> <p>13.8.1. Synthetic leather & Spandex and neoprene.</p> <p>13.8.2. Fingers must have lateral air vents.</p> <p>13.8.3. Must have flexible rubber cuff with Velcro fastener.</p>	
	<p>13.9. Chainsaw Gloves (Stihl or Similar)</p> <p>13.9.1. Chainsaw Gloves must have cut-proof fabric protection like that for trousers,</p> <p>13.9.2. Especially on the back of the left hand.</p> <p>13.9.3. The work glove must be flexible.</p>	
14. Wide navy blue Brim (outdoor) hat with Municipal Logo on the front of hat		
	<p>14.1. Poly cotton twill fabric.</p> <p>14.2. Cord with slide toggles.</p> <p>14.3. 4 needle stitch sweatband.</p>	
15. Dust Masks and Respirators		
	<p>15.1. Dust Masks/ disposable respirator (3M or similar)</p> <p>15.1.1. Light weight and double strap design to give protection against moist, dust, pollens and grasses.</p> <p>15.1.2. Packing: Box of 20</p>	
	<p>15.2. Welding Respirator (3M or similar)</p> <p>15.2.1. Provide lightweight, effective, comfortable and hygienic respiratory protection against dust, mists and metal fumes and resist clogging for extended use against welding fumes.</p> <p>15.2.2. 3M™ Cool Flow™ (or similar) Valve and fully adjustable straps to provide added comfort.</p>	
	<p>15.3. Solvent And Chemical Respirator (3M or Similar)</p> <p>15.3.1. Must offer both comfort and respiratory protection. Featuring a balanced design for more comfort, swept back cartridges' for improved visibility and Organic Vapour Cartridges that are permanently attached.</p> <p>15.3.2. The Solvent and Chemical Respirator must provide at least 95% filter efficiency against solids and liquid aerosols as well as certain organic vapours.</p> <p>15.3.3. Must be available in two sizes, medium and large, for a personalized fit.</p> <p>15.3.4. Each Solvent and Chemical Respirator must come complete with 1 face piece, 1 pair 6001 cartridges, 1 pair 501 retainers and 1 pair 5P71 filters.</p> <p>15.3.5. Must have the NIOSH Filter Approval Rating of OV/P95.</p>	

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

16.	Face Shields & Visor, Visor Must be compatible with complete face shield (Item 10 on Pricing Schedule)	
16.1.	Face Shield complete with clear Long visor	
16.2.	Replacement visors for Face Shields MUST BE Compatible with Complete shield offer	
16.3.	Safety Face visor & ear Muffs	
17.	Clear Lens Safety Spectacles (Item 9 on Pricing Schedule)	
17.1.	Clear Lens:	
17.1.1.	100% Clear polycarbonate lens.	
17.1.2.	Scratch resistant.	
17.1.3.	Provides 99% protection from harmful UV-A	
17.1.4.	and UV-B rays	
17.1.5.	Features:	
17.1.5.1.	Durable panoramic lens for wide view.	
17.1.5.2.	Rugged yet lightweight nylon frame.	
17.1.5.3.	High impact scratch-resistant polycarbonate lens with moulded side shields snaps out for easy replacement.	
17.1.5.4.	Conforms to EN166 standard.	
17.1.5.5.	Exceeds the ANSI Z87.1-2003 High Velocity Impact Standards.	
18.	Ear Plugs (3M or similar)	
18.1.	3M™ 1100 Series (or similar) Earplugs feature soft, hypoallergenic foam and a tapered design to fit comfortably in the ear canal.	
18.2.	Soft, hypo-allergenic polyurethane foam must offer maximum wearer comfort.	
18.3.	Must have Smooth, dirt-resistant surface.	
18.4.	Must have a tapered design to fits ear canals.	
18.5.	Must be corded.	

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

SECTION 2 & 3: SPECIFICATIONS – PROTECTION SERVICES PROTECTIVE CLOTHING AND UNIFORM

1. PEAK CAP – FIRE - SENIOR OFFICERS	
a. Fabric – 55/45 Trevira /wool; b. Colour - Black; c. Magnum cap with cloth-covered peak; d. Red piping below crown; e. Gold chin straps for CFO/ACFO/RC/DC; f. Plain chin for SC; g. CFO/DCFO/ACFO/RC/DC gold wire embroidery on peak; h. Gold fire service buttons holding chin strap; i. Badge: Metal fire service crossed axes & oak leaves on peak	 
2. PEAK CAP – FIREMEN	
a. Fabric –55/45 trevira /wool; b. Colour - Black c. Magnum cap with shiny peak; d. Red piping below crown; e. Plain chin strap with gold fire service button holding the chin strap; f. Badge Metal fire service crossed axes & oak leaves on peak	
3. PEAK CAP - TRAFFIC & LAW ENFORCEMENT	
a. Fabric – Polyester/wool; b. Colour - Traffic Blue c. High crown rolled construction; Laminated fabric on foam; Black shiny peak; Fully lined with polyester lining d. Leatherette sweat band and velvet comfort strip; Side ventilation eyelets in the bevel; Leather adjustable chin strap with silver buttons. e. Self-material piping along the crown in bevel seam	
4. PEAK CAP – SENIOR TRAFFIC & LAW ENFORCEMENT AND RUBBERIZED INSIGNIA	
a. Fabric – Polyester/wool; b. Colour - Traffic Blue c. High crown rolled construction; Laminated fabric on foam; Traffic Blue cloth peak; Fully lined with polyester lining d. Leatherette sweat band and velvet comfort strip; Side ventilation eyelets in the bevel; Leather adjustable chin strap with silver buttons. e. Self-material piping along the crown in bevel seam	
5. BASEBALL CAP – STANDARD GOLD RUBBERIZED PEAK DECORATION FOR OFFICERS	
a. Fabric – 100% Acrylic - non fading b. Colour – Navy and Black c. Adjustable strap with Velcro; Front stiffening board d. Embroidery: Overstrand Fire & Rescue Maltese Cross Badge on face of crown. Right side panel: 10mm high, two lines OVERSTRAND FIRE SERVICE (Gold Thread). e. Overstrand Traffic, Law Enforcement and Operational Task team badge on the face of the crown..	
6. BASEBALL CAP – WITH EMBROIDERY	
a. Fabric – 100% Acrylic – non fading b. Colour – Navy and Black c. Adjustable strap with Velcro; Front stiffening board d. Embroidery: Overstrand Fire & Rescue Maltese Cross Badge on face of crown. Right side panel: 10mm high, two lines OVERSTRAND FIRE SERVICE (Gold Thread). e. Overstrand Traffic, Law Enforcement and Operational Task team badge on the face of the crown.	

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

7. LADIES FELT HAT
a. Fabric – Wool felt b. Colour – Navy and Black c. Self-material stitched edge; Petersham or equivalent hat band; Petersham or equivalent braid inside band
8. WIDE RIMMED CRICKET HAT WITH EMBROIDERY
a. Fabric: Polyester/Cotton b. Colour: Navy and Olive c. Embroidery: PROTECTION SERVICES in yellow middle front 1.5mm high d. Size S – XL
9. POLAR FLEECE BEANIE WITH EMBROIDERY
a. Fabric: anti-pill polar fleece b. Colour: Navy c. Embroidery: Gold Thread in Capital Letters 10mm in height on front centre of beanie: OVERSTRAND followed by one of the following underneath: FIRE SERVICE / TRAFFIC / LAW ENFORCEMENT / TASK TEAM
10. TIE – MEN
a. Fabric – 100% Polyester b. Colour – Royal blue / Black / Navy c. 142cm long; 8cm wide at widest point
11. BOW TIE – WOMEN
a. Traffic blue and black bow tie for women b. Fabric: Cotton/polyester mix
12. EPAULETTES (TRAFFIC & LAW ENFORCEMENT)
a. Fabric- 100% Polyester new Metalette Epps b. Colour – Royal blue c. Size 115mm long; d. Tapered 50mm to 65mm
13. GLOVES – WHITE
a. Fabric – 100% Cotton b. Colour – White c. Size: Small to 3X-Large
14. WATERPROOF MOTORCYCLE GLOVES
a. Leather and nylon oxford combination b. Waterproof, breathable inner lining c. Size: Small to 3X-Large
15. T-SHIRT PLAIN
a. Rib Knit Crew Neck; Hemmed short sleeves, Fabric Composition 100% Cotton at least 170g/m². b. Full athletic cut with extra-long body length, shirt always stays tucked in c. Colour: Navy or white d. Sizes: Small to 2X-Large. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

16. T-SHIRT WITH FIRE BRIGADE INSIGNIA

- a. Rib Knit Crew Neck;
- b. Hemmed short sleeves,
- c. Fabric Composition 100% Cotton At least 170g/m².
- d. Full athletic cut with extra-long body length, shirt always stays tucked in
- e. **Printing:** Overstrand logo in multi-colour screened printed on left breast
- f. FIRE DEPT. in two lines on upper back of shirt in **YELLOW** screen printed 50 mm high on the navy blue t-shirt;
- g. RESERVIST in white, one line 50 mm high on a royal blue t-shirt;
- h. Sizes: Small to 2X-Large.
- i. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

**17. LONG SLEEVE T-SHIRT WITH PRINTING**

- a. Polyester Cotton
- b. Colour: Navy
- c. V-NECK, hemmed long sleeves
- d. Screen Printing:
 - i. Left sleeve: LAW ENFORCEMENT / TASK TEAM , FIRE & RESCUE AND TRAFFIC in Turquoise 40mm high
 - ii. Front left breast: DIFFERENT DEPARTMENT Logos;
- e. Sizes: Small to 2X-Large. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

18. MENS GOLF SHIRT WITH EMBROIDERY

- a. Fabric: Durable 50/50 Polyester cotton
- b. Colour: Navy & White and Plain black
- c. Two ridge collar; three buttons reinforced placket with top stitching and coordinated fabric tape on collar seam
- d. Double needle finish on sleeves & hem
- e. Embroidery in multi-colour:
 - i. Front: Overstrand Logo on left breast with Law Enforcement or Operational Task Team or Traffic in 10mm high right underneath / or Maltese Cross for Fire
 - ii. Initial and Surname embroidered on the right hand side
- f. Sizes: Small to 2X-Large. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

19. LADIES GOLF SHIRT WITH EMBROIDERY

- a. Fabric: Durable 180g 65/35 Poly cotton blend Fabric
- b. Colour: Navy & White and Plain black
- c. Flattering style for ladies. Two ridge collar; three buttons reinforced placket with top stitching and coordinated fabric tape on collar seam; Double needle finish on sleeves & hem
- d. Embroidery in multi-colour:
 - i. Front: Overstrand Logo on left breast with Law Enforcement or Operational Task Team or Traffic in 10mm high right underneath / or Maltese Cross for Fire
 - ii. Initial and Surname embroidered on the right hand side
- e. Sizes: Small to 2X-Large. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

20. MAGNUM STYLE SHORT SLEEVE SHIRT PLAIN

- a. Fabric: 65% Polyester / 35% Cotton
- b. Colour: Mazrin/traffic Blue / Navy blue
- c. French cuff, Plain front with 5 buttons, Glad neck collar, Pleated pockets with three pointed velcro tipped flaps with mock buttons, No top button or button hole, Pen hole slit in left pocket flap approximately 20mm in length; Shoulder straps for epaulettes,
- d. Permanent stitching down shirt front, Collar, cuffs, pocket flaps and shoulder straps top stitched.
 - i. Sew on Arm patches stitched on sleeves below shoulder line (Overstrand Traffic and Law Enforcement Approval)
- e. Sizes: Small to 2X-Large. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

21. MAGNUM STYLE LONG SLEEVE SHIRT PLAIN

- a. Fabric – 65 % Polyester / 35% Cotton
- b. Colour – Mazrin/Traffic Blue / White / Navy Blue
- c. Two button cuff with single button gauntlet; Plain front with 6 buttons; Two piece formal collar; Pleated pockets with three pointed velcro tipped flaps with mock buttons.
- d. Top button and button hole to allow wearing of a tie; Pen hole slit in left pocket flap approximately 2cm in length; Shoulder straps for epaulettes; Permanent stitching down shirt front, Collar, cuffs, pocket flaps and shoulder straps top stitched.
 - i. Sew on arm patches stitched on sleeves below shoulder line (Overstrand Traffic and Law Enforcement Approval)
- e. Sizes: Small to 2X-Large. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

22. SHORT SLEEVE SHIRT WITH FIRE BRIGADE INSIGNIA

- a. Colour: White Fabric: 65% Polyester / 35% Cotton 170g/m²
- b. Style: Magnum style with seven-button dress front placket fully curved for permanent press; raised collar with non-fused collar interlining (suitable for wearing with or without tie); short-sleeved; fuse-banded dress collar and cuffs to stay straight and smooth; Box pleated breast pockets with Velcroed flaps with decorative button; left pocket flat with a slot for pencil/pen; military crease stitch down each front side and along each sleeve; epaulettes shoulder straps on top of shoulders in centre of shoulder line.
 - i. Sew on Arm patches stitched on sleeves below shoulder line (Overstrand Fire Service Approval)
- c. Sizes: Small to 2X Large. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

23. LONG SLEEVE SHIRT WITH FIRE BRIGADE INSIGNIA

- a. Colour: White Fabric: 65% Polyester/ 35% Cotton 170g/m²
- b. Style: Magnum style with seven-button dress front placket fully curved for permanent press; raised collar; long sleeved; fuse-banded dress collar and cuffs to stay straight and smooth; Box pleated breast pockets with Velcroed flaps with decorative button; left pocket flat with a slot for pencil/pen; military crease stitch down each front side and along each sleeve; epaulettes shoulder straps on top of shoulders in centre of shoulder line.
 - i. Sew on Arm patches stitched on sleeves below shoulder line (Overstrand Fire Service Approval)
- c. Sizes: Small to 2X Large. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

**24 SWEATER TOP AND PANTS**

- a. Elasticated draw cord in herm;
- b. Colour : Navy & White
- c. Elasticated waistband with draw cord;
- d. Long sleeve top;
- e. Side pockets
- f. Tapered legs;
- g. 200g sport knit
- h. 100% Polyester;
- i. Superior quick dry fabric;
- j. Dept. logo embroidered over left upper thigh region on pants and left breast on jacket.
- k. Sizes: Small to 2X Large. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

25 JERSEYS WITH ARM PATCHES FOR TRAFFIC, LAW ENFORCEMENT AND FIRE BRIGADE

- a. High Bulk; 100% acrylic, Fully washable;
- b. "V" Neck; Long sleeve; Epaulettes: Reinforced Elbow patches; Ribbed cuffs and waistband
- c. Colours: Traffic Blue , Navy Blue and Black
- d. Sew on:
 - i. Arm patches stitches on sleeves below shoulder line(Overstrand Municipality Approve)
 - ii. Rubberized fire department shield for Fire Brigade jerseys only
- e. Sizes: Small to 2X Large. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

26 PULL OVER PLAIN

- a. High Bulk; Fully washable; "V" Neck with Epaulettes
- b. Colours: Traffic Blue / Navy/ Black
- c. Sizes: Small to 3X Large. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

27 PT SHORT

- a. Elasticated waistband with draw cord
- b. Colour : Navy
- c. High quality finish
- d. Side pockets
- e. 220g Brushed fleece
- f. 35%/65% Polyester

28 LADIES SKIRT (TRAFFIC & LAW ENFORCEMENT)

- a. Polyester Tetrex
- b. Colour: Traffic Blue / Navy / Grey /Black
- c. No pockets, No belts loops, Zip at back
- d. Sizes: 30 – 46. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

29 BELT

- a. Black basket weave genuine leather belt for Fire Service, Traffic and Law Enforcement.
- b. 50mm width, with brass Fire Shield for Fire Service,
- c. 50 mm width belt with normal belt buckle for traffic and law enforcement.
- d. Size:30 – 50

30 TROUSERS

- a. Radford (55% Trevira 45% Wool) or equivalent
- b. Colour: Traffic Blue / Grey / Black
- c. Magnum style, crease stitch on centre front, no pleats; One hip pocket to button; Zip fly; Two slanted side pockets; one back pocket, Belt loops to accommodate 50mm wide belt; Plain bottoms; Hemmed, Double stitching on crotch
- d. Sizes: 34 – 50. Special sizes trousers shall be made to fit for individual personnel, where standard sizes will not fit

31 COMBAT TROUSERS

- a. Fabric: Polyester / Cotton.
- b. Colour: Traffic Blue / Navy blue
- c. Patch pocket on right front; Belt loops to accommodate 50mm wide belt; Two straight side pockets; One hip pocket with Velcro closure; Self-material pocketing and waistband; Permanent front and back seams; Draw cords at bottom of leg
- d. Sizes: 30- 50. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

32 CHINO'S

- a. 100 % Cotton Trousers:
- b. Chino Style
- c. Colour: Black, Navy Blue, Khaki and Fatigue
- d. Zip fly; two slanted side pockets; approx. 30 mm belt loops; Plain bottoms; Double stitching on crotch
- e. Sizes: 36 – 50. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

33 KENNY JACKET WITH INSIGNIA

- a. Colour: navy and black
- b. Fabric: PCB – Field dress; Composition: 50% polyester/50% cotton; Weave: minimum plain mass p/m: 248gm/m;
- c. Minimum number of threads per cm: 120x60; Minimum yarn count: 20/1x16/1; Outer fabric: 50% polyester 50% cotton;
- d. Lining and filling: 100% polyester;
- e. Concealed zip front to top of collar. Double outer flap with press stud closure, double collar construction. Two hand warmer pockets, two breast patch pockets with inverted pleats and flaps with press studs. Shoulder straps for epaulettes with press studs. Elasticated waistband and cuffs and deep cut armhole for easy movement. Press studs: s-spring type – non corrosive black nickel finish; Zip: spiral nylon
- f. Sew on Arm flashers: Traffic / law enforcement / operational task team / Fire Brigade badge in multi-colour (approved by traffic / law enforcement / operational task team/fire department)
- g. Sizes: Small to 2X Large. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

34 CORPORATE WEAR SOFT SHELL JACKET

- a. Men's cut, black soft-shell jacket with three (3) concealed zip pockets, two (2) on the side of the jacket and one (1) front, and two waist zips,
- b. Colour: Navy / Black,
- c. Sleeve end and zip flaps binded with 36 mm Lycra,
- d. Micro fibre polar fleece inset collar,
- e. Two (2) breast mock pocket flaps with stud closure,
- f. Shoulder straps for epaulettes with press stud,
- g. **Sew on:** Traffic / law enforcement / operational task team / Fire Brigade badge in multi-colour (approved by traffic / law enforcement / operational task team/fire department)
- h. Sizes: Small to 2X Large. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

35 WATERPROOF RAIN GEAR

- a. Fabric – the main fabric shall be oxford weave polyester with a moisture permeable, waterproof polyurethane coating.
- b. Fabric performance – waterproof – hydrostatic head, moisture permeability,
- c. Warm inner – The fabric shall be 68g polyester wadding quilted with polyester lining on both sides,
- d. The lining shall be 100 % polyester,
- e. Colour: dark navy
- f. Style : The parka shall have a zip front with a double layer front flap secured by four equally spaced strips of Velcro. The jacket shall be lined throughout with set-in sleeves with shoulder straps with Velcro closures. The sleeves will have separate Velcro adjustable, polar fleece lined cuffs. There shall be a metal mesh vent under each armpit. The collar shall accommodate the fold-away hood. The inside collar shall be lined with polar fleece fabric. There shall be two rectangular front bellows patch

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

pockets with rectangular flaps secured by a Velcro strip. There shall be a silver 50 mm wide reflective band with a 20 mm luminous (glow in the dark) strip around the chest. The jacket shall have a removable zip out quilted inner body warmer. The hem shall be elasticated by means of an elastic cord with concealed cord locks with two metal eyelets on each side. The jacket lining shall have a pocket measuring 23 x 19 cm on the left side with a zip closure. All major seams are to be sealed with waterproof 20 mm hot melt seam sealing tape. Manufacturer's label and size numerals shall be sewn into the back neck of the lining. Care instructions shall be sewn into the bottom of the lining pocket.

- g. Waterproof Trousers : Elastic band, no pockets
- h. Gear should consist out of a jacket and a trouser.
- i. Screen print: White 20 mm high letter in Capital Letters (Overstrand Approve)
- j. Sizes: Small to 2X Large. Sizes shall be made to fit for individual personnel, where standard sizes will not fit

36. LEATHER CORPORATE JACKET (SENIOR MEMBERS)

- a. Air Force type black or navy blue leather jacket with epaulettes and two closed pockets.
- b. Sizes: Small to 3X Large. Special sizes shall be made to fit for individual personnel where standard sizes will not fit



37. COLLAR JACKET LONG SLEEVE HIGH VISIBLE VEST WITH CHECKER BAND AND PRINTING

- a. RWT Collar Jacket Long Sleeve City of Joburg Metro Police Department spec or similar
- b. Main colour: Contrast colour – Day-Glo yellow and green,
- c. The sleeves should be able to zip off,
- d. Style: Long sleeve; zip front; mandarin collar; two front patch; Pockets with plats; elasticated waistband; two royal blue 50mm ;Reflective checker band tapes around chest and waist – royal blue; Checker band shoulder straps.; Main body: orange; Contrast – Day-Glo yellow – collar – pockets; waistband, piping, traffic badges;
- e. Badges – Traffic / Law Enforcement / Fire reflective on Day-Glo yellow fabric - large on back and small on right front; Water Resistant;
- f. Printing: Day-glo: Traffic / Law Enforcement / Fire Brigade / Protection Services / Operational Task Team in 50mm high letters
- g. Sizes: Small to 2X-large. Special sizes shall be made to fit for individual personnel, where standard sizes will not fit

38. SHORT SOCKS

- a. Colour: Black / Traffic Blue / Navy / Grey
- b. Genuine mohair mix short socks

39. LONG SOCKS

- a. Colour: Black / Traffic Blue / Navy / Grey
- b. 80% wool & 20 % mix polyamide
- c. Hard wearing, odour free, shrink free

40. SHOES

- 31.1 Colour – Black
- 31.2 Genuine leather
- 31.3 Parabellum sole; SABS approved; Square toe lace up style;
- 31.4 Sizes; 5-12

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

41. SHOES “SLIP-ON”

- a. Jordan Parabellum or equivalent
- b. Black Leather; slip-on
- c. **Sizes: 5-12**

42. LADIES LACE SHOES

- a. Colour – Black
- b. Parabellum sole; Square toe; lace up style
- c. **Sizes: 3 – 8**

43. LADIES COURT SHOES

- a. Colour - Black with Leather uppers
- b. Ladies court shoes with Maximum 40mm heel
- c. **Sizes: 3 – 8**

44. BOOTS

- a. Magnum “Viper” Boots or equivalent
- b. Action Leather / Nylon Upper; Circular side Zipper; Moisture Wicking lining; Composite Shank; Contoured Removable sock liner; Compression Molded EVA Midsole; Charged Heel air cell; Aggressive slip resistant carbon rubber outsole
- c. Colour: Black
- d. Sizes: 3 – 13

45. FIRE: STATION BOOTS

- a. Style: Lace Up
- b. Colour: Black
- c. Upper Material: Full grain leather, 4 pair eyelet lace-up with hooks, padded collar and ½ padded bellows tongue for comfort.
- d. Lining: Needle-Fibred vamp lining for excellent perspiration absorbency, non-woven material in-sock laminated to Kevlar to protect the foot from heat transference through the sole of the boot. Anti-bacterial energiser woollen top sock with anti-microbial properties.
- e. Midsole: Shank reinforcement for additional arch support.
- f. Toecap: Steel
- g. Sole: Double density PU/Rubber – outer sole 8 mm thick (Heat-resistant up to 300 °c)
- h. Fitting-Last: Wide fitting style ER; Toe Cap: Minimum 470K / 200 joules
- i. Sole.Construction: Stuck on; Insole: Texon minimum 4802.25mm Thick; Sole: Nitrile rubber; Resistant to minimum 400 degree Celsius
- j. Sizes: 4 – 12

46. AMMUNITION CLIP POUCH

- a. Fabric: leather
- b. Colour: Black
- c. Basket weave design; Fits onto belt; Press stud closure

47. HOLSTER







- a. Fabric: leather
- b. Colour: black
- c. Plain design; Fits onto belt; Press stud closure

48. HANDCUFF POUCH







- a. Fabric: Leather
- b. Colour: Black
- c. Basket weave design; Fits onto belt; Press stud closure

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			







SECTION 4: SPECIFICATIONS – ENVIRONMENTAL MANAGEMENT UNIFORM AND PROTECTIVE CLOTHING

1.	MEN FIELD UNIFORM	
1.1	LEGENDARY CARGO MULTI-POCKET SHORTS	
	Fabric: 100% Cotton Colours: Khaki, Fatigue Sizes: 30-50 Triple needle posting on all seams for extra strength / Concealed YKK zip (or similar quality)/ Two cargo pockets with Velcro closure / Cellphone pocket / Hardstone wash with abrasion	
1.2	LEGENDARY CARGO MULTI-POCKET TROUSERS	
	Colours: Khaki, Fatigue Sizes: 30-50 Triple needle posting on all seams for extra strength / Concealed YKK zip (or similar quality)/ Two cargo pockets with Velcro closure / Cellphone pocket / Hardstone wash with abrasion	
1.3	LEGENDARY LONG SLEEVE WORK SHIRT	
	Fabric: 100% Cotton Colours: Fatigue Sizes: S-4XL Triple needle posting for extra strength / Back Pleats / Extra length curved hem / Two chest pockets with button closure / Pen division / Hard stone wash	
1.4	LEGENDARY SHORT SLEEVE WORK SHIRT	
	Fabric: 100% Cotton Colours: Fatigue Sizes: S-4XL Triple needle posting for extra strength / Back Pleats / Extra length curved hem / Two chest pockets with button closure / Pen division / Hard stone wash	
1.5	LONG SLEEVE FLEECE JACKET	
	Fabric: 100% Polyester Polar Fleece Colours: Black, Fatigue Sizes: S -4XL Heavy weight polar fleece with lining / Side pockets with zip closure / Concealed chest pocket / Draw cord in hem / Raised seams for extra strength / YKK zip (or similar quality)/ Adjustable toggles	
1.6	POLAR FLEECE BODYWARMER	
	Fabric: 100% Polyester Polar Fleece Colours: Black, Fatigue Sizes: S -4XL Heavy weight polar fleece with lining / Draw cord in hem / Front welt pockets / YKK zip (or similar quality)/ Adjustable toggles	







SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

1.7	LONG SLEEVE T-SHIRT	
	<p>Fabric: 100% cotton single jersey knit grey mélange 60/40 cotton poly</p> <p>Colour: Black</p> <p>Sizes: S-4XL</p> <p>Ribbed crew neck and cuffs/Bioblast technology</p>	
1.8	ANKLET SOCKS	
	<p>Fabric: 60% Cotton / 38% Polyamide / 2% Elastane</p> <p>Colour: Fatigue / Black / Khaki</p> <p>Sizes: 4-7 / 8-12</p> <p>Antibacterial treated to prevent development of foot fungus and odour / Extra fine toe seam for added comfort / Reinforced heel and toe for durability / Half cushioned for weather comfort / Elastic ankle band hugs sock to your foot and prevents slipping</p>	
1.9	PARKA RAIN JACKET	
	<p>Fabric: PVC Coated Water Resistant 100% Polyester</p> <p>Colour: Black / Fatigue</p> <p>Sizes: S-4XL</p> <p>Water resistant polyester with PVC coating / Polar Fleece lining with inside pocket / Adjustable inner waist draw cord / Concealed YKK zip (or similar quality) with press stud closure / 2 hip pockets with concealed zips / 2 bellowed chest pockets/ stow away hood with draw cord / ribbed storm cuffs</p>	
1.10	HIKING BOOTS LACE UP BROWN	
	<p>Fabric: Waterproof Leather</p> <p>Colour: Dark Brown</p> <p>Shield hydrophobic technology creates an additional layer to repel water / Waterproof coated leather upper provides durable comfort / OrthoLite® sockliner delivers long lasting cushioning which ensures ultimate all day comfort / Moulded impact absorbing midsole, ensures long lasting cushioning and comfort / MDT rugged rubber outsole is great for all terrains / Fork shank for stability and less weight / Dri-Tec waterproof, breathable membrane keeps feet dry</p>	
1.11	HIKING SHOES	
	<p>Fabric: Mesh and synthetic materials upper / Breathable mesh lining / Bellows tongue keeps out debris / Molded EVA footbed / Molded nylon arch shank / air cushion in the heel absorbs shock and adds stability / 4mm lug depth</p>	
1.12	CHELSEA WORK WEAR DEPOT BOOT	
	<p>Fabric: Full Grain Buffalo Leather</p> <p>Colour: Brown</p> <p>Sizes: 5-13</p> <p>Elastic side gussets five additional support and comfort / Pull tab is incorporated into the body of the boot to ensure strength and durability / TPU Sole for durability with oil and acid resistance as well as anti-slip and anti-static properties shank reinforcement for support and stability / Moulded 100% wool innersole for support and comfort</p>	







SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

1.13	LEATHER BELT	
	Fabric: 100% Buffalo Leather Colours: Brown Sizes: S-2XL Buckle: Zinc alloy metal buckle	
1.14	COTTON WEBBING BELT	
	Fabric: 100% Cotton Colour: Khaki, Fatigue, Black Sizes: S-2XL Buckle: Adjustable steel buckle	
2.	MEN CORPORATE UNIFORM	
2.1	HALF ZIP JERSEY	
	Fabric: 100% Acrylic Colours: Black / Fatigue / Grey Sizes: S-4XL Turtle neck / Ribbed collar, cuff & waist / YKK zip (or similar quality) with puller	
2.2	SUPER STRONG WORK JEANS	
	Fabric: 100% Cotton Denim Colours: Indigo Sizes: 30-50 Triple needle stitching on all seams / Two large back pockets / Concealed YKK zip (or similar quality) / Industrial wash	
2.3	QUILTED BODY WARMER	
	Diamond quilted ripstop/ fleece collar and pocket lining/ Corduroy trims/ Draw cord in hem with adjustable toggles with safety catch/ Leather badge/ Front welt pockets, concealed chest pocket and safety pocket	
3.	WOMEN FIELD UNIFORM	
3.1	CARGO SHORTS	
	Fabric: 100% Cotton Twill Colour: Khaki Sizes: 30-50 Shaped waistband / embroidery on back pockets / Cargo pockets with velcro closure / triple stitched on inner and outer leg seams for extra strength / bar tacks on all stress points / concealed YKK zip (or similar quality) / industrial wash	



SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

3.2	CARGO TROUSERS	
	<p>Fabric: 100% Cotton Twill Colour: Khaki Sizes: 30-50 Shaped waistband / embroidery on back pockets / Cargo pockets with velcro closure / triple stitched on inner and outer leg seams for extra strength / bar tacks on all stress points / concealed YKK zip (or similar quality)/ industrial wash</p>	
3.3	LONG SLEEVE WORK SHIRT	
	<p>Fabric: 100% Cotton Colour: Fatigue Sizes: S-4XL Pocket flap with pen division and button closure / Back darts / industrial wash</p>	
3.4	SHORT SLEEVE WORK SHIRT	
	<p>Fabric: 100% Cotton Colour: Fatigue Sizes: S-4XL Pocket flap with pen division and button closure / Back darts / industrial wash</p>	
3.5	LONG SLEEVE FLEECE JACKET	
	<p>Fabric: 100% Polyester Polar Fleece Colours: Black, Fatigue Sizes: S -4XL Heavy weight polar fleece with lining / Side pockets with zip closure / Concealed chest pocket / Draw cord in hem / Raised seams for extra strength / YKK zip (or similar quality)/ Adjustable toggles</p>	
3.6	POLAR FLEECE BODY WARMER	
	<p>Fabric: 100% Polyester Polar Fleece Colours: Black, Fatigue Sizes: S -4XL Heavy weight polar fleece with lining / Draw cord in hem / Front welt pockets / YKK zip (or similar quality)/ Adjustable toggles</p>	
3.7	LADIES STRETCH LONG SLEEVE T-SHIRT	
	<p>Fabric: 220g cotton lycra double knit fabric Colour: Black Sizes: S-4XL Lycra reinforced garment/enhanced fit/ double top stitched hem and sleeves/Round scoop neck with narrow ribbing/Stretch for comfort and fit</p>	

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

4.	WOMEN CORPORATE UNIFORM
4.1	CARDIGAN
	<p>Fabric: 100% Acrylic Colours: Grey Sizes: S-4XL Acrylic for durability and easy care / Anti-pill finish to ensure longevity / spandex in the hem and cuff for better fit</p> 
4.2	STRONG WORK JEANS
	<p>Fabric: 81% cotton denim / 18% poly cotton / 1% spandex Colour: Indigo Sizes: 30-50 Shape waistband for better fit / Embroidery on back pockets / Triple needle stitching on inner seams / Concealed YKK zip (or similar quality)/Stretch fabric for added comfort / Bar tacks on all stress points</p> 
4.3	3/4 SLEEVE BLOUSE
	<p>Fabric: 80/20 Oxford Cotton Rich Blend Colour: White Sizes: S-4XL Semi fit with slits for comfort / two piece collar / button down front / chest pocket / top stitching on yoke, shoulder and armholes for added strength / 3/4 sleeve with cuff slit / bar tacks on stress points</p> 
4.4	QUILTED BODY WARMER
	<p>Diamond quilted ripstop/ fleece collar and pocket lining/Corduroy trims/ Draw cord in hem with adjustable toggles with safety catch/ Leather badge/ Front welt pockets, concealed chest pocket and safety pocket</p> 
5.	PERSONAL PROTECTIVE EQUIPMENT
5.1	CHAINSAW HELMET STANDARD
	<p>Proven pro helmet set with high noise protection and ABS helmet. Conforms to EN 352, EN 397 and EN 1731</p> 
5.2	WATER BOOTS
	<p>100% waterproof CR flex-foam shaft with vulcanized rubber foot Diamond-tread self-cleaning outsole Breathable Airmesh™ and fleece lining Colour: Green Sizes: 6-11</p> 

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

5.3	STANDARD FLAT-FRONT HARD HAT
	<p>Made from high-density polyethylene, The S51 flat front cap model meets or exceeds ANSI/ISEA Z89.1-2009, Type I, Class E & G and CSA Z94.1-2005 Type 1, Class E & G requirements. Colour: Yellow</p> 
5.4	WADERS
	<p>PVC Waterproof Nylon Boot-Foot Chest Waders Colour: Fatigue Sizes: 6-11</p> 

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			



21. PRICING SCHEDULE

NOTE:

1. Only firm prices will be accepted. Non-firm prices will not be considered.
2. All delivery costs MUST be included in the bid price, for delivery at the prescribed destination.
3. Document MUST be completed in non-erasable black ink.
4. NO correction fluid/tape may be used.
 - a. In the event of a mistake having been made, it shall be crossed out in ink and be accompanied by an initial at each and every alteration.
5. The Bidder MUST indicate whether he/she/the entity is a registered VAT Vendor or not.
 - a. In the case of the Bidder not being a registered VAT Vendor, both columns (amount/rate excluding AND including VAT) must reflect the same amount.

	INDICATE WITH AN 'X'							
Are you/is the firm a registered VAT Vendor	YES				NO			
If "YES", please provide VAT number								

I / We _____

(full name of Bidder) the undersigned in my capacity as _____

of the firm _____

hereby offer to Overstrand Municipality to render the services as described, in accordance with the specification and conditions of contract to the entire satisfaction of the Overstrand Municipality and subject to the conditions of tender, for the amounts indicated hereunder:

PRICING SCHEDULE:

P.T.O.



SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 1

SECTION 1										
	OM Stock code	Item Description	Unit of Issue	Estimated Quantity per Annum	Does your offer conform to the Minimum Requirements YES / NO	Lead Time	Manufacturer	Price per Unit Including VAT		
								KLEINMOND	HERMANUS	GANSBAAI
1.		Overall Pants 100% Cotton with 50mm wide Lime Green Reflective Tape <u>NO LOGO</u>								
1.1.	50P032	Size 32	Each	110						
1.2.	50P034	Size 34	Each	125						
1.3.	50P036	Size 36	Each	240						
1.4.	50P038	Size 38	Each	380						
1.5.	50P040	Size 40	Each	465						
1.6.	50P042	Size 42	Each	400						
1.7.	50P044	Size 44	Each	425						
1.8.	50P046	Size 46	Each	410						
1.9.	50P048	Size 48	Each	185						
1.10.	50P050	Size 50	Each	150						
1.11.	50P052	Size 52	Each	45						
1.12.	50P054	Size 54	Each	20						
1.13.	50P056	Size 56	Each	10						
1.14.	50P058	Size 58	Each	5						
1.15.	50P060	Size 60	Each	5						
1.16.	Non Stock	Special Sizes	Each	1						

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 1

SECTION 1										
	OM Stock code	Item Description	Unit of Issue	Estimated Quantity per Annum	Does your offer conform to the Minimum Requirements YES / NO	Lead Time	Manufacturer	Price per Unit Including VAT		
								KLEINMOND	HERMANUS	GANSBAAI
2.		Overall Jackets 100% Cotton with 50mm wide Lime Green Reflective Tape <u>NO LOGO</u>								
2.1.	50J032	Size 32	Each	70						
2.2.	50J034	Size 34	Each	145						
2.3.	50J036	Size 36	Each	155						
2.4.	50J038	Size 38	Each	315						
2.5.	50J040	Size 40	Each	400						
2.6.	50J042	Size 42	Each	490						
2.7.	50J044	Size 44	Each	365						
2.8.	50J046	Size 46	Each	320						
2.9.	50J048	Size 48	Each	255						
2.10.	50J050	Size 50	Each	65						
2.11.	50J052	Size 52	Each	25						
2.12.	50J054	Size 54	Each	35						
2.13.	50J056	Size 56	Each	1						
2.14.	50J058	Size 58	Each	1						
2.15.	50J060	Size 60	Each	1						
2.16.	Non Stock	Special Sizes	Each	1						

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 1

SECTION 1										
	OM Stock code	Item Description	Unit of Issue	Estimated Quantity per Annum	Does your offer conform to the Minimum Requirements YES / NO	Lead Time	Manufacturer	Price per Unit Including VAT		
								KLEINMOND	HERMANUS	GANSBAAI
3.		Overall Pants 100% Cotton with 50mm wide Lime Green Reflective Tape <u>WITH LOGO</u>								
3.1.	50P032	Size 32	Each	110						
3.2.	50P034	Size 34	Each	125						
3.3.	50P036	Size 36	Each	240						
3.4.	50P038	Size 38	Each	380						
3.5.	50P040	Size 40	Each	465						
3.6.	50P042	Size 42	Each	400						
3.7.	50P044	Size 44	Each	425						
3.8.	50P046	Size 46	Each	410						
3.9.	50P048	Size 48	Each	185						
3.10.	50P050	Size 50	Each	150						
3.11.	50P052	Size 52	Each	45						
3.12.	50P054	Size 54	Each	20						
3.13.	50P056	Size 56	Each	10						
3.14.	50P058	Size 58	Each	5						
3.15.	50P060	Size 60	Each	5						
3.16.	Non stock	Special Sizes	Each	1						

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 1

SECTION 1										
	OM Stock code	Item Description	Unit of Issue	Estimated Quantity per Annum	Does your offer conform to the Minimum Requirements YES / NO	Lead Time	Manufacturer	Price per Unit Including VAT		
								KLEINMOND	HERMANUS	GANSBAAI
4.		Overall Jackets 100% Cotton with 50mm wide Lime Green Reflective Tape <u>WITH LOGO</u>								
4.1.	50J032	Size 32	Each	70						
4.2.	50J034	Size 34	Each	145						
4.3.	50J036	Size 36	Each	155						
4.4.	50J038	Size 38	Each	315						
4.5.	50J040	Size 40	Each	400						
4.6.	50J042	Size 42	Each	490						
4.7.	50J044	Size 44	Each	365						
4.8.	50J046	Size 46	Each	320						
4.9.	50J048	Size 48	Each	255						
4.10.	50J050	Size 50	Each	65						
4.11.	50J052	Size 52	Each	25						
4.12.	50J054	Size 54	Each	35						
4.13.	50J056	Size 56	Each	1						
4.14.	50J058	Size 58	Each	1						
4.15.	50J060	Size 60	Each	1						
4.16.	Non Stock	Special Sizes	Each	1						

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 1

SECTION 1										
	OM Stock code	Item Description	Unit of Issue	Estimated Quantity per Annum	Does your offer conform to the Minimum Requirements YES / NO	Lead Time	Manufacturer	Price per Unit Including VAT		
								KLEINMOND	HERMANUS	GANSBAAI
5.		Rain Suits with 50mm wide Reflective Tape								
5.1.	50RSML	Small	Each	60						
5.2.	50RMED	Medium	Each	135						
5.3.	50RLAR	Large	Each	110						
5.4.	50RXLA	XL	Each	89						
5.5.	50R2XL	2XL	Each	35						
5.6.	50R3XL	3XL	Each	25						
5.7.	50R4XL	4XL	Each	1						
5.8.	Non Stock	Special Size	Each	1						
6.		Safety Boots: Lemaitre or Similar								
6.1.	51S003	Size 3	Pair	25						
6.2.	51S004	Size 4	Pair	45						
6.3.	51S005	Size 5	Pair	160						
6.4.	51S006	Size 6	Pair	200						
6.5.	51S007	Size 7	Pair	305						
6.6.	51S008	Size 8	Pair	155						
6.7.	51S009	Size 9	Pair	60						

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 1

	OM Stock code	Item Description	Unit of Issue	Estimated Quantity per Annum	Does your offer conform to the Minimum Requirements YES / NO	Lead Time	Manufacturer	Price per Unit Including VAT		
								KLEINMOND	HERMANUS	GANSBAAI
6.8.	51S010	Size 10	Pair	15						
6.9.	51S011	Size 11	Pair	5						
6.10.	51S012	Size 12	Pair	25						
7.		Gents Safety Shoes: Lemaitre or Similar								
7.1.	51GS004	Size 4	Pair	20						
7.2.	51GS005	Size 5	Pair	20						
7.3.	51GS006	Size 6	Pair	30						
7.4.	51GS007	Size 7	Pair	45						
7.5.	51GS008	Size 8	Pair	35						
7.6.	51GS009	Size 9	Pair	25						
7.7.	51GS010	Size 10	Pair	25						
7.8.	51GS011	Size 11	Pair	5						
7.9.	51GS012	Size 12	Pair	5						
8.		Ladies Safety Shoes								
8.1.	51S100	Size 3	Pair	10						
8.2.	51S100	Size 4	Pair	10						
8.3.	51S100	Size 5	Pair	10						

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 1

	OM Stock code	Item Description	Unit of Issue	Estimated Quantity per Annum	Does your offer conform to the Minimum Requirements YES / NO	Lead Time	Manufacturer	Price per Unit Including VAT		
								KLEINMOND	HERMANUS	GANSBAAI
8.4.	51S100	Size 6	Pair	15						
8.5.	51S100	Size 7	Pair	10						
8.6.	51S100	Size 8	Pair	10						
8.7.	51S100	Size 9	Pair	5						
9.		Gumboots – Steel Toe Cap								
9.1.	52GS003	Size 3	Pair	1						
9.2.	52GS004	Size 4	Pair	1						
9.3.	52GS005	Size 5	Pair	2						
9.4.	52GS006	Size 6	Pair	15						
9.5.	52GS007	Size 7	Pair	30						
9.6.	52GS008	Size 8	Pair	30						
9.7.	52GS009	Size 9	Pair	30						
9.8.	52GS010	Size 10	Pair	20						
9.9.	52GS011	Size 11	Pair	10						
9.10.	52GS012	Size 12	Pair	1						
10.		Gumboots – No Steel Toe Cap								
10.1.	51G010	Size 3	Pair	5						

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 1

	OM Stock code	Item Description	Unit of Issue	Estimated Quantity per Annum	Does your offer conform to the Minimum Requirements YES / NO	Lead Time	Manufacturer	Price per Unit Including VAT		
								KLEINMOND	HERMANUS	GANSBAAI
10.2.	51G010	Size 4	Pair	5						
10.3.	51G010	Size 5	Pair	10						
10.4.	51G010	Size 6	Pair	10						
10.5.	51G010	Size 7	Pair	15						
10.6.	51G010	Size 8	Pair	15						
10.7.	51G010	Size 9	Pair	10						
10.8.	51G010	Size 10	Pair	15						
10.9.	51G010	Size 11	Pair	5						
10.10.	51G010	Size 12	Pair	5						
11.		Gloves								
11.1.		PVC Gloves (See par. 13 of specifications)								
11.2.	52G001	PVC Red PVC 8" Glove Red smooth standard weight PVC glove Elbow length EN388: 4121	Pair	240						
11.3.	52G002	PVC Shoulder Length Gloves, Gauntlet 60cm (35cm PVC Glove With Attached Yellow Splash Guard, Elasticated)	Pair	180						
11.4.	52G003	Crayfish Gloves – poly cotton knitted glove with rubber palm coating	Pair	4100						

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 1

	OM Stock code	Item Description	Unit of Issue	Estimated Quantity per Annum	Does your offer conform to the Minimum Requirements YES / NO	Lead Time	Manufacturer	Price per Unit Including VAT		
								KLEINMOND	HERMANUS	GANSBAAI
11.5.	52G004	PVC Gloves with Knitted Wrist Attached (Medium Weight)	Pair	1265						
11.6.	52G005	Disposable Latex Gloves (sizes S to XL)	Per Box of 100pcs	810						
11.7.	Non stock	Weed Eater Work Gloves (Stihl or similar)	Pair	3						
11.8.	Non stock	Chainsaw Gloves (Stihl or similar)	Pair	3						
12.		Dust Masks and Respirators								
12.1.	52M001	Welding Respirator (3M or similar)	Each	10						
12.2.	52M002	Disposable Particulate Respirator (Dust masks) per Box of 20 (3M or similar)	Per Box of 20 pcs	50						
12.3.	Non stock	Solvent and Chemical Respirator (3M or similar)	Each	2						
13.		Face Shields and Visors								
13.1.	52F001	Face Shield: Complete with Clear Visor	Each	85						
13.2.	52F002	Replacement Visor For Face Shield (Clear)	Each	25						
13.3.	Non stock	Safety Visor & Ear Muffs	Each	2						
14.	51S002	Clear Lens Safety Spectacles With Moulded Side Shields	Each	220						
15.	Non stock	Corded Ear Plugs (3M or similar)	Pair	30						
16.	Non stock	Wide Navy Blue Brim (Outdoor) Hat WITH LOGO	Each	20						

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 1

SECTION 1										
	OM Stock code	Item Description	Unit of Issue	Estimated Quantity per Annum	Does your offer conform to the Minimum Requirements YES / NO	Lead Time	Manufacturer	Price per Unit Including VAT		
								KLEINMOND	HERMANUS	GANSBAAI
17.		150g Poly-cotton safety T-shirt with reflective tape <u>WITH LOGO</u>								
17.1.	Non stock	Size 32	Each	20						
17.2.	Non stock	Size 34	Each	20						
17.3.	Non stock	Size 36	Each	20						
17.4.	Non stock	Size 38	Each	20						
17.5.	Non stock	Size 40	Each	20						
17.6.	Non stock	Size 42	Each	20						
17.7.	Non stock	Size 44	Each	20						
17.8.	Non stock	Size 46	Each	20						
17.9.	Non stock	Size 48	Each	20						
17.10.	Non stock	Size 50	Each	20						
17.11.	Non stock	Size 52	Each	20						
17.12.	Non stock	Size 54	Each	20						
17.13.	Non stock	Size 56	Each	20						
17.14.	Non stock	Size 58	Each	20						
17.15.	Non stock	Size 60	Each	20						
17.16.	Non stock	Special Sizes	Each	2						

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 1

SECTION 1										
	OM Stock code	Item Description	Unit of Issue	Estimated Quantity per Annum	Does your offer conform to the Minimum Requirements YES / NO	Lead Time	Manufacturer	Price per Unit Including VAT		
								KLEINMOND	HERMANUS	GANSBAAI
18.		Reflective Jackets with ID Pocket								
18.1.	Non stock	Small	Each	20						
18.2.	Non stock	Medium	Each	20						
18.3.	Non stock	Large	Each	20						
18.4.	Non stock	XL	Each	20						
18.5.	Non stock	2XL	Each	20						
18.6.	Non stock	3XL	Each	20						
18.7.	Non stock	4XL	Each	20						
18.8.	Non stock	Special Size	Each	2						
19.		Freezer Jackets								
19.1.	Non stock	Small	Each	10						
19.2.	Non stock	Medium	Each	10						
19.3.	Non stock	Large	Each	10						
19.4.	Non stock	XL	Each	10						
19.5.	Non stock	2XL	Each	10						
19.6.	Non stock	3XL	Each	10						
19.7.	Non stock	4XL	Each	10						
19.8.	Non stock	Special Size	Each	2						

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 1

SECTION 1										
	OM Stock code	Item Description	Unit of Issue	Estimated Quantity per Annum	Does your offer conform to the Minimum Requirements YES / NO	Lead Time	Manufacturer	Price per Unit Including VAT		
								KLEINMOND	HERMANUS	GANSBAAI
20.		Chainsaw Jackets								
20.1.	Non stock	Small	Each	1						
20.2.	Non stock	Medium	Each	1						
20.3.	Non stock	Large	Each	1						
20.4.	Non stock	XL	Each	1						
20.5.	Non stock	2XL	Each	1						
20.6.	Non stock	3XL	Each	1						
20.7.	Non stock	4XL	Each	1						
21.		Chainsaw Pants (Russo or similar)								
21.1.	Non stock	Small	Each	1						
21.2.	Non stock	Medium	Each	1						
21.3.	Non stock	Large	Each	1						
21.4.	Non stock	XL	Each	1						
21.5.	Non stock	2XL	Each	1						
21.6.	Non stock	3XL	Each	1						
21.7.	Non stock	4XL	Each	1						

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			



SECTION 2 & 3							
Item No	Description	Does your offer conform to the Minimum Requirements Yes / No	Colour / Specifications	Size	Estimated quantity per year	Lead time	HERMANUS Price per Unit Including VAT
1.	Peak Cap – Fire Senior Officers		Black		3		
2.	Peak Cap – Firemen		Black		30		
3.	Peak Cap – Traffic & Law Enforcement		Traffic Blue – Black shiny peak		10		
4.	Peak Cap – Traffic & Law Enforcement Senior Officers		Traffic Blue – cloth covered peak		15		
5.	Baseball Cap – Standard gold rubberized peak decoration for officers		Black & Navy with embroidered badge		20		
6.	Baseball Cap Fire with embroidery		Black & Navy with Badge & Embroidery		200		
7.	Ladies felt hat		Navy		5		
8.	Wide rimmed cricket hat with embroidery		Navy and Olive – with badge		80		
9.	Polar fleece beanie with embroidery		Navy		100		
10.	Tie men		Royal Blue, Black & Navy		100		
11.	Bow tie – ladies		Royal Blue		6		
12.	Epaulettes (Traffic & Law Enforcement)		Royal Blue		44		
13.	Gloves		Cotton, White		100		
14.	Waterproof Motorcycle Gloves (Pairs)		Leather and nylon oxford combination		6		
15.	T-Shirt Plain		Navy or white	Normal size	100		
				Special size	20		
16.	T-Shirt Fire With Printing		Navy and Royal blue	Normal size	160		
				Special size	15		

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			



SECTION 2 & 3							
Item No	Description	Does your offer conform to the Minimum Requirements Yes / No	Colour / Specifications	Size	Estimated quantity per year	Lead time	HERMANUS Price per Unit Including VAT
17.	T-Shirt: Long Sleeve With Printing		Navy	Normal size	45		
				Special size	10		
18.	Men's' Golf Shirt With Embroidery		Navy & white , and Plain black	Normal size	120		
				Special size	10		
19.	Ladies Golf Shirt With Embroidery		Navy & White and Plain black	Normal size	10		
				Special size	10		
20.	*Magnum Style Short Sleeve Shirt		Mazrin Blue, White and Navy	Normal size	219		
				Special size	10		
21.	*Magnum Style Long Sleeve Shirt		Mazrin Blue / White / Navy	Normal size	68		
				Special size	6		
22.	* Short Sleeve Shirt With Fire Brigade Insignia		White	Normal size	50		
				Special size	20		
23.	Long Sleeve Shirt With Fire Brigade Insignia		White	Normal size	50		
				Special size	15		
24.	** Sweater Top And Pants		Navy & White	Normal size	20		
				Special size	5		
25.	** Jerseys With Arm Flashers For Traffic, Law Enforcement And Fire Brigade		Navy, Black and Traffic blue	Normal size	80		
				Special size	20		

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 2 & 3							
Item No	Description	Does your offer conform to the Minimum Requirements Yes / No	Colour / Specifications	Size	Estimated quantity per year	Lead time	HERMANUS Price per Unit Including VAT
26.	Pull Over Plain		Traffic Blue, Navy and black	Normal size	60		
				Special size	10		
27.	Pt Short		Navy	Normal size	20		
				Special size	5		
28.	Ladies Skirt		Traffic blue, Navy, Grey and Black	Normal size	15		
				Special size	5		
29.	Belt		Genuine Leather Black	Normal size	50		
				Special size	10		
30.	Trousers		Traffic Blue, Grey and Black	Normal size	40		
				Special size	10		
31.	Combat Trouser		Traffic Blue, Grey and Black	Normal size	40		
				Special size	10		
32.	Chinos		Navy Blue, black, Khaki and Fatigue	Normal size	20		
				Special size	8		
33.	Kenny Jacket		Black & Navy	Normal size	50		
				Special size	5		
34.	Corporate Wear Soft Shell Jacket		Black	Normal size	35		
				Special size	8		

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			



SECTION 2 & 3							
Item No	Description	Does your offer conform to the Minimum Requirements Yes / No	Colour / Specifications	Size	Estimated quantity per year	Lead time	HERMANUS Price per Unit Including VAT
35.	Waterproof Rain Gear		Navy	Normal Size	30		
				Special size	10		
36.	Leather Corporate Jacket		Black and Navy	Normal Size	8		
				Special size	3		
37.	Reflective collar jacket long sleeve (CJJMPD)			Normal Size	15		
				Special size	5		
38.	Short Socks		Black, navy, Traffic blue and Grey		200		
39.	Long Socks		Black, navy, Traffic blue and Grey		200		
40.	Shoes		Black		15		
41.	Slip on shoes		Black		5		
42.	Ladies Lace shoe		Black		10		
43.	Ladies court shoe		Black		8		
44.	Boots		Black		10		
45.	Fire Station Boots		Black		30		
46.	Ammunition Clip Pouch		Black		10		
47.	Holster		Black		10		
48.	Handcuff pouch		Black		10		

Normal size = S → XL
 Special size = 2XL → Custom made

* Grouped as one – awarded to one bidder
 ** Grouped as one – awarded to one bidder
 *** Grouped as one – awarded to one bidder

Shoes: Men's no 6 – 12
 Shoes: Ladies' no 2 - 10

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 4							
Item No	Description	Does your offer conform to the Min Requirements Yes/No	Manufacturer	Size	Estimated quantity per year	Lead Time	ONRUS Price per unit Including VAT
1.	MEN'S FIELD UNIFORM						
1.1	Legendary Cargo Multi-pocket shorts			32	4		
				36	6		
				38	5		
1.2	Legendary Cargo Multi-pocket trousers			32	4		
				36	6		
				38	5		
1.3	Legendary Long sleeve work shirt			M	2		
				L	2		
				XL	2		
				XXL	2		
1.4	Legendary Short sleeve work shirt			M	6		
				L	6		
				XL	4		
				XXL	4		
1.5	Long sleeve fleece Jacket (Men's)			M	2		
				L	4		
				XL	2		
				XXL	2		

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 4							
Item No	Description	Does your offer conform to the Min Requirements Yes/No	Manufacturer	Size	Estimated quantity per year	Lead Time	ONRUS Price per unit Including VAT
1.6	Polar Fleece Body warmer (Men's)			M	2		
				L	4		
				XL	2		
				XXL	2		
1.7	Long Sleeve t-shirt			M	2		
				L	4		
				XL	2		
				XXL	2		
1.8	Anklet Socks			Ladies' size			
				5	5		
				6	5		
				7	5		
				Men's size			
				8	20		
				11	5		
1.9	Parka Rain Jacket			M	3		
				L	6		
				XL	1		

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			



SECTION 4							
Item No	Description	Does your offer conform to the Min Requirements Yes/No	Manufacturer	Size	Estimated quantity per year	Lead Time	ONRUS Price per unit Including VAT
1.10	Hiking Boots Lace up Brown			Ladies' size			
				5	1		
				6	1		
				7	1		
				Men's size			
				8	6		
				11	1		
1.11	Hiking Shoes			Ladies' size			
				5	1		
				6	1		
				7	1		
				Men's size			
				8	6		
				11	1		
1.12	Chelsea Work wear Depot boot			Men's size			
				8	2		
				11	1		

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 4							
Item No	Description	Does your offer conform to the Min Requirements Yes/No	Manufacturer	Size	Estimated quantity per year	Lead Time	ONRUS Price per unit Including VAT
1.13	Leather Belt			Ladies' size			
				36	2		
				38	1		
				Men's size			
				32	2		
				36	3		
				38	2		
1.14	Cotton Webbing Belt			Men's size			
				32	1		
				36	1		
				38	1		
2.	MEN'S CORPORATE UNIFORM						
2.1	Half zip jersey			M	2		
				L	6		
				XL	1		
				XXL	1		
2.2	Super Strong Work Jeans			32	4		
				36	6		
				38	5		

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			



SECTION 4							
Item No	Description	Does your offer conform to the Min Requirements Yes/No	Manufacturer	Size	Estimated quantity per year	Lead Time	ONRUS Price per unit Including VAT
2.3	Quilted Body warmer (Men's)			M	2		
				L	3		
				XL	2		
				XXL	1		
3.	WOMEN'S FIELD UNIFORM						
3.1	Cargo shorts			36	5		
3.2	Cargo trousers			36	5		
3.3	Long sleeve work shirt			36	6		
				38	2		
3.4	Short sleeve work shirt			36	6		
				38	2		
3.5	Long sleeve fleece Jacket (Women's)			M	2		
				L	3		
3.6	Polar Fleece Body warmer (Women's)			M	2		
				L	3		
3.7	Ladies stretch long sleeve t-shirt			M	2		
				L	3		

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 4							
Item No	Description	Does your offer conform to the Min Requirements Yes/No	Manufacturer	Size	Estimated quantity per year	Lead Time	ONRUS Price per unit Including VAT
4.	WOMEN'S CORPORATE UNIFORM						
4.1	Cardigan			M	2		
				L	3		
4.2	Strong Work Jeans			36	6		
				38	2		
4.3	¾ sleeve blouse			36	3		
				38	3		
4.4	Quilted body warmer (Women's)			L	4		
5.	PERSONAL PROTECTIVE EQUIPMENT						
5.1	Chainsaw helmet Standard			Standard	5		
5.2	Water boots			Ladies' size			
				5	1		
				6	1		
				7	1		
				Men's size			
				8	6		
				11	1		
5.3	Standard flat-front hard hat			Standard	8		
SIGNATURE				NAME (PRINT)			DATE
CAPACITY				NAME OF FIRM			

MUNISIPALITEIT



MUNICIPALITY

SECTION 4							
Item No	Description	Does your offer conform to the Min Requirements Yes/No	Manufacturer	Size	Estimated quantity per year	Lead Time	ONRUS Price per unit Including VAT
5.4	Waders			Ladies' size			
				5	1		
				6	1		
				7	1		
				Men's size			
				8	1		
				11	1		

SIGNATURE		NAME (PRINT)		DATE	
CAPACITY		NAME OF FIRM			



22. MBD 7.1. – CONTRACT FORM - PURCHASE OF GOODS/WORKS

NB:

1. This form must be completed in duplicate by both the successful bidder (Part 1) and the purchaser (Part 2). The form must be signed in the original so that the successful bidder and the purchaser will be in possession of a signed contracts for their respective records.
2. NO correction fluid/tape may be used.
3. In the event of a mistake having been made, it shall be crossed out in ink and be accompanied by an initial at each and every alteration.

PART 1 (To be completed by the BIDDER)

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to **OVERSTRAND MUNICIPALITY** in accordance with the requirements and specifications stipulated in bid number **SC 1857/2018: SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING FOR THE OVERSTRAND MUNICIPALITY FOR A CONTRACT PERIOD ENDING 30 JUNE 2021** at the price(s) as per the pricing schedule above.
2. My offer(s) remain(s) binding upon me and open for acceptance by the purchaser during the validity period indicated and calculated from the closing time of bid.
3. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Bidding documents, viz
 1. Invitation to bid
 2. Tax clearance certificate
 3. Pricing schedule(s)
 4. Technical Specification(s)
 5. Preference claims in terms of the Preferential Procurement Regulations 2011
 6. Declaration of interest
 7. Special Conditions of Contract;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)
4. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
5. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfilment of this contract.
6. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
7. I confirm that I am duly authorised to sign this contract.

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			
WITNESS 1:		WITNESS 2:	
DATE:			

CONTRACT FORM - PURCHASE OF GOODS/WORKS**PART 2 (To be completed by OVERSTRAND MUNICIPALITY)**

1. I, _____,
in my capacity as _____,
accept your bid under reference number _____,
dated _____,
for the supply of goods/works indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating delivery instructions is forthcoming.
3. I undertake to make payment for the goods/works delivered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.
4. I confirm that I am duly authorized to sign this contract.

SIGNED AT _____ on this _____ day of _____ 20____.

TO BE COMPLETED BY THE OVERSTRAND MUNICIPALITY

SIGNATURE:		OFFICIAL STAMP:
NAME (PRINT):		
WITNESS 1:		
WITNESS 2:		

23. DECLARATION BY TENDERER

I / We acknowledge that I / we am / are fully acquainted with the contents of the conditions of tender of this tender document and that I / we accept the conditions in all respects.

I / We agree that the laws of the Republic of South Africa shall be applicable to the contract resulting from the acceptance of *my / our tender and that I / we elect *domicillium citandi et executandi* (physical address at which legal proceedings may be instituted) in the Republic at:

I / We accept full responsibility for the proper execution and fulfillment of all obligations and conditions devolving in me / us under this agreement as the principal liable for the due fulfillment of this contract.

I / We furthermore confirm I / we satisfied myself / ourselves as to the corrections and validity of my / our tender; that the price quoted cover all the work / items specified in the tender documents and that the price(s) cover all my / our obligations under a resulting contract and that I / we accept that any mistake(s) regarding price and calculations will be at my / our risk.

I / We furthermore confirm that my / our offer remains binding upon me / us and open for acceptance by the Purchases / Employer during the validity period indicated and calculated from the closing date of the bid.

SIGNATURE		NAME (PRINT)	
CAPACITY		DATE	
NAME OF FIRM			
WITNESS 1		WITNESS 2	



PART C – DATABASE REGISTRATION

A	If you are a bidder, DULY REGISTERED as a Preferred Supplier on the Supply Chain Management Database of the Overstrand Municipality, COMPLETE THIS SECTION		
SCM DATABASE REGISTRATION NUMBER		SC	
NAME OF FIRM			
SIGNATURE		CAPACITY	
NAME (PRINT)			

B	If you are a bidder, NOT DULY REGISTERED as a Preferred Supplier on the Supply Chain Management Database of the Overstrand Municipality, it is compulsory to complete and attach the following forms:
1	Database Registration Form
2	Questionnaire For Preferential Procurement Policy
3	Declaration By Supplier
4	National Small Business Act No. 102 Of 1996 Classification
5	Documents Required
6	Nature Of Operations, Products Or Services
7	Credit Order Instruction



FOR OFFICE USE ONLY


FORMS REMOVED & HANDED TO DATABASE OFFICIAL					
1	Database Registration Form	Yes		No	
2	Questionnaire For Preferential Procurement Policy	Yes		No	
2.1	BBBEE Certificate / Letter from Auditor				
3	Declaration By Supplier	Yes		No	
4	National Small Business Act No. 102 Of 1996 Classification	Yes		No	
5	Nature Of Operations, Products Or Services	Yes		No	
6	Credit Order Instruction	Yes		No	
7	Documents Required:				
7.1	Copy of Company Registration Documentation	Yes		No	
7.2	Tax Clearance Certificate	Yes		No	
7.3	PAYE	Yes		No	
7.4	UIF Certificate / proof	Yes		No	
7.5	WCA Certificate / Letter of Good Standing	Yes		No	
7.6	Copies of ID documents of Directors / Members / Shareholders / Partners.	Yes		No	
8.	LIST ANY OTHER FORMS REMOVED AND SUBMITTED TO DATABASE OFFICIAL:				
<i>I confirm that I have removed the forms as indicated above from the tender document and forwarded it to the Supplier Database Official</i>					
	Removed	Checked			
Print Name					
Signature					
Date					

DATABASE REGISTRATION FORM

VAT/BTW REG. NO: 4140106396

www.overstrand.gov.za

OM-C1

HERMANUS Magnoliastraat 1 Magnolia Street ☎ 20 7200 Tel. 028 313 8152 Faks/Fax. 028 313 8182		HANGKLIP-KLEINMOND 5de Laan 39 5th Avenue Privaatsak X3 Private Bag 7195 Tel. 028 271 8400 Faks/Fax. 028 271 4100				STANFORD Queen Victoriastraat 15 Queen Victoria Street ☎ 84 7210 Tel. 028 341 0640 Faks/Fax. 028 341 0445		GANSBAAI Hoofstraat Main Road ☎ 26 7220 Tel. 028 384 0111 Faks/Fax. 028 384 0241			
KREDITEURE: Registrasie op databasis ingevolge:		Wet op die Raamwerk vir Voorkeurverkrigingsbeleid, 2000 (Wet No. 5 van 2000) (Goewernementskennisgewing No.97 van 03 Februarie 2000 – Staatskoerant Nr. 20854); Voorkeurverkrigingsregulasies (No. R.502 van 8 Junie 2011) uitgevaardig ingevolge bogemelde Wet (Staatskoerant Nr. 34350); Wet Op Plaaslike Regering: Munisipale Finansiële Bestuur No. 56 Van 2003; Munisipale Voorsieningskanaalbestuursregulasies (Nr. 868 van 30 Mei 2005 – Staatskoerant Nr. 27636)									
CREDITORS: Registration on data base in terms of:		Preferential Procurement Policy Framework Act No. 5 Of 2000 (Government Notice No.97 van 03 February 2000 – Government Gazette No. 20854); Preferential Procurement Regulations (No. R.502 of 8 June 2011) promulgated in terms of abovementioned Act (Government Gazette No. 34350); Local Government: Municipal Finance Management Act No. 56 of 2003; Municipal Supply Chain Management Regulations (No. 868 of 30 May 2005 – Government Gazette No. 27636)									
ABANTU ENINAMATYALA KUBO: Ubhaliso kwindawo ekugcinwa kuyo iindawo ezaziwa ngento ngokuphathalele..		Ubume benkqubo ekhethekileyo yokufumana Umthetho ongunombolo 5 ka-2000 (Isaziso sikaRhulumente esingunombolo 97 we-3 kaFebruwari 2000-Iphepha-ndaba lombuso likaRhulumente unombolo 20854); Imithetho yenkqubo ekhethekileyo yokufumana (Nombolo R502 ka-Juni 2011) umthetho owaziswe ngokubhekiselele ngumthetho ongasentla (Iphepha-ndaba lombuso likaRhulumente elingunombolo 34350; Umasipala wengingqi: Umthetho wokulawula ezemali kamasipala ongunombolo 56 ka -2003; Ummiselo weNkqubo yoLawulo lweTyathanga loKubonelela kaMasipala (Inombolo 868 ye 30 Meyi 2005- Isaziso sika Rhulumente -Nombolo 27636)									
Handelsnaam van onderneming Trade name of enterprise Igama lokushishina loshishino											
Posadres / Postal address Idilesi yeposi											
Plaasnaam/Besigheid straat adres / Name of Farm/Business street address / Igama lefama/idilesi yesitrato soshishino											
Aard van bedrywigheid wat beoefen word / Nature of activities conducted / Uhlobo lwemisebenzi eyenziwayo necandelo											
Tipe onderneming (Merk met X) / Type of enterprise (Mark with X) / Uhlobo loshishino (Phawula ngo-X)		1	Eenmansaak / Sole Proprietor/ Ushishino lomntu omnye	2	Vennootskap/ Partnership/ Uthelelwano	3	Openbare Sektor / Public Sector / Icandelo lomntu wonke	4	Maatskappy/Beslote Korporasie / Company /Close Corporation / Inkampani/mbumba evalekileyo	5	Ander: Klub, Trust, ens. / Other: Club, Trust, etc. / Ezinye: umbutho, itirasi, njl-njl.
Total number of years the Enterprise has been in business											
CIDB nommer / CIDB number / inombolo ye-CIDB (Construction Industry Development Board)											
BTW nommer / VAT number/ inombolo ye-VAT											
Inkomstebelastingverwysingsnommer van persoon/onderneming in 1. / Income Tax reference number of person/enterprise in 1. / Inombolo yesalathiso serhafu yengeniso yomntu/yoshishino olubalulwa ku-1.											
Indien u nie vir enige van bogenoemde geregistreer is nie, meld redes: / If you are not registered for any of the above, furnish reasons: / Xa ungazibhaleli nayiphi na into engaphezulu, nika izezathu:											
Besonderhede van verantwoordelike persoon of eienaar / Particulars of responsible person or owner / Iinkukacha zomntu othatha uxanduva okanye zomnini											
Van / Surname / Ifani											
Voornaam / First name / Amagama											
Hoedanigheid / Designation / Ubume emsebenzini											
Besonderhede van skakelbeampte / Particulars of liaison officer / Iinkukacha zomntu womanyano (Umntu onika iimbuyiselo)											
Voorletters en van / Initials and surname / Oonobumba bokuqala bamagama nefani											
Hoedanigheid/Designation/Ubume omsebenzi											
Selfoon / Cell phone / Iselfoni											
Telefoon nr./Telephone no. /inombolo yefoni											
Faksnr. / Fax no. / Inombolo yeFeksi											
e-pos adres / e-mail address / I-imeyile											
Meld taalvoorkeur / Indicate language preference		Afrikaans				English					
Ek verklaar dat die inligting wat hierin verstrek is, waar en juist is. / I declare that the information herein furnished, is true and correct. / Ndixela ukuba ulwazi olunikiweyo apha luyinyaniso kwaye lulungile.											
Handtekening van persoon verantwoordelik vir hierdie verklaring / Signature of person responsible for this declaration / Usayino lomntu othathela uxanduva le ngxelo.											
Naam / Name / Igama		Hoedanigheid / Designation / Ubume emsebenzini				Datum / Date / Umhla					
PLEASE ATTACH A LIST OF SERVICES / COMMODITIES THAT YOU CAN SUPPLY											

PREFERENTIAL PROCUREMENT REGULATIONS 2011

1. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION

1.1. 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:

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

- 1.1. Bidders who qualify as EMEs in terms of the B-BBEE Act must submit a certificate issued by a Verification Agency accredited by SANAS or an original sworn affidavit or an originally certified copy thereof.
- 1.2. Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or an originally certified copy thereof, substantiating their B-BBEE rating by a Verification Agency accredited by SANAS.
- 1.3. 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.
- 1.4. 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.
- 1.5. 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.
- 1.6. 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.
- 1.7. 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.

2. BID DECLARATION

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

2.1.1. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3.1.2 AND 5.1	
2.1.1.1. B-BBEE Status Level of Contribution as reflected on the B-BBEE Certificate	
2.1.1.2. Points claimed in respect of Level of Contribution (maximum of 10 or 20 points)	

(Points claimed in respect of paragraph 6.1 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 an original sworn affidavit or an originally certified copy thereof).

3	Persentasie aandeelhouding van persone geklassifiseer as jeug . (18 – 35 Jaar oud) / Percentage of shareholding of persons in the business classified as youth . (18 – 35 Years old) / Ipersenti labantu abanezabelo kwinkonzo zoshishino ababizwa ngokuba lulutsha (18 – 35 Yeminyaka)	%
4	Is u besigheid geleë binne die jurisdiksie van die munisipaliteit ? Is your business established within the area of jurisdiction of the Municipality? Ingaba ishishini lakho limi kwingingqi elawulwa nguMasipala wesithili?	In/Ngaphakathi Uit/Out/Ngaphandle

Hiermee sertifiseer ek/ons die ondergetekende en die getuienisse dat bogenoemde inligting korrek is. / I/We hereby certify that the abovementioned information is correct signed by myself/ourselves and the witnesses. / Mna/Thina siqinisekisa ukuba ezi nkukacha zingasentla zilungile kwaye zisayinwe ndim/sithi kunye namangqina

Handtekening / Signature / Osayinileyo	Getuie / As Witness / Njengengqina
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DECLARATION BY SUPPLIER

1.	This document serves as a declaration to be used by the municipality 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. No Registration will be accepted from persons in the service of the state*.			
2.(a)	Any prospective supplier, having a kinship with persons in the service of the state, including a blood relationship, may in terms of current legislation register on the Municipality's Database. In view of possible allegations of favouritism, should a resulting bid, or part thereof, be awarded to suppliers connected with or related to persons in the service of the state, it is required that the supplier or his/her authorised representative declare their position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest.			
2.(b)	The request for registration on the Municipality's database may be rejected if the supplier, or any of its directors/members/partners have:			
	(i) abused the municipality's supply chain management system or committed any improper conduct in relation to such system;			
	(ii) been convicted for fraud or corruption during the past five years;			
	(iii) willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years;			
	(iv) being a person whose tax matters are not cleared by the South African Revenue Services; or			
	(v) been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).			
3.	In order to give effect to the above, the following questionnaire must be completed and signed before a Commissioner of Oaths.			
3.1	Print full Name:			
3.2	Company/CC Registration or ID Number:			
3.3	Are you presently <i>in the service of the state</i> ? *	YES		NO
3.3.1	If so, furnish particulars.			
3.4	Have you been <i>in the service of the state</i> for the past twelve months?	YES		NO
3.4.1	If so, furnish particulars.			
3.5	Do you, have any relationship (family, friend, other) with persons <i>in the service of the state</i> and who may be involved with the evaluation and or adjudication of any prospective bid?	YES		NO
3.5.1	If so, furnish particulars.			
3.6	Are you, aware of any relationship (family, friend, other) between a supplier and any persons <i>in the service of the state</i> who may be involved with the evaluation and or adjudication of any bid?	YES		NO
3.6.1	If so, furnish particulars.			
3.7	Are any of your company's directors, managers, principle shareholders or stakeholders <i>in the service of the state</i> ?	YES		NO
3.7.1	If so, furnish particulars.			
3.8	Is any spouse, child or parent of your company's directors, managers, principle shareholders or stakeholders <i>in the service of the state</i> ?	YES		NO
3.8.1	If so, furnish particulars.			
3.9	Is the supplier or any of its directors/partners listed on the National Treasury's database as a company or person prohibited from doing business with the public sector?	YES		NO
3.9.1	If so, furnish particulars.			

3.10	Is the supplier 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)?	YES		NO	
3.10.1	If so, furnish particulars.				
3.11	Was the supplier or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	YES		NO	
3.11.1	If so, furnish particulars.				
3.12	Does the supplier or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	YES		NO	
3.12.1	If so, furnish particulars.				
3.13	Was any contract between the supplier and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	YES		NO	
3.13.1	If so, furnish particulars.				

CERTIFICATION

I, THE UNDERSIGNED, _____, CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT. I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

Signature	Position	Date

* MSCM Regulations: "in the service of the state" means to be –

6. a member of –
 - 6.1. any municipal council;
 - 6.2. any provincial legislature; or
 - 6.3. the national Assembly or the national Council of provinces;
7. a member of the board of directors of any municipal entity;
8. an official of any municipality or municipal entity;
9. an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
10. a member of the accounting authority of any national or provincial public entity; or
11. an employee of Parliament or a provincial legislature.

<p align="center">COMMISSIONER OF OATHS</p> <p>Signed and sworn to before me at _____, on this _____ day of _____ 20____,</p> <p>by the Deponent, who has acknowledged that he/she knows and understands the contents of this Affidavit, it is true and correct to the best of his/her knowledge and that he/she has no objection to taking the prescribed oath, and that the prescribed oath will be binding on his/her conscience.</p> <p>COMMISSIONER OF OATHS:-</p> <p>Position: _____</p> <p>Address: _____</p> <p>Tel: _____</p>	<p>Apply official stamp of authority on this page:</p>
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ETHICS COMMITMENT FOR SUPPLIERS OF THE OVERSTRAND LOCAL MUNICIPALITY

In our dealings with the Overstrand Local Municipality we commit to uphold high standards of ethics. Among other things this means:

- We will be honest and deal in good faith;
- We will not improperly try to influence any municipal official or decision; We will avoid all conflicts of interest;
- We will not engage in any form of corruption (e.g. paying bribes, giving kickbacks); We will not give gifts to municipal officials or councillors;
- We will not be involved in collusion with other service providers (i.e. price-fixing);
- We will ensure that all information we submit to the municipality is accurate and truthful (e.g. we will not engage in B-BBEE fronting).
- We will ensure and take accountability to keep our database records up to date, avoiding misrepresentation.
- We will ensure to comply with legislative requirements applicable.
- We will inform the Overstrand of any unethical behaviour known, either from other suppliers or Overstrand officials, supported by the protection of our Whistle Blowing policy.
- We will contribute by all means necessary, in building a positive ethical culture in the Overstrand.

This is our commitment to help build an ethical Overstrand.

Name of Company:	
Name of authorised person:	
Signature:	
Date:	

Please provide the following information on ALL directors / shareholders / trustees / members below:

Full Name and Surname	Identity Number	Personal Income Tax Number	Government Employee Number

MBD 15 – CERTIFICATE FOR PAYMENT OF MUNICIPAL SERVICES**DECLARATION IN TERMS OF PARAGRAPH 38(1)(d)(i) OF SUPPLY CHAIN MANAGEMENT POLICY OF THE OVERSTRAND MUNICIPALITY** (To be signed in the presence of a Commissioner of Oaths)

I, _____, _____ (full name and ID no.), hereby acknowledge that according to SCM Regulation 38(1)(d)(i), the Municipality may reject the tender of the tenderer if any municipal rates and taxes or municipal service charges owed by the Tenderer or any of its directors/members/partners to the Overstrand Municipality, or to any other municipality or municipal entity, are in arrears for more than 3 (three) months.

I declare that I am duly authorised to act on behalf of _____ (name of the firm) and hereby declare, that to the best of my personal knowledge, neither the firm nor any director/member/partner of said firm is in arrears on any of its municipal accounts with any municipality in the Republic of South Africa, for a period longer than 3 (three) months.

I further hereby certify that the information set out in this schedule and/or attachment(s) hereto is true and correct. The Tenderer acknowledges that failure to properly and truthfully complete this schedule may result in the tender being disqualified, and/or in the event that the tenderer is successful, the cancellation of the contract.

PHYSICAL BUSINESS ADDRESS(ES) OF THE TENDERER	MUNICIPAL ACCOUNT NUMBER

FURTHER DETAILS OF THE BIDDER'S Director / Shareholder / Partners, etc.:

Director / Shareholder / partner	Physical address of the Business	Municipal Account number(s)	Physical residential address of the Director / shareholder / partner	Municipal Account number(s)

NB: Please attach certified copy(ies) of ID document(s)

Number of sheets appended by the tenderer to this schedule (If nil, enter NIL)	
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Signature	Position	Date

<p align="center">COMMISSIONER OF OATHS</p> <p>Signed and sworn to before me at _____, on this _____ day of _____ 20__</p> <p>by the Deponent, who has acknowledged that he/she knows and understands the contents of this Affidavit, it is true and correct to the best of his/her knowledge and that he/she has no objection to taking the prescribed oath, and that the prescribed oath will be binding on his/her conscience.</p> <p>COMMISSIONER OF OATHS:-</p> <p>Position: _____</p> <p>Address: _____</p> <p>Tel: _____</p>	<p>Apply official stamp of authority on this page:</p>
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National Small Business Act No. 102 of 1996 Classification

1. Indicate your Economic Sector - Give full description in 1.4 on page 1		2. Indicate the size of your Business if the National Small Business Act applies to your enterprise.				
Sector or sub-sectors in accordance with the Standard Industrial Classification		Size of class	Total full-time equivalent of paid employees Less than:	Total annual turnover Less than:	Total gross asset value (fixed property excluded) Less than:	Indicate the category of your business "X"
Please indicate your Sector "X"		Not applicable	Not applicable	Not applicable	Not applicable	Not applicable
All Tiers of Government 00001 - 09999		Medium	100	R 5 m	R 5 m	
Agriculture 11001 - 14999		Small	50	R 3 m	R 3 m	
		Very small	10	R 0.50 m	R 0.50 m	
		Micro	5	R 0.20 m	R 0.10 m	
Mining and Quarrying 21001 - 29999		Medium	200	R 39 m	R 23 m	
		Small	50	R 10 m	R 6 m	
		Very small	20	R 4 m	R 2 m	
		Micro	5	R 0.20 m	R 0.10 m	
Manufacturing 30001 - 39999		Medium	200	R 51 m	R 19 m	
		Small	50	R 13 m	R 5 m	
		Very small	20	R 5 m	R 2 m	
		Micro	5	R 0.20 m	R 0.10 m	
Electricity, Gas and Water 41001 - 42999		Medium	200	R 51 m	R 19 m	
		Small	50	R 13 m	R 5 m	
		Very small	20	R 5.10 m	R 1.90 m	
		Micro	5	R 0.20 m	R 0.10 m	
Construction 50001 - 50999		Medium	200	R 26 m	R 5 m	
		Small	50	R 6 m	R 1 m	
		Very small	20	R 3 m	R 0.50 m	
		Micro	5	R 0.20 m	R 0.10 m	
Wholesale Trade, Commercial Agents and Allied Services 58001 - 61999		Medium	200	R 64 m	R 10 m	
		Small	50	R 32 m	R 5 m	
		Very small	20	R 6 m	R 0.60 m	
		Micro	5	R 0.20 m	R 0.10 m	
Retail and Motor Trade and Repair Services 62101 - 63500		Medium	200	R 39 m	R 6 m	
		Small	50	R 19 m	R 3 m	
		Very small	20	R 4 m	R 0.60 m	
		Micro	5	R 0.20 m	R 0.10 m	
Catering, Accommodation and other Trade 64101 - 64299		Medium	200	R 13 m	R 3 m	
		Small	50	R 6 m	R 1 m	
		Very small	20	R 1.50 m	R 0.90 m	
		Micro	5	R 0.20 m	R 0.10 m	
Transport, Storage and Communications 71001 - 75999		Medium	200	R 26 m	R 6 m	
		Small	50	R 13 m	R 3 m	
		Very small	20	R 3 m	R 0.60 m	
		Micro	5	R 0.20 m	R 0.10 m	
Finance and Business Services 81001 - 88999		Medium	200	R 26 m	R 5 m	
		Small	50	R 13 m	R 3 m	
		Very small	20	R 3 m	R 0.50 m	
		Micro	5	R 0.20 m	R 0.10 m	
Community, Social and Personal Services 91001 - 99999		Medium	200	R 13 m	R 6 m	
		Small	50	R 6 m	R 3 m	
		Very small	20	R 1 m	R 0.60 m	
		Micro	5	R 0.20 m	R 0.10 m	

NATURE OF OPERATIONS, PRODUCTS OR SERVICES

Please list the products/services provided by your enterprise under the appropriate headings.
Indicate the PRIMARY and/or SECONDARY function applicable to your business by ticking the appropriate box ✓ and (i.e. nature of operations, products or services):

PRIMARY FUNCTION:		SECONDARY FUNCTION:	
PRODUCTS		PRODUCTS	
SERVICES		SERVICES	
LABOUR		LABOUR	
EQUIPMENT		EQUIPMENT	

KREDIETBEVEL INSTRUKSIE / CREDIT ORDER INSTRUCTION / UMYALELO NGOTYALO MALI

Dit is die Overstrand Munisipaliteit se beleid om alle krediteure deur middel van direkte bankoorplasinge te vereffen. Verskaf meegaande inligting en verkry asb. U bankiers se bevestiging.	It is the policy of the Overstrand Municipality to pay all creditors by means of direct bank transfers. Please complete this information and acquire your banker's confirmation.	Yinkqubo kaMasipala wesithili saseOverstrand ukuhlawula abo kufuneka bebahlawule ngokufaka imali ebhankini. Nceda ke ngoko uzalise olu xwebhu lungezantsi ngeenkukacha zakho ucele ibhanki yakho ukuba yenze isiqinisekiso sezi nkukacha.
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BESONDERHEDE VAN FIRMA/INSTANSIE / DETAILS OF FIRM/INSTITUTION / IINKCUKACHA ZEFEMU/IZIKO:																								
Naam / Name / Igama																								
Adres / Address / Idilesi																								

BESONDERHEDE VAN MY/ONS BANKREKENING IS AS VOLG / DETAILS OF MY/OUR BANK ACCOUNT ARE AS FOLLOWS / IINKCUKACHA ZEBHANKI YAM ZIMI NGOLU HLOBO:																								
NAAM VAN BANK / NAME OF BANK / IGAMA LEBHANKI																								
NAAM VAN TAK / NAME OF BRANCH / IGAMA LESEBE LEBHANKI																								
REKENING NR / ACCOUNT NO / INOMBOLO YE_AKHAWUNTI																								
TAKKODE / BRANCH CODE / IKHOWUDI YESEBE																								
TIPE REKENING / TYPE OF ACCOUNT / UHLOBO LWE_AKHAWUNTI																								

1 =	Tjekrekening Cheque Account I-akhawunti yetshekhi	2 =	Transmissierekening Transmission Account I-akhawunti vokuqithisela	3 =	Spaarrekening Savings Account I-akhawunti vemali eqcniweyo
4 =	Verbandrekening Bond Account I-akhawunti yebhondi	5 =	(Nie in gebruik) (Not in use) Avisetvenzisiwai	6 =	Subskripsieaandeelrekening Subscription Share Account I-akhawunti yomrhumo wezabelo

Ek/ons versoek en magtig hiermee die Overstrand Munisipaliteit om enige bedrae wat my/ons mag toeval, in my/ons bankrekening te krediteer.	I/we hereby request and authorise the Overstrand Municipality to pay any amounts that may accrue to me/us to the credit of my/our bank account.	Mna/Thina sicela/sigunyazisa uMasipala Wesithili saseOverstrand ukuba ahlawule yonke imali eziimfanelo zam/zethu kwi-akhawunti yebhanki yam/yethu.
Ek/ons verstaan dat 'n betalingsadvies deur die Overstrand Munisipaliteit in die normale wyse verskaf sal word wat die datum sal aantoon wanneer die fondse beskikbaar sal wees, asook besonderhede van die betaling.	I/we understand that a payment advice will be supplied by the Overstrand Municipality in the normal way that will indicate the date on which funds will be available in my/our bank account and details of payment.	Ndi/Siyaqonda ukuba isiqinisekiso semali ehlawule ngumasipala siza kufumaneka kwaye eso siqinisekiso siza kubonisa umhla ekuhlawule ngawo kunye nezinye iinkcukacha zentlawulo.
Ek/ons onderneem verder om die Overstrand Munisipaliteit vroegtydig in kennis te stel van enige verandering in my/ons bankbesonderhede en erken dat hierdie magtiging slegs deur my/ons met dertig dae kennis gekanselleer kan word deur middel van voorafbetaalde geregisteerde pos.	I/we further undertake to inform the Overstrand Municipality in advance of any change in my/our bank details and accept that this authority may only be cancelled by me/us by giving thirty days notice by prepaid registered post.	Ndi/Siya kumazisa umasipala xa iinkcukacha zebhanki yam zitshintshile kwaye ndiza kubanika isaziso seentsuku ezingama-30 ndisithumele ngeleta erejistarishiweyo.

GEMAGTIGDE HANDTEKENING / AUTHORISED SIGNATURE / USAYINO OLOGUNYAZISIWEYO	
VOORLETTERS EN VAN / INITIALS AND SURNAME / OONOBUMBA BOKUQALA BEGAMA KUNYE NEFANI	
TELEFOONNOMMER / TELEPHONE NUMBER / INOMBOLO YEFOWUNI	DATUM / DATE / UMHLA

VIR BANKGEBRUIK ALLEENLIK / FOR BANK USE ONLY / KUSETYENZISWA YIBHANKI KUPHELA	
Ek/ons sertifiseer hiermee dat die besonderhede van ons klient se bankrekening soos aangedui op die krediet bevel instruksie korrek is: I/we hereby certify that the details of our clients bank account as indicated on the credit order instruction is correct: -Ndi/Siqinisekisa ukuba iinkcukacha zabaxhasi bethu ezibhalwe kwimiyalelo yokudiphozitha imali ilungile	AMPTELIKE DATUMSTEMPEL / OFFICIAL DATE STAMP / -ISITAMPU SOMHLA ESISESIKWENI:
GEMAGTIGDE HANDTEKENING / AUTHORISED SIGNATURE / - Usayino olugunyazisiweyo	

DOCUMENTS REQUIRED

DOCUMENTS REQUIRED	SOLE PROPRIETOR	CC'S AND PRIVATE COMPANIES	PARTNER-SHIPS	PUBLIC COMPANY	BUSINESS TRUST	NON PROFIT ORGANIZATIONS (NPO)	WHERE TO GET DOCUMENTS
COMPANY REGISTRATION CERTIFIED COPIES	N/A	Certificate of incorporation CK1/CK2	Partnership agreement	Certificate of Incorporation CM3	Trust agreement	Certificate of Incorporation Section 21	Registrar of CC's & Companies
PROOF OF OWNERSHIP CERTIFIED COPIES	N/A	Shareholding CK1/CK2	Partnership agreement	Shareholding CM3	Trustees details: Letter of Authority	Auditor's letter no shareholding	Registrar of CC's & Companies
PROOF OF BANKING	Bank statement/ cancelled cheque	Bank statement/ cancelled cheque	Bank statement/ cancelled cheque	Bank statement/ cancelled cheque	Bank statement/ cancelled cheque	Bank statement/ cancelled cheque	Branch of bank at which Account is.
TAX CLEARANCE CERTIFICATE	For the Owner or the business	For the company / cc	For each individual shareholder	For the company	For the trust	For the NPO	SARS
P.A.Y.E	If staff are employed	If staff are employed	If staff are employed	If staff are employed	If staff are employed	If staff are employed	SARS
VAT REGISTRATION	Yes	Yes	Yes	Yes	Yes	Yes	SARS
U.I.F Certificate	YES	YES, if staff remuneration	YES, if staff remuneration	YES, if staff remuneration	YES, if staff remuneration	YES, if staff remuneration	Department of Labour
Workman's Compensation	YES, if staff remuneration	YES, if staff remuneration	YES, if staff remuneration	YES, if staff remuneration	YES, if staff remuneration	YES, if staff remuneration	Department of Labour
Security Officer's Board	If applicable –for security industry	If applicable –for security industry	If applicable –for security industry	If applicable –for security industry	If applicable –for security industry	If applicable –for security industry	Security Service Regulatory Authority
Proof of Disability	If owner is disabled	If Shareholder is disable	If Shareholder is disabled	If Shareholder is disable	If Shareholder is disable	If Shareholder is disabled	
Proof of Identity CERTIFIED	Owner	Directors / Members	Partners	Directors	Trustees	Directors	

FOR OFFICE USE ONLY:

BUSINESS NAME			
DATE RECEIVED		DATE CAPTURED	
ACCEPTED			
DATABASE REGISTRATION NUMBER			