



PART A: INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE STELLENBOSCH MUNICIPALITY

FQ NUMBER:	38/24	CLOSING DATE:	14 September 2023	CLOSING TIME:	14:00
DESCRIPTION	SUPPLY AND INSTALLATION or REPLACEMENT OF PLAY EQUIPMENT IN VARIOUS PARKS IN STELLENBOSCH WCO24				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS) Stellenbosch Municipality, Town Hall Complex, Plein Street, Stellenbosch.					
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE OR SWORN AFFIDAVIT [TICK APPLICABLE BOX]	☐ Yes ☐ No		CONTRIBUTOR FACTOR (1 – 20)		
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		☐ Yes ☐ No [IF YES, ANSWER PART B:3]
CRS no	TOTAL BID PRICE (Brought forward from MBD 3.1)				R
SIGNATURE OF BIDDER			DATE		
CAPACITY UNDER WHICH THIS BID IS SIGNED					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT	SUPPLY CHAIN MANAGEMENT		DEPARTMENT	Community Services	
CONTACT PERSON	Bulelwa Dolomba		CONTACT PERSON	Nomphele Pindani	
TELEPHONE NUMBER	(021) 808 8521		TELEPHONE NUMBER	(021) 808 8415	
E-MAIL ADDRESS	Bulelwa.dolomba@Stellenbosch.gov.za		E-MAIL ADDRESS	Nomphele.pindani@Stellenbosch.gov.za	



PART B: TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED—(NOT TO BE RE-TYPED) OR ONLINE
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE STELLENBOSCH SUPPLY CHAIN MANAGEMENT POLICY, THE STELLENBOSCH PREFERENTIAL PROCUREMENT POLICY, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA .
2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

THE MUNICIPALITY RESERVES THE RIGHT TO ACCEPT ALL, SOME, OR NONE OF THE BIDS SUBMITTED EITHER WHOLLY OR IN PART — AND IT IS NOT OBLIGATED TO ACCEPT THE LOWEST BID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:



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YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF STELLENBOSCH MUNICIPALITY

REQUEST FOR FORMAL QUOTATION NUMBER: FQ/SM 38/24

REQUEST QUOTATION DESCRIPTION: SUPPLY AND INSTALLATION or REPLACEMENT OF PLAY EQUIPMENT IN VARIOUS PARKS IN STELLENBOSCH WCO24

CIDB: 1GB

CLOSING DATE: 14 September 2023

TIME: 14h00

Bid documents can be obtained from the Supply Chain Management Unit, 1ST floor, Plein Street , Stellenbosch 08h00 and 15:00. A non-refundable fee of R50-00 is payable to Stellenbosch Municipality. Alternatively, the bid documents can be downloaded from our website at www.stellenbosch.gov.za by following the Supply Chain Management link.

Enquiries can be directed as follows:

Type of enquiry	Contact person	Tel no	Email address
Bidding procedures and documents	Bulelwa Dolomba	(021) 808 8521	Bulelwa.dolomba@Stellenbosch.gov.za
Technical enquiries	Nomphelo Pindani	(021) 808 8415	nomphelo.pindani@Stellenbosch.gov.za

Bids may only be submitted on the bid documentation provided by the municipality and must remain valid for 60 days after bid closing.

Bids must be submitted in a sealed envelope. The quotation number and quotation description must appear on the outside of the envelope. Bidders that fail to adhere to this requirement will be disqualified at the bid opening.

Bids must be deposited in the **bid box**, located at the entrance of the Municipal Offices of Stellenbosch Municipality, Ground floor, Plein Street , Stellenbosch, by no later than the date and time as specified above. This quotation box is open 24/7. Telephonic, telex, facsimile, e-mail and late bids will not be accepted.

Bids will be opened in public in the Supply Chain Management Conference room at the 1st Floor , Room 101B, Plein Street , Stellenbosch. The lowest, only or any bid shall not necessarily be accepted and the municipality reserves the right to accept any part of the bid or to withdraw the invitation to bid.

This bid shall be evaluated on the 80/20 preference points system in terms of the Stellenbosch Preferential Procurement Policy effective from 16 January 2023 in accordance with the Preferential Procurement Regulations that was promulgated by the Minister of Finance on 04 November 2022 in Government Gazette No 47452

Prospective bidders must familiarise themselves with the content of Stellenbosch Municipality's Supply Chain Management Policy and must be registered on the **Central Supplier Database (CSD)** if they wish to conduct business with the municipality. The General Conditions of Contract is applicable.

GM METTLER

STELLENBOSCH MUNICIPALITY



AUTHORITY TO SIGN A BID

SOLE PROPRIETOR (SINGLE OWNER BUSINESS) AND 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 tender in my capacity as natural person.

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

COMPANIES AND CLOSE CORPORATIONS

If a Bidder is a COMPANY, 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

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.

PARTICULARS OF RESOLUTION BY BOARD OF DIRECTORS OF THE COMPANY/MEMBERS OF THE CC

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 CERTIFIED COPY of the resolution attached?	YES		NO

SIGNED ON BEHALF OF COMPANY / CC:		DATE:	
PRINT NAME:			
WITNESS 1:		WITNESS 2:	



1. Taxes and duties

- 1.1. A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 1.2. A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 1.3. 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.
- 1.4. No contract shall be concluded with any bidder whose municipal rates and taxes and municipal services charges are in arrears.

2. 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.

3. 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.

4. Prohibition of restrictive practices.

- 4.1. 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.
- 4.2. 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.
- 4.3. 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)



GENERAL CONDITIONS

1. Sealed FQ's, with the **"FQ Number and Title"** clearly endorsed on the envelope, must be deposited in the **tender box** at the offices of the Stellenbosch Municipality, Plein Street, Stellenbosch.
2. The tender must be lodged by the Tenderer in the tender box in the Main Hall Entrance, Stellenbosch Municipal Offices, Plein Street, Stellenbosch

PLEASE NOTE:

- 2.1. FQ's that are deposited in the incorrect box will not be considered.
- 2.2. Mailed, telegraphic or faxed FQ's will not be accepted.
- 2.3. Documents may only be completed in non-erasable ink.
- 2.4. The use of correction fluid/tape is not allowed.
 - 2.4.1. 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.
 - 2.4.2. Alterations or deletions not signed by the Tenderer may render the tender invalid.
- 2.5. All bids must be submitted in writing on the official forms supplied (not to be re-typed)
- 2.6. All prices shall be quoted in South African currency and be **INCLUSIVE of VAT**.
- 3.1 It is a requirement of this contract that the amount of value-added tax (VAT) must be shown clearly on each invoice.
- 3.2 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 Stellenbosch Municipality is **4700102181**.
- 3 Any FQ received after the appointed time for the closing of FQ's shall not be considered but shall be filed unopened with the other FQ's received or may be returned to the Tenderer at his request.
- 4 FQ's may not be telefaxed to the Municipality and therefore any FQ's received by fax will **not** be considered.
- 5 FQ's shall be opened in public at the Stellenbosch Municipal Offices as soon as possible after the closing time for the receipt of tenders.
- 6 The Municipality shall have the right to summarily disqualify any Tenderer who, either at the date of submission of this tender or at the date of its award, is indebted to the Municipality in respect of any rental, levies, rates and/or service charges; ALTERNATIVELY;
- 6.1 That an agreement be signed whereby the Tenderer agrees that a percentage or fixed amount at the discretion of the Municipality, be deducted from payments due to him for this tender, until the debt is paid in full.
- 6.2 The tenderer shall declare **all** the Municipal account numbers in the Stellenbosch Area for which the enterprise or the proprietors or directors in their personal capacity is/ are responsible or co-responsible.
- 7 This bid will be evaluated and adjudicated according to the following criteria:
 - 7.1 Relevant specifications
 - 7.2 Value for money
 - 7.3 Capability to execute the contract
 - 7.4 PPPFA & associated regulations
 - 7.5 Stellenbosch Municipality Preferential Procurement Policy and SCM Policy



DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
- 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, trustee, shareholder²):

3.4 Company Registration Number:

3.5 Tax Reference Number:

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? YES ☐ / NO ☐

3.8.1 If yes, furnish particulars.

.....

3.9 Have you been in the service of the state for the past twelve months? YES ☐ / NO ☐

3.9.1 If yes, furnish particulars _____

¹MSCM 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) an executive member of the accounting authority of any national or provincial public entity; or

(f) an employee of Parliament or a provincial legislature.

² 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



3.10 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** ☐

3.10.1 If yes, furnish particulars:

3.11 Are you, aware of any relationship (family, friend, other) between any other 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** ☐

3.11.1 If yes, furnish particulars:

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES** ☐ / **NO** ☐

3.12.1 If yes, furnish particulars:

3.13 Are any spouse, child or parent of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? **YES** ☐ / **NO** ☐

3.13.1 If yes, furnish particulars:

3.14 Do you or any of the directors, trustees, managers, principle 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** ☐

3.14.1 If yes, furnish particulars:

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

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

MBD6.1 – PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022 – PURCHASES/SERVICES 80/20 or 90/10

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, 2022 and the Stellenbosch Preferential Procurement Policy 2022/23

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 and any other applicable preference

1. GENERAL CONDITIONS

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

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

1.2

- (a) The value of this bid is estimated to not exceed R200 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable

1.3 Points for this bid shall be awarded for:

- (b) Price;
- (c) B-BBEE Status Level of Contributor. and
- (d) Locality of supplier

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

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	10
LOCALITY (See definitions)	10
Total points for Price and Preferences 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 Failure on the part of a bidder to submit proof of Locality together with the bid, will be interpreted to mean that preference points for Locality are not claimed.

1.7 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

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“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 goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“Locality”** means the local suppliers and/or service providers that business offices are within the Municipal area of Stellenbosch (WC024).
- (h) **“price”** includes all applicable taxes less all unconditional discounts;
- (i) **“proof of B-BBEE status level of contributor”** means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (j) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (k) **“Specific goals”** means specific goals as contemplated in section 2(1)(d) of the Act which may include contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender and disability including the implementation of programmes of the Reconstruction and Development Programme as published in Government Gazette No. 16085 dated 23 November 1994;
- (l) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES



4. POINTS AWARDED FOR PRICE

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

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

80/20 or 90/10

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

Where

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration

Pmin = Price of lowest acceptable bid

4.2 FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME-GENERATING PROCUREMENT

4.3 POINTS AWARDED FOR PRICE

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

80/20 or 90/10

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \quad \text{or} \quad Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration

Pmax = Price of highest acceptable bid

5. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

- 5.1 In terms of Regulation 4 (2) and 5 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining a specific goal specified for the tender
- 5.2 The tendering conditions will stipulate the specific goals, as contemplated in section 2(1)(d)(ii) of the Preferential Procurement Act, be attained.
- 5.3 A maximum of 20 points (80/20 preference points system) or 10 (90/10 preference points system), must be allocated for specific goals. These goals are :
 - (a) contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender or disability;
 - (b) Promotion of enterprises located in the municipal area (WCO24)



- 5.4 Regarding par 5.3 (a) at least 50% of the 20/10 points must be allocated to promote this goal and points will be allocated in terms of the BBBEE scorecard as follows.

B-BBEE Status Level of Contributor	Number of Points for 80/20 Preference Points System
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

- 5.5 A tenderer must submit proof of its BBBEE status level contributor.
- 5.6 A tenderer failing to submit proof of BBBEE status level of contributor –
- 5.6.1 may only score in terms of the 80/90-point formula for price; and
- 5.6.2 scores 0 points out of 10/5 BBBEE status level of contributor, which is in line with section 2 (1) (d) (i) of the Act, where the supplier or service provider did not provide proof thereof.
- 5.7 Regarding par 5.3 (b) a maximum of 50% of the 20/10 points must be allocated to promote this goal. Maximum points will be allocated as follows.

Locality of supplier	Number of Points for 80/20 Preference Points System
Within the boundaries of the municipality	10
Outside of the boundaries of the municipality	0

The maximum will be proportionately adjusted depending on the number of points allocated for this goal. E.G., 40% will equate to 8/4 points.

6. BID DECLARATION

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



7. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

7.1 B-BBEE Status Level of Contributor: . =(maximum of 10 points)

(Points claimed in respect of paragraph 7.1 must be substantiated by relevant proof of B-BBEE status level of contributor.)

7.2 Within the boundaries of Stellenbosch Municipality (WC024)?

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

Locality of supplier: = (10 points)

Address -

.....

.....

(Points claimed in respect of paragraph 7.2 must be substantiated by relevant proof that the business premises is situated in the Municipal area of Stellenbosch (WC024). A valid municipal account or proof of valid lease agreement must be attached)

8. SUB-CONTRACTING

8.1 Will any portion of the contract be sub-contracted?

(*Tick applicable box*)

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

8.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE

(*Tick applicable box*)

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

v) Specify, by ticking the appropriate box, if subcontracting with an enterprise

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



9. DECLARATION WITH REGARD TO COMPANY/FIRM

9.1 Name of company/firm:.....

9.2 VAT registration number:.....

9.3 Company registration number:.....

9.4 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One person business/sole propriety
- ☐ Close corporation
- ☐ Company
- ☐ (Pty) Limited

[TICK APPLICABLE BOX]

9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

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

9.6 COMPANY CLASSIFICATION

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

[TICK APPLICABLE BOX]

9.7 MUNICIPAL INFORMATION

Municipality where business is situated:

Registered Account Number:

Stand Number:.....

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

9.9 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;



- iv) If the B-BBEE status level of contributor/Locality points has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
- (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution.

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



PLEASE COMPLETE IN FULL TO CLAIM POINTS

SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE – GENERAL (DRAFT EXAMPLE)

(DO NOT USE. USE NEW/APPLICABLE TEMPLATE)

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 **Member / Director / Owner (Select one)** of the following enterprise and am duly authorised to act on its behalf:

NB!

Enterprise Name:	
Trading Name (If Applicable):	
Registration Number:	
Vat Number (If applicable)	
Enterprise Physical Address:	
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	
Nature of Business:	
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 naturalisation- 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;"
Definition of "Black Designated Groups"	"Black Designated Groups means: (a) unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution; (b) Black people who are youth as defined in the National Youth Commission Act of 1996; (c) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; (d) Black people living in rural and under developed areas; (e) Black military veterans who qualify to be called a military veteran in terms of the Military Veterans Act 18 of 2011;"



3. I hereby declare under Oath that:

- The Enterprise is _____ % Black Owned using the flow-through principle 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 No 46 of 2013,
- The Enterprise is _____ % Black Female 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 No 46 of 2013,
- The Enterprise is _____ % Black Designated Group 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 No 46 of 2013,
- Black Designated Group Owned % Breakdown as per the definition stated above:

- Black Youth % = _____ %
- Black Disabled % = _____ %
- Black Unemployed % = _____ %
- Black People living in Rural areas % = _____ %
- Black Military Veterans % = _____ %

- Based on the Audited Financial Statements/Financial Statements and other information available on the latest financial year-end of _____ (DD/MM/YYYY), the annual Revenue was R10,000,000.00 (Ten Million Rands) or less

NB!

- Please Confirm on the below table the B-BBEE Level Contributor, by **ticking the applicable box.**

100% Black Owned	Level One (135% B-BBEE procurement recognition level)	
At least 51% Black Owned	Level Two (125% B-BBEE procurement recognition level)	
Less than 51% Black Owned	Level Four (100% B-BBEE procurement recognition level)	

4. 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.

5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: _____

Date : _____

NB! ORIGINALLY CERTIFIED/ NOT COPY

Commissioner of Oaths

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:-
 - a) abused the municipality's/municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b) been convicted for fraud or corruption during the past five years;
 - c) willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d) 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.

ITEM	QUESTION	Yes	No
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? (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).	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)? (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).	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



4.4	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:		

CERTIFICATION

I, THE UNDERSIGNED

.....
 (FULL NAME)

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT. I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME BY THE MUNICIPALITY SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
 SIGNATURE

.....
 DATE

.....
 POSITION

.....
 NAME OF BIDDER



DECLARATION: CERTIFICATE FOR MUNICIPAL SERVICES AND PAYMENTS TO SERVICE PROVIDERS

PART A: PROPERTY OWNED BY ENTERPRISE OR DIRECTORS

Please complete the following if property is owned by the enterprise, the proprietors, directors or partners in their personal capacity, obtain the confirmation of the relevant municipality and attach a copy of their municipal account(s) which are not older than 90 days. (Refer MBD 4 paragraph 4)

Name of account holder:

Account number:

Name of account holder:

Account number:

Name of account holder:

Account number:

PART B: PROPERTY LEASED BY ENTERPRISE OR DIRECTORS

Please attach a sworn affidavit or a copy of your lease agreement if the property is leased by the enterprise or the proprietors or directors in their personal capacity, for which the aforementioned is not responsible for payment of municipal rates and taxes.

PART C: WHERE PROPERTY IS NOT OWNED OR LEASED BY ENTERPRISE OR DIRECTORS

Please attach a sworn affidavit from the proprietor or director of the enterprise confirming that the enterprise does not own or lease any property and that the aforementioned is not responsible for payment of any municipal rates and taxes.

I,....., the undersigned, certify that the information furnished on this declaration form is correct and that I/we have no undisputed commitments for municipal services towards a municipality or other service provider in respect of which payment is overdue for more than 90 days.

.....

Signature for and on behalf of the bidder

.....

Date



CERTIFICATE OF INDEPENDENT BID DETERMINATION

1. This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
2. Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
3. 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:
 - a. take all reasonable steps to prevent such abuse;
 - b. 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
 - c. 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:-

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

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



CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by **Stellenbosch Municipality**

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

I certify, on behalf

of: _____ that:
(Name of Bidder)

6. I have read and I understand the contents of this Certificate;
7. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
8. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
9. 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;
10. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:-
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder.
11. 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 consortium³ will not be construed as collusive bidding.
12. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:-
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.



13. 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.
14. 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.
15. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No. 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004 or any other applicable legislation.

.....
SIGNATURE

.....
DATE

.....
POSITION

.....
NAME OF BIDDER



RESPONSIVENESS AND EVALUATION CRITERIA

1. RESPONSIVENESS CRITERIA

No bid will be considered by Stellenbosch Municipality unless it meets the following responsiveness criteria (for the bid to be considered responsive, the bid must meet the following requirements):

- a) Bidders must ensure that they are registered on the Central Supplier Database (CSD), if they wish to conduct business with the Municipality.
- b) Enquiries regarding the above can be directed to:

Contact persons	Tel no	Email address
Nicolene Hamilton	021 8088594	Nicolene.hamilton@ Stellenbosch.gov.za

2. Stellenbosch Municipality will reject a bid in terms of the following:

- a) If any municipal rates and taxes or municipal service charges owed by the bidder or any of its directors to this or any other municipality or municipal entity, are in arrears for more than three months (90 days).
- b) The name of the company of any of its director(s) names appear on the list of Tender Defaulters or restricted suppliers as published by National Treasury.

3. The following completed documents must be submitted or provided as part of the bid submission:

- a) Copy of the B-BBEE Certificate issued by a Verification Agency accredited by SANAS or the original Sworn Affidavit must be attached

(NB! BBBEE CERTIFICATES CAN BE VERIFIED WITH THE VERIFICATION AGENCY BUT A SWORN AFFIDAVIT MUST BE AN ORIGINAL AND NOT A COPY TO BE ELIGIBLE FOR BBBEE POINTS)

A trust, consortium or joint venture must submit a consolidated B-BBEE Status Level Verification certificate for every separate bid.
- b) Completed and signed declaration of interest form (MBD 4).

4. No bids will be accepted unless the bid documentation as issued by the municipality is utilised.

5. The awarding of this bid is subject to the following:

- a) Relevant technical specifications as stated in this bid document;
- b) Attendance of compulsory site meetings, as may be applicable;
- c) Proper completion of this bid document and signing of declarations
- d) Documents as indicated in MBD 1.
- e) Any special conditions of contract as stipulated in this bid document.

6. Persons aggrieved by decisions or actions taken in the implementation of this supply chain management system, may lodge within 14 days of the decision or action, a written objection or complaint against the decision or action.



7. **Inducements, rewards, gifts and favours to municipalities, officials and other role players**

- a) No person who is a provider or prospective provider of goods or services, or a recipient or prospective recipient of goods disposed or to be disposed of may either directly or through a representation intermediary promise, offer or grant any inducement or reward to the Stellenbosch Municipality for or in connection with the award of a contract;
- b) The accounting officer must promptly report any alleged contravention of subparagraph (1) to the National Treasury for considering whether the offending person, and any representative or intermediary through which such person is alleged to have acted, should be listed in the National Treasury's database of persons prohibited from doing business with the public sector.

8. **Telephonic, facsimile, electronic/ emailed and late bids will not be accepted.**

9. Bids shall be declare invalid, and shall be endorsed and recorded as such in the bid opening record by the responsible official to open the bid, in the following instances:

- a) If the bid is not sealed;
- b) if the bid including the bid price amount, where applicable is not submitted on the official pricing schedule;
- c) if the bid is not completed in non-erasable ink; or
- d) NO correction fluid/tape may be used
- e) if the name of the bidder is not stated, or is indecipherable

10. 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.
11. The official bid document must be fully completed in indelible ink.
12. All requested relevant and/ or additional documentation such as compliance certificates, professional registration, artisan qualification, etc., must be attached behind the bid document.
13. If the entity submitting a bid is a joint venture or consortium or partnership, each party to that formation must submit all the above information.
14. The bidder must adhere to the pricing instructions.
15. The Bidder's details must be provided.
16. The necessary document authorising the representative to sign and submit the bid on the bidder's behalf must be completed and signed.
17. The bid must comply with all the minimum technical specifications.
18. Alternative offers may be submitted by the bidder. The municipality is under no obligation to accept alternative offers.



19. EVALUATION OF BIDS

- a) All bids received shall be evaluated in terms of the Municipal Supply Chain Management Regulations, the Preferential Procurement Policy Framework Act no 5 of 2000, the Stellenbosch Preferential Procurement Policy of 2022 in accordance with Preferential Procurement Regulations of 2022.
- b) The municipality reserves the right to accept all, some, or none of the bids submitted — either wholly or in part — and it is not obligated to accept the lowest bid.



PART C: TECHNICAL SPECIFICATIONS AND PRICING SCHEDULE

The following minimum specifications are applicable and must be complied with.

NB: Service providers are required to read and study the specification, its general condition of contract, as well as the instructions to them very carefully before submitting their offers.

All bids received shall be evaluated in terms of the Municipal Supply Chain Management Regulations, the Preferential Procurement Policy Framework Act no 5 of 2000, the Stellenbosch Preferential Procurement Policy of 2022 in accordance with Preferential Procurement Regulations of 2022

SUPPLY AND INSTALLATION or REPLACEMENT OF PLAY EQUIPMENT IN VARIOUS PARKS IN STELLENBOSCH WCO24

Specification:

General

- Supply and install of steel play equipment as specified as and when needed until 30 June 2024.

Scope

This specification covers the manufacturing, supply and installation of steel play equipment. The equipment must be manufactured from SABS approved material.

- NOTE:**
- (i) **Pricing must be done per item.**
 - (ii) Prices must include transport and installation.
 - (iii) Guarantee period of 1 year against breakages and rust. Parts that are found to be defective must be replaced at any time.
 - (iv) Equipment must be SABS approved.
 - (v) **Engineering Drawings to be submitted with the quotation.**
 - (vi) **At least 3 years' experience in manufacturing and installing steel play equipment.**
 - (vii) **The bidder must keep in mind that a minimum of 1 individual item can be requested and purchase for at a time, this must be considered for pricing.**

Play equipment to be quoted on:

- Slide
- Square Jungle gym
- Joy Wheel
- 3 in 1 Jungle gym, slide and 2 swing seater.
- Igloo
- See - saw
- Tarzan Bar



	Description	
(1)	All equipment must be manufactured from new steel & material.	
(2)	Pipe ends should not be left open	
(3)	Must be free of sharp or dangerous or hazardous / harmful edges	
(4)	Ensure that all welds are ground clean while still retaining the strength of the weld	
(5)	For maximum penetration use CO ²	
(6)	Base coat: Red oxide or steel primer	
(7)	Painting: Two layers of high gloss enamel coating. Colours to be used are red, green, yellow and blue in combination.	
	<p>GENERAL SPECIFICATION FOR PLAYGROUND EQUIPMENT</p> <p>Bidders shall comply with these general conditions unless otherwise directed. All drawings are sketches only and are not to scale.</p> <p>1. STEEL CONSTRUCTION, PIPEWORK AND TIMBER</p> <p>1.1 Unless otherwise directed all pipe work shall be Class B galvanised pipe, free of joints and with an internal diameter as specified.</p> <p>1.2 All pipe work shall comply with BS 1387/1985 for steel tubes.</p> <p>1.3 All steelwork shall be hot dipped galvanised in accordance with BS 729/1971 and SABS 763/1988 or zinc sprayed in accordance with BS 2569/1964 Part One. The galvanising and zinc spray process shall penetrate all areas (inside and out) of any item of equipment.</p> <p>1.4 Bidders shall note that prior to painting of the finish coat, all iron and steel work, be it galvanised, sprayed or black, shall be pre-treated with Calcium Plumbate weldable primer (NS4) or equal approved primer and in accordance with SABS 064/1979 (latest amended edition). At least two final high gloss finish coats (each with a DFT of 30 micron) shall be applied to the colour specified for each item. The primer coat and one coating of the final colour shall be applied in the workshop with the final coat being applied on site. Final coating shall be approved high gloss enamel paint, bidder to state products and brand.</p> <p>1.5 All open pipe ends shall be fully closed, either by steel capping or sealed crimping and shall be ground smooth. Joints between all pipe works shall be mitred. A slight degree of flattening the ends is allowable but this should not exceed 10 mm out of round when measured end on. The intent must be to ensure a profiled end on any pipe which allows a small (+ - 2 mm) acceptable gap for welding when placed in position with its mating component. Multiple welds to fill gaps are not acceptable.</p>	



1.6 All welds shall be ground smooth, free from blow holes and zinc sprayed.

1.7 Any timber used shall be well seasoned, flat Meranti free from knots, cracks or splinters and shall have been treated with raw Linseed oil or equivalent. Timber used for the slide side guides shall be planed smooth.

2. FASTENERS AND ANCHOR BOLTS

2.1 All bolts, nuts and washers utilised in the construction of any item of equipment shall be galvanised.

2.2 Base plate anchor bolts shall be constructed in an "L" shape or equivalent and only one washer shall be fitted under each anchor nut. No washers, wedges or distance pieces shall be fitted between the concrete base and steel base plate of any item. Anchor bolt size in the bent position, unless otherwise stated, shall be 250 mm long and 16 mm in diameter. All base plate holes shall be drilled as specified on the individual play equipment plans.

2.3 After bolting tight, no bolt anywhere on the structure shall protrude more than two thread pitches above the nut. Either these threads are to be filed flat or a sacrificial nut must be used to destroy the thread on tightening. This is to ensure that the nut cannot be loosened by vibration or vandalism. Fasteners will be ground off should they require removal. All base plates shall rest flat and square on the pedestal base. Bolt threads shall pass completely through the nut. If sawn off, anchor bolt shall be filed free of burs and bolts or fasteners to be cold galvanised after installation. These shall be torqued to a torque not less than 65Nm.

2.4 Holding down bolts for bearing pedestals shall each be fitted with a lock washer.

2.5 Where specified locknuts shall be provided.

3. CONCRETE PEDESTAL AND TARMAC BASES

3.1 Where the bidder is required to provide a CONCRETE base he shall construct it to the size specified and to the following specification:

3.1.1 After removal of the soil for the concrete base the excavated base area shall be treated with a soil sterilant.

3.1.2 All pedestals / foundations shall be of concrete in the ratio of 1:2:3 (cement: sand: stone). All concrete foundations shall be given a setting period of 7 days in summer and 14 days in winter before the installation of any play equipment.

3.1.3 Thereafter a 75 mm thick concrete layer in the ratio of 1:2:3 (cement: sand: stone) shall be laid on a well compacted base. At the same time the surface of the concrete must be smoothed out. The final surface shall be level with the surroundings. The steel base plates shall not be covered.



3.1.4 All concrete bases shall be edged with 73mm red Clay face-brick pavers set in cement and level with the finished concrete surface.

3.1.5 On a big surface e.g. Swings - expansion joints must be provided.

3.2 Where the bidder is required to provide a TARMAC base he shall construct it to the size specified and to the following specification:

3.2.1 After removal of the soil for the tarmac base the excavated base area shall be treated with a soil sterilant.

3.2.2 Thereafter a 100 mm thick layer of coarse gravel shall be laid and well compacted down. On top of this a 25 mm thick wearing course of 10 mm premix shall be laid and rolled smooth. This final surface shall be level with surroundings. Bidder shall ensure that any tarmac applied shall not cover the steel base plates.

3.2.3 All tarmac bases shall be edged with 73mm red Clay face-brick pavers, set in cement and level with the finished tarmac surface. Pavers are to be set on 100mm concrete bed and haunched on both sides to satisfaction of Council's representative.

3.3 Bidders shall note that any soil excavated for concrete or tarmac bases shall be removed by the bidder unless permission is given to leave it on site.

SPECIFICATION

SWINGS (3 & 4 seater)

1. LEGS

1.1 These shall be of 50 mm diameter pipe inclined at a 65o angle to the ground.

1.2 There shall be 2 pairs of legs 4.2m apart and 2 pairs of stays for the 3 seater swings and 3 pairs of legs 2.9m apart and 2 pairs of stays for the 4 seater swings.

1.3 The legs shall be joined together at the top by a joint assembly, details of which are shown on Plan No PE-CS/07.

2. END STAYS

2.1 An end stay, inclined at 65o to the ground, shall be bolted to both the outer leg joint assemblies using 12 mm thick lugs welded to the top flattened end of each stay.

3. ANCHOR BASE PLATES

3.1 All legs and stays shall be welded to 230 x 230 x 12 mm base plates each symmetrically drilled to accommodate four 16 mm diameter anchor bolts spaced as shown on Plan No PE-CS/07.



4. CROSS BAR

4.1 This shall be a continuous 50 mm diameter pipe held in place by the joint assemblies and shall be 3,3 m above ground level.

5. JOINT ASSEMBLY

5.1 This shall consist of three thick walled 70 mm O D pipes, machined to accommodate in a slide fit the 50 mm diameter legs and cross bars, welded to two 6 mm end plates as shown on Plan No. PE-CS/07.

5.2 A 12 mm weld nut shall be suitably positioned on each of these thick walled pipes to enable satisfactory locking of the legs and crossbar after assembly using 12 mm lock bolts.

5.3 The two outer joint assemblies shall each have a 19 mm thick lug welded to its centre pipe for bolting to the end stays.

6. BEARING AND CHAIN

6.1 All bearings shall be sealed for life ball bearings mounted in either fabricated steel or cast steel housings which are to be bolted to the crossbar using 12 mm diameter bolts. The bearings shall suit a chain swivel shaft of not less than 12 mm diameter. A grease nipple is to be provided in the bearing housing for greasing of the bearing assemblies.

6.2 The swing chain shall be a short link No. 13 galvanised 7,1 mm chain attached to the bearing assembly using a 10 mm galvanised "D" shackle and to the seat using an 8 mm galvanised "D" shackle. Chain length shall ensure that the shackle point of the seat is 1 100 mm above the ground.

6.3 There shall be two swing seats evenly spaced between each pair of legs.

7. FINISH

7.1 The final paint colour shall be bright yellow (see item B49, SABS 1091 - 1975 latest amended edition).

8. INSTALLATION

8.1 Concrete pedestal bases shall be 300 x 300 x 450 mm deep each set with four 16 mm diameter anchor bolts.

8.2 The tarmac base shall be 4 m wide and exceed the stays by 500mm on each side in length.

SPECIFICATION FOR SWING SEATS (BABY AND CHILD)

The bidder shall manufacture the swing seats from old motor car tyres and shall comply with the following specification and Drawing No. PD-96, issued with this specification.



TYRE SEAT

This shall be used 330 mm (13 inch) diameter, cross ply, unretreaded motor car tyre cut to the shape and size as shown on the accompanying drawing. The tyre shall be turned inside out to form a seat as shown and when in this form shall have no bumps or bulges. No steel capped tyres shall be used.

The tyre used shall not be torn or have any steel beading showing or protruding. All sharp edges shall be cut away or rounded off.

A rain water drain hole, 20 mm diameter, shall be drilled in the centre of the seat so as to ensure proper drainage once the seating is hung.

ATTACHMENTS FOR TYRE SEAT

All attachments shall be of galvanised iron with any sharp edges ground smooth. Bolts and nuts used shall be of the wide headed cup type fitted with flat washers. The hanger bracket shall be of 3 mm galvanised plate and shall be drilled to allow fitting of an 8 mm pin diameter Screw Pin Chain shackle. Each swing seat shall be supplied with two such shackles attached to it.

All nuts shall be locked by peening over the bolt end.

GENERAL

The bidder shall comply with the details shown on the attached drawing which are not mentioned in this specification.

The attached drawing (No. PD-96) depicts a Baby Seat i.e. a safety bar across the front. For a Child's seat this bar is not required and as such shall not be fitted.

See attached drawings for the wooden (Drawing F), steel (Drawing G) & conveyor belt seats PE-CBSS/07.

SPECIFICATION SLIDES

1. PLATFORM

1.1 The platform base shall be of 8 mm over 6 mm "Vastrap" steel plate 1 200 x 600 mm in size and shall be reinforced on the underside using 75 x 38 mm channel.

1.2 This platform shall be bolted lengthwise to the slide chute to facilitate attaching the ladder assembly next to the chute.

1.3 Two 50 mm diameter pipe legs, 1.86 m long / 2.5 m long, shall be bolted/ welded to the underside of the platform as shown. An end stay leg shall be centrally bolted to the underside of the platform and positioned as shown. A 230 x 230 x 12 mm base plate shall be welded to each leg and drilled to accommodate four 16 mm diameter anchor bolts.



2. HAND RAILINGS

2.1 All hand railings shall be of 25 mm diameter pipe and shall be welded to 25 mm pipe uprights. The platform handrail shall be 760 mm high with the uprights first welded to 50 x 50 x 6 mm steel base lugs and then these lugs welded to the platform.

2.2 The hand railing from the ladder shall be joined to the two platform handrails in a smooth, pinch-free joint. Nine vertical 19 mm diameter uprights and two horizontal 12 mm diameter bars shall be welded, evenly spaced between the platform handrails.

2.3 Both outer and inner hand rails on the platform shall extend down the chute for approximately 1 metre and shall be bent to follow the incline of the slide. Suitable bracing shall be provided.

3. SLIDING CHUTE

3.1 The chute slide shall be 2,5 mm (12 gauge) sheet steel plate, 3.6 m long bent as shown on the respective drawings and shall level off to 300 mm above the tarmac base for the last 1,2 m of its length. Any joints shall be fillet welded and ground smooth. This chute shall be sandblasted and zinc sprayed both inside and out after fabrication.

SPECIFICATION SQUARE JUNGLE GYM

This specification should be read in conjunction with "General Specification for Playground Equipment" and with reference to, and on which the overall dimensions are indicated.

1. STRUCTURE

1.1 The uprights forming the main structure shall be 40 mm diameter pipe.

1.2 The base horizontal bars and the doorway will be 32 mm diameter pipe.

1.3 All members shall be welded together.

1.4 The Height from ground floor to top is 1752 and the Square is 1975.

1.5 The side Panel is 1200x 1000 with Galvanised Weld Mesh in between.

2. BASE PLATES

2.1 Each leg shall be fitted with 200 x 150 x 12 mm base plates, which shall be drilled symmetrically to accommodate two 16 mm diameter anchor bolts.

3. FINISH

3.1 The complete structure shall be finished with a bright red enamel paint (Item A11 - SABS 1091 - 1975 (latest amended edition))



4. INSTALLATION

4.1 Each set of anchor bolts shall be positioned into a concrete pedestal 300 x 300 x 300 mm set in the ground and level with the tarmac base.

SPECIFICATION

JOY WHEEL

Wheel: Outside dia: 3m. 38 mm dia pipe welded to six 50 mm dia pipe radial which in turn are welded to the top of the pivot casing. Inner ring of 25 mm dia pipe must be welded to the radials at a dia of 2,6m

Centre shaft and bearings: Centre pivot shaft must be solid steel, machined to accommodate the bearings. Shaft must be welded vertically to a 600X600X12 mm base plate. The plate must be braced with 50X12 mm steel diagonal ribs. Drill 8 symmetrically spaced holes at a PCD of 450 mm to accommodate the 25 mm anchor bolts.

Limiting bearing sizes must be not less than 60 mm ID for top and not less than 89 mm ID for bottom.

Top bearing must be a taper roller thrust bearing and bottom an angular contact ball thrust bearing.

Bearing housing: Must be a suitable sized, thick welded and machined to accommodate the centre shaft bearings in collars.

Grease nipples must be provided in an easily accessible position for lubricating purposes.

Top Bearing must be covered with a weatherproof bolted down cover plate. This should allow for easy bearing access. Bottom bearing must be sealed with an approved dust seal.

Radial arms of wheel must be welded to the top of the bearing housing. After fully pressing the radial arm into the machined tubes it must be welded in place.

Finish joy wheel off with a red-oxide undercoat. Apply 4 different colours of high gloss enamel paint. Apply 2 coats.

SPECIFICATION FOR TARZAN BAR

1. TARZAN BAR

All uprights and climbing rungs shall be galvanised pipe. The main hanging frame handgrips shall be of black medium pipe, hot dip galvanised after fabrication. Tenderers shall ensure that the hot dip galvanising process penetrates all internal bores of the framework and handgrips. All handgrips shall be capped.



1.1 Supports

1.1.1 All uprights shall be of 38 mm diameter pipe bent as shown on figure 6. Each upright shall have a 230 x 230 x 12 mm anchor plate welded to its base and drilled symmetrically to accommodate four 16 mm diameter anchor bolts.

1.1.2 10 mm Thick hanging frame support brackets shall be welded to the top of the uprights. The brackets shall be drilled to suit bolting of the hanging frame using 12 mm diameter bolts.

1.1.3 Horizontal climbing bars of 25 mm diameter pipe shall be welded between the uprights.

1.2 Hanging Frame

1.2.1 This shall be of three piece construction to facilitate hot dip galvanising and shall be split at joints.

1.2.2 The various sections shall be joined together by press fitting a 300 mm long galvanised pipe, up to half its length into one section and anchoring it by either welding or bolting. The protruding end shall be a slide fit into the mating section of the framework.

1.2.3 25 mm Diameter pipe handgrips, each 230 mm long, shall be alternately welded to a 38 mm diameter pipe curved as shown on fig 6 at 460 mm pitch.

1.2.4 10 mm Thick hanging bracket shall be welded to the top centre line of the frame. These brackets shall be cut and drilled to suit bolting to the hanging brackets on each upright

1.3 Finish

1.3.1 The final paint colour shall be bright yellow (see item B49, SABS 1091 - 1975 latest amended edition).

1.4 Erection

1.4.1 Erection is by means of concrete blocks 45 x 45 x 50 under each leg. The concrete apron is 5,2 m x (3,5 x 2 m) as shown on the plan.

SPECIFICATION FOR SEE-SAW

1. BEAM AND FITTINGS

1.1 The beam shall be a 4,5 m long x 125 mm diameter black steel pipe reinforced at the centre pivot point, welded to a steel rib 1 000 x 50 x 10 mm positioned in a vertical plane to the top and bottom centre line of this pipe. These reinforcing ribs shall be chamfered at 45o at either end and shall have all sharp edges removed. This complete beam assembly shall be hot dipped galvanised after fabrication.

1.2 The beam shall be mounted on a 38 mm bright steel shaft running on two heavy duty plummer blocks with self aligning pedestal bearings each fitted with easily accessible grease nipples for lubricating. Tenderers may however, submit alternative bearing designs, details of which must be provided. These designs will be subject to approval.



- 1.3 A bearing protection cover plate shall be bolted on to a 25 x 6 mm steel frame welded centrally on the beam so as to completely straddle the bearing assembly. This cover plate shall be bent in a square inverted U shape and be suitably braced with cross stays welded to the pipe to ensure rigidity. It shall be made from 16 gauge galvanised sheeting, 450 mm long and folded to provide 250 mm sides. All edges shall be folded over with at least a 12 mm seam to give a smooth edge all round.
- 1.4 A locking device to lock the beam in either of the fully tilted positions shall be provided, fitted near to the pivot centre.
- 1.5 The beam shall be closed off 150 mm from the ends with expanding metal mesh.
- 1.6 Cut and shaped motor car tyre buffers shall be folded over and bolted at either end of the beam.
- 1.7 Four seats / two seats made from 300 x 180 x 25 mm solid Meranti shall be fitted, one behind each Tee hand grip. Seat edges shall be rounded smooth. Each seat shall be bolted to a suitable full size 3 mm steel plate suitably bent and welded to the pipe. The steel plate under the wooden seats should not be bent in a way that it collects water on the inside. Bolts used shall be of the wide cup headed type and shall be positioned so as to make tampering with the nuts impossible.
- 1.8 Four Tee shaped hand grips, each 230 mm high and 280 mm wide, manufactured from 25 mm galvanised pipe shall be welded vertically, two at either end and along the centre line of the pipe, and spaced 380 mm and 840 mm respectively from the pipe ends. The ends of the hand grips shall be blanked off and ground smooth.

2. CENTRE BEARING SUPPORT

- 2.1 This shall be designed to accommodate the bearing pedestals and shall be made from four 38 mm diameter galvanised steel pipes welded trapeziodally with the legs spaced approximately 470 mm apart at the bottom and 230 mm at the top.
- 2.2 Overall height of the beam above ground and in the horizontal position shall be 700 mm.
- 2.3 The complete structure shall be braced with 38 mm diameter galvanised pipe stays welded horizontally 300 mm above the ground.
- 2.4 The bearing base plate shall be robustly constructed to prevent failure due to side sway of the beam.
- 2.5 The legs shall be welded and joined at their base to a 50 x 12 mm steel strip. Eight anchor bolt holes to suit 16 mm diameter anchor bolts shall be symmetrically drilled in this steel base strip, spaced.



3. FINISH

3.1 The complete structure shall be finished in blue enamel paint colour (see Item F11 - SABS 1091 - 1975 (latest amended edition)).

4. INSTALLATION

4.1 Eight x 16 mm diameter anchor bolts shall be set into a concrete pedestal base 900 x 900 x 1 000 mm deep.

4.2 The tarmac base shall be 5,5 m x 1,70 m in size with the See Saw centrally positioned.

4.3 Two motor car tyres shall be set into the tarmac base one at either end of the beam to act as bump stops. 29

SPECIFICATION FOR IGLOO CLIMBER

1. STRUCTURE

1.1 The uprights forming the main structure shall be 40 mm diameter pipe.

1.2 The base horizontal bars and the doorway will be 32 mm diameter pipe.

1.3 All other pipe work will be 25 mm diameter pipe.

1.4 All members shall be welded together.

2. BASE PLATES

2.1 Each leg shall be fitted with 200 x 150 x 12 mm base plates, which shall be drilled symmetrically to accommodate two 16 mm diameter anchor bolts.

3. FINISH

1.1 The complete structure shall be finished with a bright red enamel paint (Item A11 - SABS 1091 - 1975 (latest amended edition)).

4. INSTALLATION

4.1 Each set of anchor bolts shall be positioned into a concrete pedestal 300 x 300 x 300 mm set in the ground and level with the tarmac base.

4.2 The complete structure shall be centrally located on a 5,4 m diameter tarmac base. 37



PRE-QUALIFICATION CRITERIA

ELIGIBILITY: TO BE COMPLETED BY THE BIDDER AND WILL BE SCORED AS BELOW. (MANDATORY)

Bidders to submit 5 (Five) contactable reference of steel play equipment installation of the above-mentioned equipment.

ANNEXURE A: References

Project description	Contact person	Project value	Project date detail

Stellenbosch Municipality reserves the right to downward adjust the scope of work/ quantity required to stay within its budgetary constraints.

- Manufacture and install as per specifications.

PICTURES OF REQUIRED PLAY EQUIPMENT.

Tarzan Bar





Square Jungle Gym Senior



Joy Wheel



Slide 3.6m and 5.5m





3 in 1 Jungle Gym Slide and Swing 2 Seater



See-Saw 2 and 4 Seater



Igloo



NONE COMPLIANCE TO SPECIFICATIONS WILL INVALIDATE YOUR OFFER

Note: It should be noted that the service will commence in 2023/2024 financial year.



Does your offer comply with these specifications? - Indicate YES or NO

1.1 Bidder's declaration

I, _____ (bidder's name) representative of _____ (company name) hereby confirm reading and understanding above mentioned requirements of this tender and is in full agreement with these terms and conditions.

Signature: _____

Date: _____

RIGHTS OF THE MUNICIPALITY

The Municipality reserves the right to accept any quote or part thereof and may adjust the extent of the job.

The approved bidder must sign an indemnity form to accept the responsibility for any damages, loss of life, injuries or loss caused by his/their action to any municipal property, equipment or accessories. All insurances to cover the above mentioned, are for the contractors account. Successful contractors will indemnify the municipality against any claim that may arise from their operations.

Disclaimer: I hereby exempt Stellenbosch Municipality against any claim(s) for damages that may arise in the execution of thus formal quotation/tender/quotations in accordance with the Occupational Health and Safety (OHS) Act and its associated regulations.

Signed:

Date:

I, the undersigned, for and on behalf of the bidder, hereby confirm that I/we understand the information as stated above and that I/we will comply with all of the above.

.....

Name (print)

.....

Signature

.....

Capacity

.....

Date

In the event of any deviation from the minimum specifications, the bidder must attach details thereof to this bid document.



PRICING SCHEDULE – FIRM PRICES
(PURCHASES)

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

Name of bidder:	Quotation number: FQ/SM 38/24
Closing Time: 14H00..	Closing Date: 14 September 2023

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

<p>NOTE:</p> <ol style="list-style-type: none">Only firm prices will be accepted. Non-firm prices will not be considered.All delivery costs MUST be included in the bid price, for delivery at the prescribed destination.Document MUST be completed in non-erasable black ink.NO correction fluid/tape may be used.<ol style="list-style-type: none">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.The Bidder MUST indicate whether he/she/the entity is a registered VAT Vendor or not.<ol style="list-style-type: none">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.
--

ITEM NO.	DESCRIPTION: SUPPLY,DELIVERYAND INSTALLATION OF PLAY EQUIPMENT IN VARIOUS PARKS IN THE WCO24 AS PER SPECIFICATIONS	Est QTY	Unit Price Vat Excl
1.	Slide		R
2.	Joy Wheel		R
3.	Square Jungle Gym		R
4.	Igloo		R
5.	Seesaw		R
6.	Tarzan Bar		R
7.	3 in 1 Jungle Gym, slide and 2 swing seater		R
SUBTOTAL			
Plus 15% VAT			
GRAND TOTAL INCLUDING VAT			



NB: Stellenbosch Municipality reserve the right to downward adjust the scope of work/ quantity required to stay within its budget, R200 000 threshold applicable.

Note: All cost must be included in price, and prices must be firm for the duration of the project within the above-mentioned threshold.

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

- Does offer comply with specification? ***YES/NO**
- If not to specification, indicate deviation(s)
- Is price firm for duration of contract ***YES/NO**
- Period required for service delivery

VALUE ADDED TAX

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 Stellenbosch Municipality is **4700102181**



CHECK LIST FOR COMPLETENESS OF BID DOCUMENT

The bidder is required to complete the following checklist in order to ensure that the necessary documentation, as required, is attached to this bid document and that all declarations are signed by the bidder:

(*Mark with "X" where applicable)

Items to be checked	Yes	No	Comments
1. Completed and signed MBD 1			
2. Authority to sign bid			
3. Completed the pricing schedule (MBD 3.1)			
4. Completed and signed declaration of interest (MBD 4)			
5. Completed and signed declaration in order to claim preference points (MBD 6.1) and attached a certified copy or original B-BBEE certificate as well as proof of address to claim locality points Copy of the B-BBEE Certificate issued by a Verification Agency accredited by SANAS or the original Sworn Affidavit must be attached (NB! BBBEE CERTIFICATES CAN BE VERIFIED WITH THE VERIFICATION AGENCY BUT A SWORN AFFIDAVIT MUST BE AN ORIGINAL AND NOT A COPY TO BE ELIGIBLE FOR BBBEE POINTS)			
6. Completed and signed declaration of bidder's past supply chain management practices (MBD 8)			
7. Completed and signed certificate of independent bid determination (MBD 9)			
8. Completed and signed certificate for municipal services and payments to service providers and attached a copy of your municipal account which is not older than 90 days			
9. Signed declaration for understanding and complying with technical specifications			
10. Bidder to initial every page of this bid document			

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME).....CERTIFY THAT THE INFORMATION FURNISHED ON THIS CHECK LIST IS TRUE AND CORRECT.

.....
Name (print)

.....
Signature

.....
Position

.....
Date