

UMDONI LOCAL MUNICIPALITY



TENDER No. 18/2026 MN 33/2026

APPOINTMENT OF A CETA & QCTO ACCREDITED SERVICE PROVIDER FOR LABOUR- BASED ASPHALT SURFACING ON-SITE TRAINING

NAME OF BIDDER	:	_____
BIDDERS CSD NO	:	_____
CONTACT PERSON	:	_____
TELEPHONE NO.	:	_____
EMAIL ADDRESS	:	_____
PHYSICAL ADDRESS	:	_____
	:	_____
	:	_____

Closing date:

Friday, 30 March 2026 at 12h00

UMDONIMUNICIPALITY

TENDER No 18/2026 MN 33/2026

INVITATION TO TENDER FOR THE - APPOINTMENT OF CETA & QCTO SERVICE PROVIDER FOR LABOUR-BASED ASPHALT SURFACING ON-SITE TRAINING

UMDONI Municipality hereby invites experienced service providers to submit bids for the provision of labour based surfacing on site training.

EVALUATION

Bids will be evaluated on compliance with specifications and functionality as follows (the detailed requirement matrix is set out in the returnable document).

Functionality Criteria	Maximum Points
Maximum Points	100
• Company Experience	50
• Key Personnel	20
• Method Statement	15
• Training Registrations	15

Bidder proposals not achieving a functionality score of at least 70 points will NOT go forward to the Price/Specific Goals points calculation stage of the evaluation process.

Bidders shall take note of the following BID CONDITIONS:

1. Prices must be valid for at least ninety (90) days from the closing date.
2. Prices quoted must be firm and must, where applicable, be inclusive of VAT.
3. UMDONI Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid.
4. An original tax clearance certificate issued by SARS must accompany all tenders OR a tax reference number and PIN or TCC number must be provided. Tax status will also be verified against the Central Supplier Database (CSD)
5. Evidence of registration of company on the Central Supplier Database must be provided (CSD "MAAA" number).
6. Bidders must complete the following forms, which are included in the returnable document:
 - Declaration of Interest (**MBD4**).
 - Declaration of Bidder's Past Supply Chain Management Practices (**MBD8**).
 - Certificate of Independent Bid Determination (**MBD9**).
7. Bidders who wish to claim for preferential points for Specific Goals in terms of the Preferential Procurement Policy of Council and the Preferential Procurement Regulations, 2022, must submit a completed form **MBD 6.1** (included in the returnable document) as well as a **certified copy** of the proof of B-BBEE status level of contribution as follows:
 - In the case of an **Affidavit**, both the Commissioner of Oaths stamp for the Affidavit itself (the "commissioning") AND a "true copy" stamp (which certifies the document as being a true copy of the original) are required i.e. **TWO stamps are required**.
 - In the case of a **B-BBEE Certificate**, only a "true copy" stamp and signature (which certifies the document as being an accurate copy) is required i.e. **ONE stamp is required**.

8. A Municipal Billing Clearance Certificate, which covers, if applicable, both the company and its directors, must accompany all bids (included in the returnable document).
9. It should be noted that the 80/20 preferential points system will be applied, 80 being for price and 20 for Specific Goals as defined in the Preferential Procurement Policy.
10. Before award, the recommended bidders will be required to provide a sample of materials and material data sheets to confirm the quality of materials they will be supplying for the duration of the contract.
11. The award will be made in terms of the Municipality's Preferential Procurement and Supply Chain Management Policies.
12. Documents are to be completed in full and in accordance with the conditions and bid rules contained in the bid documents.

To ensure that tenders are not exposed to invalidation, documents are to be completed in accordance with the conditions and bid rules contained in the bid documents. The returnable tender document, which includes full details of the specifications, is available for download, **free of charge**, from UMDONI Municipality's website <https://umdoni.gov.za>

BIDS MAY ONLY BE SUBMITTED ON THE BID DOCUMENTATION ISSUED BY UMDONI MUNICIPALITY.

Late submitted, unmarked, faxed, falsified, incomplete or e-mailed proposals will not be considered and will be disqualified. Completed Tender documents, supporting documents and externally endorsed documents must be placed in a sealed envelope marked “- **LABOUR BASED SURFACING ON SITE TRAINING**” and deposited in the Tender Box at the Umdoni main Offices, Cnr Bram Fischer and Williamson, Scottburgh, not later than 12h00 on **30 March 2026**. Tenders will be opened at 12h00 on the same day.

N.B. ENVELOPES NOT MARKED AS INDICATED ABOVE WILL NOT BE OPENED AND SUCH BIDS WILL BE DISQUALIFIED.

Further technical details may be obtained from ndabenhle@umdoni.gov.za

SCM queries may be directed to davidn@umdoni.gov.za

MUNICIPAL NOTICE NUMBER: MN 33-2026

BID NO. 18-2026

MR DD NAIDOO
Acting MUNICIPAL MANAGER

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INVITATION TO BID (MBD 1)

YOU ARE HEREBY INVITED TO SUBMIT A PROPOSAL FOR THE APPOINTMENT OF AN ACCREDITED CETA & QCTO SERVICE PROVIDER FOR LABOUR BASED ASPHALT SURFACING ON SITE TRAINING (TENDER No BID NO. 18-2026)

BID NUMBER: MN 18/2026

CLOSING DATE: 30 MARCH 2026

CLOSING TIME: 12H00

THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM

BID DOCUMENTS TOGETHER MUST BE DEPOSITED IN THE CORRECT BID BOX SITUATED AT:

UMDONI MUNICIPALITY tender box at Umdoni Municipal Main Office, CNR Bram Fischer and Williamson street, Scottburgh.

Bidders should ensure that bids are delivered timeously to the correct address and placed in the bid box. If the bid is late, or if it is deposited in an incorrect box it will not be accepted for consideration.

The physical bids must be submitted during office hours, namely 08H30 to 16H00 Monday to Friday.

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL TENDER DOCUMENTATION PROVIDED BY THE UMDONI MUNICIPALITY.

THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (as defined in Regulation 1 of the Local Government: Municipal Supply Chain Management Regulations)

PART 2 - CONDITIONS OF BID

1. GENERAL REQUIREMENTS

1.1 The UMDONI Municipality wishes to invite service providers to submit bids for the

**Tender No: MN 18/2026 – APPOINTMENT OF AN ACCREDITED
CETA & QCTO SERVICE PROVIDER FOR
LABOUR-BASED ASPHALT SURFACING
ON-SITE TRAINING**

1.2 The bidder is required to furnish full details requested on the bid forms.

1.3 The bidder is requested to furnish all relevant information not entertained on the form of bids under separate cover which shall form part of the bid.

2. CONTACT PERSON FOR QUERIES

Name : Mr. Gumede
Telephone: 039-9761202
Email : ndabenhle@umdoni.gov.za

Supply Chain: Mr. Nyathi
Telephone: 039-9761202
Email : davidn@umdoni.gov.za

3. TERMS AND CONDITIONS

3.1 Confidentiality

All materials, specifications, service level requirements detailed information and everything else supplied with this request for the bid remains the property of the UMDONI Municipality and may be recalled if deemed necessary.

With reference to the POPI Act all personal information will be treated with the strictest confidentiality and will not be used for any unnecessary processing not related to the tender in question.

3.2 Contractual obligations

The request for bid does not constitute a contract nor does it create an obligation on the part of the UMDONI Municipality to purchase services, products or equipment from any vendor submitting a bid.

3.4 Response to Questions

Where appropriate, questions should be answered explicitly by providing specific details requested.

Bidders selecting to omit any of the required information or who do not follow the specified format will be disqualified from the bid process.

Should additional information be required by UMDONI Municipality, bidders may be approached to provide more details, including aspects not specifically covered in this

request for bids.

Please ensure that the documentation required is completed in full and signed, **failure to complete the tender document in full, placement of signature where required, and commissioning may render the bid non-responsive.**

3.5 Ambiguities

It must be noted that if there are any ambiguities found in this bid document, it is the responsibility of the bidder to clarify any such ambiguities before the closing of queries. If any ambiguities are noted during the bid evaluation process, the Bid evaluation committee shall make a determination on interpretation of the ambiguity.

3.6 Use of Bidders information

Under the POPI Act, by submission of this bid, the bidder hereby provides consent to the municipality to utilize information and data sources available to confirm the information provided by bidders and obtain any other relevant information to ensure compliance with applicable procurement regulations. The municipality will treat the bidders' information with confidentiality and access only the information that is required for evaluation and procurement processes.

I _____(bidder's nominated
representative)
grant the UMDONI Municipality permission to utilize information and data sources available to
confirm the information provided by our enterprise and obtain any other relevant information to
ensure compliance with applicable procurement regulations.

3.7 Award Processes

Bidders are advised that any information relating to the bid award process (including the correspondence related to intentions to appoint) will only be issued by the Supply Chain Management office.

THIS BID DOCUMENT WILL ONLY BE ACCEPTED IF IT IS COMPLETED IN BLACK NON-ERASABLE INK.

SCOPE OF WORKS

SPECIFICATIONS FOR THE APPOINTMENT OF AN ACCREDITED CETA-& QCTO SERVICE

PROVIDER FOR LABOUR-BASED ASPHALT SURFACING ON-SITE TRAINING

1. INTRODUCTION

The purpose of this tender is to appoint a CETA & QCTO accredited service provider for the provision of labor based asphalt surfacing on-site training.

2. SCOPE OF WORK

2.1 The services to be rendered by the successful Tenderer shall include mainly the following:

- Provide classroom and onsite practical training between 40 to 50 appointed beneficiaries and/or appointed EPWP beneficiaries on a comprehensive surfacing and maintenance of low order roads by means of labour-based surfacing, and a mentorship programme covering the following roadworks activities:
 - manufacturing cold asphalt that meets road specification standards;
 - surfacing bituminous roads and sidewalks;
 - construction of sidewalks and speedhumps (practical training)
 - mixing and applying a slurry seal;
 - pothole repairs and minor road rehabilitation;
 - base correction protocols using an Emulsion Treated Base (practical training)
 - use, operate and maintenance of small plant and equipment;
 - Storm water maintenance (practical training);
- The practical training must NOT be simulated/mock training. It must take place onsite, and the roadworks activities listed above must be completed on actual low order roads.
- All practical work must utilize a labor-based asphalt technology that complies with recognized road standards. Service Providers must provide a copy of a Feasibility Study or similar research document, in respect of the labor-based asphalt technology that will be used.
- Provide classroom and onsite practical training for the following SAQA Unit Standards listed in the table below:

No	Module	Unit Standard ID
1	Prebatch & Mix Materials on Site	14610
2	Maintain & Repair Bituminous Road Surfaces	13958
3	Mix and Apply Slurry	12913
4	Use and Maintain Small Plant onsite	12875
5	Health & Safety	9964

- Supply cold mix asphalt fillers from a recognized manufacturer.

- Supply Anionic Stable Grade Bitumen Emulsion (SS60) that complies with the SABS 309 for Anionic Emulsion from recognized supplier.
- Supply all tools and equipment required for the onsite practical training as per attached list.
- Produce soft and hard copies of monthly reports to the Project Manager/HOD on work done with dated photos (Before and After).
- Provide copies of the delivery notes for the delivered materials.
- Provide test results of materials when and where required.

3. Labor based asphalt will be used on the following road categories:

- Upgrading of low volume access roads & residential streets (design speed<60km/h) from gravel to surface standard.
- Resurfacing of low volume rural access roads or residential streets (design speed<60km/h)
- Construction of sidewalk surfacing in either rural or urban environment

	Existing roads with an existing Bituminous surfacing	Existing gravel roads upgraded to low volume surfaced standards	New roads with new pavement structures	Sidewalks
Traffic Volumes	< 50 heavy vehicles per lane per day < 600 light vehicles per lane per day	< 50 heavy vehicles per lane per day < 600 light vehicles per lane per day	< 50 heavy vehicles per lane per day < 600 light vehicles per lane per day	N/A
Road Class (UTG3)	UC and UD	UC & UD	UC & UD	N/A
Road Class (TRH4)	D	D	D	N/A
Minimum crossfall	2% minimum (urban road) 3% minimum (rural)	2% minimum (urban road) 3% minimum (rural)	2% minimum (urban road) 3% minimum (rural)	2% minimum
Side drainage	Urban Environment Formalized stormwater system with a kerb and channel and stormwater inlet structures to remove water from road edge.	Urban Environment Formalized stormwater system with a kerb and channel and stormwater inlet structures to remove water from road edge.	Urban Environment Formalized stormwater system with a kerb and channel and stormwater inlet structures to remove water from road edge.	N/A
	Rural Environment Final road surface at least 0.5m above natural ground level with side drains to remove water from road edge.	Rural Environment Final road surface at least 0.5m above natural ground level with side drains to remove water from road edge.	Rural Environment Final road surface at least 0.5m above natural ground level with side drains to remove water from road edge.	

Treatment of existing surface (pre-treatment)	Repair of surfacing defects such as – Potholes Crack sealing of cracks Isolated structure failures Edge break and or shoulder drop-off	The existing gravel surface is to be ripped, reshaped to an appropriate crossfall and recompact to an appropriate density. Subsequent pavement layers shall conform to the minimum requirements below (if required)	As per below requirements	For existing gravel sidewalks, rip and re-compact the existing gravel to 75mm deep to 95% of modified AASHTO density (G6 material class)
Recommended minimum pavement structure	DP Analysis (DSN800 >150 Pavement strength-balance category description – Well-balanced shallow structure (WBD) Averagely balanced deep structure (ABD) Poorly balanced deep structure (PBD)	150mm G4 base (check that existing gravel wearing course meets this requirement) : 150mm G6 subbase : 150mm G7 upper selected layer* 150mm G9 lower selected layer*	150mm G4 base: 150mm G6 subbase: 150mm G7 upper selected layer* 150mm G9 lower selected layer*	75mm G6 base 100mm G9 selected layer
Recommended minimum subgrade Class	N/A	G10 (CBR>3%)	G10 (CBR>3%)	G10 (CBR>3%)

*Note : Upper and lower selected layers only required where in-situ subgrade material does not conform to G7 (CBR>15%) or G9 (CBR>7%)

PERFORMANCE OF SUCCESSFUL BIDDER

The successful bidder will undergo a performance review by the UMDONI Municipality upon delivery of each order that will assess the bidder's performance. If the successful bidder is underperforming on a continuous basis, or not meeting the service level required as per the contract, the service provider will be issued with a written notification of such poor service. Continued poor performance shall result in the termination of the contract.

Signature of the bidder.....

Functionality Evaluation

The bid will be subject to a functionality evaluation, to determine the technical capability of the bidder.

Bidders must obtain a minimum functionality score of 70 points out of 100 points to proceed to the Price and Specific Goals evaluation stage. Bidders failing to achieve the minimum score stated above, will be disqualified from further evaluation.

FUNCTIONALITY CRITERIA	BASIS FOR POINTS ALLOCATION	SCORE	MAX. POINTS	VERIFICATION METHOD
Experience of the Service Provider (Name of traceable reference with contact details to be included for verification)	5 or more completed projects related to the provision of CETA Accredited training within the past 10 year.	50	50	Bidders are to provide an Appointment Letter/ Official Purchase Order and Reference Letter for each project. The reference letter must be signed by the Project Manager, Municipal Manager or a person at a Directorship level in the respective institutions. NB: POINTS WILL ONLY BE GIVEN FOR EACH PROJECT WHERE THE TENDERER HAS SUBMITTED ALL THE REQUIRED DOCUMENTS
	3 to 4 completed projects related to the provision of CETA Accredited training within the past 10 year.	30		
	1 - 2 completed projects related to the provision of CETA Accredited training within the past 10 year.	20		
	1 project = 10 points 2 projects = 20 points No project completed with proof submitted shall score zero points			
Key Personnel	Construction Mentor/Trainer Minimum National Diploma: Civil Engineering/ Construction Management and at least 5 years post graduate experience and having been involved in 5 or more training construction projects.	20	20	CV and certified qualification certificates and ID copies must be attached and are required to claim any points.  Certification On Documents Must Not Be Older Than 6 Months. A Copy Of A Previously Certified Document Will Not Be Accepted. Failure To Certify Will Result in Zero Points.
	Minimum National Diploma: Civil Engineering/ Construction Management and at least 3-4 years post graduate experience and having been involved in 3 or more training construction projects.	10		
	Minimum National Diploma: Civil Engineering/ Construction Management and at less than 2 years post graduate experience and having been involved in 2 or more training construction projects.	5		
Method Statement (Relevant to the tendered project-maximum 3 pages)	The method statement must include the following sub-headings: - Approach Method. - Turnaround Time to attend on job card/Instruction.	15	15	Methodology to include all seven headings satisfactorily

	• Sequence of Activities (mainly on Pothole repairs, training Methodology, road markings, road maintenance /rehabilitation). • Project Administration. • Quality Management. • Health and Safety. • Environmental Management Plan.			
Training Registrations	The CETA is in process of transferring all Ceta Accredited Training over to the QCTO. However, the unit standards specified under Section 4 in the BoQ in this tender, has not yet been registered by the CETA with the QCTO. Given this transitional process between CETA and QCTO, Service Providers must be registered with both Ceta and QCTO.	15	15	CETA Accreditation Letter stating the last date for achievement being 30 June 2027. QCTO Accreditation Letter for any Occupational Skills Programme registered with the QCTO.
TOTAL POINTS			100	

Minimum score for functionality is 70 points.

INFORMATION REQUIRED FOR FUNCTIONALITY EVALUATION

The information required for the functionality evaluation must be submitted in the following format:

COMPANY EXPERIENCE:

1. List of relevant or similar projects/services rendered/provided by the bidder (Appointment letters/order/reference letters to be attached to substantiate the experience requested below).

	Project name	Description of scope of work/services	Project Value in R	Contract period (Start – end date)	Institution Name and Address	Contact person and number for reference purposes
1.						
2.						
3.						
4.						
5.						

Where more space is required, the bidder is to provide additional information on a separate page, using the above format, with their proposal and reference it accordingly.

RESOLUTION OF AUTHORITY TO SIGN DOCUMENTS

Indicate the status of the tenderer by ticking the appropriate box hereunder. The tenderer must complete the certificate set out below for the relevant category.

A Company	B Partnership	C Joint Venture	D Sole Proprietor	E Close Corporation	F Other (Specify)

I/We, the undersigned, am/are* duly authorized to sign the Tender Form for this contract on behalf of..... (bidding entity)
 acting in the capacity of..... (Position in the Enterprise), and will
 sign as follows..... , the Bid/Tender, and all
 documents and/or correspondence of this tender and any contract resulting from it on behalf of the
 company.

Witness 1 Signature:

Witness 2 Signature:

Chairperson's Signature:

Date:

Name of Directors/Members or Partners	Capacity	Signature	Date

Note:

This resolution must be signed by all the Directors/Members/Partners of the Bidding Enterprise.

Should the number of Directors/Members/Partners exceed the space available above, additional names and signatures must be supplied on a separate page.

Alternative a resolution taken by the parties to the bidding entity may be attached to this bid, authorizing a signatory for THIS bid.

FORM OF OFFER

TENDER No. ——— – APPOINTMENT OF CETA & QCTO-ACCREDITED SERVICE PROVIDER FOR LABOUR-BASED ASPHALT SURFACING ON- SITE TRAINING FIRM PRICES (PURCHASES) (MBD 3.1)

Name of Bidder: Closing Time: 12:00 (NOON)	Bid Number: 18-2026 AND MN 33-2026 Closing Date: 30 March 2026
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TENDER WILL BE VALID FOR 90 CALENDAR DAYS

Pricing Instructions:

1. Quoted prices shall be FIXED and FIRM for the duration of the Contract.
2. Quoted prices must include VAT (where applicable)
3. All prices must provide for direct and indirect costs including contingencies, transport, and labor costs
4. Bill of Quantities shall follow on next page followed by the formal offer

PRICING SCHEDULE/BILL OF QUANTITIES SECTION 1A

NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
1	ESTABLISHMENT ON SITE AND GENERAL OBLIGATIONS				
1.1	(a) General obligations The tendered rate includes full compensation for the Training Provider charges in setting up and maintaining his organization inclusive of establishment.	Sum	1		
1.2	(b) Fixed Obligations 50% of this Lump Sum payment is due when Training Provider has completed his establishment on site, 35% when his work is more than 50% complete and 15% once work is complete and the Contractor has cleared the site.	Sum	1		
1.3	(c) Time-Related Obligations The tendered rate includes full compensation for that part of the Training Provider's general obligations which are mainly a function of construction time e.g. construction supervision.	Months	12		
1.4	(d) Insurance Prime Cost Sum to cover all insurances as described in the contract data.	Sum	1		
1.4.1	(e) Handling costs and profit in respect of Item A1.2 (d) above. Not to exceed 10%.	%	10		
1.5	(g) Site Safety Equipment Prime Cost Sum for the provision of personal protective clothing and equipment for labour on site.	Sum	1		

	The preparation of risk assessments, safe work procedures, the project H & S file, the H & S plan, and any other H & S matters that the service deem necessary shall not be paid for separately but shall be deemed to be covered by Items A1.1 (a) and A1.1 (c).				
1.5.1	(h) Handling costs and profit in respect of Item A1.2.1 (g) above. Not to exceed 10%	%	10		
1.6	Program Mentorship	Months	9		
TOTAL CARRIED FORWARD TO SECTION 1B					

SECTION 1B

NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	ACCOMODATION OF TRAFFIC Flagmen Rate to include for the supply of properly trained flagmen to provide advanced warning of roadwork activities. Rate to include for the supply of properly trained stop-go operators to control the flow of traffic. General Safety Assistants Rate to include for the supply of properly trained safety assistants to assist with general safety matters. SAFETY NOTES 1. In all cases where installation operations are carried out on public Roads, the service provider will be entirely responsible for ensuring that precautions are taken. (a) To ensure the safety of his workmen. (b) To minimize the danger and inconvenience to the public traffic. (c) Which are adequate in the light of the prevailing weather and traffic conditions. 2. Precautions to be taken include, but are not limited to: (a) The provision, placement and display of flags, signs, lights and similar warning devices sufficient to give effective advance warning of the dangers ahead etc. (b) The protection of the team including the wearing at all times of luminous safety vests. (c) Keeping workmen, vehicles, materials and equipment off the (c) By at least one workman waving a large red flag in advance of the work site e.g., when the team is working over a crest or bend in the road and is not visible to approaching vehicles for a distance of 150-200. 4. Unavoidable suspension of work: should the work cause an unacceptable level of danger or an interference with the traffic, Service Provider may suspend the work and the contractor may be ordered to rearrange his operations where practical to do so. Payment for standing time will be on a dayworks basis.	Month Month	12 12		

NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
2.	MATERIAL IN MT (Metric Tons) including transport				
2.1	Labour Based Surfacing Asphalt Filler	Tons	92		
2.2	Anionic Stable Grade Bitumen Emulsion SABS309 (200 litres)	Drums	220		
2.3	Crusher Sand (below 5mm)	Tons	240		
2.4	7.1mm road stone	Tons	45		
2.5	10mm road stone	Tons	66		
2.6	G5	Tons	120		
2.7	Portland 32.5 Grade Cement	Bag	20		
TOTAL CARRIED FORWARD TO SUMMARY OF SCHEDULE					

SECTION 3A

NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
3A	PLANT, TOOLS AND EQUIPMENT				
3A.1	Spade/Shovel	each	40		
3A.2	Road Rake	each	4		
3A.3	Block Brush	each	2		
3A.4	Builders Bucket	each	2		
3A.5	Pick Head	each	6		
3A.6	Pick Handle	each	6		
3A.7	Hammer	each	1		
3A.8	Chisel	each	1		
3A.9	Steel Square tubing 30x30x6	each	6		
3A.10	1kg nail	each	1		
3A.11	Broom Hard	each	10		
3A.12	Hand Stamper	each	2		
3A.13	50m Tape Measure	each	1		
3A.14	Wheelbarrow Medium	each	12		
3A.15	Watering Can	each	10		
3A.15	Levelling Bar	each	1		
3A.16	Red Flag	each	4		
3A.17	Road Cone	each	10		
3A.18	Paint Scraper	each	1		
3A.19	Squeegees	each	5		
3A.20	Measuring wheel	each	1		
3A.21	Pliers	each	1		
3A.22	Hessian	each	1		
3A.23	10mm Guide rope (30m)	each	1		
3A.24	25 litre bucket	each	6		
3A.25	Trowel	each	1		

3A.26	Bag of Rags	each	1		
3A.27	Fishline	each	1		
3A.28	Roll Plastics	each	6		
3A.29	Traffic Signage	each	1		
3A.30	Miscellaneous	each	1		
TOTAL CARRIED FORWARD TO SECTION 3B					

SECTION 3B

NO	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
3B	PLANT, TOOLS AND EQUIPMENT (Continued)				
3B.1	600mm (Min) Double Drum vibratory Roller	each	1		
3B.2	Concreter Saw	each	1		
3B.3	Multi-Purpose 5m x 2.5m Utility trailer	each	1		
3B.4	1000L Water Cart Trailer	each	1		
3B.5	6 metre Shipping Container	each	1		
3B.6	Miscellaneous	each	1		
TOTAL CARRIED FORWARD TO SUMMARY OF SCHEDULE					

SECTION 4

NO	DESCRIPTION	UNIT STANDARD	AMOUNT
4	PROVIDE CLASSROOM AND PRACTICAL ONSITE TRAINING UNDER THE FOLLOWING CETA UNIT STANDARDS: No. of learners to be trained is 40 - 50		
4.1	Prebatch and Mix Materials on site	14610	
4.2	Maintain & Repair Bituminous Road Surfaces	13958	
4.3	Mix and Apply Slurry	12913	
4.4	Use and Maintain Small Plant & Equipment	12875	
4.5	Health and Safety	9964	
TOTAL CARRIED FORWARD TO SUMMARY OF SCHEDULE			

SUMMARY OF SCHEDULES

NO	DECEIPTION	AMOUNT
1.	CONTRACTOR'S ESTABLISHMENT ON SITE AND GENERAL OBLIGATIONS	
2.	MATERIALS	
3.	PLANT, TOOLS AND EQUIPMENT	
4.	CLASSROOM AND PRACTICAL ONSITE TRAINING	
SUBTOTAL		
ADD 15% VAT		
TOTAL		

Having examined the bid documentation and the requirements as set out in the document, and noting the requirement that any disputes arising must be settled by means of mutual consultation, mediation (with or without legal representation) or, when unsuccessful, in a South African court of law, I/We* offer to provide the required services, as fully detailed in the bid invitation notice and this bid document, for the **fully inclusive** sum(s) as follows:

_____(AMOUNT IN WORDS)

TOTAL PRICE OFFER (INCLUDING VAT) PER ABOVE

R.....

I the undersigned (Full Names)duly authorized thereto hereby undertake to supply all the stipulated goods to UMDONI Local Municipality in accordance with the requirements and specifications stipulated in Tender No. ----- for the **APPOINTMENT OF AN ACCREDITED CETA & QCTO SERVICE PROVIDER FOR LABOUR BASED ASPHALT SURFACING ON SITE TRAINING** as per the above price/s quoted. The offer/s remains binding upon me/company/close cooperation and open for acceptance by UMDONI Local Municipality during the validity period indicated and calculated from the closing time of bid.

Signed on thisday of 2024, at

.....(Place)

SIGNATURE OF AUTHORISED PERSON:

NAME OF AUTHORISED PERSON:

On behalf of the bidder (Company Name).....

WITNESS 1:

WITNESS 2:

UMDONI LOCAL MUNICIPALITY – MBD 4

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.

.....

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) a 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 company.

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.....

.....

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, 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**

3.14.1 If yes, furnish particulars:

.....

.....

1. Full details of directors / trustees / members / shareholders:

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

UMDONI LOCAL MUNICIPALITY – MBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- 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 **To be completed by the organ of state**

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) “**tender**” means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) “**price**” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) “**tender for income-generating contracts**” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) “**the Act**” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 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
$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$	or	$Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

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

80/20	or	90/10
-------	----	-------

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Supporting Documents
1. OWNERSHIP CATEGORIES			Sworn Affidavit
An EME or SME which is 100% Black owned	10		
An EME or SME which is 51% Black owned	5		
2. Promotion of Local Business - RDP			Utilities, POR and SAPS affidavit
Enterprise located within Umdoni Municipality	10		
Enterprise located within the District Municipality	5		
Enterprise located within the Province of KZN	2		
TOTAL POINTS			

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I 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 4.2, the contractor may be required to furnish documentary proof to the satisfaction of

the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

- (a) disqualify the person from the tendering 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 tenderer 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, if deemed necessary.

.....	
SIGNATURE(S) OF TENDERER(S)	
SURNAME AND NAME:	
DATE:	
ADDRESS:	
	
	
	

1. DECLARATION WITH REGARD TO COMPANY/FIRM

4.1 Name of company/firm: _____

4.2 VAT registration number (if a VAT Vendor) _____

4.3 CSD (Central Supplier Database) number: MAAA _____

4.4 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

4.5 MUNICIPAL INFORMATION

Municipality where business is situated: _____

Registered Account Number: _____

Stand Number: _____

4.6 I/we, the undersigned, who is/are duly authorized to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor and Locality in paragraphs 1.4 and 3 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 3, 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 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 favorable 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.

WITNESSES

1.....

2.....

SIGNATURE(S) OF BIDDERS(S)

DATE:

ADDRESS

UMDONI LOCAL MUNICIPALITY – 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).
- 1 **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 of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied). The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	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)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	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:		
Item	Question	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 ☐
4.7.1	If so, furnish particulars:		

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

.....
Date

.....
Position

.....
Name of Bidder

UMDONI LOCAL MUNICIPALITY – MBD 9

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 *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:
 - 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:

(Name of Municipality / Municipal Entity)

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

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

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

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

.....

Signature

.....

Date

.....

Position

.....

Name of Bidder

Information required in terms of UMDONI Municipality's Supply Chain Management Policy, Para 14(5)(b):

Tender Reference or Description: Tender No----- APPOINTMENT OF A CETA & QCTO-ACCREDITED SERVICE PROVIDER FOR LABOUR-BASED ASPHALT SURFACING ON-SITE TRAINING

Name of Bidder:

FURTHER DETAILS OF THE BIDDER/S: Proprietor/Director(s)/Partners, etc:

Physical Business address of the Bidder	Municipal Account Number(s)

If there is not enough space for all the names, please attach the additional details to the Tender documents.

Name of Director/Member/ Partner	Identity Number	Physical residential address of Director/Member/ Partner	Municipal Account number(s)

I, _____, the undersigned,

(full name in block letters) 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 municipal entity in respect of which payment is overdue for more than 30 days.

Signature

THUS DONE AND SIGNED for and on behalf of the Bidder/Contractor

at _____ on the _____ day of _____

Please note:

Even if the requested information is not applicable to the Bidder, the table above should be endorsed NOT APPLICABLE and THIS DECLARATION MUST STILL BE SIGNED.

UMDONI MUNICIPALITY

TENDER No -----

APPOINTMENT OF A CETA & QCTO-ACCREDITED SERVICE PROVIDER FOR LABOUR-BASED ASPHALT SURFACING ON- SITE TRAINING

ADDITIONAL DOCUMENTATION

Attach further required documentation after this page
(refer also to Tender Invitation Notice and elsewhere in the Bid Documentation):

1. CSD REPORT
2. TAX CLEARANCE CERTIFICATE/COPY OF TAX COMPLIANCE STATUS DOCUMENT (TCS) MUST BE ATTACHED
3. ATTACH VALID B-BBEE CERTIFICATE/ OR LETTER FROM REGISTERED AUDITORS
4. MUNICIPAL ACCOUNT NOT OLDER THAN THREE MONTHS
5. PROOF OF JOINT VENTURE AGREEMENT (IF APPLICABLE)

BIDDER MUST ATTACH THE CENTRAL SUPPLIER DATABASE (CSD) REGISTRATION SUMMARY REPORT

**TAX CLEARANCE CERTIFICATE/COPY OF TAX COMPLIANCE STATUS DOCUMENT (TCS)
MUST BE ATTACHED**

**ATTACH VALID BBBEE CERTIFICATE/ OR LETTER FROM REGISTERED AUDITORS
/ SWORN AFFIDAVIT**

THE BIDDING ENTITY AS WELL AS ALL ITS DIRECTORS MUST SUBMIT A MUNICIPAL ACCOUNT WHICH IS NOT MORE THAN THREE (3) MONTHS IN ARREARS

ATTACH PROOF OF JOINT VENTURE AGREEMENT

GENERAL REQUIREMENTS

- 1 The service provider is required to furnish full details requested on the tender forms. All rates tendered shall be inclusive of Value Added Tax at the prevalent rate and will be evaluated inclusive of VAT.

The bidder is requested to furnish all the relevant information not entertained on the form of bid under separate cover which shall form part of the bid.

2 COMPETENCY REQUIREMENTS

The service provider should have expertise and experience in the provision of services of a similar nature to the services requested by the UMDONI MUNICIPALITY.

3 COMPLETENESS OF THE BID INFORMATION

The UMDONI MUNICIPALITY may request clarification or additional information regarding any aspect of the bid. The Bidder must supply the requested information within 48 hours after the request has been made.

4 TERMINATION FOR DEFAULT

The client, without prejudice to any other remedy for breach of contract, by written notice of default sent to the service provider, may terminate this contract in whole or in part:

- a) if the service provider fails to deliver any or all of the goods or provide the required services within the period(s) specified in the contract, or within any extension thereof granted by the client;
- b) if the service provider fails to perform any other obligation(s) under the contract; or
- c) If the service provider, in the judgement of the client, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

In the event the client terminates the contract in whole or in part, the client may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the service provider shall be liable to the client for any excess costs for such similar goods, works or services. However, the service provider shall continue the performance of the contract to the extent not terminated.

5 EVALUATION CRITERIA

The evaluation of this Bid will be conducted in the following:

a) Assessment of Compliance to bid conditions and scope of work

Bids will be assessed for compliance to the bid requirements and scope of works after which they will progress to the 80/20 evaluation.

b) Assessment of functionality

The assessment of functionality will be done in terms of the evaluation criteria. A Bid will be disqualified if it fails to meet the minimum threshold for functionality as per the Bid invitation and will not proceed to the evaluation for price and specific goals. All responses to this Request for bids shall be evaluated in terms of the Functionality Criteria and Score Sheet which is to be completed by all bidders and, documentation supporting each criteria must be supplied.

c) Preference points systems and Specific Goals

Only those qualifying Bids will be evaluated in terms of the 80/20 preference points systems, where the 80 will be used for price (VAT inclusive) and the 20 points for specific goals as follows as per the MBD 6.1 document.

- a. The following formula shall be used to calculate the points out of 80 for price

inclusive of all applicable taxes:

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

Where

P_s = Points scored for price of tender under consideration; P_t
= price of tender under consideration; and
 $P_{\min}$ = price of lowest acceptable tender.

- b. The following tables shall be used to award points for B-BEE contribution and locality points as per the UMDONI Municipality specific goals.

In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in **table 1 below**:

INSERT TABLE FOR SPECIFIC GOALS

Evidence required to claim locality points: –

- A recent UMDONI Municipality Billing Clearance Certificate indicating that the bidder's property details in the UMDONI jurisdiction is not in arrears for more than three months, is to be attached , or
- Lease agreement with a UMDONI Municipality address, or
- A statement of account with a UMDONI Municipality address

Where a lease agreement or statement of account has been provided, it subject to the address of the bidder being the same as that on their company registration documents, Central Supplier Database preferred address and have not changed for a period of two years.

A Bidder failing to submit proof of B-BBEE status level of contributor will score zero(0) points.
A Bidder will not be awarded points for B-BBEE status level of contributor if the response indicates that the Bidder intends subcontracting more than 25% of the value of the contract to any other person not qualifying for at least the points that the Bidder qualifies for, unless the intended subcontractor is an EME that has the capability to execute the subcontract.
The points scored by an Bidder for specific goals will be added to the points scored for price.
The points scored will be rounded off to the nearest two decimal places. The contract shall be awarded to the Bidder scoring the highest points.
If the price offered by a bidder scoring the highest points is not market related, the UMDONI Municipality may not award the contract to that bidder.

The UMDONI Municipality may:

- a) negotiate a market related price with the Bidder scoring the highest points or cancel the bid;

- b) if the Bidder does not agree to a market related price, negotiate a market related price with the bidder scoring the second highest points or cancel the bid;
- c) if the Bidder scoring the second highest points does not agree to a market related price, negotiate a market related price with the bidder scoring the third highest points or cancel the bid.
- d) If a market related price is not agreed, the UMDONI MUNICIPALITY will cancel the bid.

2 COMPULSORY SUB-CONTRACTING

The tender is subject to subcontracting as indicated in the scope of work.

3 SUBMISSION OF PROPOSALS

Proposals should be submitted in a sealed envelope, clearly marked "where after, Bids will be opened in public as per the invitation to tender. Late, telephonic, faxed and emailed electronic bids will not be accepted.

4 RETURNABLES:

The following documents must be submitted with the bidder's Application:

- 4.1 Applications to be submitted by a Trust require certified copies of:
 - 4.1.1 The Trust Deed and any amendments thereto;
 - 4.1.2 The Trust's Letters of Authority and endorsements thereto;
- 4.2 Applications to be submitted by a Partnership require certified copies of:
 - 4.2.1 The applicable Partnership Agreement;
- 4.3 The Identity Document or Registration Document of each partner. Applications to be submitted by a Natural Person require a certified copy of the persons ID.
- 4.4 Each Bidder shall note the functionality criteria score sheet and, where applicable, documentation supporting each criterion in the functionality table must be supplied.
- 4.5 **Each Bidder shall complete the form of offer, failure to complete the form of offer will deem the bid non-responsive.**
- 4.6 Each Bidder shall submit proof of B-BBEE status level of contributor as per the invitation to tender. Failure to submit will result in zero (0) points scored for the B-BBEE points in the specific goals.
- 4.7 Each Bidder must complete and submit the MBD 4 hereto given Paragraph 44 of the Supply Chain Management Policy of the UMDONI MUNICIPALITY which provides that:
 - 4.7.1 Irrespective of the procurement process followed, no award may be made to a person:
 - 4.7.1.1 who is in the service of the state;
 - 4.7.1.2 if that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; or
 - 4.7.2 a person who is an advisor or consultant contracted with the UMDONI MUNICIPALITY.
- 4.8 Each Bidder shall complete and submit the Certificate of Independent Bid Determination.
- 4.9 Each Bidder shall submit proof that it is registered on the National Treasury Central Supplier Database (CSD).
- 4.10 Each Bidder shall submit proof of valid and compliant SARS Tax status issued in respect of Good Standing, through a SARS Tax pin/Tax Clearance Certificate or CSD SARS compliant status.
- 4.11 Proof of its VAT registration number, where applicable.

- 4.12 All Bidders should furnish proof that all amounts due to the UMDONI Municipality by the Bidder, its Directors, Members, Trustees or Partners are up to date or that arrangements have been made in respect thereof. Bidders whose address or registered office is not within the jurisdiction of the UMDONI Municipality should furnish proof that all amounts due to the local authority in whose jurisdiction their address or registered office is situated are up to date or that arrangements have been made in respect.
- 4.13 Have proof of registration of its SANAS/ The inspection body accreditation of South Africa, if applicable.
- 4.14 Have a certificate of registration in terms of the Compensation for Occupational Injuries and Diseases Act 130 of 1993, if applicable.
- 4.15 Details of services provided by the Bidder to any organ of state in the last five (5) years.

BID FORM AND IMPORTANT CONDITIONS

- 1 I/We hereby Bid to supply all of the supplies and/or to render all or any of the services described in the attached documents to the UMDONI Municipality on the terms and conditions and in accordance with the specifications stipulated in the Bid documents (and which shall be taken as part of, and incorporated into, this Bid) at the prices and on the terms regarding time for delivery and/or execution inserted therein.
- 2 I/We agree that:
 - (a) the offer herein shall remain binding upon me/us and open for acceptance by the Accounting Officer during the validity period indicated and calculated from the closing time of the Bid;
 - (b) this Bid and its acceptance shall be subject to the terms and conditions contained in the General Conditions of contract and Preference Certificate with which I am/we are fully acquainted;
 - (c) if I/we withdraw my/our Bid within the period for which I/we have agreed that the Bid should remain open for acceptance, or fail to fulfill the contract when called upon to do so, the UMDONI MUNICIPALITY may without prejudice to its other rights, agree to the withdrawal of my/or Bid or cancel the contract that may have been entered into between me/us and the UMDONI MUNICIPALITY and I/we will then pay to the UMDONI MUNICIPALITY any additional expense incurred either to accept any less favorable Bid or fresh Bidders have to be invited, the additional expenditure incurred by the invitation of fresh Bids and by the subsequent acceptance of any less favorable Bid, the UMDONI MUNICIPALITY shall also have the right to recover such additional expenditure by set-off against moneys which may be due or become to me/us under this or any other Bid or contract or against any guarantee or deposit that have been furnished by me/us or on my/our behalf for the due fulfillment of this or any other Bid or contract and pending the ascertainment of the amount of such additional expenditure to retain such moneys, guarantee or deposit as security for any loss the UMDONI MUNICIPALITY may sustain by reason of my/our default;
 - (d) the law of the Republic of South Africa shall govern the contract created by the acceptance of my/our Bid and that I/we choose domicilium citandi et executandi in the Republic (full address).
- 3 I/We furthermore confirm that I/we have satisfied myself/ourselves as to the correctness and validity of my/our Bid, that the price(s) and rate(s) quoted cover all the work/items(s) in these documents; and that the price(s) and rate(s) cover all my/our obligations under a resulting contract. I/we accept that any mistakes regarding price(s) and calculations will be at my/our risk.
- 4 I/we hereby accept full responsibility for the proper execution and fulfillment of all obligations and conditions devolving on me/us under this agreement as the Principal(s) liable for the due fulfillment of this contract.
- 5 I/We agree that any action from this contract in all respects be instituted against me/us and I/we hereby undertake to satisfy fully any sentence or judgment which may be pronounced against me/us as a result of such action.
- 6 I/We declare that I/we have participation / no participation in the submission of any other offer for the supplies/service described in the attached documents. If in the affirmative, state name(s) or Bid (s) involved.
- 7 Are you duly authorized to sign the Bid? ***YES / NO**
- 8 Has the Declaration of Interest been duly completed and included with the other Bid forms? ***YES / NO**
****Delete whichever is not applicable***

SIGNATURE (S) OF BIDDER_____

DATE:_____

Please complete the following in block letters

Capacity and particulars of the authority
under which this Bid is signed

Name of Bidder

Postal Address

Telephone number(s)

Facsimile number(s)

Bid Number

Name of contact person

.....

IMPORTANT CONDITIONS

1. Failure on the part of the Bidder to sign this Bid form and thus to acknowledge and accept the conditions in writing or to complete the attached forms, questionnaires and specifications in all respects, may invalidate the Bid.
2. Bids should be submitted on the official forms and should not be qualified by the Bidder's own conditions of Bid. Failure to comply with these requirements or to renounce specifically the Bidder's own conditions of Bid, when called upon to do so may invalidate the Bid.
3. If any of the conditions on this Bid form are in conflict with any special conditions, stipulations or provisions incorporated in the Bid, such special conditions, stipulations or provisions shall apply.
4. This Bid is subject to the Supply Chain Management Regulations and the General Conditions and Procedures and subsequent amendments thereto and re-issues thereof.
5. This Request for tender forms part of the official Supply Chain Management Processes of the UMDONI Municipality and in the event of any conflict between the Supply Chain Management Policy and the Applicable Legislation, the provisions of the Applicable Legislation shall prevail.
6. Late and incomplete bids will not be accepted. The only or lowest bid will not necessarily be accepted and the UMDONI Municipality reserves the right to accept the whole or any portion of a bid, or not to make an award.
7. Posted, e-mailed, or faxed applications will not be accepted.
8. Receipt by the UMDONI MUNICIPALITY of the Bidder's response shall not in any manner whatsoever oblige the UMDONI MUNICIPALITY to enter any negotiations or to enter into any contract with the Bidder and any award made in terms of this bid shall be subject to an agreement being concluded between the Bidder and the UMDONI MUNICIPALITY on terms and conditions acceptable to the Accounting Officer of the UMDONI MUNICIPALITY.
9. UMDONI MUNICIPALITY accepts no liability for any loss incurred by any person(s) due to events or actions taken as a consequence of the preparation and dissemination of this bid.
10. Any costs and/or expenses incurred by any Bidder in submitting its response shall be for the exclusive account of the Bidder and the UMDONI MUNICIPALITY shall not be liable in this respect whatsoever.
11. The Bidder acknowledges and agrees that it shall have no claim or claims whatsoever against the UMDONI MUNICIPALITY, including claims for damages whether direct, indirect or consequential, arising from and/or pursuant to and/or in relation to the submission by the Bidder of its response pursuant to the Bidder having been invited to submit same in terms of this documentation.

12. Any Bidder:

having a conflict of interest in respect of the transaction for which the response is submitted or in the Service of the State; and/or

having been convicted for fraud or corruption within a five-year period prior to the submission of its response; and/or

who has willfully neglected, reneged on or has failed to comply with a government or local government contract within a five-year period of the submission of its response; and/or

has outstanding tax obligations to the South African Revenue Services in respect of which arrangements have not been made; and/or

is in arrear in respect of charges payable to the UMDONI Municipality in terms of Section 118 of the Municipal Systems Act and has failed to make suitable arrangements to settle such arrears;

shall be barred from applying.

13. Failure to provide all information required in this bid will result in the application not being considered.

14. The Bidder acknowledges that this bid request is for the Bidder to submit a response to the UMDONI MUNICIPALITY as constituted by this document, it does not confer on the Bidder any legal right or entitlement or legitimate expectation in relation to the UMDONI MUNICIPALITY and the Bidder acknowledges that this bid similarly does not impose or create any obligation on the UMDONI MUNICIPALITY to be discharged in favour of the Bidder.

15. No verbal and / or telephonic queries and clarifications will be entertained by the UMDONI MUNICIPALITY and must be made in writing and will be responded to accordingly. The UMDONI MUNICIPALITY reserves the right to circulate the questions and answers to all registered Bidders in the form of a bulletin. All queries and clarifications are to be addressed to davidn@umdoni.gov.za the tender reference number Tender MN 08/2026 BID 11/2026 must clearly be stated subject line.

The cut - off date for such queries and clarifications will be 12:00 on Monday, February 2026. Responses to queries received will be published on the municipal website where the notice has been placed.

BID CHECK LIST

UMDONI Municipality Individual bid documents will have the typical bid check list as an attachment. This list is to assist all bidders to submit complete bids.

Bidders are to check the following points before the submission of their bid:

Tick

1. All pages of the bid document have been read and initialed by the bidder.

☐

2. All pages requiring information have been completed in black ink.

☐

3. The Pricing Schedule has been checked for arithmetic correctness.

☐

4. All sections requiring information have been completed.

☐

5. The bidder has submitted the following documentation, e.g.

- BBEE Certificate or Sworn Affidavit (original or certified copy)

☐

- Compliant Tax clearance status on SARS and CSD

☐

- CSD supplier report/ number

☐

- Valid Municipal Billing Clearance Certificate (original or certified copy)

☐

- CIDB Certificate (if applicable)

☐

- This bid requires for bidders to submit the financial statements for the past three years or since establishment, if established during the past three years. Have these financial statements been submitted.

☐