



# RFQ / TENDER

Tender No: ERACNL3473

Vendor No: 11001386

BOARD LIST  
BOARD LIST  
TRANSNET FREIGHT RAIL  
PROCUREMENT DEPARTMENT  
2000

Purchaser : Nozipo Luzipo  
Telephone : 012 315 4123  
Fax Number: [REDACTED]

Please quote reference:  
H10/6000618156

Deliver to:  
Company  
TFR Pretoria  
Supply Chain Services  
34 Carlton Centre  
0001 Johannesburg

Closing Date : 24.11.2015  
Validity Date : 29.02.2016  
RFQ No : 6000618156

## 1. RETURN OF QUOTATION/S:

1.1 QUOTATION/S MUST BE SUBMITTED PUNCTUALLY AT 10:00 ON THE CLOSING DATE AND LATE QUOTATIONS WILL NOT BE CONSIDERED.

### 1.2 IF DELIVERED BY HAND:

THE CHAIRMAN  
TRANSNET FREIGHT RAIL ACQUISITION COUNCIL  
GROUND FLOOR, INYANDA HOUSE  
21 WELLINGTON ROAD  
PARKTOWN  
JOHANNESBURG  
2001

### 1.4 IF FAXED:

011 774 9129  
011 774 9186

CONTACT NO'S: THULI MATHEBULA - 011 544 9497

LOLO SOKHELA - 011 544 9494

PRUDENCE NKABINDE - 011 544 9486

## 2. CONDITIONS:

- 2.2 ANY PURCHASE ORDER PLACED AS A RESULT OF YOUR QUOTATION WILL BE SUBJECT TO THE STANDARD TERMS AND CONDITIONS OF CONTRACT, FORM US7, (LATEST) AND THE GENERAL TENDER CONDITIONS, FORM CSS5 (LATEST) AND CONDITIONS MENTIONED HEREIN.
- 2.3 TENDERERS MAY OFFER AN EARLIER VALIDITY DATE, BUT THEIR QUOTATION MAY, IN THAT EVENT, BE DISREGARDED FOR THIS REASON.
- 2.4 TENDERERS ARE REQUIRED TO OFFER ONLY FIRM PRICES. PRICES SUBJECT TO REVIEW IN TERMS OF CLAUSE 32 OF FORM US7 WILL ONLY BE CONSIDERED SHOULD THE DELIVERY PERIOD REQUIRED EXCEED 6 MONTHS.
- 2.5 BEST DELIVERY TIME MUST BE OFFERED.

DATE: ..... SIGNATURE OF TENDERER(S): .....  
CONTACT PERSON: ..... TEL No: .....

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2.6 DISCOUNT (TRADE DISCOUNT)/CASH DISCOUNT (CONDITONAL DISCOUNT)/ VALUE ADDED TAX (VAT) MUST BE SHOWN SEPARATELY.

2.7 TRANSNET RESERVES THE RIGHT TO NEGOTIATE PRICES AND COMMERCIAL ASPECTS AFTER THE CLOSING DATE

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2.8 DIRECT DELIVERY INTIMATES DELIVERY BEING EFFECTED INTO THE WAREHOUSE OR THE ACTUAL POINT OF SUPPLY AND SHOULD THEREFORE INCLUDE ANY TRANSPORTATION MODE DEEMED NECESSARY IN EXECUTING THIS METHOD OF DELIVERY BASIS IN ORDER TO MEET THE REQUIRED DELIVERY DATE.

#### TAX CLEARANCE CERTIFICATES:

The Regulations in terms of the Public Finance Management Act, 1999: Framework for Supply Chain Management as published in Government Gazette No. 25767 dated 5 December 2003, Clause 9 (1) (d), stipulates that the accounting officer or accounting authority of an institution to which these regulations apply must reject any bid from a supplier who fails to provide written proof from the South African Revenue that the supplier either has no outstanding tax obligations or has made arrangements to meet outstanding tax obligations.

Tenderers will be disqualified if a valid tax clearance certificate or written proof from the South African Revenue Service that supplier has made arrangements to meet outstanding tax obligations is not submitted with the tender.

#### BROAD BASED BLACK ECONOMIC EMPOWERMENT (BBBEE)

Transnet fully endorses and supports the Government's Broad-based Black Economic Empowerment Programme and it is strongly of the opinion that all South African Business Enterprises have an equal obligation to redress the imbalances of the past.

Transnet will therefore prefer to do business with local business enterprises who share these same values. Transnet will endeavour to do business with local business enterprises that possess a BBBEE "recognition level" of at least a level 5. Transnet urges Tenderers (large enterprises and QSE's - see below) to have themselves accredited by any one of the various Accreditation Agencies available, who do their BBBEE ratings in accordance with the latest Codes (i.e. those promulgated on 9 February 2007) and whose names appear on the present ABVA (Association of BEE Verification Agencies) - "List of Full Members" as displayed on the ABVA website ([www.abva.co.za](http://www.abva.co.za)).

Although no agencies have, as yet, been accredited by SANAS (SA National Accreditation System), Transnet will, in the interim, accept rating certificates of tenderers who have been verified by any of the listed agencies.

Enterprises will be rated by such agency based on the following:

1. Large Enterprises (i.e. annual turnover >R35million:  
" Rating level based on all seven elements of the BBBEE scorecard.
2. Qualifying Small Enterprises - (QSE) (i.e. annual turnover >R5million but <R35million:  
" Rating based on any four elements of the BBBEE scorecard.

NB:

3. Emerging Micro Enterprises - (EME) (i.e. annual turnover <R5m) are exempted from being rated/verified:  
" Automatic rating of Level 4 BBBEE irrespective of race of ownership, i.e. 100% BBBEE recognition  
" Black ownership >50% or Black Women ownership >30% automatically qualifies as Level 3 BBBEE, i.e. 110% BBBEE recognition  
" EME's should provide certified documentary proof of annual turnover (i.e. audited financials) plus proof of Black ownership if Black ownership >50% or Black Women ownership >30% from the EME's Auditor/Accounting Officer.

4. In addition to the above, Tenderers who wish to enter into a Joint Venture or subcontract portions of the contract to BBBEE companies, must state in their tenders the percentage of the total contract value that will be allocated to such BBBEE companies, should they be successful in being awarded any business. A rating certificate in respect of such BBBEE JV-partners and / or sub-contractor/s, as well as a breakdown of the distribution of the aforementioned percentage must also be furnished

In view of the high emphasis which Transnet places on Broad-based Black Economic Empowerment, Transnet will allow certain preference points for BBBEE in the evaluation of all responses. Depending upon the value of the ensuing business award (i.e. below or in excess of R2m), the 80/20 or 90/10 point preference systems will be utilized where BBBEE will count out of 20 or 10 respectively in the evaluation process.

EACH RESPONDENT IS REQUIRED TO FURNISH PROOF OF THE ABOVE TO TRANSNET. FAILURE TO DO SO WILL RESULT IN A

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SCORE OF ZERO BEING ALLOCATED FOR BBBEE.

Turnover: Kindly indicate your company's annual turnover for the past year R\_\_\_\_\_

- " If annual turnover <R5m, please attach certified confirmation from your Auditor/Accounting Officer
- " If annual turnover >R5m please attach original or certified copy of accreditation certificate and detailed scorecard by an ABVA accreditation agency (registered as a "Full Member")

## PAYMENT TERMS

The following payment terms will apply as from 1 October 2008.

- " All suppliers will be paid 30 days from receipt of month end statement, i.e. payment term F055.
- " All CIDB suppliers will be paid 21 days from date of invoice, i.e. payment term F057.

## SCHEDULE OF REQUIREMENTS

TENDERERS SHOULD INSERT THEIR PRICE/S UNDER THE APPROPRIATE HEADINGS HEREUNDER.

IN THIS REGARD THE TENDERER'S ATTENTION IS DIRECTED TO PARAGRAPH 16 OF FORM CSS5 (LATEST).

NB. TENDERERS OFFERING GOODS FROM IMPORTED SUPPLIES MUST SUBMIT THEIR PRICES ON THE DELIVERY BASIS APPEARING UNDER COLUMN (C) OF THIS SCHEDULE OF REQUIREMENTS.

**We urge our clients & suppliers to report fraud/corruption at  
Transnet to TIP-OFFS ANONYMOUS: 0800 003 056**

"Transnet insists on honesty and integrity beyond reproach at all times and will not tolerate any form of improper influencing, bribery, corruption, fraud, or any other unethical conduct on the part of bidders/ Transnet employees. If, in the opinion of Transnet's Chief Operating Officer, a Tenderer / Contractor / Supplier has or has caused to be promised, offered or given to any Transnet Employee, any bribe, commission, gift, loan, advantage or other consideration, Transnet shall be entitled to revoke the tender / contract by following its internal policies that govern the Exclusion process. In such an event Transnet will be entitled to place any Tenderer / Contractor / Supplier who has contravened the provisions of Transnet's business ethics on its List of Excluded Tenderers. This List will also be distributed to all other State Owned Enterprises and Government Departments.

Transnet invites its valued suppliers to report any allegations of fraud Corruption or other unethical activities to Transnet Tip-offs Anonymous, at any of the following addresses / contact numbers:-

- \* Toll-free anonymous hotline- 0800 003 056
- \* Email - Transnet@tip-offs.com
- \* Fax number - 0800 007 788
- \* Freepost DN 298, Umhlanga Rocks, 4320

## DISCLAIMERS

TRANSNET IS NOT COMMITTED TO ANY COURSE OF ACTION AS A RESULT OF ITS ISSUANCE OF THIS RFQ AND/OR ITS RECEIPT OF A QUOTATION IN RESPONSE TO IT

PLEASE NOTE THAT TRANSNET RESERVES THE RIGHT TO:

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- \* MODIFY THE RFQ'S GOODS/SERVICES AND REQUEST RESPONDENTS TO RE-BID ON ANY CHANGES;
- \*REJECT ANY QUOTATION WHICH DOES NOT CONFORM TO INSTRUCTIONS AND SPECIFICATIONS WHICH ARE DETAILED HEREIN;
- \*DISQUALIFY QUOTATIONS SUBMITTED AFTER THE STATED SUBMISSION DEADLINE;
- \*NOT NECESSARILY ACCEPT THE LOWEST PRICED QUOTATION;
- \*REJECT ALL QUOTATIONS, IF IT SO DECIDES;
- \*PLACE AN ORDER IN CONNECTION WITH THIS QUOTATION AT ANY TIME AFTER THE RFQ'S CLOSING DATE;
- \*AWARD ONLY A PORTION OF THE PROPOSED GOODS/SERVICE WHICH ARE REFLECTED IN THE SCOPE OF THIS RFQ;
- \*SPLIT THE AWARD OF THE ORDER/S BETWEEN MORE THAN ONE SUPPLIER/SERVICE PROVIDER; OR
- \*MAKE NO AWARD AT ALL

TRANSNET RESERVES THE RIGHT TO AWARD BUSINESS TO THE HIGHEST SCORING BIDDER/S UNLESS OBJECTIVE CRITERIA JUSTIFY THE AWARD TO ANOTHER BIDDER

## EVALUATION METHODOLOGY

IN THIS RFQ THE 80/20 POINT PREFERENCE SYSTEM WILL BE UTILIZED WHERE BBBEE WILL COUNT OUT OF 20 AND PRICE WILL COUNT OUT OF 80 RESPECTIVELY IN THE EVALUATION PROCESS.

TOTAL TENDER VALUE : \_\_\_\_\_

Item	Qty	Material	Description
------	-----	----------	-------------

00010	5	Form Highback Chair Roma Mechanism Nylon	R..... Each
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Delivery Date: 21.12.2015

### FULL DETAILS OF DESCRIPTION

Form -hugback chair -Roma mechanism - nylon base -chi height adj black/blk

00020	20	Form visitors Arm Chair Net Back Force S	R..... Each
-------	----	--	----------------

Delivery Date: 21.12.2015

### FULL DETAILS OF DESCRIPTION

form visitors arm chr - net back force seat-black integra blac/blk

00030	2	Notice Board Standard 1000mmx1200mm BD44	R..... Each
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Delivery Date: 21.12.2015

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Item	Qty	Material	Description
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**FULL DETAILS OF DESCRIPTION**

Notice Board Standard 1000mmx1200mm BD448

● 00040 4 Whiteboard 1000mmx1200mm Non mag BD1248

R.....

Each

Delivery Date: 21.12.2015

**FULL DETAILS OF DESCRIPTION**

● 00050 2 Canteen Unit 1800Lx570W Top 280 V Seat Gl

R.....

Each

Delivery Date: 21.12.2015

**FULL DETAILS OF DESCRIPTION**

Canteen Unit 1800Lx570W Top 280W Seat Glavanised Top

● 00060 2 Rexel Shredder Confetti Cut Auto + 80x 3

R.....

Each

Delivery Date: 21.12.2015

**FULL DETAILS OF DESCRIPTION**

Rexel Shredder Confetti Cut Auto + 80x 301410

● 00070 4 Allegro 2 Desk Shell only 1600x800 oak m

R.....

Each

Delivery Date: 21.12.2015

**FULL DETAILS OF DESCRIPTION**

Allegro 2 Desk Shell only 1600x800 oak mel

● 00080 4 Allegro 2 Top Drawer Lockable-Mobile ped

R.....

Each

Delivery Date: 21.12.2015

**FULL DETAILS OF DESCRIPTION**

Allegro 2 Top Drawer Lockable-Mobile pedestal -3 Standard drawer

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Item	Qty	Material	Description
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● 00090	3	Mel Oak 3 tier bookcase - hinged doors 8	R..... Each
---------	---	--	----------------

Delivery Date: 21.12.2015

**FULL DETAILS OF DESCRIPTION**

Mel Oak 3 tier bookcase - hinged doors 800x315x1200H

● 00100	1	14 Da Vinci Conference Table 4500x1500 Box	R..... Each
---------	---	--	----------------

Delivery Date: 21.12.2015

**FULL DETAILS OF DESCRIPTION**

14 Da Vinci Conference Table 4500x1500 Box - Pedestal Legs - 14 Seater Veneer

● 00110	2	Hinged Door Systems Cupboard 900x450x150	R..... Each
---------	---	--	----------------

Delivery Date: 21.12.2015

**FULL DETAILS OF DESCRIPTION**

Hinged Door Systems Cupboard 900x450x150H - 3 shelves(oak mel)

● 00120	1	Flight Panel Leg Desk 1600x800 (Coimbre	R..... Each
---------	---	---	----------------

Delivery Date: 21.12.2015

**FULL DETAILS OF DESCRIPTION**

Flight Panel Leg Desk 1600x800 (Coimbre Melamine)

PLEASE NOTE:

QUOTES ARE REQUIRED ON THE FOLLOWING:

- 1) FORM HIGHBACK CHAIR-ROMA MECHANISM-NYLON BASE-CHI- HEIGHT ADJUST BACK-BLACK
- 2)FORM VISITORS ARM CHAIR-NET BACK FORCE SEAT-BLACK INTEGRA BLACK BACK
- 3) NOTICE BOARD STANDARD 1000MM x1200MM BD0448
- 4)WHITEBOARD 1000MM x1200MM NON MAG BD1248
- 5) CANTEEN UNIT 1800L x570W TOP 280W ST-GLAV TOP (HAMMER GREY)
- 6) REXEL SHREDDER CONIETTI CUT AUTO +80x 301410

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Item	Qty	Material	Description
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- 7) ALLEGRO 2 DESK SHELL ONLY 1600x800 (OAK MEL)
- 8) ALLEGRO 2TOP DRAWER LOCKABLE- MOBILE PEDESTAL-3 STANDARD DRAE OAK
- 9) MEL OAK 3 TIER BOOKCASE- HINGED DOORS 800x315x1200H
- 10) 14 DA VINCI CONFERENCE TABLE 4500x1500 BOX PEDESTAL LEGS- 14SEATER VENEER
- 11) HINGED DOOR SYSTEMS CUPBOARD 900x450x1500H -3SHELVES (OAK MEL)
- 12) FLIGHT PANEL LEG DESK 1600x800 (COIMBRE MELAMINE.

ATTACHED TO THIS RFQ ARE MANDATORY RETURNABLE DOCUMENTS. FAILURE TO SUBMIT THESE DOCUMENTS WILL RESULT IN BEING DISQUALIFIED FUTHER FOR PRICE AND BBBEE

- 1) ANNEXURE B- DECLARATION CERTIFICATE FOR LOCAL PRODUCTION
- 2) ANNEXURE C- LOCAL CONTENT DECLARATION SUMMARY SCHEDULE
- 3) A FULLY COMPLETED CLAUSE BY CLAUSE STATEMENT OF COMPLIANCE TO THE SPECIAL CONDITIONS ON THE REQUIRED ITEMS

FOR ANY ENQUIRIES PLEASE CONTACT MATOME LUCAS MOHLATLOLE 0833669002.

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### 3. ADDITIONAL INFORMATION REQUIRED: (WHERE APPLICABLE)

#### 3.1 THE FOLLOWING ADDITIONAL INFORMATION IS REQUIRED:

- (A) DISCOUNT: .....
- (B) SETTLEMENT DISCOUNT:.....
- (C) PRICE/S FIRM: .....
- (D) PRICE/S FIRM UNTIL ..... THEREAFTER SUBJECT TO REVIEW.
- (E) PRICE/S NOT FIRM: .....
- (F) SABS MARK: .....
- (G) SABS PERMIT NO: .....
- (H) BRAND/MAKE/TYPE: .....
- (I) FULL NAME AND ADDRESS OF MANUFACTURER: :  
.....  
.....  
.....

#### (J) FULL NAME AND ADDRESS OF INSPECTION POINT:

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

#### (K) COUNTRY OF ORIGIN: .....

#### (L) YEAR 2000 CONTRACT COMPLIANT :

Vendors/Proposers shall indicate their year 2000 compliance with :

- A. Technology Products,
- B. Equipment, Products, Components or Parts
- C. "Products" and Services

Non-Compliance with either (A) or (B) shall result in your bid/proposal being deemed non-responsive. Non-compliance with (C) may cause your bid/proposal to be deemed non-responsive. If you indicate that none of the following apply, please provide a written justification for your determination. Transnet will review this justification and will make a final determination.

"Year 2000 Compliant" means that (A) the Information Technology (B) Equipment/Products/Components/Parts (Collectively "Products")supplied (C)"Products" and Services contracted, will accurately process date and time data from into and between the 20th and 21st centuries. The year 1999 and 2000 and for all leap years. "Process date and time data" includes, but is not limited to, data calculation, logistical functions, program branching, format conversion, edit, and validations, and the use of dates in comparisons, sorting, sequencing, merging, retrieving, searching and indexing. Furthermore, year 2000 compliant, when (A) used in combination with other information technology, (B) used in combination with other products, (C) used in combination with their (Vendor) other date required interfaces, shall accurately process date and time data (A) if the other technology, (B) if the other "Products", (C) either passed to or received from their other customers/suppliers, properly exchange date and time data with it/them.

Comply : \_\_\_\_\_ Does not Comply : \_\_\_\_\_ Not applicable : \_\_\_\_\_

Justification : .....

#### (M) SURPLUS MATERIAL:

DATE: .....

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TENDERERS MUST INDICATE IF THEY WILL BE PREPARED TO PURCHASE BACK FROM TRANSNET ANY SURPLUS MATERIAL WHICH MAY BECOME AVAILABLE FROM ANY RESULTING PURCHASE ORDER/CONTRACT ORIGINATED FROM THE QUOTATION SUBMITTED:

.....  
**(N) PAYMENT OVERSEAS:**

ONLY IF TRANSNET LIMITED IS REQUESTED BY THE TENDERER TO EFFECT PAYMENT OVERSEAS DIRECT TO THE TENDERER'S PRINCIPAL/SUPPLIER THE FOLLOWING INFORMATION IS REQUIRED:

\* EXCHANGE RATE ON WHICH THE QUOTATION PRICE IS BASED: R1,00 (S.A. CURRENCY) BEING EQUAL TO  
..... (FOREIGN CURRENCY)

\* PERCENTAGE IN RELATION TO THE QUOTATION PRICE TO BE REMITTED OVERSEAS:  
.....

\* NAME OF COUNTRY TO WHICH PAYMENT IS TO BE MADE:  
.....

\* APPLICABLE DATE OF EXCHANGE RATE:  
.....

\* BENEFICIARY'S NAME AND FULL ADDRESS:  
.....  
.....

\* BENEFICIARY'S BANKERS AND FULL ADDRESS:  
.....  
.....

\* APPLICABLE ACCOUNT NUMBER:  
.....

**(O) DELIVERY DATE:**

TENDERERS MUST FURNISH THEIR ACTUAL DELIVERY AND MANUFACTURING PERIOD HEREUNDER NOTWITHSTANDING THE DELIVERY DATES SPECIFIED BY TRANSNET.

THE FOLLOWING MUST ALSO BE FURNISHED IN REGARD TO THE ABOVE:

1. PERIOD REQUIRED TO OBTAIN RAW MATERIAL. ....(DAYS)
2. MANUFACTURING PERIOD. ....(DAYS)
3. PERIOD TO TRANSPORT MATERIAL TO DESTINATION. ....(DAYS)

MATERIAL NO.	1.(PERIOD)	2.(PERIOD)	3.(PERIOD)
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

DATE: .....

SIGNATURE OF TENDERER(S): .....



## ANNEXURE B

## SBD 6.2

## DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

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

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2011, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

### 1. GENERAL CONDITIONS

- 1.1. Preferential Procurement Regulations, 2011 (Regulation 9) makes provision for the promotion of local production and content.
- 1.2. Regulation 9.(1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for bids referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

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

Where

x is the imported content in Rand

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

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

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial\\_development/ip.jsp](http://www.thedti.gov.za/industrial_development/ip.jsp) at no cost.

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

**2. DEFINITIONS**

- 2.1. **"bid"** includes written price quotations, advertised competitive bids or proposals;
- 2.2. **"bid price"** price offered by the bidder, excluding value added tax (VAT);
- 2.3. **"contract"** means the agreement that results from the acceptance of a bid by an organ of state;
- 2.4. **"designated sector"** means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;
- 2.5. **"duly sign"** means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility(close corporation, partnership or individual).
- 2.6. **"imported content"** means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad (this includes labour or intellectual property costs), plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;
- 2.7. **"local content"** means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;
- 2.8. **"stipulated minimum threshold"** means that portion of local production and content as determined by the Department of Trade and Industry; and
- 2.9. **"sub-contract"** means the primary contractor's assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract.

**3. The stipulated minimum threshold(s) for local production and content (refer to annex a of sats 1286:2011) for this bid is/are as follows:**

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>
_____	_____ %
_____	_____ %
_____	_____ %

4. Does any portion of the services, works or goods offered have any imported content?

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

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

The relevant rates of exchange information is accessible on [www.reservebank.co.za](http://www.reservebank.co.za).

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

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

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

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

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

5.1. If yes, provide the following particulars:

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

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

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

**LOCAL CONTENT DECLARATION**  
(REFER TO ANNEX B OF SATS 1286:2011)

<p><b>LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)</b></p> <p><b>IN RESPECT OF BID NO.</b> .....</p> <p><b>ISSUED BY:</b> (Procurement Authority / Name of Institution): .....</p> <p>NB</p> <p>1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.</p> <p>2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on <a href="http://www.thdti.gov.za/industrial_development/ip.jsp">http://www.thdti.gov.za/industrial_development/ip.jsp</a>. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then</p>
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consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, ..... (full names),  
do hereby declare, in my capacity as .....  
of .....(name of bidder entity), the  
following:

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

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

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

(d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.

(e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**WITNESS No. 1** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**WITNESS No. 2** \_\_\_\_\_ **DATE:** \_\_\_\_\_









## ANNEXURE F

### LOCAL CONTENT LOCAL CONTENT BACKGROUND, DOCUMENTATION, EVALUATION DETAILS AND ADDITIONAL INSTRUCTIONS

#### 1. LOCAL CONTENT EXPLAINED

- The Preferential Procurement Policy Framework Act makes provision for the Department of Trade and Industry (DTI) to designate sectors in line with national development and industrial policies for local production.
- This means that only locally produced goods, services or works or locally manufactured goods with a stipulated minimum threshold for local production and content will be considered
- The DTI has designated and determined the stipulated minimum threshold for Furniture Products for local production and content.
- The stipulated minimum threshold percentages for local production and content for the different categories of furniture can be perused on the National Treasury practice note attached with the RFQ.
- **For further guidance with regard to the determination of "Local Content," Respondents must refer to the following documentation:**
- SABS approved technical specification number SATS 1286:2011
- Guidance on the calculation of Local Content [available on the DTI website: <http://www.thedti.gov.za>]

#### 2. LOCAL CONTENT DOCUMENTATION

##### Mandatory Returnable Documents

The regulatory and mandatory RFQ Annexures, which must be completed by all Respondents in order to declare Local Content, are as follows:

- Annexure B – Declaration Certificate for Local Production and Content [SBD 6.2]
- Annexure C – Local Content Declaration: Summary Schedule

***Failure to provide all these Mandatory Returnable Documents at the Closing Date and time of this RFQ will result in a Respondent's disqualification.***

### Essential Returnable Documents

Annexures D and E are Supporting Schedules to Annexure C. They are named as follows:

- Annexure D – Imported Content Declaration: Supporting Schedule to Annexure C
- Annexure E – Local Content Declaration: Supporting Schedule to Annexure C

### IMPORTANT NOTES:

- If certain items cannot be sourced/manufactured locally bidders should seek exemption for such items from the DTI.
- Such an exemption letter should be submitted with the proposal upon closing date.

### 3. LOCAL CONTENT EVALUATION

LOCAL CONTENT WILL BE EVALUATED AS THE FIRST STAGE AS A PRE-QUALIFICATION CRITERIA

#### Mandatory Returnable Documents

- Annexure B – Declaration Certificate for Local Production and Content [SBD 6.2]
  - All sections of this document **MUST** be completed;
  - The document **MUST** be signed, witnessed and dated;
  - Bidders **MUST** clearly declare their Local Content Percentage commitment per item quoted.
- Annexure C – Local Content Declaration: Summary Schedule
  - All sections of the document **MUST** be completed;
  - The document **MUST** be signed and dated;
  - Bidders **MUST** clearly declare their Local Content Percentage commitment per item quoted.

***Failure to provide completed documents at the Closing Date and time of this RFQ will result in a Respondent's disqualification.***

### 4. ADDITIONAL INSTRUCTIONS: LOCAL CONTENT QUESTIONS

It is recommended that any clarification questions be submitted in writing by bidders and Transnet Freight Rail will respond to all bidders within 48 hours.

RFQ FOR THE PURCHASE OF SUPPLY CHAIN SERVICES OFFICE FURNITURE FOR POLOKWANE DEPOT

CLAUSE BY CLAUSE COMPLIANCE TO REQUIRED ITEMS

Clause No.	Comply	Does Not Comply	Comments
<b>1.0 REQUIRED ITEMS</b>			
<b>1.1 FORM HIGHBACK CHAIR ROMA MECHANISM NYLON</b>			
1.1.1			
1.1.2			
1.1.3			
1.1.4			
1.1.5			
<b>1.2 FORM VISITORS ARM CHAIR NET BACK FORM</b>			
1.2.1			
1.2.2			
1.2.3			
1.2.4			
1.2.5			
1.2.6			
1.2.7			
1.2.8			
1.2.9			
1.2.10			
1.2.11			
1.2.12			
1.2.13			
1.2.14			
1.2.15			
1.2.16			
1.2.17			
1.2.18			
1.2.19			
1.2.20			
<b>1.3 NOTICE BOARD STANDARD 1000MMx1200MM BD44</b>			

"PREVIEW COPY ONLY"

Clause No.	Comply	Does Not Comply	Comments
1.3.1			
1.3.2			
<b>1.4 WHITEBOARD 1000MMx1200MM NON MAG BD1248</b>			
1.4.1			
1.4.2			
1.4.3			
1.4.4			
<b>1.5 CANTEEN UNIT 1800Lx 570W TOP 280W SEAT GLAVANISED TOP</b>			
1.5.1			
1.5.2			
<b>1.6 REXEL SHREDDER CONFETTI CUT AUTO +80x3</b>			
1.6.1			
1.6.2			
<b>1.7 ALLEGRO 2DESK SHELL ONLY 1600x800 OAK MEL</b>			
1.7.1			
1.7.2			
1.7.3			
1.7.4			
<b>1.8 ALLEGRO 2TOP DRAWER LOCKABLE- MOBILE PEDESTAL</b>			
1.8.1			
1.8.2			
1.8.3			
1.8.4			
<b>1.9 MEL OAK 3 TIER BOOKCASE- HINGED DOOR 800x315x1200H</b>			
1.9.1			
1.9.2			
1.9.3			
1.9.4			

Clause No.	Comply	Does Not Comply	Comments
<b>1.10 14 DA VINCI CONFERENCE TABLE 4500x1500</b>			
1.10.1			
<b>1.11 HINGED DOOR SYSTEMS CUPBOARD 900x450x150 3SHELVES (OAK MEL)</b>			
1.11.1			
1.11.2			
<b>1.12 FLIGHT PANEL LEG DESK 1600x800 (COIMBRE MELAMINE)</b>			
1.12.1			

**"PREVIEW COPY ONLY"**