

REQUEST FOR QUOTATIONS

GOODS	
--------------	--

SERVICES	X
-----------------	----------

DESCRIPTION:	BIODIVERSITY ASSESSMENT FOR SKA AND SARAO PROPOSED CAPE TOWN DEVELOPMENT		
RFQ NUMBER:	SARAO RFQ PEP6 001 2020		
CLOSING DATE AND TIME:	5 MAY 2020 AT 11.00AM		
QUOTATIONS TO BE SUBMITTED TO:	anwuli@ska.ac.za		
PREFERENCE POINTS SYSTEM:	80/20		
Enquiries relating to bidding procedures may be directed to:		Technical enquiries may be directed to:	
Section:	Supply Chain Management	Section:	Construction Planning
Contact person:	Anwuli Okecha	Contact person:	Gabriella Duncan
E-Mail address:	anwuli@ska.ac.za	E-Mail address:	gduncan@ska.ac.za
Telephone No:	021 506 7415	Telephone No:	011 268 3437

NOTE: Please note that due to the National Lockdown, we are not operating from our offices. Please direct any enquiries relating to this RFQ to the email addresses above.

SUPPLIER INFORMATION

Name of Bidder Name:													
Street Address:													
Telephone Number													
Code				Number									
Cell Phone Number													
Code				Number									
Facsimile Number													
Code				Number									
E-Mail Address													
VAT Registration Number													
Tax Compliance Status		Tax Compliance System PIN				OR		Central Supplier Database No.		MAAA			
B-BBEE Status Level Verification Certificate			Tick Applicable Box. <input type="checkbox"/> Yes <input type="checkbox"/> No			B-BBEE Status Level Sworn Affidavit			Tick Applicable Box. <input type="checkbox"/> Yes <input type="checkbox"/> No				
[A B-BBEE status level verification certificate/sworn affidavit (for EMEs & QSEs) must be submitted in order to qualify for preference points for B-BBEE – also refer to the SBD 6.1]													
Are you the accredited representative in South Africa for the goods/services/works offered?				<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes, enclose proof]		Are you a foreign-based supplier for the goods/services/works offered?				<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes, answer the questionnaire below]			
Is the entity a resident of the Republic of South Africa (RSA)?										<input type="checkbox"/> Yes <input type="checkbox"/> No			
Does the entity have a branch in the RSA?										<input type="checkbox"/> Yes <input type="checkbox"/> No			
Does the entity have a permanent establishment in the RSA?										<input type="checkbox"/> Yes <input type="checkbox"/> No			
Does the entity have any source of income in the RSA?										<input type="checkbox"/> Yes <input type="checkbox"/> No			
Is the entity liable in the RSA for any form of taxation?										<input type="checkbox"/> Yes <input type="checkbox"/> No			
If the answer is "No" to all of the above, then it is not a requirement to register for a tax compliance status system pin code from the South African Revenue Service (SARS).													

INTRODUCTION TO SARAO

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

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

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

PRE-QUALIFICATION CRITERIA

Where indicated as applicable in the table below, only bidders who meet the pre-qualification criteria specified may respond to this RFQ. Failure to comply with the pre-qualification criteria set will result in an automatic disqualification.

PREQUALIFICATION ELIGIBILITY CRITERIA	
BBBEE Status Level of Contributor	
Minimum BBBEE status level required:	n/a
EMEs or QSEs	
EME / QSE:	n/a
Bidders subcontracting a minimum of 30% of the work to designated groups	
An EME or QSE which is at least 51% owned by black people:	n/a
An EME or QSE which is at least 51% owned by black people who are youth:	n/a
An EME or QSE which is at least 51% owned by black people who are women:	n/a
An EME or QSE which is at least 51% owned by black people with disabilities:	n/a
An EME or QSE which is at least 51% owned by black people living in rural or underdeveloped areas or townships:	n/a
A cooperative which is at least 51% owned by black people:	n/a
An EME or QSE which is at least 51% owned by black people who are military veterans:	n/a
An EME or QSE:	n/a

SERVICE SPECIFICATIONS

2.1 SKA Buildings and SARAO Building

The SKA Science Operations Centre (SOC), Science Processing Centre (SPC) are to be provided by South Africa as part of the Hosting Agreement between the Republic of South Africa represented by the Department of Science and Innovation and the Square Kilometre Array Organisation (SKAO) concerning the Installation and Operation of the Square Kilometre Array (SKA). The South African Science Regional Centre (SRC) will be co-located with the SKA Science Processing Centre in Cape Town. In addition to these SKA buildings and associated infrastructure, the South African Radio Astronomy Observatory (SARAO) is pursuant in co-locating its Cape Town office with the SKA buildings. It is proposed that all of these buildings be located at the iThemba LABS site in Cape Town (NRF-owned land). The SARAO, SKA and CHPC first-order floor space requirements are indicated in Table 1. It is anticipated that the SKA SOC and SARAO building will be a two-storey building and the SKA SPC, SRC and CHPC a one storey building.

Table 1: SKA SOC, SPC, SARAO, SRC and CHPC Building Requirements

Building	Sub Total Size	Co-Share Size	Building	Sub Total	Total
SKA SOC	1055m ²	2287m ²	SARAO Building [#]	4497m ²	7839m ²
Circulation Space					1000m ²
SUB TOTAL					8839m²
SKA SPC (150 racks)	3825m ²	Cooling and Power Plant	RSA SRC*	1275m ²	5100m²
CHPC (40 racks) TBC [^]	1000m ²	Cooling and Power plant		1000 m ²	1000m²
TOTAL					15,939m²

Studies are currently underway to develop a cost-effective power solution which includes a hybrid mix of grid and renewable power for the site. Renewable power can either be provided through the construction of a renewable plant on site by an Independent Power Producer if there is enough land available or alternatively to wheel green energy from the grid. If power solution is to be based at the site, the area indicated in green (Critical Biodiversity Area) in Figure 1 below would be the desirable location.

2.2. City of Cape Town's Biodiversity Network

The City of Cape Town's biodiversity is globally unique and its conservation is of international importance. The local variability and uniqueness of vegetation types and species diversity together with processes of urbanisation have resulted in 89% of the remaining natural vegetation in the City being classified as critically endangered or endangered. No other City in the world harbours as many threatened plant species per unit area. In 2003, the City of Cape Town committed to implementing a Biodiversity Strategy. This Strategy requires, amongst others, that a Biodiversity Network be established to enable the conservation of Critical Biodiversity Areas (CBAs). These areas represent the minimum amount of terrestrial and freshwater habitat that is required to meet the City's biodiversity conservation targets. An

iterative systematic conservation planning process, which started in 2001, has established biodiversity conservation targets and the identification and prioritisation of the Biodiversity Network. (Taken from: <http://bgis.sanbi.org/CapeTown>).

Overlaying the proposed Cape Town site with the Biodiversity Network in the City of Cape Town, it is evident that almost 50% of the proposed Cape Town site is located within an area that has been identified as a Category 2 CBA (Figure 1). Category 2 CBAs are considered “restorable irreplaceable sites” due to the occurrence of “critically endangered vegetation of restorable condition” that is required to meet national conservation targets.

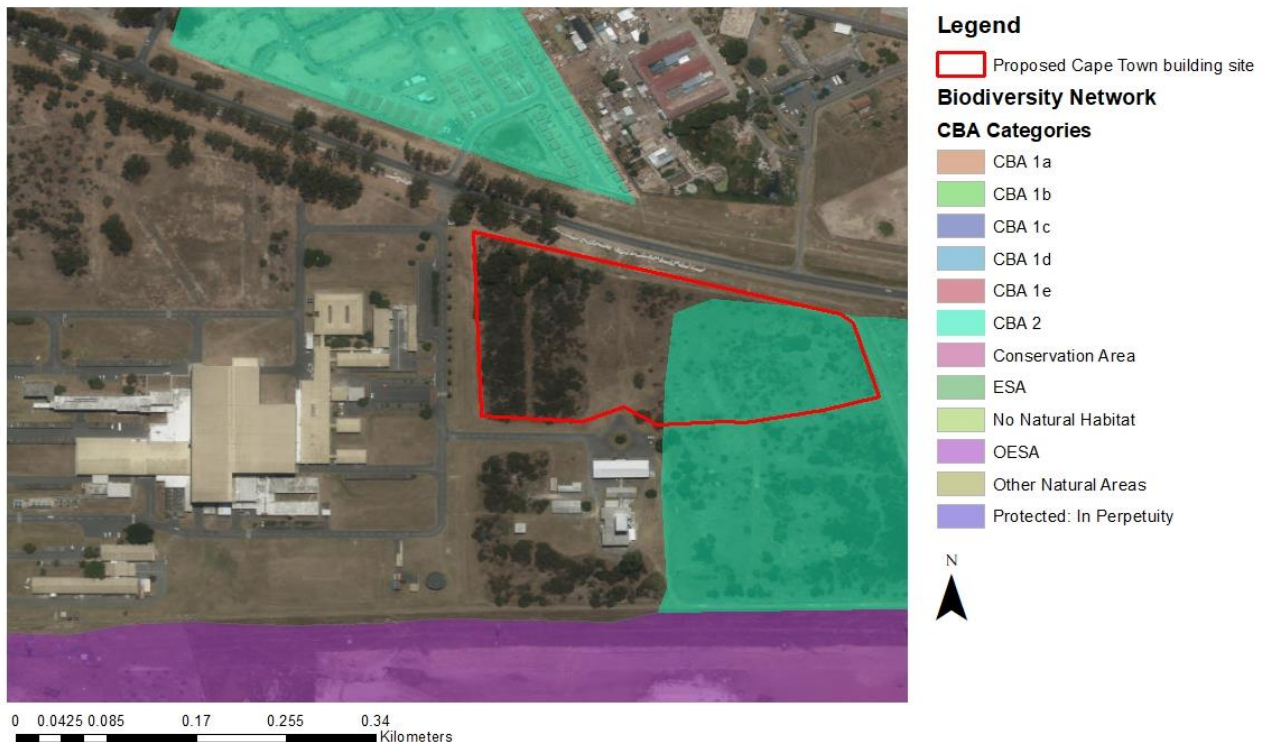


Figure 1: The proposed Cape Town building site and the City of Cape Town’s Biodiversity Network’s Critical Biodiversity Area (CBA) categories

Given that the CBA 2 falls within the proposed site, SARAO wishes to appoint a suitably qualified biodiversity specialist to undertake an assessment of the underlying attributes of the site that qualified it as a CBA site and assess whether or not those specific attributes remain, or could be restored on the site; e.g. a site may constitute a crucial link between two areas albeit cultivated land. Based on the assessment findings, the specialist will also need to determine if there would be a need for a biodiversity offset on site based on the proposed SKA and SARAO development plans and if so what that process would entail.

2.3 Biodiversity offsets

Biodiversity offsets are guided by both the province’s (DEA&DP 2011, revised 2016) and the CoCT’s (2009) draft guidelines for biodiversity offsets. In addition, a draft National Biodiversity Offset Policy has been gazetted (DEA 2017) that should be taken into account. According to these guidelines, proposed developments within a critically endangered ecosystem and CBAs are considered to be “fatally flawed” and biodiversity offsets would need to be considered. The process applies a ratio (national CBA is 1:10)

of equivalent ecosystem type that must be secured and protected into perpetuity, as well as management thereof for 30 years into the future. The costs are calculated based on various factors such as the availability of similar sites, property value, the type of vegetation, management requirements etc. However, due to the limited remaining extent of critically endangered and endangered vegetation in the Western Cape, such offset sites are not always easy to secure and this could increase project costs significantly. As such, as far as possible SARAO would like to avoid the need for a Biodiversity offset and if possible would like to have additional remediation actions presented as part of the finalized report provided.

2.4 Deliverables

In order to reduce the risk of an unforeseen costly and time-consuming biodiversity offset process, SARAO is looking to appoint a botanical expert to visit the site to determine the underlying attributes of that site that qualified it as a CBA, and assess whether or not those specific attributes remain, or could be restored on the site.

The bidders will need to specify when the optimal time to undertake this study would be, taking into consideration seasonal changes and the effects on the vegetation. If it is found that the residual loss is considered significant, measures to avoid these areas should be explored before considering the need for a biodiversity offset (this should be a last resort consideration).

The botanist appointed will need to provide a report on the findings made and recommendations going forward. If it is found that the only option is to consider a biodiversity offset, then as part of this contract a biodiversity offset specialist must undertake the necessary follow up investigation and provide SARAO with a biodiversity offset report and a biodiversity offset management plan detailing the process to be undertaken, inclusive of management requirements and proposed costing associated.

2.5 Bid submission requirements

Bidders for this RFQ need to provide a detailed overview methodological approach taken to deliver on the requirements of this RFQ. In addition, bidders will need to provide a detailed project schedule to address the RFQ deliverables. **Given the current COVID-19 situation in South Africa, SARAO is aware that changes may be required to the submitted project schedules and once appointed, SARAO will be in contact with the appointed bidder to see how best to address the situation moving forward.**

On application for this contract bidders need to adhere to the evaluation criteria stipulated below. **The total project time should not take longer than two (2) months.**

EVALUATION PROCESS

The RFQ will be evaluated in the following three phases:

Phase 1:	Administrative compliance / submission of all returnable documents and completion of all returnable schedules
Phase 2:	Compliance with functionality criteria
Phase 3:	Price and BBBEE Status Level Scoring

Phase 1 – Administrative Compliance

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

Returnable Document/ Schedule	Page Reference	Mandatory (M) / Optional (O)
Signed SBD 1 form	Page 2	M
Signed and completed SBD 3.2 form (pricing schedule)	Page 13	M
Signed and completed SBD 4 form	Page 15-16	M (if bid exceeds R30 000)
Signed and completed SBD 6.1 form	Page 16-19	M (if bid exceeds R30 000)
Signed and completed SBD 8 form	Page 19	M (if bid exceeds R30 000)
Signed and completed SBD 9 form	Page 19-20	M (if bid exceeds R30 000)
Original or certified BBBEE certificate, or sworn affidavit detailing annual turnover, in the case of EMEs and QSEs		O (preference points will not be allocated if not submitted)

Phase 2 – Functionality Criteria

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

No.	Selection criteria	Sub-scores	Weighting (60 total)
1.	Qualifications, professional affiliations and experience of the <u>botanist</u>, as well as his / her experience working on similar projects in the City of Cape Town, and on the City’s Biodiversity Network or CBAs -		25
1.1	Qualifications:		3
	Holds a relevant post-graduate degree (Masters in Science) (MSc);	3	
	Holds a relevant undergraduate degree (BSc);	2	
	No degree or irrelevant degree.	0	
	Professional experience:		4
	> 7 years relevant work experience	4	
	7 years relevant work experience	3	
	4-6 years relevant work experience	2	
	< 4 years relevant work experience	1	
	No work relevant work experience	0	
	Professional Affiliations:		3
	A current registration as a Professional Natural Scientist with the South African Council for Natural Scientific Professions (SACNASP) in a related field (i.e. botany or similar) to the requirements of this RFQ.	3	
1.2	The botanist specialist must provide evidence of all projects worked on in the past five (5) years that are similar in nature to the botanical assessment required in this scope of work.		10
	No of relevant projects the botanist specialist has worked on in the last 5 years.		7
	<u>Extensive experience</u> in delivering projects of a similar nature. In the last five (5) years the bidder team has worked on <u>more than ten (10) projects</u> similar in nature to the botany assessment requirements of this project	7	
	<u>Relevant experience</u> in delivering projects of a similar nature. In the last five (5) years the specialist has worked on <u>more than five (5) projects, but less than 10 projects</u> similar in nature to the botany assessment requirements of this project	5	

	The biodiversity specialist has <u>average experience</u> in delivering projects of a similar nature. In the last five (5) years the specialist has worked on <u>less than five (5) projects</u> with some similarity in nature to the botany assessment requirements of this project	3	
	The biodiversity specialist has <u>limited experience</u> in delivering projects of a similar nature. In the last five (5) years the specialist has worked on <u>less than two (2) projects</u> with some similarity in nature to the botany assessment requirements of this project	0	
	Evidence of projects the botanist specialist has worked on in the City of Cape Town, similar in nature to this project -		3
	In the last five (5) years the botanist specialist has worked on <u>more than six (6) similar projects in the City of Cape Town</u> . The specialist predominantly undertakes projects in <u>Cape Town and shows specialisation in this area</u>	3	
	In the last five (5) years the botanist specialist has worked on three (3) to five (5) <u>similar projects in the City of Cape Town</u>	2	
	In the last five (5) years the botanist specialist has worked on one (1) to two (2) similar <u>projects in the City of Cape Town</u>	1	
	In the last five (5) years the botanist specialist has not worked on any <u>similar projects in the City of Cape Town</u>	0	
1.3.	The botanist specialist must have knowledge of working with/on the Cape Town Biodiversity Network or CBAs-		5
	The bid shows <u>exceptional understanding / knowledge</u> of the Cape Town Biodiversity Network or CBAs	5	
	The bid shows <u>relevant understanding/knowledge</u> of the Cape Town Biodiversity Network or CBAs	4	
	The bid shows <u>average/generic understanding/knowledge</u> of the Cape Town Biodiversity Network or CBAs	3	
	The bid shows <u>poor understanding/knowledge</u> of the Cape Town Biodiversity Network or CBAs	1	
	The bid shows <u>no understanding/knowledge</u> on the Cape Town Biodiversity Network or CBAs	0	
2.	Qualifications, professional affiliations and experience of the biodiversity specialist, as well as his / her experience working on similar projects in the City of Cape Town, and on the City's Biodiversity Network or CBAs -		25
2.1	Qualifications:		3
	Holds a relevant post-graduate degree (Masters in Science (MSc))	3	
	Holds a relevant undergraduate degree (BSc)	2	
	No degree or irrelevant degree	0	
	Professional Experience:		4
	> 7 years relevant work experience	4	

	5-7 years relevant work experience	3	
	2-4 years relevant work experience	2	
	< 2 years relevant work experience	1	
	No work relevant work experience	0	
	Professional Affiliations:		3
	A current registration as a Professional Natural Scientist with the South African Council for Natural Scientific Professions (SACNASP) in a related field (biodiversity related) to the requirements of this RFQ.	3	
2.2	The biodiversity specialist must provide evidence of all projects worked on in the past five (5) years that are similar in nature to the biodiversity offsets project required in this scope of work. The biodiversity specialist has –		7
	<u>Extensive experience</u> in delivering biodiversity offset projects of a similar nature. In the last five (5) years the bidder team has worked on <u>more than ten (10) projects</u> similar in nature to the biodiversity requirements of this project	7	
	<u>Relevant experience</u> in delivering biodiversity offset projects of a similar nature. In the last five (5) years the specialist has worked on <u>more than five (5) projects, but less than 10 projects</u> similar in nature to the biodiversity offset requirements of this project	5	
	The biodiversity specialist has <u>average experience</u> in delivering biodiversity offset projects of a similar nature. In the last five (5) years the specialist has worked on <u>less than five (5) projects</u> with some similarity in nature to the biodiversity offset requirements of this project	3	
	The biodiversity specialist has <u>limited experience</u> in delivering projects of a similar nature, on biodiversity offsets. In the last five (5) years the specialist has worked on <u>less than two (2) projects</u> with some similarity in nature to this biodiversity offset project	2	
	The biodiversity specialist has <u>no experience</u> in delivering projects on biodiversity offsets, similar in nature. The specialist has <u>not worked on any biodiversity offset projects</u> in the last five (5) years	0	
2.3	The biodiversity specialist must have worked on biodiversity offsets specifically in the City of Cape Town in the last five (5) years. In the last five (5) years the biodiversity specialist has –		3
	Worked on <u>more than six (6) projects</u> similar in nature to the biodiversity requirements of this project <u>in the City of Cape Town</u> . The specialist predominantly undertakes projects in <u>Cape Town and shows specialisation in this area</u> .	3	
	Worked on three (3) to five (5) <u>projects</u> similar in nature to the biodiversity requirements of this project, <u>in the City of Cape Town</u>	2	
	Worked on one (1) to two (2) projects similar in nature to the biodiversity requirements of this project <u>in the City of Cape Town</u>	1	

	Has not worked on any <u>similar projects in the City of Cape Town</u>	0	
2.4.	The biodiversity specialist must have knowledge of working with/on, the CoCT's draft guidelines for Biodiversity Offsets, Draft national Biodiversity offset Policy (DEA 2017), and Cape Town Biodiversity Network and CBAs.		5
	He / she shows <u>exceptional understanding/knowledge</u> of - CoCT's draft guidelines for Biodiversity Offsets; Draft national Biodiversity offset Policy (DEA 2017); Cape Town Biodiversity Network and CBAs	5	
	He / she shows <u>average/generic understanding/knowledge</u> of - CoCT's draft guidelines for Biodiversity Offsets; Draft national Biodiversity offset Policy (DEA 2017); Cape Town Biodiversity Network and CBAs	3	
	He / she shows <u>poor understanding/knowledge</u> of - CoCT's draft guidelines for Biodiversity Offsets; Draft national Biodiversity offset Policy (DEA 2017); Cape Town Biodiversity Network and CBAs	1	
	He / she shows <u>no understanding/knowledge</u> of - CoCT's draft guidelines for Biodiversity Offsets; Draft national Biodiversity offset Policy (DEA 2017); Cape Town Biodiversity Network and CBAs	0	
3.	The methodological approach submitted by the bidders in response to the bid must meet the following criteria:		10
3.1	Project methodology: Provide an overview of the approaches and methodologies to be employed in: 1) undertaking the botany assessment and 2) the biodiversity offset report and management plan		5
	<u>The bidder provided an extensive overview (exceeding expectations)</u> of the approaches and methodologies that will be employed	5	
	<u>The bidder provided a relevant overview, specific to the project requirements</u> of the approaches and methodologies that will be employed	3	
	<u>The bidder provided a limited, average or generic overview</u> of the approaches and methodologies that will be employed	2	
	<u>The bidder provided a poor overview</u> of the approaches and methodologies that will be employed. The overview provided shows a <u>lack of understanding of the project requirements</u>	1	
	<u>The bidder did not provide an overview</u> of the approaches and methodologies that will be employed	0	
3.2	Provide a detailed project schedule for addressing all project deliverables.		5
	The detailed project schedule <u>exceeds the requirements</u> of the bid by clearly defining how the contract will be successfully managed and leaves no doubt that the bidder understands the requirements in terms of the project management and deliverables required. The project schedule addresses all applications and studies and <u>allows for multiple aspects of the project to run concurrently</u> . Processes and procedures are clearly in place in terms of the management of the project. The schedule <u>covers all of the requirements within a two (2) month period</u>	5	
	The detailed project schedule <u>meets the requirements</u> of the bid with all the aspects required as part of the methodology and deliverables described in detail. The project schedule shows the bidder to be capable of managing the execution of	3	

	the project. The project schedule addresses all applications and studies and <u>allows for multiple aspects of the project to run concurrently</u> . The schedule <u>covers all of the requirements within a two (2) month period</u>		
	The project schedule provided is <u>generic and/or average and only basically addresses all the requirements</u> to be deemed sufficient for the project. The schedule <u>covers all of the requirements within a two (2) month period</u>	2	
	The project schedule provided is of <u>poor quality</u> and does not address all of the requirements that needs to be included in the project schedule or does not realistically account for project delivery times. The project schedule <u>does not address all of the requirements over a two (2) month period</u>	2	
	A project schedule has not been provided	0	

Phase 3 – Price and BBBEE Status Level Scoring

The RFQ will be evaluated on the 80/20 preference points system.

PRICING SCHEDULE – SERVICES (SBD 3.2)

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

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

Respondents are requested to please complete the pricing schedule below in response to this scope of work. Bidders need to price for the botany assessment and the biodiversity offset processes separately. **Thus, if the biodiversity offset is not essential it is easily removed. Bidders must be aware that the amount budgeted for will be inclusive of the biodiversity offset, thus if necessary there will be enough money for the process to take place.**

No.	Deliverables	Professional	Estimated man hours	Hourly rate	Total (Excl. VAT)
1.	<u>Botany assessment and report</u>				R
1.1.	Professional fees required in this specification				R
				R	R
1.2.	Disbursement costs				R
					R
2.	<u>Biodiversity offset assessment, reports and costing</u>				R
2.1.	Professional fees required in this specification				R
2.1.				R	R
2.2.	Disbursement costs				R
					R
Sub-total					R
VAT (15%)					R
TOTAL					R

A detailed quotation that corresponds to the above pricing schedule may be submitted.

PERFORMANCE MONITORING

- (i) The contracted bidder recognises that failure to meet the performance levels of this contract will have a material adverse impact on the operations of SARAO and that the damage from the contracted bidder's failure to meet any performance level is not susceptible to any precise determination.
- (ii) SARAO excuses the contracted bidder from failing to comply with the performance levels to the extent that non-performance or delayed performance is solely and directly attributable to an act or omission of SARAO or its staff, or circumstances of force majeure referred to in this agreement.
- (iii) Both parties are responsible for monitoring and measuring the performance of the contracted bidder against the performance levels set on this document. SARAO deems failure by the contracted bidder to measure performance with respect to the contract specifications for any measurement period as a failure to meet the stipulated performance levels, and –
 - (a) the contracted bidder shall investigate and report on the root causes of the performance level failure;
 - (b) promptly correct the failure and begin meeting the set performance levels;
 - (c) advise SARAO as and to the extent requested by SARAO of the status of the remedial efforts being undertaken with respect to such performance level failure; and
 - (d) take appropriate preventative measures to prevent the recurrence of the performance level failure.

BIDDING CONDITIONS FOR THIS RFQ

The following conditions will apply to this request for quotations:

- (i) Price(s) quoted must be valid for at least sixty (60) days from date of your offer.
- (ii) Price(s) quoted must be firm and must be inclusive of VAT.
- (iii) Bidder must submit their original or certified BBBEE certificates, or sworn affidavits in the case of EMEs or QSEs, should they wish to claim BBBEE points, failing which zero points will be allocated for BBBEE. However, where pre-qualification on the basis of BBBEE status level applies, failure to submit a BBBEE certificate or sworn affidavit will result in automatic disqualification of the RFQ submission.
- (iv) **No award will be made to a service provider who is not registered on CSD.** To register <https://secure.csd.gov.za/>.
- (v) Quotations over a value of R 30 000.00 (VAT included) must be accompanied by the relevant SBD documentation for Quotations duly completed, and the enclosed Declaration of interest (SBD 4), Declaration, preference points claim form in terms of the preferential Procurement regulations 2017 (SBD 6.1), Declaration of Bidder's Past Supply Chain Management Practices (SBD8), Certificate of Independent Bid Determination (SBD9).
- (vi) The successful provider will be the one scoring the highest points in the event of the lowest bid being higher than R30 000.00.
- (vii) Late or faxed quotations will not be considered. SARAO reserves the right to withdraw any invitation to quote and/or to re-advertise or to accept a part of it. SARAO does not bind itself to accepting the lowest quotation.

(viii) This request for quotations is subject to the Preferential Procurement Policy Framework Act, 2000, the Preferential Procurement Regulations, 2017, the National Treasury general conditions of contract (GCC) and, if applicable, any other special conditions of contract.

SBD 4 - DECLARATION OF INTEREST WITH GOVERNMENT

Any legal person, including persons employed by the State (meaning any national or provincial department; national or provincial public entity; or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999); any municipality or municipal entity; provincial legislature; National Assembly or the National Council of Provinces; or National Parliament), or persons having a kinship with persons employed by the State, including a blood relationship, may make an offer or offers in terms of this invitation to Bid (includes an advertised competitive Bid, a limited Bid, a proposal or written price quotation). In view of possible allegations of favouritism, should the resulting Bid, or part thereof, be awarded to persons employed by the State, or to persons connected with or related to them, it is required that the Bidder or his/her authorised representative, declare his/her position in relation to the evaluating/adjudicating authority where:

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

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

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

The names of all directors/trustees/shareholders/members, their individual identity numbers, tax reference numbers and, if applicable, employee/PERSAL numbers must be indicated in a separate schedule including the following questions:	
Schedule attached with the above details for all directors/members/shareholders	
Are you or any person connected with the Bidder presently employed by the State? If so, furnish the following particulars in an attached schedule	<input type="checkbox"/> Yes <input type="checkbox"/> No
Name of person/ director/ trustee/ shareholder/member:	
Name of State institution at which you or the person connected to the Bidder is employed	
Position occupied in the State institution	
Any other particulars:	
If you are presently employed by the State, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, did you attach proof of such authority to the Bid document?	
If No, furnish reasons for non-submission of such proof as an attached schedule	
(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the Bid.)	
Did you or your spouse or any of the company's directors/ trustees /shareholders /members or their spouses conduct business with the State including any business units of the National Research Foundation in the previous twelve months?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If so, furnish particulars as an attached schedule	
Do you, or any person connected with the Bidder, have any relationship (family, friend, other) with a person employed by the State and who may be involved with the evaluation and or adjudication of this Bid?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If so, furnish particulars as an attached schedule	
Do you or any of the directors/ trustees/ shareholders/ members of the company have any interest in any other related companies whether or not they are bidding for this contract?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If so, furnish particulars as an attached schedule	

SBD 6.1 - PREFERENCE POINTS CLAIMED

NB: Before completing this form, bidders must study the general conditions, definitions, and directives applicable in respect of B-BBEE, as prescribed in the Preferential Procurement Regulations, 2017.

1 General conditions

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

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

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

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

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

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

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

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

80/20 :	$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$	OR	90/10 :	$P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$
---------	---	----	---------	---

Where P_s = Points scored for price of bid under consideration
 P_t = Price of bid under consideration
 P_{min} = Price of lowest acceptable bid

1.5 Points awarded for B-BBEE status level of contributor

1.5.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

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

2 Bid declaration

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

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

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

3 Sub-contracting

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

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

3.2 If yes, indicate:

1. What percentage of the contract will be subcontracted.....%

2. The name of the sub-contractor.....

3. The B-BBEE status level of the sub-contractor.....

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

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

3.4 Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at last 51% owned by:	EME <input checked="" type="checkbox"/>	QSE <input type="checkbox"/>
--	---	------------------------------

Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

4 Declaration with regard to company/firm

4.1 Name of company/firm:

4.2 VAT registration number:

4.3 Company registration number:.....

4.4 Type of company/ firm(Tick applicable box)

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

4.5 Describe principal business activities

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

4.6 Company classification (Tick applicable box)

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

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

5 Bidder declaration

I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBEE status level of contributor indicated in paragraphs 1 and 3 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

1. The information furnished is true and correct;
2. The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
3. In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1 and 3, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
4. If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;

- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
- (e) Forward the matter for criminal prosecution.

SBD 8 - DECLARATION OF BIDDER'S PAST SCM PRACTICES	
Is the Bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? If Yes, furnish particulars as an attached schedule:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the Bidder or any of its directors listed on the Register for Tender Defaulters in terms of Section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? If Yes, furnish particulars as an attached schedule:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Was the Bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years? If Yes, furnish particulars as an attached schedule:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Was any contract between the Bidder and any NRF terminated during the past five years because of failure to perform on or comply with the contract? If Yes, furnish particulars as an attached schedule:	<input type="checkbox"/> Yes <input type="checkbox"/> No
The Database of Restricted Suppliers and Register for Tender Defaulters 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.	

SBD 9: CERTIFICATE OF INDEPENDENT BID DETERMINATION
I, the signatory to this document, in submitting this Bid in response to the invitation for the Bid made by the National Research Foundation, do hereby make the following statements that I certify to be true and complete in every respect:
(a) I have read and I understand the contents of this Certificate;
(b) I understand that the Bid will be disqualified if this Certificate is found not to be true and complete in every respect;
(c) I am authorised by the Bidder to sign this Certificate, and to submit the Bid, on behalf of the Bidder;

(d) Each person whose signature appears on the Bid has been authorised by the Bidder to determine the terms of, and to sign, the Bid on behalf of the Bidder;

For the purposes of this Certificate and the accompanying Bid, I understand that the word “competitor” shall include any individual or organisation, other than the Bidder, whether or not affiliated with the Bidder, who:

- 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

The Bidder has arrived at the accompanying Bid independently from, and without consultation, communication, agreement, or arrangement with any competitor. However, communication between partners in a joint venture or consortium (meaning an association of persons for combining their expertise, property, capital, efforts, skill, and knowledge in an activity for the execution of the bid) will not be construed as collusive bidding.

In particular, without limiting the generality of paragraphs above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:

- 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.

In addition, there have been no consultations, communications, agreements, or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this Bid invitation relates.

The terms of this Bid have not been, and will not be, disclosed by the Bidder, directly or indirectly, to any competitor, prior to the date and time of the official Bid opening or of the awarding the bid or to the signing of the contract.

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

Signature of bidder:

GENERAL CONDITIONS OF CONTRACT

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

BID SIGNATURE (SBD 1)

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

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

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

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

Signature of bidder: