

**REQUEST FOR PROPOSAL NO. CHE/CS/04/01/2023**

Appointment of Service Provider  
for the Provision of Internal Audit Services to the  
Council on Higher Education

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**ANNEXURE A**



**COUNCIL ON HIGHER EDUCATION**

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**Request for Proposal for the Provision of Internal  
Audit Services for the period of three (3) years**

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**BID NO: CHE/CS/04/01/2023.**

**Date Issued: 14 April 2023**

**Closing Date and Time: 12 MAY 2023 at 11:00am**

**Compulsory Briefing Session: 21 April 2023 at the below address**

No.: 1 Quintin Brand Street  
Persequor Technopark  
Brummeria  
Pretoria East  
0020

**Bid Validity Period: 120 days.**

**TENDER BOX ADDRESS:**

The Council on Higher Education (CHE)  
Reception Area  
No.: 1 Quintin Brand Street  
Persequor Technopark  
Brummeria  
Pretoria East  
0020

**PART A  
INVITATION TO BID**

**YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE COUNCIL ON HIGHER EDUCATION**

BID NUMBER:	CHE/CS/04/01/2023	DATE OF ISSUE: CLOSING DATE:	14 April 2023 12 May 2023	CLOSING TIME:	<b>11:00 am</b>
DESCRIPTION	<b>Provision of Internal Audit Services for a period of 3 years.</b>				
COMPULSORY BRIEFING SESSION	21 April 2023 at 11:00 Venue: 1 Quintin Brand Avenue, Persequor Park, Lynwood, Pretoria				
<b>BID RESPONSE DOCUMENTS MUST BE SUBMITTED TO THE FOLLOWING ADDRESS:</b>					
1 Quintin brand street Persequor Park Lynwood Pretoria East 0020					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	Future Gumede		CONTACT PERSON	Katongo Kabwe	
TELEPHONE NUMBER	012 349 3876		TELEPHONE NUMBER	012 349 3876	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	Gumede.F@che.ac.za		E-MAIL ADDRESS	Kabwe.k@che.ac.za	
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER 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 SWORN AFFIDAVIT	LEVEL	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					

<p>ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]</p>	<p>ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]</p>
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**QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**

<p>IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>
<p>DOES THE ENTITY HAVE A BRANCH IN THE RSA?</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>
<p>DOES THE ENTITY HAVE PERMANENT ESTABLISHMENT IN THE RSA?</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>
<p>DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>
<p>IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>
<p></p>	<p><input type="checkbox"/> <input type="checkbox"/></p>

**IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.**

**PART B**

**TERMS AND CONDITIONS FOR BIDDING**

**1. BID SUBMISSION:**

- 1.1 Bids must be delivered by the stipulated time to the correct address. Late bids will not be accepted for consideration.
- 1.2 All bids must be submitted on the official forms provided– (not to be re-typed) as listed under – paragraph 3.1 [mandatory requirements] below.
- 1.3 This bid will be evaluated in terms of the preferential procurement policy framework act, 2000, and the preferential procurement regulations, 2022 under the 80/20 preference points system.
- 1.4 This bid shall be governed by the general conditions of the contract (GCC) which can be obtained from the national treasury website: [ocpo.treasury.gov.za/Resource\\_Centre/Legislation/General%20Conditions%20of%20Contract](http://ocpo.treasury.gov.za/Resource_Centre/Legislation/General%20Conditions%20of%20Contract)
- 1.5 Bidders who wish to claim the preference points should complete SBD 6.1 form in full.(attached).
- 1.6 The bid must be submitted with the following standard bidding documents: SBD 4 and SBD 1
- 1.7 The bid must be accompanied by a briefing session certificate as proof that they have attended the compulsory briefing session as indicated in part a above.
- 1.8 Copy of a BBBEE certificate issued by SANAS accredited verification agency or original certified sworn affidavit.

**2. TAX COMPLIANCE REQUIREMENTS**

- 2.1 Bidders must ensure compliance with their tax obligations.
- 2.2 Bidders are required to submit their unique personal identification number (pin) issued by SARS to enable the organ of the state to verify the taxpayer's profile and tax status.
- 2.3 Application for tax compliance status (TCS) pin may be made via e-filing through the SARS website [www.sars.gov.za](http://www.sars.gov.za).
- 2.4 Bidders may also submit a printed TCS certificate together with the bid.
- 2.5 In bids where consortia / joint ventures / sub-contractors are involved; each party must submit a separate TCS CERTIFICATE / PIN / CSD Number.
- 2.6 Where no TCS pin is available but the bidder is registered on the central supplier database (CSD), a CSD number must be provided.

**SIGNATURE OF BIDDER:**

.....

**CAPACITY UNDER WHICH THIS BID IS SIGNED:**

.....

**DATE:**

.....

## INTRODUCTION

### 1. PURPOSE OF THE REQUEST

CHE Corporate Services seeks to appoint a service provider that will render Internal Audit Services for a period of 3 years.

#### 1.1.1. OBJECTIVES OF THE BID

CHE intends to select a preferred service provider for the services mentioned above based on the fulfillment of the specification requirements and competitive price that will be submitted.

### 2. ENQUIRIES

2.2.1. Should it be necessary for a supplier to obtain clarity on any matter arising from or referred to in this Bid document, please refer your enquiries, in writing, to the contact person(s) listed below. CHE reserves the right to place responses to such queries on the website.

Mr. Future Gumede	Telephone	<b>012 349 3876</b>
	E-mail	<b>Gumede.F@che.ac.za</b>

### 3. RESPONSE FORMAT

Suppliers shall submit the response per the **format specified below** together with a **formal proposal**; failure to do so may result in a disqualification of the bidder's response.

#### 3.1 The Mandatory documents

- a) Full completion of SBD Forms.
- b) Member in Good Standing letter for Company Partner/Director responsible for the project from IIASA.
- c) A copy of the Compensation for Occupational Injuries and Diseases Act (COIDA) certificate of compliance.
- d) Audit partner or director must be a member of The Institute of Internal Auditors South Africa (IIA SA).
- e) Be registered with National Treasury Central Supplier Database (CSD).
- f) If the company is bidding as a Joint Venture, all members of the Joint Venture must submit all required documentation.
- g) Bidders who do not provide the required number of bid responses i.e. one (1) original hard copy, four (4) hard copies.
- h) Curriculum Vitae of the project team, such a curriculum should include:
  - Personal and contact details of references.
  - Tertiary and other qualifications.
  - Type and duration of the experience.
  - Special skills relevant to the applicable project.
  - Reference of previous similar work undertaken.

**Schedule 1:** Invitation to bid SBD 1

**Schedule 2:** Declaration of Interest – SBD 4

**Schedule 3** **SBD 6.1** in terms of PPR of 2022

### 4. CHE's TERMS AND CONDITIONS OF THE BID

1. CHE's conditions of purchase shall apply.

2. No services must be rendered, or goods delivered before an official CHE Purchase Order form has been received or a service level agreement is signed.
3. Late and incomplete submissions will not be accepted.
4. The tax matter must be tax compliant as requested.
5. Responses to this bid must be submitted in a sealed envelope, clearly marked with the description and number of the bid.
6. CHE shall pay 30 days after receipt of an original invoice.
7. All invoices must be submitted to Finance.

**5. TAX CLEARANCE REQUIREMENTS**

- a) Bidders are required to submit a CSD report indicating the bidder's tax matters or CSD number.
- b) Failure to be tax compliant or fix tax matters within seven (7) days after receiving notification will disqualify your response to this bid.

**6. EVALUATION CRITERIA**

Will be an evaluation of price and preferences.

This bid will be evaluated in terms of the 80/20 preference point system prescribed by the Preferential Procurement Regulations, 2022. The allocation of points will be as follows:

<b>Price</b>	80
<b>Specific goal:</b>	
100% Black Owned	10
100% Ownership by Black Women	5
Disability	5
<b>Total</b>	<b>100 points</b>

*NB It is the responsibility of the service provider to submit proof of specific goals.*

**7. PRICING REQUIREMENTS.**

All prices must be quoted in South African Rand (ZAR) and the foreign currency amount applicable must be stated.

- a) The Supplier must indicate **clearly** which portion of the price is linked to the exchange rate.
- b) The cost of delivery and other charges must be included in the total price.
- c) Please note that CHE will require the successful bidder to obtain forward cover (where applicable) equal to this amount immediately upon receipt of a letter of acceptance.

**8. REASONS FOR DISQUALIFICATION**

CHE reserves the right to disqualify any bidder which does any one or more of the following,

- a. Suppliers who are not tax compliant within seven (7) days after sending the notification.
- b. Suppliers who submitted incomplete information and documentation according to the requirements of this Bid.
- c. who submitted information that is fraudulent, factually untrue, or inaccurate, for example, memberships that do not exist, BEE credentials, experience, etc.
- d. Supplier who received information not available to other vendors through fraudulent means; and/or
- e. Suppliers who do not comply with any other *requirements* as stipulated in this bid document.
- f. Suppliers who do not comply with the mandatory functional requirements suppliers who fail to sign their bid response or do not complete SBDs.

- g. CHE reserves the right to cancel or reject any quote and not to award the bid to the lowest bidder or award parts of the bid to different bidders, or not to award the bid at all.

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**DECLARATION BY BIDDER**

the undersigned (NAME).....certify that:

- i. I have read and understood the conditions of this Bid.
- ii. I have supplied the required information and the information submitted as part of this Bid is true and correct.

.....

**Signature**

.....  
**Date**

**Capacity**.....

**9. BID EVALUATION CRITERIA AND METHODOLOGY**

- 9.1 CHE reserves the right not to accept the lowest bid price from a service provider.
- 9.2 Similarly, CHE reserves the right not to select any of the prospective service providers submitting proposals.
- 9.3 CHE will take into consideration black economic empowerment, and proof of this to accompany the bid response.
- 9.4 The 80/20 preferential point system will be applied to evaluate the Bid.

<b>EVALUATION CRITERIA: PRICE &amp; PREFERENCES</b>	
<b>A: Pricing proposal</b>	<b>80 points</b>
<b>B: Specific goals as stipulated under SBD 6,1</b>	<b>20 points</b>

## **SPECIFICATION / TERMS OF REFERENCE**

Request for bids to appoint a service provider to provide internal audit services for the Council on Higher Education (CHE) for three (3) years.

### **1. INTRODUCTION**

Internal audit objectives are as follows:

- To assist management in maintaining efficient and effective controls by evaluating those controls.
- To ensure that internal audit is conducted with the standard set by the institute of internal audit.
- To review the governance process and thus ensure consistency with CHE values, and improvement of the image of CHE.
- To assist the organization in identifying and evaluating significant exposures to risk and contributing to improving risk management.

### **2. PURPOSE OF THE PROPOSAL**

The purpose of this request is to invite potential qualified and experienced bidders to submit proposals to the CHE for the purpose of rendering internal audit services for three (3) years.

### **3. SCOPE OF WORK**

The successful bidder shall be required to perform the following duties:

- Draft a three (3) year rolling plan for approval by the Audit and Risk Committee.
- Compilation of plan indicating the scope of each audit in the internal audit plan.
- Preparation of reports to the Audit and Risk Committee detailing performance against the plan, to allow effective monitoring and intervention when necessary.
- Attending the Audit Risk and Risk Committee meetings.
- IT Audit, forensic audit, control self-assessment (CSA), and quality assurance reviews.
- Perform organizational risk assessment and annual reviews.
- Perform ad-hoc tasks and other consulting work when necessary.
- The internal audit projects will focus on the following functional areas/ Directorate: Financial Management, Supply Chain Management, Human Resource Management, Information Technology, and the CHE's core functional areas.



## **4. COMPULSORY PROPOSAL REQUIREMENT**

4.1 The proposal should at the minimum include the following:

### 4.1.1 Company Profile

- The nature and location of the company, its history, and when it was registered.
- The company's core business e.g., provision of internal audit services preferably in the Public Sector.
- A minimum of three reference letters (less than 6 months old) from previous clients relevant to this tender.
- Declaration by the service provider if the company has ever been insolvent in the past 3 years.
- Be independent of the organization and of the external audit activity.

### 4.1.2 Curriculum Vitae of the project team, such a curriculum should include:

- Personal and Contact details.
- Tertiary and other qualifications.
- Type and duration of experience.
- Special skills relevant to the applicable project; and
- Reference of previous similar work undertaken.

### 4.1.3 Project team composition should be made by the following:

- Audit partner or director; must have a minimum of 5 years and be a Chartered Accountant (CA).
- Audit Manager must have a minimum of 5 years of experience.
- Audit Specialist must have a minimum of 3 years of experience.
- Audit Senior must have a minimum of 3 years of experience.
- Audit Junior must have a minimum of 6 months of experience.

### 4.1.4 Approach and Methodology

- Bidders must have a detailed proposed project plan for executing the internal audit project and work methodology must demonstrate the requirements of the CHE.
- Use of electronic internal audit software to perform audits (CAATs, ACL, etc.).

## **5. COMPULSORY COMPETENCE REQUIREMENT OF INTERNAL AUDIT FUNCTION**

The service provider should meet the following competency requirement:

- Be competent in the professional practice of internal auditing.
- Be a registered audit professional e.g., CIA, CA, or CISA, who possesses current knowledge of the standards.
- Be knowledgeable in the best practice of the profession.

## 6. MANDATORY REQUIREMENTS / DOCUMENTS

- Full completion of SBD Forms.
- Member in Good Standing letter for Company Partner/Director responsible for the project from IIASA/ registration with SAICA and IRBA.
- A copy of the Compensation for Occupational Injuries and Diseases Act (COIDA) certificate of compliance.
- Audit partner or director must be a member of The Institute of Internal Auditors South Africa (IIASA).
- Be registered with National Treasury Central Supplier Database (CSD).
- If the company is bidding as a Joint Venture, all members of the Joint Venture must submit all required documentation.
- Curriculum Vitae of the project team, such a curriculum should include:
  - Personal and contact details of references.
  - Tertiary and other qualifications.
  - Type and duration of the experience.
  - Special skills relevant to the applicable project.
  - Reference of previous similar work undertaken.

*\*NB: The CHE will screen mandatory documents to check whether bidders meet compliance requirements.*

## 7. BID EVALUATION CRITERIA

Bids will be evaluated as follows:

### 7.1 PREFERENCE POINT SYSTEM

The formula below will be used to calculate the preference points system:

This bid will be evaluated in terms of the 80/20 preference point system prescribed by the Preferential Procurement Regulations, 2022. The allocation of points will be as follows:

Where 80 points are for price and 20 points are for specific goals as per the below table.

*Ps = Points scored for the comparative price of a bid under consideration*

*Pt = Comparative price of the bid or offer under consideration*

*Pmin = Comparative price of lowest acceptable bid*

The table below reflects the number of points to be allocated to a bidder based on broad-based black economic empowerment contribution:

<b>Price</b>	80
<b>Specific goal:</b>	
100% Black Owned	10
100% Ownership by Black Women	5
Disability	5
<b>Total</b>	<b>100 points</b>

## BIDDER'S DISCLOSURE

### 1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

### 2. Bidder's declaration

2.1 Is the bidder, or any of its directors/trustees/shareholders/members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietors/directors/trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

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<sup>1</sup> the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

.....  
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....  
.....

### 3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 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<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 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.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

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<sup>2</sup> 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.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

..... Signature	..... Date
..... Position	..... Name of bidder

**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**

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**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).

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

a) The applicable preference point system for this tender is the **80/20** preference point system.

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

(a) Price; and specific goals.

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

The maximum points for this tender are allocated as follows:

	<b>POINTS</b>
<b>PRICE</b>	80
<b>SPECIFIC GOALS</b>	20
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

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:

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \mathbf{Ps} = \mathbf{80} \left( \mathbf{1} - \frac{\mathbf{Pt} - \mathbf{Pmin}}{\mathbf{Pmin}} \right) & \mathbf{or} & \mathbf{Ps} = \mathbf{90} \left( \mathbf{1} - \frac{\mathbf{Pt} - \mathbf{Pmin}}{\mathbf{Pmin}} \right) \end{array}$$

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:

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \mathbf{Ps} = \mathbf{80} \left( \mathbf{1} + \frac{\mathbf{Pt} - \mathbf{Pmax}}{\mathbf{Pmax}} \right) & \mathbf{or} & \mathbf{Ps} = \mathbf{90} \left( \mathbf{1} + \frac{\mathbf{Pt} - \mathbf{Pmax}}{\mathbf{Pmax}} \right) \end{array}$$



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 (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Black (100%)		10		
Women (100%)		5		

Disability		5		
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**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 because 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.

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**SIGNATURE(S) OF TENDERER(S)**

**SURNAME AND NAME:** .....

**DATE:** .....

**ADDRESS:** .....

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