



rural development & land reform

Department:
Rural Development and Land Reform
REPUBLIC OF SOUTH AFRICA

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ADDENDUMS:

BID NO DRDLR (CRD-07) 2019/20- ONCE-OFF SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR THE PIETERMARITZBURG DEEDS

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DRDLR (CRD-07) 2019/20

**PRICING SCHEDULE FOR THE ONCE-
OFF SUPPLY, DELIVERY AND
INSTALLATION OF OFFICE
FURNITURE FOR
PIETERMARITZBURG DEEDS
REGISTRY**

SBD 3.1

Bid Initials
Bid's Signature.....
Date:.....

Name of Bidder:

PRICING SCHEDULE FOR THE ONCE-OFF SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR PIETERMARITZBURG DEEDS REGISTRY

PRICING SCHEDULE

NAME OF BIDDER:

BID NO: DRDLR (CRD-07) 2019/20

CLOSING DATE: 17 FEBRUARY 2020

CLOSING TIME:11:00

OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID.

ITEM NO	DESCRIPTION	BID PRICE IN RSA CURRENCY INCLUSIVE OF <u>VALUE ADDED TAX</u>
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1. The accompanying information must be used for the formulation of proposals.
2. Bidders are required to indicate rates based on the total cost to the department for completion of each stage and including expenses for the project.

TOTAL BID PRICE (INCLUSIVE OF VAT) R.....

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

SHORT DESCRIPTION	UNIT PRICE IN RSA CURRENCY**(ALL APPLICABLE TAXES INCLUDED)	QTY	TOTAL PRICE IN RSA CURRENCY**(ALL APPLICABLE TAXES INCLUDED)
1. Wooden filling cabinet	R	1	R
2. Three way cluster desk with 4 drawer pedestal mobile	R	13	R
3. Two way cluster desk with 4 drawer pedestals	R	13	R
4. L – Shaped desk with drawer pedestal	R	6	R
5. L- Shaped desk with 4 drawer pedestal and movable credenza	R	10	R
6. L – Shape reception Counters- (long in terms of the size)	R	2	R

Bid Initials

Bid's Signature.....

Date:.....

Name of Bidder:

PRICING SCHEDULE FOR THE ONCE-OFF SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR THE PIETERMARITZBURG DEEDS REGISTRY

7. L – Shaped reception Counter – (Small in terms of the size)	R	1	R
8. Tender/ quotation box	R	1	R
9. High back black Genuine Leather swivel Chairs	R	36	R
10. Wooden Dustbin	R	1	R
FINAL GRAND TOTAL TO BE TRANSFERRED TO SBD 1 AS WELL			R

- 3. Period required for commencement with project after acceptance of bid.....
- 4. Estimated man-days for completion of project.....
- 5. Does the offer comply with the specification(s)? ***YES/NO**
- 6. If not to specification, indicate deviation(s).....

Bid Initials

Bid's Signature.....

Date:.....

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, 2017, 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, 2017 (Regulation 8) make provision for the promotion of local production and content.
- 1.2. Regulation 8.(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for tenders 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-BBEE.
- 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) on the date of advertisement of the bid as indicated in paragraph 3.1 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%20development/ip.jsp) at no cost.

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

2. 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:

Short Description	Required Minimum Threshold for Local Production and Content	Quantity
1. Wooden filling cabinet	100%	1
2. Three way cluster desks	90%	13
3. Two way cluster desks	90%	13
4. L-shaped desks	90%	17
5. Reception Counter	100%	3
6. Tender box	100%	1
7. High back black Leather swivel chair	65%	36
8. Wooden dustbin	100%	1

3. Does any portion of the goods or services offered have any imported content?

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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- 3.1 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 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.resbank.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.

4. 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)

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)

IN RESPECT OF BID NO. DRDLR (CRD-07) 2019/20

**ISSUED BY: DEPARTMENT OF RURAL DEVELOPMENT AND LAND REFORM
NB**

- 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.
- 2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on http://www.thedti.gov.za/industrial_development/ip.jsp. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then 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 asof..... (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
- (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 3.1 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 3.1 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 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____

Annex C

Local Content Declaration - Summary Schedule

(C1) **Tender No.** DRDLR (CRD-07) 2019/20
 (C2) **Tender description:** ONCE-OFF SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR THE PIETERMARITZBURG DEEDS
 (C3) **Designated product(s)** OFFICE FURNITURE
 (C4) **Tender Authority:** Department of Rural Development and Land Reform
 (C5) **Tendering Entity name:**
 (C6) **Tender Exchange Rate:** Pula EU GBP
 (C7) **Specified local content %**

Note: VAT to be excluded from all calculations

		Calculation of local content						Tender summary			
Tender item no's	List of items	Tender price - each (excl VAT)	Exempted imported value	Tender value net of exempted imported content	Imported value	Local value	Local content % (per item)	Tender Qty	Total tender value	Total exempted imported content	Total Imported content
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
#1.	Wooden filling cabinet							1			
#2.	Three way cluster desks							13			
#3.	Two way cluster desks							13			
#4.	L-shaped desks							17			
#5.	Reception Counter							3			
#6.	Tender box							1			
#7.	High back black Leather swivel chair							36			
#8.	Wooden dustbin							1			

(C20) Total tender value

Signature of tenderer from Annex B

(C21) Total Exempt imported content R

(C22) Total Tender value net of exempt imported content R

(C23) Total Imported content R

(C24) Total local content R

(C25) Average local content % of tender

Date:

SPECIFICATIONS FOR THE ONCE-OFF SUPPLY, DELIVERY AND INSTALLATION OF

Addendum 1: Specification of office furniture

<p>#1 The Roller Door must be Aluminium</p> 	<p>1</p>
<p>#2 The size of the three way cluster with desk-based screens front and side should be RHS/LHS 1600 X 700 with 32mm melamine thick top</p> 	<p>13</p>

SPECIFICATIONS FOR THE ONCE-OFF SUPPLY, DELIVERY AND INSTALLATION OF

#3 The size of the two-way Cluster desk must be 32mm melamine thick top, in American Walnut laminate with desk height four drawer pedestals. Partition to be made with black fabric (The screens must be made of Aluminium frames covered with black fabric)

13



OFFICE
Stock

#4 The size of L-Shaped desk 1600 X 900 must be 32mm thick top with panel leg system, in Cherry Veneer, with four lockable drawers pedestal

6

NB: The desk should make provision for electrical sockets.



SPECIFICATIONS FOR THE ONCE-OFF SUPPLY, DELIVERY AND INSTALLATION OF

#5 The size of L-Shaped desk 1600 X 900, must be 32mm thick top, Movable slide door credenza 910 X 510 with adjustable shelves & central locking with four drawer pedestal in Mahogany Veneer.

10

NB: The desk should make provision for electrical sockets.



#6 The Reception Counter – Mahogany Veneer , Sizes must be 5750 x 4100, 2 tier shelving 8 x 900, Top 800 Deep x 1130 Height

1



SPECIFICATIONS FOR THE ONCE-OFF SUPPLY, DELIVERY AND INSTALLATION OF

#6 Reception Counter – Mahogany Veneer , Sizes: 10400 Long Passage On Either side 800 Wide With Adjustable Shelves 2 per module of 670 wide



1

#7 L Shape reception counter- mahogany veneer, sizes 1800 x 800 reception counter ,1200 x 800



1

ACCEPTANCE AND INCORPORATION OF ADDENDUM

I/We accept that this Addendum forms part of the Tender Document.

I/We confirm that I/we -

- (a) have noted the contents of this Addendum
- (b) have fully considered this Addendum
- (c) have incorporated the amendments contained in this Addendum in my/our Tender for Tender **No. DRDLR (CRD-07) 2019/20**

SIGNED ON BEHALF OF THE TENDERER :

NAME OF SIGNATORY (BLOCK LETTERS) :

NAME OF TENDERER (BLOCK LETTERS) :

TENDERER'S ADDRESS :

.....

TENDERER'S TEL NO :

TENDERER'S FAX NO :

SIGNATURES OF WITNESSES : 1.

2.

NAMES OF WITNESSES (BLOCK LETTERS) : 1.

2.

DATE :