

SASSA: 52-21-CS-MP

INVITATION TO BID

SASSA: 52-21-CS-MP: FOR THE SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE AT SOUTH AFRICAN SOCIAL SECURITY AGENCY (SASSA) MPUMALANGA REGION

THERE WILL BE NO BRIEFING SESSION

PROPOSALS MUST BE DEPOSITED IN THE BID BOX SITUATED AT:

**: Mpumalanga Regional Office
18 Ferreira Street
Nelspruit
1200**

**CLOSING DATE : 04 March 2022
TIME : 11:00**

TECHNICAL ENQUIRIES CAN BE DIRECTED TO:

**CONTACT PERSON : Ms Thandi Molemi
CONTACT NUMBER : 013 – 754 9357**

SUPPLY CHAIN MANANAGEMENT ENQUIRIES CAN BE DIRECTED TO:

**CONTACT PERSON : Ms Munyadziwa Madzhiga
CONTACT NUMBER : 013 – 754 9588**

**Stamp Out Social Grants Fraud and Corruption
Call 0800 60 10 11/ 0800 701 701**



PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/PUBLIC ENTITY)					
BID NUMBER:	SASSA:52-21-CS-MP	CLOSING DATE:	04 March 2022	CLOSING TIME:	11:00
DESCRIPTION	FOR THE SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE AT SOUTH AFRICAN SOCIAL SECURITY AGENCY (SASSA) MPUMALANGA REGION				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
MPUMALANGA REGIONAL OFFICE 18 FERREIRA STREET NELSPRUIT, 1200					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Ms Munyadziwa Madzhiga		CONTACT PERSON	Ms Thandi Molemi	
TELEPHONE NUMBER	013 - 754 9588		TELEPHONE NUMBER	013 - 754 9357	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	munyadziwam@sassa.gov.za		E-MAIL ADDRESS	thandimo@sassa.gov.za	
SUPPLIER INFORMATION					
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 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]					
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]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
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) 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) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4.	THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
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 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.
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.
2.7	NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:

**PRICING SCHEDULE – FIRM PRICES
(PURCHASES)**

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

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder.....	Bid number 52-21-CS-MP
Closing Time 11:00	Closing date 04 March 2022

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

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY ** (ALL APPLICABLE TAXES INCLUDED)
----------	----------	-------------	-----------------------------------------------------------------

- Required by:
- At:
- Brand and model
- Country of origin
- Does the offer comply with the specification(s)? *YES/NO
- If not to specification, indicate deviation(s)
- Period required for delivery
- *Delivery: Firm/not firm
- Delivery basis

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable

SBD 4

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, 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-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is 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.

2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

2.1 Full Name of bidder or his or her representative:

2.2 Identity Number:.....

2.3 Position occupied in the Company (director, trustee, shareholder², member):
.....

2.4 Registration number of company, enterprise, close corporation, partnership agreement or trust:
.....

2.5 Tax Reference Number:

2.6 VAT Registration Number:

2.6.1 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 paragraph 3 below.

¹"State" means –

- (a) 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);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

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"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder presently employed by the state? **YES / NO**

2.7.1 If so, furnish the following particulars:

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:
.....
.....
.....

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? **YES / NO**

2.7.2.1 If yes, did you attach proof of such authority to the bid document? **YES / NO**

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof:
.....
.....
.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? **YES / NO**

2.8.1 If so, furnish particulars:
.....
.....
.....

2.9 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? **YES / NO**

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2.9.1 If so, furnish particulars.

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

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid?

YES/NO

2.10.1 If so, furnish particulars.

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

2.11 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?

YES/NO

2.11.1 If so, furnish particulars:

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

3 Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	Personal Income Tax Reference Number	State Employee Number / Persal Number

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4 DECLARATION

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS
DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

November 2011

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**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL
PROCUREMENT REGULATIONS 2017**

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

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:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2

- a) The value of this bid is estimated not to exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable; or
- b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

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

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

1.5 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.

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

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

5. BID DECLARATION

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

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contributor: . =(maximum of 10 or 20 points)
(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7. SUB-CONTRACTING

7.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

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

7.1.1 If yes, indicate:

- What percentage of the contract will be subcontracted.....%
- The name of the sub-contractor.....
- The B-BBEE status level of the sub-contractor.....
- Whether the sub-contractor is an EME or QSE

(Tick applicable box)

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

v) 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 least 51% owned by:	EME √	QSE √
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		

8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name _____ of
company/firm:.....

8.2 VAT _____ registration
number:.....

8.3 Company _____ registration
number:.....

8.4 TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation
- Company
- (Pty) Limited

[TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

8.6 COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

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

8.8 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-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a

fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –

- (a) disqualify the person from the bidding process;
- (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less 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.

<p>WITNESSES</p> <p>1.</p> <p>2.</p>

<p>.....</p> <p>SIGNATURE(S) OF BIDDERS(S)</p> <p>DATE:</p> <p>ADDRESS</p> <p>.....</p> <p>.....</p>

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) 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%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:

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>
Office Furniture	70%

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"/>
-----	--------------------------	----	--------------------------

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 at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on 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.

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.

ISSUED BY: (Procurement Authority / Name of Institution):

.....
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.thdti.gov.za/industrialdevelopment/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 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
- (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 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____	DATE: _____
WITNESS No. 1 _____	DATE: _____
WITNESS No. 2 _____	DATE: _____

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	<p>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?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

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4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		

SBD 8

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME).....
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION
FORM IS TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT,
ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION
PROVE TO BE FALSE.**

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

Js365bW

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CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

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CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Institution)

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

I certify, on behalf of: _____ that:

(Name of Bidder)

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

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

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

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

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

Js914w 2

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M.

South African Social Security Agency
Mpumalanga Region

SASSA House • 18 Ferreira Street
Mpumalanga • Private Bag Nelspruit • 1200
Tel: 013 754 9436
www.sassa.gov.za

1. OBJECTIVE

To appoint a suitable independent supplier/s to supply, deliver and install office furniture for the South African Social Security Agency (SASSA) as per the agreed specifications in various offices in the Mpumalanga Region.

2. DELIVERABLES

The successful bidder/s will be expected to supply, deliver and install office furniture as per the agreed specifications in various SASSA offices around the Mpumalanga Region.

3. SCOPE OF WORK

To supply, deliver and install office furniture in various SASSA offices around the Mpumalanga Province

3.1 Extent of work

The below mentioned commodities will form core of assets required (Refer to detailed specification on **Annexure A**)

- 3.1.1 Cubicles
- 3.1.2 Office Desks
- 3.1.3 Chairs
- 3.1.4 Boardroom and meeting tables
- 3.1.5 Cupboards
- 3.1.6 High density filing system
- 3.1.7 Reception desks
- 3.1.8 Silverline benches
- 3.1.9 Training tables

3.2 Other Services

The winning bidder must remove, dismantle and place existing furniture at designated places in each office.

3.3 Delivery Addresses

The list of all offices where the furniture must be delivered is detailed in **Annexure B**.

4. VALIDITY PERIOD

The validity period of this bid is 90 days and is calculated from the time and date that the bid closes.

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5. PRICING

5.1. Pricing schedule

The pricing schedule documents form part of and must be read and priced in conjunction with all other documents forming part of the contract documents, the standard conditions of bid, conditions of contract, specifications, drawings and all other relevant documentation. Price proposals must strictly be prepared in line with the attached Annexure C as well as Annexure C1 to C33

5.2. Value added tax

The bid price must be inclusive of Value Added Tax (VAT) if applicable.

6. GUARANTEES AND WARRANTIES OF OFFICE FURNITURE.

- 6.1. The bidder shall indicate the full details of product warranties.
- 6.2. The furniture must have a guarantee for a period of not less than five (5) years.
- 6.3. All manuals, documents, maintenance instruction and initial suppliers to be provided to SASSA.

7. PLANNED JOINT VENTURES

- 7.1. Joint ventures are eligible to submit bids provided that:
 - 7.1.1. This will only be considered to be valid if there is proof of agreement signed by all parties involved.
 - 7.1.2. Submission of applicable: Resolution by the Legal Entity, or consortium / joint venture, authorizing a dedicated person(s) to sign documents on behalf of the firm / consortium / joint venture.
 - 7.1.3. In the case of a joint venture arrangement, the Agency (SASSA) will enter into a single contract with the principal bidder.

8. SUB-CONTRACTING

- 8.1. The successful bidder/(s) is expected to inform the agency of sub-contracting arrangements and access to the sub-contracted entities for purposes of quality checks, compliance check, security, tax and Local Production and Content issues (**In line SBD 6.1**).
- 8.2. Successful bidder/(s) will not be allowed to 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.
- 8.3. In the case of a sub-contracting arrangement, the Agency (SASSA) will enter into a single contract with the principal bidder.

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9. EVALUATION PROCESS/CRITERIA

The bid will be evaluated in four phases: Special Condition of The Bid, Functionality, Administrative Compliance, and Preferential Point System.

9.1. Special condition of the bid

- 9.1.1. Bidders shall comply with the local content determination as per the SABS (South African Bureau of Standards) Technical specification SATS 1286:2011. **Please take note of the Specification, Annexure A.**
- 9.1.2. The exchange rate to be used for the calculation of local production and content must be the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid.
- 9.1.3. The rates of exchange quoted by the bidder shall be verified for accuracy.
- 9.1.4. Only the SABS approved Technical Specification Number SATS 1286:2011 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)] shall be used in calculating local content. *This is accessible to all potential bidders on the DTI's official website <http://www.thedti.gov.za/industrialdevelopment/ip.jsp> at no cost. NB: (All templates mentioned in 6.4 must be completed signed and submitted with the bid.*
- 9.1.5. The declaration certificate for Local Production and Content (SBD 6.2) together with Annexure C (Local Content Declaration: Summary Schedule) must be completed, dully signed and submitted by the bidder at the closing date and time of the bid.
- 9.1.6. Bidders must attach / provide documentation used for local content such as: Details of imported components; Direct importation costs; Import & Sales duty; Landing costs and Dock duties
- 9.1.7. If information on the origin of components, parts or material in the manufacturing process is not attached it will be deemed to imported.
- 9.1.8. Bidders are drawn to the attention of the following documents herein attached as **ANNEXURE :**
 - Guidance Document for the Calculation of Local Content
 - SATS 1286.2011 edition 1.

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Minimum Local Content.
All bidders must comply to point number 6 (Special Conditions of the Bid)
NB: Only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.

Number	Description	% Local Content
1	Melamine Office desk with drawers	70%
2	Office desk (drawers) with timber top on steel frame	90%
3	Office desk (drawers) with supawood (MDF) top on steel frame.	90%
4	Melamine/Paper foil office desk with drawers	70%
5	Stacker upholstered chair-4 legged without arms	100%
6	Side upholstered chair with arms on 5 star base	70%
7	High back upholstered chair with arms on 5 star base	65%
8	Steel stationery cupboard	100%
9	Steel drawer (s) filing cabinet	100%
10	Wood stationery cupboard	100%
11	Wood drawers (s) filing cabinet	100%

NB: Only bids that achieved the minimum stipulated threshold for local production and content will be evaluated further.

9.2. Functionality Evaluation Criteria

The table below contains details of the evaluation criterion and the weights of each functional component. Criteria below will be evaluated according to the following values:

1 = Poor 2= Average 3= Good 4= Very Good 5= Excellent

No	Functionality criteria	Weighting
Capability and experience in the office furniture supply industry	<p>Prior and current projects in the office furniture industry (30 points) <i>Submit Reference letters with contactable details that confirms that the company has previously supplied and installed office furniture.</i> 20 and above = 5 15- 19 projects =4 10-14 projects =3 5-9 projects = 2 1-4 projects 1</p> <p>Value of the highest office furniture project completed (30 points) R4 000 000 and above = 5 R3 000 000 – R3 999 999 = 4 R2 000 000 – R2 999 999 = 3 R1 000 000 – R1 999 999 = 2</p>	60

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	R0 - R999 999 = 1	
Methodology	<ul style="list-style-type: none"> - Detailed project plan including work schedule/plan with clear deliverables and time frames not exceeding three (3) months. How the furniture will be supplied, delivered and installed. - Contingency plan 	40

NB. Bidders must score a minimum of 70 points on functionality to qualify to the next phase of evaluation.

9.3. Administrative Compliance

Bidders must provide documents mentioned below.

- Tax verification PIN and Tax compliant status on CSD
- BBEE certificate if any
- Proof of Registration on the Central Supplier Database (CSD) with National Treasury.
- Fully completed SBD forms

NB: Failure to submit the mentioned documents may render the bid invalid:

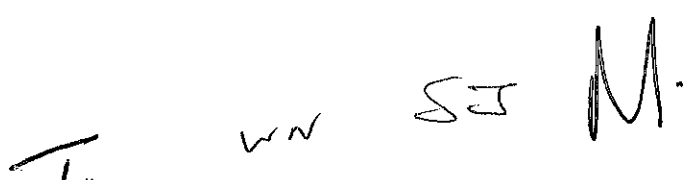
9.4. Price and Preference Point System

Price and Preference Point system will be evaluated and awarded to the highest scoring bidder per district. The bid proposals shall be evaluated in accordance with the 80/20 principle. The evaluation shall be conducted as follows:

Price and Preference	100
Price	80
BBEE Status Level of Contribution	20

Points awarded for B-BBEE Status Level of Contribution

In terms of Regulation 5 (2) and 6 (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:



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

Bidders must submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African National Accreditation System (SANAS) or bidders who qualify as Exempted Micro Enterprise (EME's) sworn affidavit must be signed by the EME representative and attested by a commissioner of oaths.

NB: Failure to submit will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

10. PRICE NEGOTIATION

The award of the tender may be subjected to price negotiation with the preferred bidder/s.

11. OTHER CONDITION OF THE BID

- 11.1. The General Condition of contract (GCC) from National Treasury will apply for this bid.
- 11.2. When completing the tender document, the bidder may not deviate from the drawings, and the detailed specifications provided unless allowed to do so by the Agency in writing.
- 11.3. The bidder/s further advised to:
 - 11.3.1. Examine all drawings and /or specifications prior to submitting proposals
 - 11.3.2. Acquaint themselves with the geographical extent of the offices.
 - 11.3.3. Assess the extent and nature of the requirements
 - 11.3.4. Allow for the delivery and installation of the furniture items
 - 11.3.5. All information, documents, designs and sketches must be regarded as confidential and may not be used for any purpose other than for the one intended without a written consent of the Agency.

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- 11.4. Where possible, SASSA will furnish the successful bidder with relevant available information that might be necessary for the execution of the contract.
- 11.5. Bids submitted must be in line with the attached annexure's / specifications. Failure to bid accordingly may result in disqualification of the bid.
- 11.6. SASSA reserves the right to award the tender to one or more bidder/s.
- 11.7. SASSA reserves the right not to award the tender.
- 11.8. All bid prices accepted from the successful bidder/s will remain fixed and firm.
- 11.9. The Agency reserves the right to refer components for testing to ensure that all specifications have been met.
- 11.10. SASSA will not be held liable for any expenses incurred by bidder/s during this bidding process.
- 11.11. Bids containing misrepresentation of any facts will upon discovery be immediately disqualified.
- 11.12. The name of the successful bidder will be published in the tender bulletin.
- 11.13. The contract shall be concluded between SASSA and the successful bidder/s.
- 11.14. SASSA reserves the right to invite bidder(s) to make a presentation on their proposals to the Bid Evaluation Committee.
- 11.15. SASSA shall pay within thirty days after receipt of valid tax invoice
- 11.16. Each bid, once submitted, constitutes a binding and irrevocable offer to provide the Services on the terms set out in the bid, which offer cannot be amended or withdrawn after its date of submission.
- 11.17. SASSA may, for any reason and at any time during the selection process, request any Bidder to supply further information and/ or documentation.
- 11.18. After careful consideration and thorough examination of the proposals, SASSA shall select the successful Bidder whose proposal most closely satisfies the criteria and the requirements. The cheapest price offered will not necessarily be a decisive factor in choosing between Proposals.
- 11.19. The agency reserves the right to reject a product/s which the agency deems to be below acceptable quality or standard.

12. FORMAT AND SUBMISSION OF BIDS

Bidders are requested to submit their proposal in a sealed packaging marked bid number and description into a bid box located at the below address

Mpumalanga Regional Office
18 Ferreira Street
NELSPRUIT,
1200.

13. BRIEFING SESSION

There will be no briefing session for this bid.

T. W.N. S.J. M.

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 Mpumalanga Region

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14. ENQUIRIES

Enquiries may be directed to:

For Technical enquiries

Ms Thandi Molemi
(013) 754 9357
thandimo@sassa.gov.za

For Administrative enquiries

Ms Munyadziwa Madzhiga
(013) 754-9588
munyadziwam@sassa.gov.za

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Project Title:

**SUPPLY, DELIVERY AND INSTALLATION OF
OFFICE FURNITURE FOR SASSA MPUMALANGA**

OFFICE	ANNEXURE	TOTAL COST PER OFFICE
Gert Sibande District Office	C 1	
Msukaligwa	C 2	
Evander	C 3	
Mkhondo	C 4	
Nkangala District Office	C 5	
Delmas	C 6	
Emalahleni	C 7	
Marapyane	C 8	
Mbibane	C 9	
Mkobola	C 10	
Steve Tshwete	C 11	
Ehlanzeni District Office	C 12	
Mbombela	C 13	
Kabokweni	C 14	
Umjindi	C 15	
Matsulu	C 16	
Daantjie	C 17	
Phola	C 18	
Kamajika	C 19	
Tonga	C 20	
Schoemandal	C 21	
Mbangwane	C 22	
Mgobodzi	C 23	
Bushbuckridge District office	C 24	
Maviljan	C 25	
Casteel	C 26	
Oakley	C 27	
Mkhuhlu	C 28	
Marite	C 29	
Thulamahashe	C 30	
Cottendale	C 31	
Ximungwe	C 32	
Sub Total		
Contingency @5%		
VAT @15%		
Total		

MPUMALANGA

BILL OF QUANTITIES ANNEXURE C1

Project Title:		SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA		
Location/ Office Name		GERT SIBANDE DISTRICT OFFICE	Bid No:	
		GERT SIBANDE DO		
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT	AMOUNT
Office Desk 1800 X 1200 With Extension Top, Storage And Modesty Panels and Desk Based Screens	Right Hand	1		
OFFICE DESK rectangular with Storage And Modesty Panels	1800 x 850	6		
OFFICE DESK rectangular with Storage And Modesty Panels	1600 x 800	1		
3 DRAWER – WITH TOP		5		
System Cupboard		1		
Operator's Chair High Back Chair		23		
Visitors Chairs		30		
Canteen Tables - Round		2		
Canteen Chairs		8		
Boardroom Table	8000 x 2386 (24 seater)	1		
Boardroom Server Cabinet	1800 x 650 x 900	1		
Reception Counter Desk	3000 x 2000	1		
Two Seater Couch		2		
Magazine Rack		2		
TRAINING DESK	1000 x 750	30		
Coffee Table	1100 x 600 x 450	2		
			Sub Total	
			VAT @15%	
			Total	

MPUMALANGA

BILL OF QUANTITIES

ANNEXURE C2

Project Title:		SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	MSUKALIGWA	Bid No:	MSUKALIGWA
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT
			AMOUNT
Office Desk 1800 X 1200 With Extension Top, Storage And Modesty Panels and Desk Based Screens	Left Hand	4	
Office Desk 1800 X 1200 With Extension Top, Storage And Modesty Panels and Desk Based Screens	Right Hand	1	
OFFICE DESK rectangular with Storage And Modesty Panels	1800 x 850	1	
OFFICE DESK rectangular with Storage And Modesty Panels	1600 x 800	11	
System Cupboard		5	
Operator's Chair High Back Chair		12	
3 DRAWER – WITH TOP		5	
Visitors Chairs		20	
Wall Unit		1	
Pigeon Hole		3	
Canteen Tables - Round		1	
Canteen Chairs		4	
Magazine Rack		1	
Waste Paper Bin		17	
Two-Tier Letter Tray		17	
Stand Retractable Queuing System		8	
		Sub Total	
		VAT @15%	
		Total	

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	MKHONDO	Bid No:

SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT	MKHONDO	
				AMOUNT	AMOUNT
Office Desk 1800 X 1200 With Extension Top, Storage And Modesty Panels and Desk Based Screens	Left Hand	1			
Operator's Chairs High Back Chair		1			
Visitors Chairs		2			
			Sub Total		
			VAT @15%		
			Total		

Project Title:		SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	NKANGALA DISTRICT OFFICE	Bid No:	

			NKANGALA DO	
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT	AMOUNT
MEETING TABLES – 1200MM ROUND TABLE		1		
Reception Counter Desk	3000 x 2000	1		
System Cupboard		5		
Two Seater Couch		2		
			Sub Total	
			VAT @15%	
			Total	

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	DELMAS	Bid No:

DELIMAS

SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT	AMOUNT
System Cupboard		3		
Office Desk 1800 X 1200 With Extension Top, Storage And Modesty Panels and Desk Based Screens	Left Hand	6		
			Sub Total	
			VAT @15 %	
			Total	

MPUMALANGA

BILL OF QUANTITIES

ANNEXURE C7

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	EMALAHLENI	Bid No:

EMALAHLENI			
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT
Cluster Cubicles	2-way cluster cubicles	1	AMOUNT
System Cupboard		3	
Operator's Chair High Back Chair		5	
Reception Counter Desk	3000 x 2000	1	
			Sub Total
			VAT @15%
			Total

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	MARAPYANE	Bid No:

SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT	MARAPYANE	
				AMOUNT	
Office Desk 1800 X 1200 With Extension Top, Storage And Modesty Panels and Desk Based Screens	Left Hand	5			
System Cupboard		4			
Operator's Chair High Back Chair		5			
Visitors Chairs		5			
Pigeon Hole		1			
			Sub Total		
			VAT @15%		
			Total		

Project Title:		SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name		Mammethlake	Bid No:

MARAPYANE			
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT
Operator's Chair High Back Chair		5	AMOUNT
			Sub Total
			VAT @15%
			Total

MPUMALANGA

BILL OF QUANTITIES ANNEXURE C9

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	MBIBANE	Bid No:

SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT	MBIBANE	
				AMOUNT	
Office Desk 1800 X 1200 With Extension Top, Storage And Modesty Panels and Desk Based Screens	Left Hand	6			
System Cupboard		6			
Operator's Chair High Back Chair		6			
Visitors Chairs		6			
Pigeon Hole		1			
			Sub Total		
			VAT @15%		
			Total		

Project Title:		SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	MKOBOLA	Bid No:	

MKOBOLA			
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT AMOUNT
3 DRAWER – WITH TOP		5	
System Cupboard		3	
Operator's Chair High Back Chair		10	
Reception Counter Desk	3000 x 2000	1	
			Sub Total
			VAT @15%
			Total

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	STEVE TSHWETE	Bid No:

			STEVE TSHWETE	
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT	AMOUNT
Office Desk 1800 X 1200 With Extension Top, Storage And Modesty Panels and Desk Based Screens	Left Hand	1		
			Sub Total	
			VAT @15%	
			Total	

MPUMALANGA

BILL OF QUANTITIES ANNEXURE C12

Project Title:		SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	EHLANZENI DISTRICT OFFICE	Bid No:	
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT
			EHLANZENI DO AMOUNT
Office Desk 1800 X 1200 With Extension Top, Storage And Modesty Panels and Desk Based Screens	Left Hand	29	
MEETING TABLES – 1200MM ROUND TABLE		1	
3 DRAWER – WITH TOP		10	
5-DRAWER – WITH TOP		8	
Operator's Chair High Back Chair		10	
Visitors Chairs		40	
Canteen Tables - Round		2	
Canteen Chairs		8	
Boardroom Table		1	
Reception Counter Desk	3000 x 2000	1	
HIGH DENSITY FILING	3 Bay Unit 2340x2050x1100	2	
Folding Table		1	
Folding Table Chairs		2	
Massage Chairs		1	
			Sub Total
			VAT @15%
			Total

MPUMALANGA

BILL OF QUANTITIES ANNEXURE C13

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	MBOMBELA	Bid No:

			MBOMBELA	
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT	AMOUNT
3 DRAWER – WITH TOP		4		
Canteen Tables - Round		2		
Canteen Chairs		8		
Reception Counter Desk	3000 x 2000	1		
Operator's Chair High Back Chair		8		
Folding Table		1		
Folding Table Chairs		2		
			Sub Total	
			VAT @15%	
			Total	

MPUMALANGA

BILL OF QUANTITIES

ANNEXURE C14

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	KABOKWENI	Bid No:

			KABOKWENI	
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT	AMOUNT
Office Desk 1800 X 1200 With Extension Top, Storage And Modesty Panels and Desk Based Screens	Left Hand	9		
3 DRAWER – WITH TOP		3		
Visitors Chairs		9		
Folding Table		1		
Operator's Chair High Back Chair		8		
Folding Table Chairs		2		
			Sub Total	
			VAT @15%	
			Total	

MPUMALANGA

BILL OF QUANTITIES ANNEXURE C15

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	UMJINDI	Bid No:

SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT	UMJINDI	
				AMOUNT	
3 DRAWER – WITH TOP		3			
Operator's Chair High Back Chair		5			
Folding Table		1			
Folding Table Chairs		2			
			Sub Total		
			VAT @15%		
			Total		

MPUMALANGA

BILL OF QUANTITIES

ANNEXURE C16

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	MATSULU	Bid No:

SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT	MATSULU	
				AMOUNT	
3 DRAWER – WITH TOP		3			
Visitors Chairs		5			
Operator's Chair High Back Chair		5			
Folding Table		1			
Folding Table Chairs		2			
			Sub Total		
			VAT @15%		
			Total		

MPUMALANGA

BILL OF QUANTITIES ANNEXURE C17

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	DAANTJIE	Bid No:

			DAANTJIE	
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT	AMOUNT
Office Desk 1800 X 1200 With Extension Top, Storage And Modesty Panels and Desk Based Screens	Left Hand	1		
Operator's Chair High Back Chair		7		
3 DRAWER – WITH TOP		3		
Folding Table		1		
Folding Table Chairs		2		
			Sub Total	
			VAT @15%	
			Total	

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	PHOLA	Bid No:

PHOLA			
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT
Office Desk 1800 X 1200 With Extension Top, Storage And Modesty Panels and Desk Based Screens	Left Hand	2	
Operator's Chair High Back Chair		5	
3 DRAWER – WITH TOP		3	
Folding Table		1	
Folding Table Chairs		2	
			Sub Total
			VAT @15%
			Total

Project Title:		SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	KAMAJIKA	Bid No:	

KAMAJIKA			
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT
3 DRAWER – WITH TOP		3	AMOUNT
Visitors Chairs		4	
Operator's Chair High Back Chair		5	
Folding Table		1	
Folding Table Chairs		2	
			Sub Total
			VAT @15%
			Total

MPUMALANGA

BILL OF QUANTITIES ANNEXURE C20

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	TONGA	Bid No:

TONGA			
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT
3 DRAWER – WITH TOP		3	AMOUNT
Visitors Chairs		13	
Operator's Chair High Back Chair		10	
Folding Table		1	
Folding Table Chairs		2	
			Sub Total
			VAT @15%
			Total

Project Title:		SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name		SCHOEMANSDAL	Bid No:

SCHOEMANSDAL			
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT
3 DRAWER – WITH TOP		3	AMOUNT
Folding Table		1	
Folding Table Chairs		2	
			Sub Total
			VAT @15%
			Total

Project Title:		SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	MBANGWANE	Bid No:	

SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	MBANGWANE	
			PRICE PER UNIT	AMOUNT
3 DRAWER – WITH TOP		3		
Visitors Chairs		5		
Operator's Chair High Back Chair		5		
Folding Table		1		
Folding Table Chairs		2		
			Sub Total	
			VAT @15%	
			Total	

MPUMALANGA

BILL OF QUANTITIES ANNEXURE C23

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	MGOBODZI	Bid No:

MGOBOZI			
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT
3 DRAWER – WITH TOP		3	AMOUNT
Visitors Chairs		4	
Operator's Chair High Back Chair		5	
Folding Table		1	
Folding Table Chairs		2	
			Sub Total
			VAT @15%
			Total

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	BUSHBUCKRIDGE DO	Bid No:

BUSHBUCKRIDGE DO			
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT / AMOUNT
3 DRAWER – WITH TOP		2	
Visitors Chairs		11	
System Cupboard		3	
TRAINING DESK	1000 x 750	7	
			Sub Total
			VAT @15%
			Total

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	MAVILJAN	Bid No:

MAVILJAN			
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT
3 DRAWER – WITH TOP		2	AMOUNT
System Cupboard		1	
Visitors Chairs		7	
			Sub Total
			VAT @15%
			Total

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	CASTEEL	Bid No:

CASTEEL			
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT
System Cupboard		2	AMOUNT
Visitors Chairs		5	
			Sub Total
			VAT @15%
			Total

MPUMALANGA

BILL OF QUANTITIES ANNEXURE C27

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	OAKLEY	Bid No:

OAKLEY			
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT
Operator's Chair High Back Chair		7	AMOUNT
Visitors Chairs		4	
			Sub Total
			VAT @15%
			Total

Project Title:		SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	MKHUHLU	Bid No:	

MKHUHLU			
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT / AMOUNT
Operator's Chair High Back Chair		1	
Visitors Chairs		4	
			Sub Total
			VAT @15%
			Total

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	MARITE	Bid No:

MARITE

SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT	AMOUNT
	4-way cluster cubicles	1		
3 DRAWER – WITH TOP		2		
System Cupboard		2		
Operator's Chair High Back Chair		5		
Visitors Chairs		4		
			Sub Total	
			VAT @15%	
			Total	

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	THULAMAHASHE	Bid No:

THULAMASHE

SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT	AMOUNT
Operator's Chair High Back Chair		6		
Visitors Chairs		7		
			Sub Total	
			VAT @15%	
			Total	

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	COTTONDALE	Bid No:

COTTONDALE

SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT	AMOUNT
	4-way cluster cubicles	1		
3 DRAWER – WITH TOP		2		
Systems Cupboard		3		
System Cupboard		3		
Operator's Chair High Back Chair		4		
Visitors Chairs		4		
			Sub Total	
			VAT @15%	
			Total	

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	Greenvalley	Bid No:

COTTONDALE

SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT	AMOUNT
	4-way cluster cubicles	1		
3 DRAWER – WITH TOP		2		
Systems Cupboard		3		
System Cupboard		2		
			Sub Total	
			VAT @15%	
			Total	

MPUMALANGA

BILL OF QUANTITIES ANNEXURE C33

Project Title:	SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR SASSA MPUMALANGA	
Location/ Office Name	XIMHUNGWE	Bid No:

XIMHUNGWE			
SHORT DESCRIPTION	SPECIFIC DIMENSIONS	QTY	PRICE PER UNIT AMOUNT
Operator's Chair High Back Chair		4	
3 DRAWER – WITH TOP		1	
Visitors Chairs		4	
			Sub Total
			VAT @15%
			Total

1
 SPECIFICATIONS FOR THE PROCUREMENT OF OFFICE FURNITURE FOR THE SOUTH AFRICAN ANNEXURE A
 SOCIAL SECURITY AGENCY – MPUMALANGA PROVINCE

FURNITURE SPECIFICATIONS

	TECHNICAL DESCRIPTION	SHORT DESCRIPTION	LOCAL CONTENT
1.	<p>CUBICLES – Vancouver Maple 688</p> <p>2-Way Cluster Cubicles 3-Way Cluster Cubicles 4-Way Cluster Cubicles 5-Way Cluster Cubicles 6-Way Cluster Cubicles 7-Way Cluster Cubicles</p> <p><u>Technical Descriptions</u></p> <p>1500 X 1350 cubicle 1500W X 800D X 760H half-bullnose-edged counter top (32mm thick)</p> <p>WORKTOP SURFACES Work surfaces to be manufactured from 32mm thick high-density particle board complying with SABS standards. Boards to be finished with 0.6mm low glare continuous decorative laminate in Vancouver Maple 688. Underside finished with quality 0.3mm balancing backer, not paper.</p> <p>480mm Modesty Panel using Vancouver Maple 688 Melamine 1350 X 1350 floor screens (16mm thick with 6mm shadowline between screens). To be finished with Vancouver Maple 688 Laminate. Under Counter Storage Drawer (Front to be manufactured from 16mm thick chipboard with minimum 0.35mm Vancouver Maple 688 Laminate. Quantity</p>	<p>Cluster Cubicles – Vancouver Maple 688 Melamine</p>	<p>70%</p>



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The cubicles must be joined and fastened together with studs and material that will not deform the aesthetic finish and of the laminate and the quality of the wood/board to form two units of three/four way cluster cubicles, as the case maybe.

JOINING METHOD

Fixing plates and brackets of 3mm thick hot rolled sheet steel chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards to be used for joining work surfaces to:

- Other work surfaces
- Under counter storage units
- Modesty panels

Components are to be securely attached by means of 8mm button head machine screw turned in to steel sockets of ± 20 mm, which are pre-positioned into the work surface.

MOUNTING POSITIONS

All steel sockets to be mounted into the surfaces to allow fixing and joining which covers all configurations provided for in the layout drawings. This ensures proper mounting and enforces the principle that no screwing directly in to the wood is permitted.

RETICULATION

Reticulation is provided for along the underside of the worktop.
Reticulation is in the form of plastic trays.

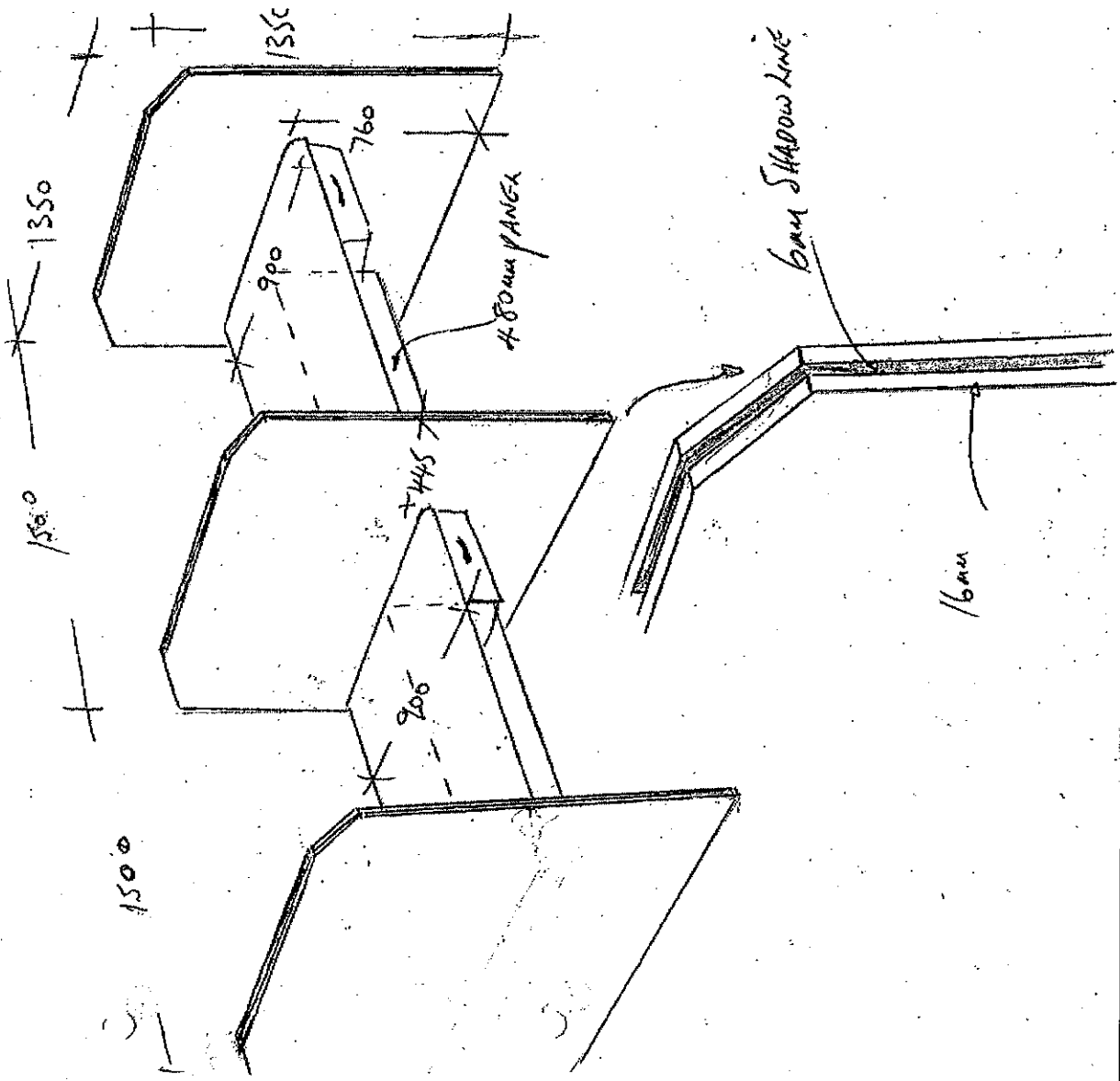
Core work surfaces and screens fitted with a 80mm grommet (power cut out) of the cable portal.



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<p>2.</p>	<p>OFFICE DESKING</p> <p>1800 X 1200 Vancouver Maple 688 Laminate Top plus 800 X 650 extension top (LEFT HAND).</p> <p>1800 X 1200 Vancouver Maple 688 Laminate Top plus 800 X 650 extension top (RIGHT HAND).</p> <p><u>Technical Descriptions</u></p> <p>1600 X 500 X 300 and 1050 X 500 X 300 Modesty Panels (2mm mild steel, punched with 15mm holes and a center to center of 60mm. to be chemically cleaned, treated and powder coated to BS DIN or SABS standards).</p> <p>Under Counter Storage Unit (Pedestal) (Three or Four Drawers)</p> <p><u>WORKTOP SURFACES</u></p> <p>Work surfaces to be manufactured from 32mm thick high-density particle board complying with SABS standards. Boards to be finished with 0.6mm low glare continuous decorative laminate in Vancouver Maple 688. Underside finished with quality 0.3mm balancing backer, not paper.</p> <p>Grain of work surfaces – see attached drawings in Annexure C.</p> <p><u>WORKSURFACE EDGING</u></p> <p>Laminated work surfaces to have a 3mm thick extruded PVC or ABS edging with all corners profiled, resulting in no sharp edges. Edging should match the top, and be of such a nature as not to wear or wipe off. All edging to be applied using high-grade hot- melt adhesive.</p> <p><u>JOINING METHOD</u></p> <p>Fixing plates and brackets of 3mm thick hot rolled sheet steel chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards to be used for joining work surfaces to:</p> <ul style="list-style-type: none"> • Other work surfaces • Under counter storage units 	<p>Office Desk 1800 X 1200 With Extension Tops, Storage And Modesty Panels And Desk Based Screens</p> <p>90%</p>
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- Modesty panels

Components are to be securely attached by means of 8mm button head machine screw turned in to steel sockets of +-20mm, which are pre-positioned into the work surface.

MOUNTING POSITIONS

All steel sockets to be mounted into the surfaces to allow fixing and joining which covers all configurations provided for in the layout drawings. This ensures proper mounting and enforces the principle that no screwing directly in to the wood is permitted.

LEGS

Legs to be approximately 75mm diameter steel tube with a minimum wall thickness of 1.6mm

Legs to be fitted with an adjuster that can cope with uneven floor surfaces and have the capability to vary the work surface height between 690 and 750mm.

Legs to be chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards. **Colour to be Silver.**

RETICULATION

Reticulation is provided for along the underside of the desk.

Reticulation is in the form of plastic trays (4 per desk).

Two cable clamps per desk, made from PVC with silver finish (plastic) are required for securing the cable reticulation to the table legs. (As these cables are routed from the floor to the underside of the work surface via the table legs).

Core work surfaces fitted with a 80mm grommet of the cable portal positioned in the apex of the core. All other work surfaces have the option of the grommet which may be fitted at the same time of installation.

MODESTY PANELS

Modesty panels constructed using 2mm mild steel, punched with round 15mm holes and a center to center of 60mm. these must be chemically cleaned, rust treated and



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epoxy powder coated to BS DIN or SABS standards. Costing to include brackets for attaching to the desk. Colour of the modesty panels to be silver.

MINI CABINET WITHOUT TOP

To be attached to workstation) refer to CABINETS for Technical Description. This item should not be quoted separately from the workstation.

This storage unit should be included in the quotation for the workstation. The detailed specifications are listed under the specifications for filling cabinets. Please refer to the Mini Cabinet Without Top.

MINI CABINET DIMENSIONS

Height: 695mm

Width: 800mm

Depth: 600mm

To fit perfectly to workstation.

MINI CABINET –WITHOUT TOP (To be attached to workstation)

- ❖ Cabinet 2- Drawers for A4 filing. A stationary drawer with pen & pencil trays that can accommodate CD's and standards office stationery must be located at the top of cabinet. This "top" drawer is to be at least 530 mm long for maximum capacity.
- ❖ To fit 10 A4 containers / drawer.
- ❖ Cabinet to be supplied **without** the top surface.

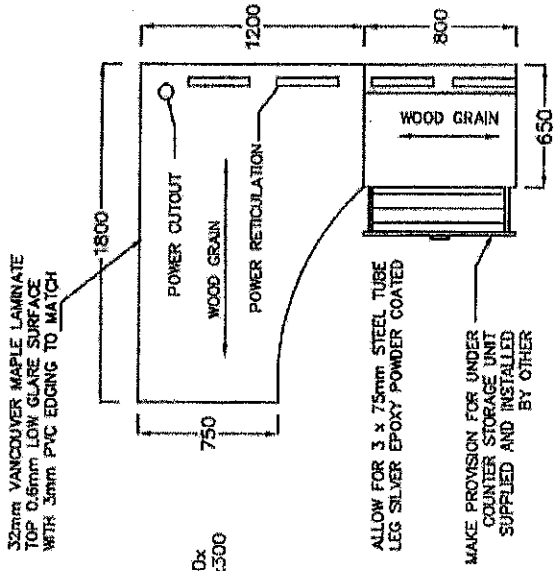
DESK BASED SCREENS (To be attached to workstations. To be included in the quotation of the workstation)



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To be supplied with 1600x
500x300 and 1050x500x300
modesty panels

OPTION 2
PLAN scale 1:25
GENERAL WORKSTATION

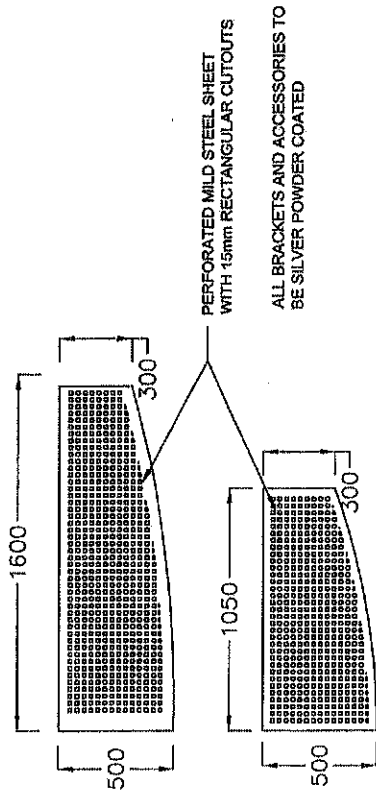
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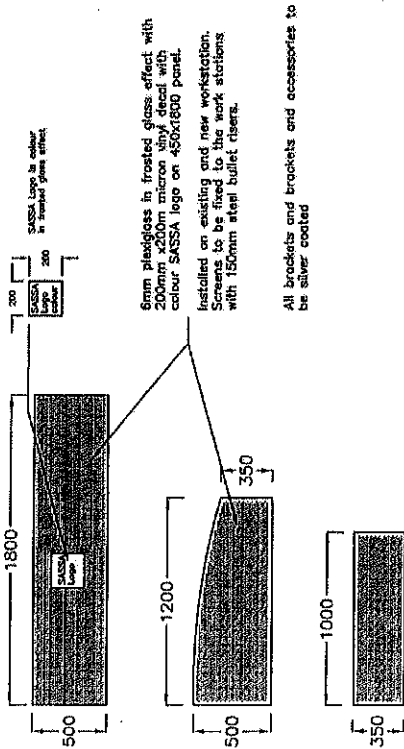
ELEVATIONS scale 1:20
MODESTY PANELS

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Quotation to indicate cost per panel (including all brackets and accessories) as well as the total cost for a set of three. The total quantities required will be based on a set of three. Quantities will be limited to specific requirements.

ELEVATIONS scale 1:20
DESK BASE SCREENS



3. OFFICE DESK RECTANGULAR With Storage And Modesty Panels

Measurement: 1600mm x 800mm

Technical Descriptions

WORKTOP SURFACES

Work surfaces to be manufactured from 32mm thick high-density particle board complying with SABS standards. Boards to be finished with 0.6mm low glare continuous decorative laminate in Vancouver Maple 688. Underside finished with quality 0.3mm balancing backer, not paper.

OFFICE DESK RECTANGULAR With Storage And Modesty Panels

70%



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Grain of work surfaces – see attached drawings in Annexure C.

WORKSURFACE EDGING

Laminated work surfaces to have a 3mm thick extruded PVC or ABS edging with all corners profiled, resulting in no sharp edges. Edging should match the top, and be of such a nature as not to wear or wipe off. All edging to be applied using high-grade hot-melt adhesive.

JOINING METHOD

Fixing plates and brackets of 3mm thick hot rolled sheet steel chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards to be used for joining work surfaces to:

- Other work surfaces
- Under counter storage units
- Modesty panels

Components are to be securely attached by means of 8mm button head machine screw turned in to steel sockets of +-20mm, which are pre-positioned into the work surface.

MOUNTING POSITIONS

All steel sockets to be mounted into the surfaces to allow fixing and joining which covers all configurations provided for in the layout drawings. This ensures proper mounting and enforces the principle that no screwing directly in to the wood is permitted.

LEGS

Legs to be approximately 75mm diameter steel tube with a minimum wall thickness of 1.6mm

Legs to be fitted with an adjuster that can cope with uneven floor surfaces and have the capability to vary the work surface height between 690 and 750mm.

Legs to be chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards. **Colour to be Silver.**

RETICULATION

Reticulation is provided for along the underside of the desk.
Reticulation is in the form of plastic trays (4 per desk).



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Two cable clamps per desk, made from PVC with silver finish (plastic) are required for securing the cable reticulation to the table legs. (As these cables are routed from the floor to the underside of the work surface via the table legs).

Core work surfaces fitted with a 80mm grommet of the cable portal positioned in the apex of the core. All other work surfaces have the option of the grommet which may be fitted at the same time of installation.

MODESTY PANELS

Modesty panels constructed using 2mm mild steel, punched with round 15mm holes and a center to center of 60mm. these must be chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards. Costing to include brackets for attaching to the desk. Colour of the modesty panels to be silver.

MINI CABINET WITHOUT TOP - To be attached to workstation.

This storage unit should be included in the quotation for the workstation and should not be quoted separately from the workstation.

Refer to GENERAL TECHNICAL SPECIFICATION for filing cabinets.

Please refer to the Mini Cabinet Without Top.

MINI CABINET DIMENSIONS

Width: 450mm

Depth: 500mm

To fit perfectly to workstation.


- ❖ 1- Drawer for A4 filing.
- ❖ 2- Drawers for general filing.
- ❖ A stationery drawer with pen & pencil trays and standard office stationery must be located at the top of cabinet.
- ❖ Cabinet to be supplied **without** the top surface.



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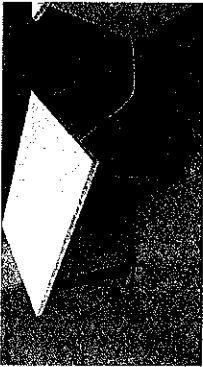
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<p>4.</p>	<p>OFFICE DESK RECTANGULAR</p> <p>Measurement: 1800mm x 850mm</p> <p><u>Technical Descriptions</u></p> <p>WORKTOP SURFACES Work surfaces to be manufactured from 32mm thick high-density particle board complying with SABS standards. Boards to be finished with 0.6mm low glare continuous decorative laminate in Vancouver Maple 688. Underside finished with quality 0.3mm balancing backer, not paper. Grain of work surfaces – see attached drawings in Annexure C.</p> <p>WORKSURFACE EDGING Laminated work surfaces to have a 3mm thick extruded PVC or ABS edging with all corners profiled, resulting in no sharp edges. Edging should match the top, and be of such a nature as not to wear or wipe off. All edging to be applied using high-grade hot-melt adhesive.</p> <p>JOINING METHOD Fixing plates and brackets of 3mm thick hot rolled sheet steel chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards to be used for joining work surfaces to:</p>	<p>OFFICE DESK RECTANGULAR</p>	<p>90%</p>



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	<ul style="list-style-type: none"> • Other work surfaces • Under counter storage units • Modesty panels <p>Components are to be securely attached by means of 8mm button head machine screw turned in to steel sockets of +-20mm, which are pre-positioned into the work surface.</p> <p><u>MOUNTING POSITIONS</u> All steel sockets to be mounted into the surfaces to allow fixing and joining which covers all configurations provided for in the layout drawings. This ensures proper mounting and enforces the principle that no screwing directly in to the wood is permitted.</p> <p><u>LEGS</u> Legs to be approximately 75mm diameter steel tube with a minimum wall thickness of 1.6mm Legs to be fitted with an adjuster that can cope with uneven floor surfaces and have the capability to vary the work surface height between 690 and 750mm.</p> <p>Legs to be chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards. Colour to be Silver.</p> 		
<p>5.</p>	<p>EXECUTIVE OFFICE DESKING</p> <p>1800 X 1200 Vancouver Maple 688 Laminate Top plus 800 X 650 extension top (LEFT HAND).</p>	<p>Executive Office Desking</p>	<p>90%</p>



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1800 X 1200 Vancouver Maple 688 Laminate Top plus 800 X 650 extension top (RIGHT HAND).

Technical Descriptions

1600 X 500 X 300 and 1050 X 500 X 300 Modesty Panels (2mm mild steel, punched with 15mm holes and a center to center of 60mm. to be chemically cleaned, treated and powder coated to BS DIN or SABS standards).
Under Counter Storage Unit (Pedestal) (Three or Four Drawers)

WORKTOP SURFACES

Work surfaces to be manufactured from 32mm thick high-density particle board complying with SABS standards. Boards to be finished with 0.6mm low glare continuous decorative laminate in Vancouver Maple 688. Underside finished with quality 0.3mm balancing backer, not paper.

Grain of work surfaces – see attached drawings in Annexure C.

WORKSURFACE EDGING

Laminated work surfaces to have a 3mm thick extruded PVC or ABS edging with all corners profiled, resulting in no sharp edges. Edging should match the top, and be of such a nature as not to wear or wipe off. All edging to be applied using high-grade hot-melt adhesive.

JOINING METHOD

Fixing plates and brackets of 3mm thick hot rolled sheet steel chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards to be used for joining work surfaces to:

- Other work surfaces
- Under counter storage units
- Modesty panels

Components are to be securely attached by means of 8mm button head machine screw turned in to steel sockets of +-20mm, which are pre-positioned into the work surface.



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MOUNTING POSITIONS

All steel sockets to be mounted into the surfaces to allow fixing and joining which covers all configurations provided for in the layout drawings. This ensures proper mounting and enforces the principle that no screwing directly in to the wood is permitted.

LEGS

Legs to be approximately 75mm diameter steel tube with a minimum wall thickness of 1.6mm

Legs to be fitted with an adjuster that can cope with uneven floor surfaces and have the capability to vary the work surface height between 690 and 750mm.

Legs to be chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards. **Colour to be Silver.**

RETICULATION

Reticulation is provided for along the underside of the desk.

Reticulation is in the form of plastic trays (4 per desk).

Two cable clamps per desk, made from PVC with silver finish (plastic) are required for securing the cable reticulation to the table legs. (As these cables are routed from the floor to the underside of the work surface via the table legs).

Core work surfaces fitted with a 80mm grommet of the cable portal positioned in the apex of the core. All other work surfaces have the option of the grommet which may be fitted at the same time of installation.

MODESTY PANELS

Modesty panels constructed using 2mm mild steel, punched with round 15mm holes and a center-to-center of 60mm. these must be chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards. Costing to include brackets for attaching to the desk. Colour of the modesty panels to be silver.

MINI CABINET WITHOUT TOP

This storage unit should be included in the quotation for the workstation.
The detailed specifications are listed under the specifications for filling cabinets.



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Please refer to the Mini Cabinet Without Top.

This item should not be quoted separately from the workstation.

MINI CABINET –WITHOUT TOP (To be attached to workstation)

- ❖ Cabinet 2- Drawers for A4 filing. A stationery drawer with pen & pencil trays that can accommodate CD's and standards office stationery must be located at the top of cabinet. This "top" drawer is to be at least 530 mm long for maximum capacity.
- ❖ To fit 10 A4 containers / drawer.
- ❖ Cabinet to be supplied **without** the top surface.

MINI CABINET –WITHOUT TOP (Dimensions)

- ❖ Height: 695mm
- ❖ Width: 800mm
- ❖ Depth: 600 mm
- ❖ This cabinet must fit perfectly to the workstation

EXTENSION TOPS FOR EXECUTIVE DESK

Work surfaces to be manufactured. From 32mm thick high- density particles board complying with SABS Standards. Boards to be finished with 0.6mm low glare continuous decorative laminate in Vancouver Maple 688. Underside finished with quality 0.3mm balancing backer, not paper.

See attached drawing as illustrated with the workstation.

Two additional legs are required when extension tops are fitted.

Laminated work surfaces to have a 3mm thick extruded PVC or ABS edging with all corners profiled, resulting in no sharp edges. Edging should match the top, and be of such a nature as not to wear or wipe off. All edging to be applied using high-grade hot-melt adhesive.



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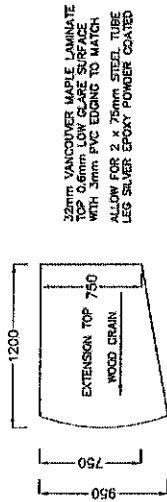
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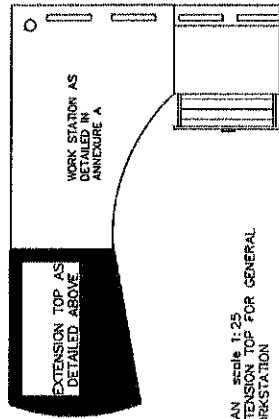
Legs to be approx. 75mm diameter steel tube with a minimum wall thickness of 1.6mm.

Legs to be fitted with an adjuster that can cope with uneven floor surface and have the capability to vary the work surface height between 690 and 750mm.

Legs to be chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards. Colour to be silver.



To be supplied with 1600x500x300 and 1025x500x300 modesty panels



PLAN scale 1:25
EXTENSION TOP FOR GENERAL WORKSTATION

sassa
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Midrand 2009

6. MEETING TABLES – 1200MM ROUND TABLE

Work surfaces to be manufactured from 32mm thick high-density particle board complying with SABS standards. Boards to be finished with 0.6mm low glare continuous decorative laminate in Vancouver Maple 688. Underside finished with quality 0.3mm balancing backer, not paper.

**Meeting Tables –
1200mm Round Table**

70%



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Laminated work surfaces to have a 3mm thick extruded PVC or ABS edging with all corners profiled, resulting in no sharp edges. Edging should match the top, and be of such nature as not to wear or wipe off. All edging to be applied using high-grade hot-melt adhesive.

Legs to be approximately 75mm diameter steel tube with a minimum wall thickness of 1.6mm.

Legs to be fitted with an adjuster that can cope with uneven surfaces and have the capability to vary the work surface height between 690 and 750mm.

Legs to be chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards. Colour to be silver.

DESCRIPTION

JOINING METHOD

Fixing plates and brackets of 3mm thick hot rolled sheet chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards to be used for joining work surface to:

- Other work surface
- Under counter storage units
- Modesty panels

Components are to be securely attached by means of 8mm button head machine screw turned into steel sockets of ± 20 mm, which are pre-positioned into the work surface.

MOUNTING POSITIONS

All steel sockets to be mounted into the surface to allow fixing and joining which covers all configurations provided for in the layout drawings. This ensures proper mounting and enforces the principle that no screwing directly into the wood is permitted.

MEETING TABLE



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	<p>Work surface to be manufactured. Form 32mm thick high-density particle board complying with SABS Standards. Boards to be finished with 0.6mm low glazed continuous decorative laminate in Vancouver Maple 688. Underside finished with quality 0.3mm balancing backer, not paper.</p> <p>Laminated work surfaces to have a 3mm thick extruded PVC or ABS edging with all corners profiled, resulting in no sharp edges. Edging should match the top, and be of such a nature as not to wear or wipe off. All edging to be applied using high-grade hot-melt adhesive.</p> <p>Legs to be approx., 75mm diameter steel tube with a minimum wall thickness of 1.6mm.</p> <p>Legs to be fitted with an adjuster that can cope with uneven floor surface and have the capability to vary the work surface height between 690 and 750mm.</p> <p>Legs to be chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards. Colour to be silver.</p>		
	<p><u>FILING CABINETS</u></p> <p>GENERAL TECHNICAL SPECIFICATION (NOT TO BE PRICED).</p> <ul style="list-style-type: none"> ❖ The technical specification for the cabinets are as follows: ❖ The cabinet frame must be manufactured from square steel tubing and maximum strength and permanent rigidity against all forces must be maintained. ❖ Drawer depth should be maximized per cabinet. ❖ All connecting studs, that connect each component of bottom frame, must be screwed into threaded inserts. High quality fasteners and washers are to be used in the framed assembly. 	<p>Not To Be Priced Separately</p>	<p>100%</p>



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- ❖ The drawer frames and base plate are to be manufactured from cold rolled steel sheeting
- ❖ The front and back profiles of the drawer frame should be adequately stiffened to ensure it rigidity for load bearing
- ❖ The drawer frame side supports should be attached to the front and back supports through adequate fastening (eg interlocking tabs).
- ❖ The steel tubing for the cabinet frames should be manufactured in accordance with the appropriate SABS standards and all mental parts should be epoxy powder coated.
- ❖ Only high quality double extension linear ball bearing drawer slides should be used. They should have a safety load bearing of 75 kg.
- ❖ The cabinets should be SABS tested and approved through 50 000 opening and closing cycles under full load.
- ❖ The drawer slides must be shrouded with metal covers.
- ❖ The locking mechanism should work in conjunction with the anti-tilt mechanism ensuring that no drawers can be opened when the cabinet is tilted forward.
- ❖ The outside lock must preferably be of the removable cylinder type. The cabinets are to be supplied with master keys. These keys are to be grouped together after the delivery and installation, with attached tags identifying to what cabinet each key is the master for.
- ❖ Should a key get lost, the barrel lock should preferably be interchangeable (using a special key). The cabinet should be able to remain locked while the



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barrel lock is being changed. The cabinet may then be opened with the replacement key, without having to damage the cabinet. The keys must be of an "unbreakable" design that ensures flexibility allowing for them to bend under a severe impact rather than break.


- ❖ The back panel and side panels of the cabinet are to be manufactured from 16 mm thick Chipboard faced with a minimum of .35 Decon in Vancouver Maple 688.
- ❖ The exposed edges of the cabinet side panels are to be covered with a 2mm PVC edging colour to match.
- ❖ Any panels should be replaceable without having to dismantle or replace the whole cabinet. The panels should not carry any of the weight of the load contained within the cabinet.
- ❖ The cabinet top should be manufactured from 32mm chipboard, which is covered on the inside with a Spantex laminate balancing foil. The top surface of the cabinets should be finished in 0.6 mm Decon Vancouver Maple 688.
- ❖ The drawer front walls are to be manufactured from 16mm thick Chipboard faced with minimum 0.35mm Vancouver Maple 688.
- ❖ The drawer front handles should be "D" handle. Colour to be silver.

GENERAL

- ❖ All cabinets to accommodate a containerised A4 Filing System
- ❖ All drawers should have "floors" or base plates.

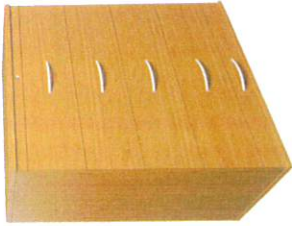
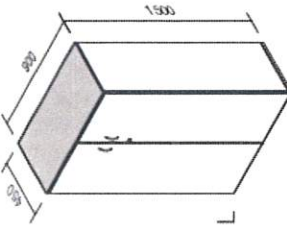
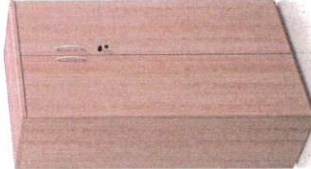


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<p>7.</p>	<p>3- DRAWER CABINET –WITH TOP</p> <ul style="list-style-type: none"> ❖ Cabinet 3-Draweres for A4 Filing. ❖ All drawers should have “floors or base plates. ❖ Cabinet to be supplied with top surface. <p>DIMENSIONS</p> <ul style="list-style-type: none"> ❖ Height : 975mm ❖ Width: 1160mm ❖ Depth: 600mm 	<p>3 Drawer – With Top</p>	<p>100%</p>
<p>8.</p>	<p>5-DRAWER CABINET –WITH TOP</p> <ul style="list-style-type: none"> ❖ Cabinet 5 –Drawers for A4 Filing ❖ Cabinet must be supplied with top surface. <p>DIMENSIONS</p> <ul style="list-style-type: none"> ❖ Height : 1475mm ❖ Width: 1160mm ❖ Depth: 600mm 	<p>5-Drawer – With Top</p>	<p>100%</p>



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<p>9.</p>	<p>SYSTEMS CUPBOARD</p> <p><u>Technical Descriptions</u></p> <p>Hinged Door Systems Cupboard – Vancouver MAPLE 688 MELAMINE 1500 X 900 X 450 Hinged Door System Cupboard with 03 steel shelves</p>  	<p>Systems Cupboard</p>	<p>100%</p>
<p>10.</p>	<p>OPERATOR'S CHAIRS</p> <p>OPERATORS CHAIRS - (ANNEXURE E)</p> <p><u>Technical Descriptions</u></p>	<p>Operator's Chairs High Back Chair</p>	<p>65%</p>



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Back rest

Spring return force of backrest adequate for individuals weighing between 50 - 125 kg.
Synchronous angle adjustment of seat and back rest angles in the range 1:2,5 to 1:3,5.
Midback Chair Seat height 420 – 515 mm.

Seat

All foam used for chairs to be flame retardant and CFC free.

Foam to comply with the following minimum standards and specifications:

- o Density to be 50kg/m³
- o Harness factor of 35kg/m³
- o Compression set to be 3%.
- o Elongation (breakage point) 242%.

Armrest

Armrest min width of armrest 45mm.

Polyurethane injection moulded armrest with 16 x 6mm steel flat bar insert for added strength.

Controls

Synchronous mechanism lockable in at five positions. Single lever to action the gas spindle and lock/unlock mechanism.

Minimum three-degree negative tilt. Copies of manufacturers guarantee to be provided for synchronous mechanism. Mechanism must carry a Five Year guarantee from Mechanism Supplier.

Five star base to be a minimum of 630mm – 720mm (dependant on size of chair and height of backrest), manufactured from die cast aluminium, steel, nylon or polyurethane reinforced with a steel structure in black.

Shrouded twin wheel plug-in type swivel castors rated at 80kg each.

Variable gas height adjustment of seat from 420 – 530mm.

Gas mechanism to carry at least 5 year guarantee. Copy of the manufacturers guarantee to be provided.

Chairs to be manufactured in accordance with ISO 9002 specifications.

All steel parts epoxy/powder coated.

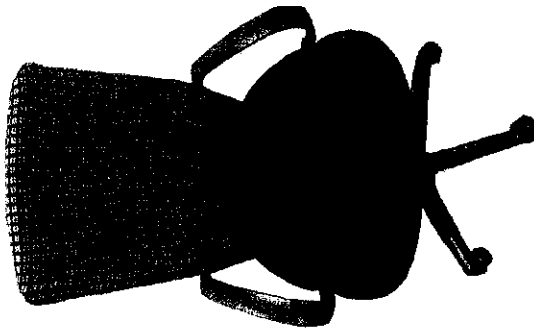


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All chairs to carry a Five-year structural guarantee.

Fabric

Back – Weavers World, Vulcan, Satssu 633
 Seat - Weavers World, Vulcan, Black col 1



11.

VISITORS CHAIRS

Technical Description

Frame

Two part shell

Tubing: Flat oval 30 x 16 x 1.6mm wall thickness.

Finishes on the frames are epoxy coated.

All radiuses to be pressed to ensure consistency on shapes. 100 x 4mm bar welded between frame, used to attach back to mechanism.

Visitors Chairs

70%



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Bracket to attach back to mechanism 90 x 6 mm mild steel flat bar. 12 x 27mm long bushes are threaded M8 are inserted into the lumbar section of the frame in order to accommodate arms.

Holes drilled on the flat side of the tube, and bushes are plug welded to ensure maximum strength for the arm support.

SEAT SHELL

Ergonomically contoured plywood shell base

Individual SA Pine layers of 1.5 mm thick, laminated to a minimum thickness of 12mm. T-nuts to be inserted into shell to secure mechanisms

Seat

All foam used for chairs to be flame retardant and CFC free.

Foam to comply with the following minimum standards and specifications:

- Density to be 50kg/m³
- Harness factor of 35kg/m³
- Compression set to be 3%.
- Elongation (breakage point) 242%.

High density injection moulded foam of a minimum thickness of 23mm

Frame

Tubular steel integral sleigh base frame

Outside diameter – 25.4

Wall thickness – 2.5

Hot rolled

Chrome finish

Arms

Armrest min width of armrest 45mm.

Polyurethane injection moulded armrest with 16 x 6mm steel flat bar insert for added strength. Polyurethane mix of Suprasec 2030 and Durato 0789.

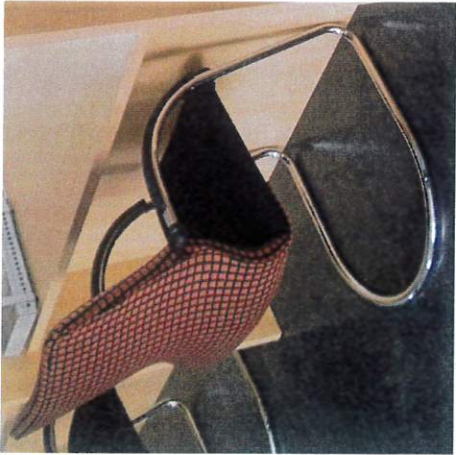
DIMENSIONS

Height from top of backrest to seat pan – 560 mm (Midback) 580mm Highback

Width of seat – 510 wide.



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	<p>All chairs to carry a Five-year structural guarantee. FABRIC Back – Weavers World, Energy, Satssu 633 (Reverse) Seat – Weavers World, Vulcan, Black col 1</p> 		
<p>12.</p>	<p>HIGH BACK LEATHER CHAIR – SWIVEL AND TILT</p> <p><u>Technical Descriptions</u></p> <p>Back rest Spring return force of backrest adequate for individuals weighing between 50 - 125 kg. Synchronous angle adjustment of seat and back rest angles in the range 1:2,5 to 1:3,5. Highback Chair Seat height 1140 – 1260mm.</p> <p>Seat All foam used for chairs to be flame retardant and CFC free. Foam to comply with the following minimum standards and specifications: o Density to be 50kg/m³ o Harness factor of 35kg/m³</p>	<p>Highback Chairs - Leather</p>	<p>65%</p>



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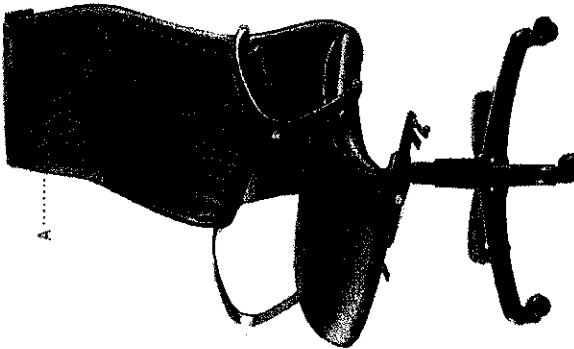
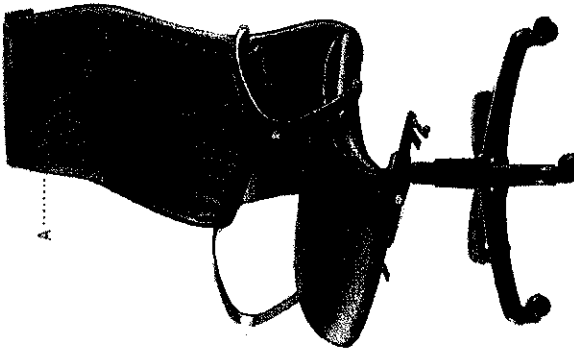
	<ul style="list-style-type: none"> o Compression set to be 3%. o Elongation (breakage point) 242%. <p>Armrest Armrest min width of armrest 45mm. Nylon flexible arms.</p> <p>Controls Gas height adjuster. Swivel and Tilt mechanism. Copies of manufacturers guarantee to be provided for synchronous mechanism. Mechanism must carry a Five Year guarantee from Mechanism Supplier.</p> <p>Five star base to be a minimum of 630mm – 720mm (dependant on size of chair and height of backrest), manufactured from chrome. Shrouded twin wheel plug-in type swivel castors rated at 80kg each. Variable gas height adjustment of seat from 1140 – 1260mm. Gas mechanism to carry at least 5 year guarantee. Copy of the manufacturers guarantee to be provided. Chairs to be manufactured in accordance with ISO 9002 specifications. All steel parts epoxy/powder coated. All chairs to carry a Five-year structural guarantee.</p> <p>Fabric Back – Black Leather Seat – Black Leather</p>		
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<p>13.</p>	 <p>A </p>	<p>Visitors Chairs – Leather</p>	<p>70%</p>
<p>13. VISITORS LEATHER CHAIRS</p> <p><u>Technical Description</u></p> <p>Frame</p> <p>Two part shell</p> <p>Tubing: Flat oval 30 x 16 x 1.6mm wall thickness. Finishes on the frames are epoxy coated. All radiuses to be pressed to ensure consistency on shapes. 100 x 4mm bar welded between frame, used to attach back to mechanism. Bracket to attach back to mechanism 90 x 6 mm mild steel flat bar. 12 x 27mm long bushes are threaded M8 are inserted into the lumbar section of the frame in order to accommodate arms.</p>			



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Holes drilled on the flat side of the tube, and bushes are plug welded to ensure maximum strength for the arm support.

SEAT SHELL

Ergonomically contoured plywood shell base

Individual SA Pine layers of 1.5 mm thick, laminated to a minimum thickness of 12mm. T-nuts to be inserted into shell to secure mechanisms

Seat

All foam used for chairs to be flame retardant and CFC free.

Foam to comply with the following minimum standards and specifications:

- Density to be 50kg/m³
- Harness factor of 35kg/m³
- Compression set to be 3%.
- Elongation (breakage point) 242%.

High density injection moulded foam of a minimum thickness of 23mm

Frame

Tubular steel integral sleigh base frame

Outside diameter – 25.4

Wall thickness – 2.5

Hot rolled

Chrome finish

Arms

Armrest min width of armrest 45mm.

Polyurethane injection moulded armrest with 16 x 6mm steel flat bar insert for added strength. Polyurethane mix of Suprasec 2030 and Durato 0789.

DIMENSIONS

Height from top of backrest to seat pan – 560 mm (Midback) 580mm Highback

Width of seat – 510 wide.

All chairs to carry a Five-year structural guarantee.

FABRIC

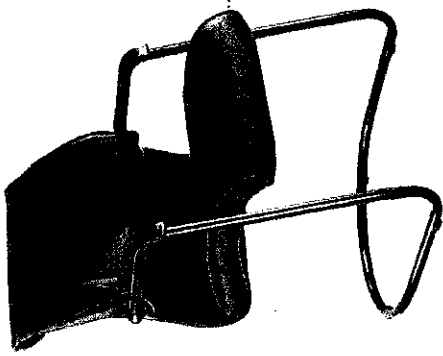


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Back – Black Leather
Seat – Black Leather

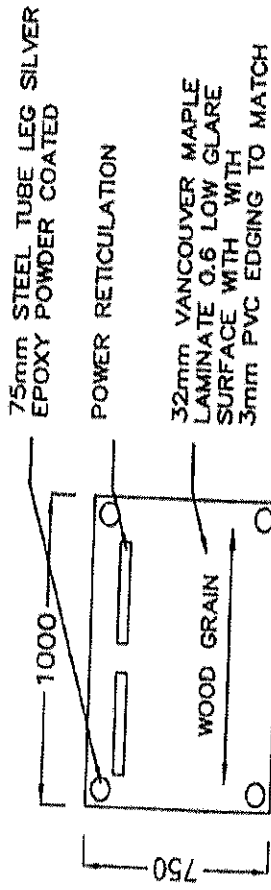


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14. Printer Tables

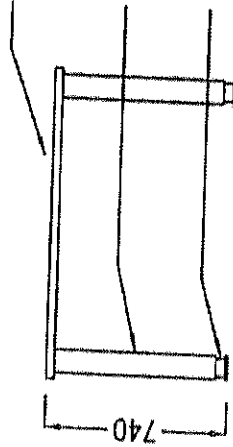


OPTION 1
PLAN scale 1:25
PRINTING TABLE

32mm VANCOUVER MAPLE LAMINATE WITH 0.6 LOW GLARE SURFACE WITH 3mm PVC EDGING TO MATCH

75mm STEEL TUBE LEG SILVER EPOXY POWDER COATED

HEIGHT ADJUSTABLE FERRULE THAT CAN VARY BETWEEN 690 AND 750mm



OPTION 1
ELEVATION scale 1:25
PRINTING TABLE

Printer Tables

90%

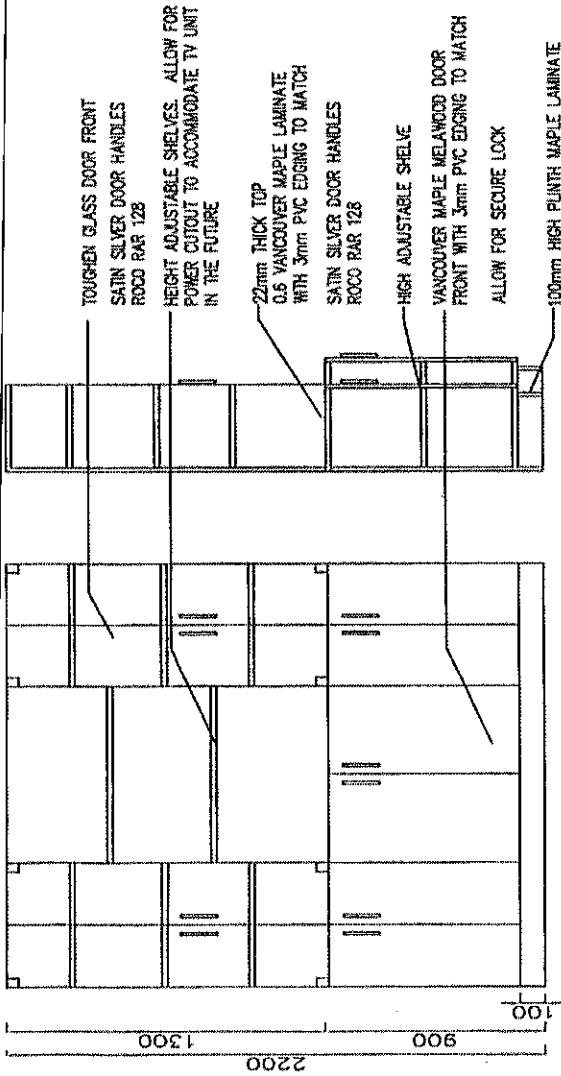


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15.	<p>Wall Unit</p> <p><u>Technical Description</u></p> <p>Wall Unit – Vancouver MAPLE 688 Melamine 2200 x 2400 450/600 Wall Unit</p>	<p>Wall Unit</p>	<p>100%</p>
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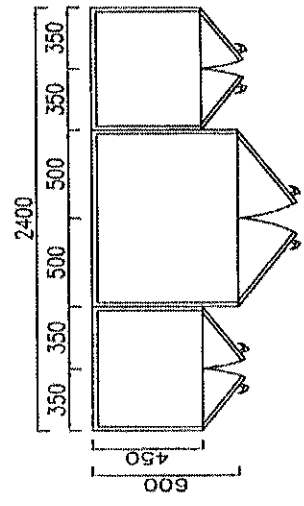


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ELEVATION Scale 1:25
WALL UNIT

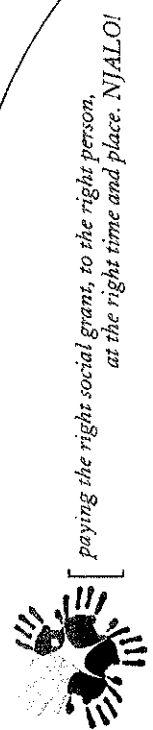
SECTION Scale 1:25
WALL UNIT



SECTION Scale 1:25
WALL UNIT

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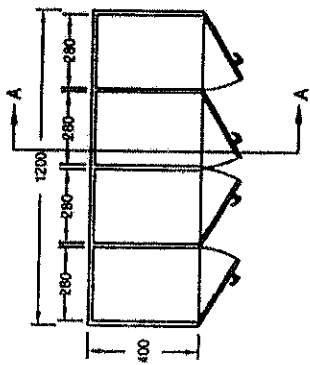


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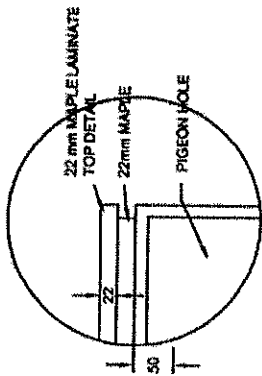
<p>16.</p>	<p>PIGEON HOLE Technical Description - Pigeon Hole – Vancouver MAPLE 688 MELAMINE 1600 X 1200 X 400 Pigeon Hole</p>	<p>Pigeon Hole</p>	<p>100%</p>
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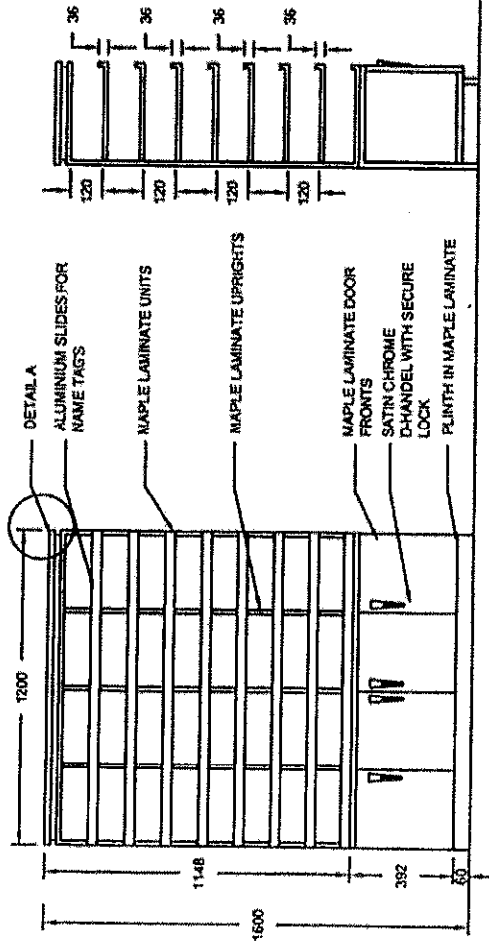
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PLAN scale 1:25
PIGEON HOLE
FINISH: MAPLE LAMINATE



DETAIL A
MAPLE LAMINATE

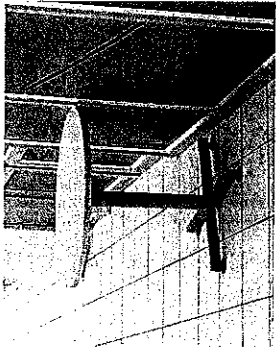


ELEVATION scale 1:25
PIGEON HOLE

SECTION AA scale 1:25
PIGEON HOLE



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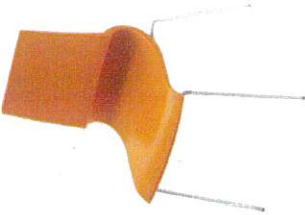
17.	<p>CANTEEN TABLES</p> <p><u>Technical Description</u></p> <p>Work surface to be manufactured. From 22mm high-density particle board complying with SABS standards. Boards to be finished with 0.6mm thick low glare continuous decorative laminate in Vancouver Maple 688. Underside to be finished with quality 0.3mm balancing backer, not of paper based construction.</p> <p>Illustrations are to be included with this bid.</p> <p>SURFACE EDGING The edging to be a coloured to match the Vancouver Maple 688 with 6mm thick PVC buffer.</p> <p>LEGS Legs to be approx. 75mm diameter steel tube with minimum wall thickness of 1.6mm. Pedestal leg with base Legs to be chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards. Colour to be silver.</p> <p>SIZE 900mm Round x 740mm High</p> 	<p>CANTEEN TABLES</p>	90%
18.	<p>CANTEEN CHAIRS</p>	<p>Canteen Chairs</p>	100%

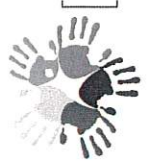


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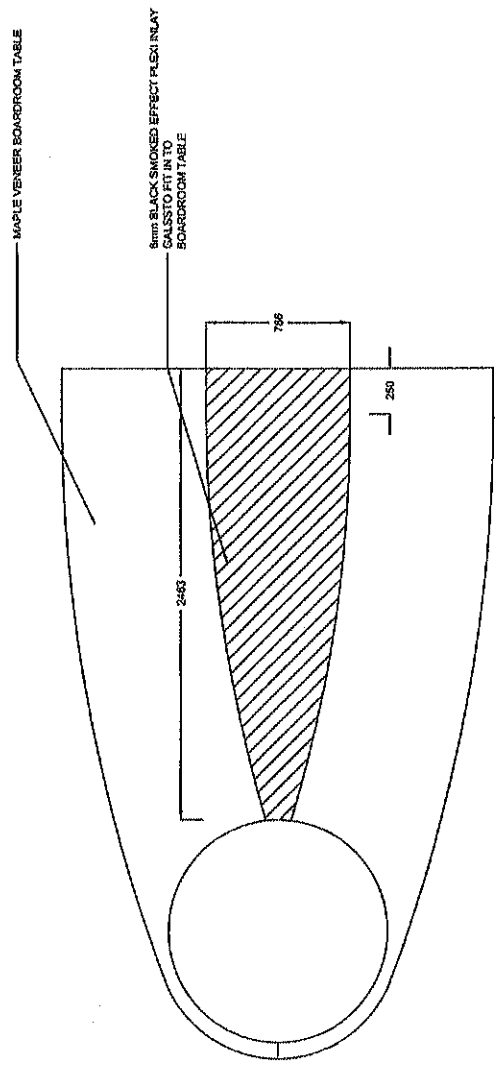
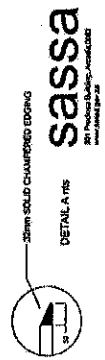
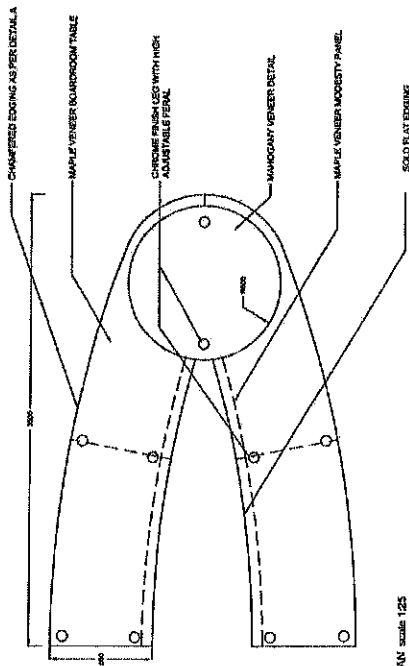
	<p><u>Technical Description</u></p> <p>SEAT Ricciolina One-piece injection moulded polypropylene and fibreglass shell.</p> <p>FRAMES Without armrests, on four leg base, in chrome.</p> <p>COLOUR: Orange Burgundy</p> 		
19.	<p>BOARDROOM TABLE Work surface to be manufactured from 32mm thick Vancouver Veneer.</p>	Boardroom Table	90%



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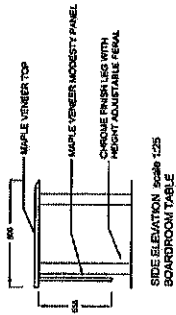
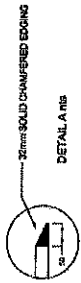
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Details to board room
tabletop



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POP UP POWER SOCKETS UNITS

Quantity = to be placed at 1000 mm intervals on the table worktop surfaces.
Color: Black

Supplier to do cutout of the worktop and supply and install Pop/Flip Up Power unit. The flip-up power units must fit horizontally into the work surface giving it the ability to tilt up exposing all the sockets. Each Pop/Flip Up Power unit must be able to be closed while the plugs are still attached with a brush strip that allows for the cables to exit the unit whilst in closed position.

Socket outlets



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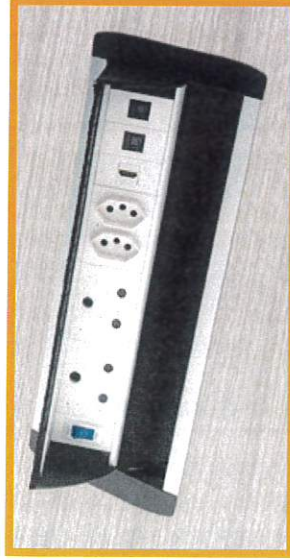
- 1 x South African 16 Amp 3 pin socket
- 1 x South African Dedicated socket
- 1 x South African Compact Socket (SANS 164-2)

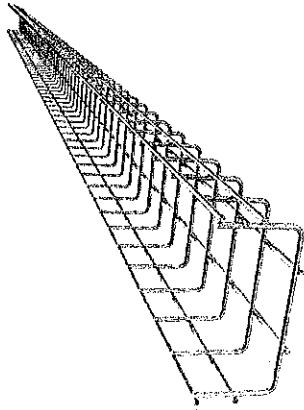
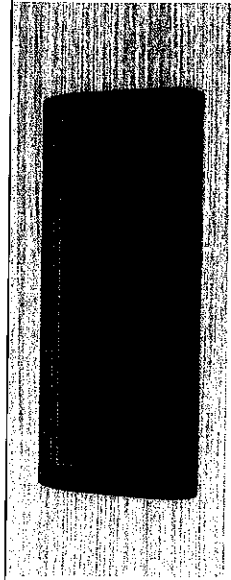
Data / auxiliary modules:

- 1 x USB 3.0 Type C
- 1 x USB 2.4 Amp dual charger
- 2 x HDMI

The pop up power sockets must be connected to existing DB for power supply and existing projector with all necessary cables and accessories including but not limited to:

- Under Desk Cable Basket
- Floor cable trunking
- Wall cable trunking
- Standby Switches
- Overload switches
- Circuit breakers






	<p>20. BOARDROOM SERVER CABINET</p> <p>Server Unit Vancouver Maple Veneer</p> <p>Measurements</p> <p>1800mm W x 650mm D x 900mm H.</p> <p>To include a floating glass top mounted on silver metal rods</p> <ul style="list-style-type: none"> • Doors that slide effortlessly in aluminium door tracks • Each cabinet compartment include one adjustable shelf 	<p>BOARDROOM SERVER CABINET</p>	<p>70%</p>
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<p>21.</p>	<p>TRAINING DESK</p> <p>Measurement: 1000mm x 750mm</p> <p><u>Technical Descriptions</u></p> <p>WORKTOP SURFACES Work surfaces to be manufactured from 32mm thick high-density particle board complying with SABS standards. Boards to be finished with 0.6mm low glare continuous decorative laminate in Vancouver Maple 688. Underside finished with quality 0.3mm balancing backer, not paper. Grain of work surfaces – see attached drawings in Annexure C.</p> <p>WORKSURFACE EDGING Laminated work surfaces to have a 3mm thick extruded PVC or ABS edging with all corners profiled, resulting in no sharp edges. Edging should match the top, and be of such a nature as not to wear or wipe off. All edging to be applied using high-grade hot- melt adhesive.</p> <p>JOINING METHOD Fixing plates and brackets of 3mm thick hot rolled sheet steel chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards to be used for joining work surfaces to:</p> <ul style="list-style-type: none"> • Other work surfaces 	<p>TRAINING DESK</p>	<p>90%</p>

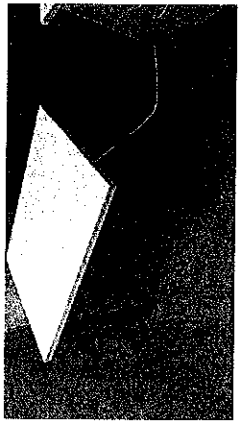


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	<ul style="list-style-type: none"> • Under counter storage units • Modesty panels <p>Components are to be securely attached by means of 8mm button head machine screw turned in to steel sockets of +-20mm, which are pre-positioned into the work surface.</p> <p><u>MOUNTING POSITIONS</u> All steel sockets to be mounted into the surfaces to allow fixing and joining which covers all configurations provided for in the layout drawings. This ensures proper mounting and enforces the principle that no screwing directly in to the wood is permitted.</p> <p><u>LEGS</u> Legs to be approximately 75mm diameter steel tube with a minimum wall thickness of 1.6mm Legs to be fitted with an adjuster that can cope with uneven floor surfaces and have the capability to vary the work surface height between 690 and 750mm.</p> <p>Legs to be chemically cleaned, rust treated and epoxy powder coated to BS DIN or SABS standards. Colour to be Silver.</p>		
<p>22.</p>	<p>TWO SEATER COUCHES</p> <p>SOFT SEATING</p> <p>FRAME:</p>	<p>Two Seater Couches</p>	<p>90%</p>



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Frame is to be made from Pinewood Wood glue as well as industrial G staples to fix the frame, corner blocks to be used.

WEBBING:

If webbing is required. Webbing is to be covered in Polyprop. Seat bases are to be built up with wadding.

SPRING:

9 Gauge Zig Zag springs to be used, springs to be laced using cord. 5-6 springs per seating position. Springs to be covered in Polypropelene.

FOAM:

Foam back and arms SFH 240, 50mm foam (Medium Density). Foam seating for corporate use to be FFN 300, 100 (High density hard)>

DARCON

Bonded Dacron to be used on all arms, backrests and cushions

LEGS:

Chrome Finish

PIPING?EASY CURVE:

Upholstered piping cord is to be stapled to the frame. Finishing to be done by means of split stitching. Under no circumstances may easy curve be used.

FABRIC AND COLOUR

Weaver World, Element, Phantom-W615

POSITIONING

The successful bidder will do the positioning of the chairs as per the furniture layout.

DIMENSIONS

Width = +/-1450mm for 2 seater armrest.

Depth = +/- 800mm



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	Height = +/- 810mm		
23.	<p>ONE SEATER COUCHES</p> <p>SOFT SEATING</p> <p>FRAME: Frame is to be made from Pinewood Wood glue as well as industrial G staples to fix the frame, corner blocks to be used.</p> <p>WEBBING: If webbing is required. Webbing is to be covered in Polyprop. Seat bases are to be built up with wadding.</p> <p>SPRING: 9 Gauge Zig Zag springs to be used, springs to be laced using cord. 5-6 springs per seating position. Springs to be covered in Polypropelene.</p> <p>FOAM: Foam back and arms SFH 240, 50mm foam (Medium Density). Foam seating for corporate use to be FFN 300, 100 (High density hard)></p> <p>DARCON Bonded Dacron to be used on all arms, backrests and cushions</p> <p>LEGS: Silver</p> <p>PIPING EASY CURVE: Upholstered piping cord is to be stapled to the frame. Finishing to be done by means of split stitching. Under no circumstances may easy curve be used.</p> <p>FABRIC AND COLOUR</p>	One Seater Couches	70%



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	<p>Weaver World, Element, Phantom-W615</p> <p>POSITIONING The successful bidder will do the positioning of the chairs as per the furniture layout.</p> <p>DIMENSIONS Width = +/-730mm. Depth = +/- 800mm Height = +/- 810mm</p>		
24.	<p>RECEPTION COUNTER DESK</p> <p>Measurements:</p> <p>L Shape</p> <ul style="list-style-type: none"> ▪ 3000mm/2000mm W ▪ 1100mm high to Countertop ▪ 750mm high Desk top ▪ 650mm D Desktop ▪ 300mm D Countertop <p>NB. Refer to picture for décor design and material</p>	RECEPTION COUNTER DESK	90%



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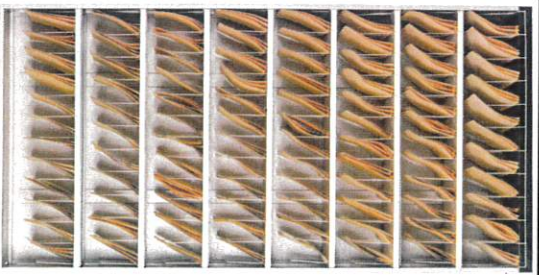
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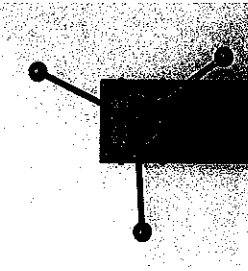
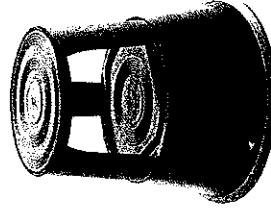
			
<p>25.</p>	<p>HIGH DENSITY FILING - GRAY</p> <p>The high density filing system must be inclusive of the prices of all accessories: High Density Shelves 400mm(d) – Grey High Density Shelf Wire Racks 400mm(d) - Grey A chain-drive mechanism. Central locking to secure your documents.</p>	<p>High Density Filing</p>	<p>100%</p>



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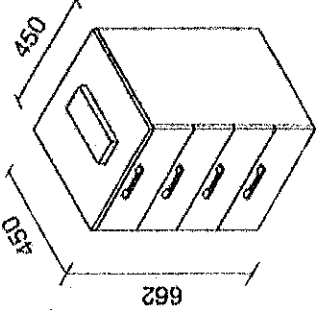


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<p>26.</p>	<p>Step Stool with Retractable Brake Wheel</p> 	<p>Step Stool With Retractable Brake Wheel</p>	<p>100%</p>
<p>27.</p>	<p>Central Locking Desk Height Pedestal - 4 Standard Drawers.</p> <p>Technical</p> <p>Refer to ITEM 3.</p> <p>Dimensions 662mm (H) x 45mm (w) x 450mm (D)</p>	<p>Central Locking Desk Height Pedestal</p>	<p>90%</p>



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		100%
<p>28.</p>	<p>The technical specification for the cabinets are as follows:</p> <ul style="list-style-type: none"> ❖ The cabinet frame must be manufactured from square steel tubing and maximum strength and permanent rigidity against all forces must be maintained. ❖ Drawer depth should be maximized per cabinet. ❖ All connecting studs, that connect each component of bottom frame, must be screwed into threaded inserts. High quality fasteners and washers are to be used in the framed assembly. ❖ The drawer frames and base plate are to be manufactured from cold rolled steel sheeting ❖ The front and back profiles of the drawer frame should be adequately stiffened to ensure it rigidity for load bearing ❖ The drawer frame side supports should be attached to the front and back supports through adequate fastening (eg interlocking tabs). ❖ The steel tubing for the cabinet frames should be manufactured in accordance with the appropriate SABS standards and all metal parts should be epoxy powder coated. ❖ Only high quality double extension linear ball bearing drawer slides should be used. They should have a safety load bearing of 75 kg. ❖ The cabinets should be SABS tested and approved through 50 000 opening and closing cycles under full load. ❖ The drawer slides must be shrouded with metal covers. ❖ The locking mechanism should work in conjunction with the anti-tilt mechanism ensuring that no drawers can be opened when the cabinet is tilted forward. 	



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- ❖ The outside lock must preferably be of the removable cylinder type. The cabinets are to be supplied with master keys. These keys are to be grouped together after the delivery and installation, with attached tags identifying to what cabinet each key is the master for.
- ❖ Should a key get lost, the barrel lock should preferably be interchangeable (using a special key). The cabinet should be able to remain locked while the barrel lock is being changed. The cabinet may then be opened with the replacement key, without having to damage the cabinet. The keys must be of an "unbreakable" design that ensures flexibility allowing for them to bend under a severe impact rather than break.
- ❖ The back panel and side panels of the cabinet are to be manufactured from 16 mm thick Chipboard faced with a minimum of .35 Decon in Vancouver Maple 688.
- ❖ The exposed edges of the cabinet side panels are to be covered with a 2mm PVC edging colour to match.
- ❖ Any panels should be replaceable without having to dismantle or replace the whole cabinet. The panels should not carry any of the weight of the load contained within the cabinet.
- ❖ The cabinet top should be manufactured from 32mm chipboard, which is covered on the inside with a Spantex laminate balancing foil. The top surface of the cabinets should be finished in 0.6 mm Decon Vancouver Maple 688.
- ❖ The drawer front walls are to be manufactured from 16mm thick Chipboard faced with minimum 0.35mm Vancouver Maple 688.
- ❖ The drawer front handles should be "D" handle. Colour to be silver.

GENERAL

- ❖ All drawers should have "floors" or base plates.
- ❖ All cabinets to accommodate a containerized A4 Filing System



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THE NATIONAL TREASURY

Republic of South Africa



GOVERNMENT PROCUREMENT: GENERAL CONDITIONS OF CONTRACT

July 2010

GOVERNMENT PROCUREMENT
GENERAL CONDITIONS OF CONTRACT
July 2010

NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.
- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

TABLE OF CLAUSES

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2. Application
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8. Inspections, tests and analysis
9. Packing
10. Delivery and documents
11. Insurance
12. Transportation
13. Incidental services
14. Spare parts
15. Warranty
16. Payment
17. Prices
18. Contract amendments
19. Assignment
20. Subcontracts
21. Delays in the supplier's performance
22. Penalties
23. Termination for default
24. Dumping and countervailing duties
25. Force Majeure
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27. Settlement of disputes
28. Limitation of liability
29. Governing language
30. Applicable law
31. Notices
32. Taxes and duties
33. National Industrial Participation Programme (NIPP)
34. Prohibition of restrictive practices

General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:
 - 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
 - 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
 - 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
 - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
 - 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
 - 1.7 "Day" means calendar day.
 - 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
 - 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
 - 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
 - 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the

RSA.

- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such

obligations of the supplier covered under the contract.

1.25 “Written” or “in writing” means handwritten in ink or any form of electronic or mechanical writing.

2. Application

2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.

2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.

2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

3. General

3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.

3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za

4. Standards

4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

5. Use of contract documents and information; inspection.

5.1 The supplier shall not, without the purchaser’s prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

5.2 The supplier shall not, without the purchaser’s prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.

5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier’s performance under the contract if so required by the purchaser.

5.4 The supplier shall permit the purchaser to inspect the supplier’s records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patent rights

6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

7. Performance security

- 7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

8. Inspections, tests and analyses

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or

analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.

10.2 Documents to be submitted by the supplier are specified in SCC.

11. Insurance

11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

13. Incidental services

13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:

- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;

- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take

such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

- 16. Payment**
- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated in SCC.
- 17. Prices**
- 17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.
- 18. Contract amendments**
- 18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.
- 19. Assignment**
- 19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.
- 20. Subcontracts**
- 20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.
- 21. Delays in the supplier's performance**
- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the

supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.

21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

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

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or
- (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

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

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any

person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

- 23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.
- 23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:
- (i) the name and address of the supplier and / or person restricted by the purchaser;
 - (ii) the date of commencement of the restriction
 - (iii) the period of restriction; and
 - (iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

- 23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Anti-dumping and countervailing duties and rights

- 24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which

may be due to him

25. Force Majeure

- 25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. Termination for insolvency

- 26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

27. Settlement of Disputes

- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
- 27.5 Notwithstanding any reference to mediation and/or court proceedings herein,
- (a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
 - (b) the purchaser shall pay the supplier any monies due the supplier.

28. Limitation of liability

- 28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;
- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

- (b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.
- 29. Governing language** 29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
- 30. Applicable law** 30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
- 31. Notices** 31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice
- 31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.
- 32. Taxes and duties** 32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.
- 33. National Industrial Participation Programme (NIP)** 33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.
- 34 Prohibition of Restrictive practices** 34.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).
- 34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

- 34.3 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

Js General Conditions of Contract (revised July 2010)