



TSHWANE AUTOMOTIVE
SPECIAL ECONOMIC ZONE

AFRICA'S FIRST AUTOMOTIVE CITY

Request for Quotation:

**TRAINING OF SMME'S - TASEZ
SPEC AFRICA**



October 2022

DOCUMENT INFORMATION SHEET

Title of Report : *Training of SMME's*
Type of Report : *Request for Quotation*
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Business Unit : *SMME Development Unit*
Prepared for : *Spec Africa*
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DOCUMENT CONTROL SHEET

The purpose of this form is to ensure that documents are reviewed and approved prior to issue. The form is to be bound into the front of all documents released by the TASEZ.

PROJECT NAME : *TRAINING OF SMME – TASEZ*

DOCUMENT TITLE : *REQUEST FOR QUOTATION*

SIGNING OF THE ORIGINAL DOCUMENT

We, the undersigned, accept this document as a stable work product to be placed under formal change control as described by the Change Control Procedure document.

| ORIGINAL | Prepared by | Reviewed by | Approved by |
|----------------------------------|-----------------------------------|--------------------------------|----------------------------------|
| Date: January 2017 | Name: Siyabulela Ngxoni | Name: Ziyanda Kaleni | Name: Unathi Maholwana |
| | Signature: | Signature: | Signature: |

| | |
|----------------------|--|
| Distribution: | <i>Registered Service Providers</i> |
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REVISION CHART

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|-------------------|--------------|--------------|--------------|
| REVISION 1 | Name: | Name: | Name: |
| Date: | Signature: | Signature: | Signature: |

| | | | |
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| REVISION 2 | Name: | Name: | Name: |
| Date: | Signature: | Signature: | Signature: |

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| REVISION 3 | Name: | Name: | Name: |
| Date: | Signature: | Signature: | Signature: |

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RESPONDENT'S INFORMATION SHEET

This form **MUST** be filled in by all respondents to this RFQ and included as the second page of the Proposal, i.e. after the cover page.

| | |
|--------------------------------|-----------------------------------|
| Description of Contract | <i>Training of SMME's – TASEZ</i> |
|--------------------------------|-----------------------------------|

| | |
|--|--|
| Name of Organisation / Joint Venture / Consortium | |
| | |
| Physical Address | |
| | |
| | |
| Postal Address | |
| | |
| | |
| Contact Name | |
| Telephone Number | |
| Fax Number | |
| Cell Number | |

SUPPLIER INFORMATION SHEET

Name of Organization:

Address:
.....

Names of Directors / Partners:.....1.....
2.....3.....
4.....5.....

Bank Details

Bankers:.....
Branch Name:.....
Branch Code:.....
Account No:.....

Accounts Contact Person:

Name:
Telephone No:
Email Address:

Iin my capacity as(Director /
Accountant / Manager) ofdeclare that all the
information given above is true and correct.

.....

.....

Signed

Company Stamp

Witness

Bank Stamp (if no cancelled cheque
provided)

1 INTRODUCTION

TASEZ in conjunction with Spec Africa have set aside a budget for training of local SMME's for the TASEZ project as per the number listed below;

| Project Name | No of SMME's to be Trained |
|-------------------|----------------------------|
| Training of SMMEs | 20 |

2 STATEMENT OF WORK

The Training is for SMME's participating in the TASEZ SMME Development Programme for 20 SMME's to be trained in Skills Programme on the Unit Standards:

| | | | |
|-------|--|--|--|
| 26166 | Develop Construction work plans | | |
| 14226 | Fabricate, erect, and strip formwork for straight walls, columns, and bases | | |
| 12910 | Erect fencing | | |
| 14662 | Set out. Excavate, cast concrete strip foundations, and build foundation and build foundation walling. | | |

3 CONDITIONS

- (a) Preferential Procurement Policy Framework Act (PPPFA) principles shall apply, whereby submissions will be evaluated according to the provisions of that Act and the Public Finance Management Act (PFMA).
- (b) Bidders with less than 51% black shareholding (QSEs & Generics) are to submit a valid SANAS Accredited B-BBEE Verification Certificate (with the full applicable B-BBEE elements). Bidders with more than 51% black shareholding (EMEs & QSEs) are to submit an affidavit stamped and signed by the Commissioner of Oaths as per the DTI B-BBEE template.

The score will be determined as follows:

- | | |
|-----------|----|
| (i) Price | 80 |
|-----------|----|

(ii) BBBEE Score 20

4 RESPONSIVENESS ASSESSMENT

The following criteria will be used in assessing the responsiveness of tenders:

a) MANDATORY REQUIREMENTS

| NO. | DESCRIPTION | YES | NO |
|-----|---|-----|----|
| (1) | Proof of registration with Treasury's Centralized Supplier Database (CSD) or provide a Treasury CSD registration number e.g. MAAA0....., contractors and service providers have a responsibility to make sure that they are Tax compliant by the closing date of the bid they are tendering for and also remain Tax compliant during the evaluation period. The Tax Status of the bidders would be verified through CSD | | |
| (2) | Accreditation Certificate from the relevant SETA | | |
| (3) | Completed signed Form of Offer; | | |
| (4) | Completed and signed Declaration of Interest (SBD4); | | |
| (6) | Completed Quotation filled in clearly legible and permanent ink; | | |
| (7) | Completed and signed Invitation to Bid and the Terms and conditions for Bidding (SBD1 PART A and PART B) | | |
| (8) | Companies should provide proof of registration of the company with the CIPC | | |

Note: Failure to submit any of the items listed above specified will result in the submissions being regarded as null and void and therefore non-responsive and will therefore not be evaluated any further.

Preference will be given to: Target Area1: Wards 06,15,18,28,38, 41, 43, 67, and 86 and proof of address must be provided.

b) ADDITIONAL INFORMATION

| No. | DESCRIPTION |
|-----|--|
| (1) | Bidders with less than 51% black shareholding (QSEs & Generics) are to submit a valid SANAS Accredited B-BBEE Verification Certificate (with the full applicable B-BBEE elements). Bidders with more than 51% black shareholding (EMEs & QSEs) are to submit an affidavit stamped and signed by the Commissioner of Oaths as per the DTI B-BBEE template |

5 PRICE AND EMPOWERMENT

The 80/20 rule will be used.

| Area of Adjudication | Maximum Points |
|-------------------------|----------------|
| Tendered Price (Sp) | 80 |
| Preference Points (Se) | 20 |
| Total Points (S) | 100 |

CLOSING OF BIDS

One original of the completed Request for Tender Document shall be emailed. Clearly marked: **Ref No –: SPEC AFRICA SMME TRAINING** and are to be submitted via email to smmetasez@coega.co.za.

.

The **Closing Date** and time for the receipt of the completed Tender is:
Friday, 28 October 2022 at 12h00pm.

Failure to provide any mandatory information required in this tender will result in the submissions being deemed non-responsive. Respondents must include an original SARS Tax Compliance Certificate in the submissions in order to be considered.

Telegraphic, telexed, facsimiled or e-mail submissions will not be accepted.

All enquiries regarding this tender must be in writing only, and must be directed to:

Siyabulela Ngxoni

E-mail: smmetasez@coega.co.za

6 DISQUALIFICATION

- (a) Respondents are advised that should there be any contact with TASEZ /Spec Africa staff and the Adjudication Team which could in any way be seen or deemed to constitute a conflict of interest, bribe or otherwise influence the process and the outcome thereof, will result in immediate disqualification.
- (b) Respondents are not to communicate in any manner or form whatsoever with the members of the TASEZ /Spec Africa personnel about the RFQ until the preferred Service Provider has been selected and such selection has been formally communicated to the invitees.
- (c) It must be stressed that any enquiries relating to this request must be in writing only; Telegraphic, telexed, facsimiled or e-mail submissions will not be accepted.

No telephonic communication with any TASEZ /Spec Africa member of staff relating to this quotation will be permitted. All enquiries regarding this quotation must be directed to:

E-mail: smmetasez@coega.co.za

- (a) Any misrepresentation of any information, in particular as it relates to the truthfulness of involvement of black people at both ownership level, management and operational level will also result in immediate disqualification. This would include what may be considered or viewed as fronting.

7 COMPULSORY DECLARATION OF INTEREST FORM

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

Section 1: Name of enterprise:

Section 2: VAT registration number, if any:

Section 3: CIDB registration number, if any:

Section 4: Particulars of sole proprietors and partners in partnerships

| Name* | Identity number* | Personal income tax number* |
|-------|------------------|-----------------------------|
| | | |
| | | |
| | | |

* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

Section 5: Particulars of companies and close corporations

Company registration number Close
corporation number Tax reference
number

Section 6: Record of association with TASEZ /Spec Africa member of Staff/Board

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation has an association with a TASEZ member of staff or member of Board, a relative of a TASEZ /Spec Africa member of staff or member of Board: **An Association is defined as:** a business or personal relationship between a group of people or organizations joined together for a purpose.

If any of the above boxes are marked, disclose the following:

| Name of sole proprietor, partner, director, manager, principal shareholder or stakeholder | Name of the TASEZ /Spec Africa member of staff or Board | Type of relationship (tick appropriate column) | |
|---|---|--|--------|
| | | Family | Friend |
| | | | |

| | | | |
|--|--|--|--|
| | | | |
| | | | |

*insert separate page if necessary

COMPULSORY ENTERPRISE QUESTIONNAIRE (continued)

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise:

i) Confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;

ii) Confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise, has within the last five years been convicted of fraud or corruption.

iii) Confirms that I / we are not associated, linked, or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and

iv) Confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

| | | | |
|------------------------|--|-----------------|--|
| Signed | | Date | |
| Name | | Position | |
| Enterprise name | | | |

8 FORM OF OFFER AND ACCEPTANCE

The Employer, identified in the acceptance signature block, has solicited offers to enter into a contract for the procurement of:



SKILLS TRAINING FOR SMME'S AT MAMELODI DISTRICT

The Tenderer, identified in the offer signature block, has examined the documents listed in the Tender Data and addenda thereto as listed in the returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the tenderer, deemed to be duly authorized, signing this apart of this form of offer and acceptance, the tenderer offers to perform all the obligations and liabilities of the contractor under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount to be determined in accordance with the conditions of contract identified in the contract data.

THE OFFERED TOTAL PRICE INCLUSIVE OF VALUE ADDED TAX (VAT) IS

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

Rand (in words);

R (in figures),

This offer may be accepted by the employer by signing the acceptance part of this form of offer and acceptance and returning one copy of this document to the tenderer before the end of the period of validity stated in the tender data, whereupon the tenderer becomes the party named as the contractor in the conditions of contract identified in the contract data.

Signature(s): _____

Name(s): _____

Capacity for the Tenderer: _____

(Name and address of organisation)

Name and Signature of Witness: _____ Date: _____

CETA Registration No: _____

Annexure A

Quotation for Tendering, Health and Safety and Pricing Tendering for Mamelodi District.

| COURSE DESCRIPTION | UNIT STANDARD | QUANTITY | UNIT PRICE | TOTAL |
|--|------------------|----------|---------------------------|-------|
| Develop Construction work plans | 26166 | 20 | | |
| Fabricate, erect, and strip formwork for strait walls, columns and bases | 14226 | 20 | | |
| Erect fencing | 12910 | 20 | | |
| Set out. Excavate, cast concrete strip foundations, and build foundation and build foundation walling. | 14662 | 20 | | |
| | | | SUB-TOTAL | |
| | | | VAT | |
| | | | TOTAL PRICE (INCL VAT) | |



NOTE: TOTAL PRICE EXCLUSIVE OF VAT FROM ANNEXURE A TO BE CARRIED TO YOUR FORM OF OFFER

