



**FREE STATE DEVELOPMENT CORPORATION**

**APPOINTMENT OF AN AUTHORIZED MICROSOFT SOLUTION PARTNER FOR THE  
SUPPLY AND INSTALLATION OF MICROSOFT 365 E3, MIGRATION/INTEGRATION OF  
ON-PREMISE MICROSOFT EXCHANGE AND ACTIVE DIRECTORY TO EXCHANGE ONLINE  
AND AZURE FOR A PERIOD OF 36 MONTHS**

**BID NUMBER: FDC BID NO. 004/2023**

**CLOSING DATE: 21 NOVEMBER 2023 AT 12:00**

**PREPARED BY:**

FREE STATE DEVELOPMENT CORPORATION  
33 KELLNER STREET  
WESTDENE BLOEMFONTEIN  
9301

**TECHNICAL CONTACT PERSON: SYLVESTER MOHLOLI**

**SUPPLY CHAIN MANAGEMENT CONTACT PERSON:  
KELEBOGILE MOKOPI**

**CHECKLIST OF COMPULSORY RETURNABLE SCHEDULES AND DOCUMENTS**

**Please adhere to the following instructions**

- Tick in the relevant block below.
- Use the prescribed sequence in attaching the annexures when completing the Bid Document.
- Ensure that the following documents are completed and signed where applicable:

**NB:** Should any of these documents not be included, the bidders **may** be disqualified on the basis of non-compliance.

YES	NO	
		Original Bid and a Copy – (hard copy clearly marked as either original and copy) and one Electronic Copy. <b>Important:</b> Kindly note that every document that is submitted as part of the original submission must be <u>duly authorised with the required signatures or initials on each and every page</u> . Failure to comply will result in the bid being noted as incomplete.
		Specifications, Conditions of BID and Undertakings by Bidder
		Certificate of Authority for Joint Ventures
		SBD 1 - Invitation to Bid
		SBD 4 - Declaration of Interest
		SBD 6.1 – Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022
		Valid SARS pin number confirmation certificate
		Proof of registration with National Treasury Central Supplier Database
		Bidder’s Company Profile
		BBBEE certificate or sworn affidavit
		Proof that the company is a duly authorised Microsoft solution partner

**1 SUPPLY CHAIN MANAGEMENT UNIT**

1.1 Only questions, queries clarifications which are submitted to this e-mail address, [sylvesterm@fdc.co.za](mailto:sylvesterm@fdc.co.za) will be addressed.

1.2 Bid documents must be submitted as follows:

1.2.1 Original Bid – and

1.2.2 One Soft/ electronic Copy (CD or memory stick).

**2. BID TIMETABLE**

This timetable is provided as an indication of the timing of the bidding process. It is indicative only and subject to change by Free Development Corporation. Bidders are to provide proposals that will allow achievement of the intended commencement date.

Activity	Date
Advertisement of bid	30 October 2023
Bid document available	30 October 2023
Closing date for bid enquiries	14 November 2023. All enquiries must be directed to: <a href="mailto:sylvesterm@fdc.co.za">sylvesterm@fdc.co.za</a>
Briefing Session	N/A
Closing date and time	21 November 2023 at 12:00
Bid Validity Period	90 days

**PART A**

**INVITATION TO BID**

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE FREE STATE DEVELOPMENT CORPORATION</b>					
BID NUMBER:	<b>FDC BID NO. 004/2023</b>	CLOSING DATE:	<b>21 NOVEMBER 2023</b>	CLOSING TIME:	<b>12:00</b>
DESCRIPTION	APPOINTMENT OF AN AUTHORIZED MICROSOFT SOLUTION PARTNER FOR THE SUPPLY AND INSTALLATION OF MICROSOFT 365 E3, MIGRATION/INTEGRATION OF ON-PREMISE MICROSOFT EXCHANGE AND ACTIVE DIRECTORY TO EXCHANGE ONLINE AND AZURE FOR A PERIOD OF 36 MONTHS				
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT</b>					
<b>FDC BUILDING, 33 KELLNER STREET, WESTDENE, BLOEMFONTEIN</b>					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	<b>KELEBOGILE MOKOPI</b>		CONTACT PERSON	<b>SYLVESTER MOHLOLI</b>	
TELEPHONE NUMBER	<b>051 400 1500</b>		TELEPHONE NUMBER	<b>051 400 1500</b>	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	kele@fdc.co.za		E-MAIL ADDRESS	sylvesterm@fdc.co.za	
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		<b>OR</b>	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	
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					
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 <b>THE GOODS /SERVICES /WORKS OFFERED?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>					
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		
<b>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.</b>					

**PART B  
TERMS AND CONDITIONS FOR BIDDING**

<b>1. BID SUBMISSION:</b>
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</b>
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. <b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</b>
<b>2. TAX COMPLIANCE REQUIREMENTS</b>
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: .....

### **3. REQUEST FOR BID**

APPOINTMENT OF AN AUTHORIZED MICROSOFT SOLUTION PARTNER FOR THE SUPPLY AND INSTALLATION OF MICROSOFT 365 E3, MIGRATION/INTEGRATION OF ON-PREMISE MICROSOFT EXCHANGE AND ACTIVE DIRECTORY TO EXCHANGE ONLINE AND AZURE FOR A PERIOD OF 36 MONTHS

#### **INTRODUCTION**

The Free State Development Corporation (FDC) is a public entity established in terms of the FDC Act 6 of 1995. In terms of the Public Finance Management Act, it is classified as a schedule 3D entity.

The mandate of the FDC is to establish and develop sustainable SMMEs in the Free State Province by providing both financial and non-financial support services.

#### FDC Mission

To provide financial and business support services to SMME's and Cooperatives; to undertake the development and management of properties; and to facilitate and promote investments and exports in the Free State Province.

#### FDC Vision

To be the development and investment agency of choice in contributing to the economic growth of the Free State Province.

#### 4. INVITATION TO BID

##### 4.1 Terms of Reference

##### 4.2 Purpose

The Free State Development Corporation seeks to appoint an Authorized Microsoft Solutions Partner for the supply and installation of Microsoft Office 365 E3 Suite, migration and integration of Microsoft Exchange and Active Directory to Exchange online Microsoft Azure

##### 4.3 Background

- The FDC currently utilises Microsoft Services on a per licence and per computer basis
- The FDC has undertaken to manage all key technology services through the cloud and not on premise, as it is currently the case
- The FDC's technology strategy requires a different technology stack and services from what is currently being utilised.
- The FDC has identified Microsoft Office 365 as the productivity suite that will meet these requirements

##### 4.4 Current Challenges and Motivation

- Migration from on premise to a cloud-based platform will improve systems availability, employee collaboration and information security.
- Migration from on premise to cloud will save the FDC costs of investing in more servers and infrastructure as the corporation grows, because the cloud environment is scalable and we will be able to scale computing and storage needs on demand without the need for physical servers and supporting infrastructure
- Migration to the cloud will provide for a more secure environment that complies with major industry standards.
- Migration to the cloud will allow the FDC employees across all regions to collaborate effectively as opposed to current solutions which do not support remote and flexible working as it adds considerable latency because of the physical distance and resource availability
- Migration to SharePoint Online will increase information and document availability

##### 4.5 Statement of Work

- Migrate mailboxes from on premise to Exchange Online
- Submit a detailed migration plan before commencement.
- Provide detailed end-user documentation on how to use the new platforms
- Identify potential challenges and propose solutions
- Microsoft Active Directory Integration with Microsoft Azure
- Networking and naming services planning
- Determine the required tasks for configuring network and DNS
- User Identity and Account Provisioning Planning.
- Planning considerations to implement directory synchronization.
- Plan for Active Directory Federation Services for use with single sign-on.
- Exchange Online Planning.
- Assessment and documentation of client configurations, including identification of necessary changes from current configuration standards.
- Compliance search, e-discovery, archive, mailbox quota and retention planning.
- Data loss prevention planning.
- Identification and planning of roles-based administration and the separation of duties following the principle of least privileges.
- Identification and planning of necessary reports for performance, health and usage metrics of Office 365 messaging services, including administrator activities.
- Configuration of outlook web access and exchange active sync, including condition access requirements where appropriate.
- Perform post-migration end-to-end testing of Office 365 messaging services, including scenario-specific services and mobile device access where appropriate.
- Perform post-migration end-to-end testing of instant messaging, group IM and internal video calling.
- General end-user documentation on changes necessary on mobile devices to use Active Sync in the new messaging environment.
- General end-user documentation on archive, archive policies and, retention policies.
- The recommended solution should accommodate a hybrid implementation of the solution

##### 4.6 Scope of Work

Year	License Type	Number of Users
1	Microsoft 365 Enterprise E3	75
2	Microsoft 365 Enterprise E3	150
3	Microsoft 365 Enterprise E3	150

- ❖ Pricing should indicate the price per user, as well as the total price per year for the specified number of users.
- ❖ Total price should include migration from exchange on-premises costs

**5. BID REQUIREMENTS**

5.1 The following documents must accompany the bid proposal:

- a) Company registration documents
- b) Valid Tax Compliance Status Pin
- c) BBBEE certificate or sworn affidavit
- d) Proof of address for the business.
- e) Company profile;
- f) Proof of registration with National Treasury Central Supplier Database
- g) Proof that the company is a duly authorised Microsoft solution partner

**6. FUNCTIONALITY EVALUATION**

<b>Criteria</b>	<b>Weight</b>	<b>Score</b>
<p><b>Experience</b></p> <p>Attach Reference letters for each successfully completed project                      5 letters – 25 points                      4 letters – 20 points                      3 letters – 15 points                      2 letters – 10 points                      1 letter – 05 points</p>	25 points	
<p><b>Expertise</b></p> <p>Project team members with certificate from Microsoft as follows:</p> <ul style="list-style-type: none"> <li>• Microsoft certified engineer or Microsoft certified expert - 10 points</li> <li>• Microsoft O365 certified solution associate: Office 365 – 10 points</li> <li>• Microsoft Azure certified administrator – 10 points</li> <li>• Project manager with NQF level 7 in Information technology or similar qualification with PRINCE2, COBIT5 or ITIL certificate – 10 points</li> </ul> <p>Attach CV and certified copy of the original certificate</p>	40 points	
<p><b>Service Provider Partnership</b></p> <p>Valid Microsoft partnership or distribution letter – 15 points</p>	15 points	
<p><b>Methodology</b></p> <p>Service provider must provide a clear methodology and implementation plan</p> <ul style="list-style-type: none"> <li>• Implementation approach and methodology – 05 points</li> <li>• Draft implementation plan – 05 points</li> </ul>	10 points	
<p><b>Free State based companies</b></p> <p>Attach municipal account not older than 3 months or Valid lease agreement that shows the company have been operating in the Free State for at least 3 months</p>	10 points	
<b>TOTAL</b>	<b>100</b>	

**The minimum qualifying score for functionality is 70 points out of 100 points. All bids that fail to achieve the minimum qualifying score on functionality shall not be considered for further evaluation**

**SBD 4**

**BIDDER'S DISCLOSURE**

**1. PURPOSE OF THE FORM**

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

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

**2. Bidder's declaration**

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

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

Full Name	Identity Number	Name of State institution

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

2.2.1 If so, furnish particulars:  
.....  
.....

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

2.2.3 If so, furnish particulars:  
.....  
.....

**3. DECLARATION**

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.

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

<sup>2</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.



- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5 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.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

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

.....

Signature

.....

Date

.....

Position

.....

Name of bidder

**SBD 6.1**

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

**NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022**

**1. GENERAL CONDITIONS**

1.1 The following preference point systems are applicable to invitations to tender:

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

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

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

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

- (a) Price; and
- (b) Specific Goals.

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

The maximum points for this tender are allocated as follows:

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

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

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

- (a) **"tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **"tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **"the Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

**2. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES**

**3.1. POINTS AWARDED FOR PRICE**

**2.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS**

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

$$P_s = 80 \left( 1 - \frac{P_t - P_{min}}{P_{min}} \right) \text{ or } P_s = 90 \left( 1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where

- Ps = Points scored for price of tender under consideration  
Pt = Price of tender under consideration  
Pmin = Price of lowest acceptable tender

### 3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

#### 3.2.1. POINTS AWARDED FOR PRICE

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

$$P_s = 80 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right) \text{ or } P_s = 90 \left( 1 + \frac{P_t - P_{max}}{P_{max}} \right)$$

Where

- Ps = Points scored for price of tender under consideration  
Pt = Price of tender under consideration  
Pmax = Price of highest acceptable tender

## 4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
  - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

**Table 1: Specific goals for the tender and points claimed are indicated per the table below.**

***(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.***

***Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)***

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Supporting documents to be submitted with the tender document.
Pricing (80 Points)	80		
Women Ownership at least 51% women black ownership	10		BBBEE certificate or sworn affidavit
at least 51% youth black Ownership	10		BBBEE certificate or sworn affidavit
Total 100 Points	100		

**DECLARATION WITH REGARD TO COMPANY/FIRM**

- 4.3. Name of company/firm.....
- 4.4. Company registration number: .....
- 4.5. TYPE OF COMPANY/ FIRM
- Partnership/Joint Venture / Consortium
  - One-person business/sole propriety
  - Close corporation
  - Public Company
  - Personal Liability Company
  - (Pty) Limited
  - Non-Profit Company
- BBBEE Certificate/ sworn affidavit

	..... <b>SIGNATURE(S) OF TENDERER(S)</b>
<b>SURNAME AND NAME:</b>	.....
<b>DATE:</b>	.....
<b>ADDRESS:</b>	.....
	.....
	.....
	.....

