



## **KWAZULU-NATAL PROVINCE**

**PUBLIC WORKS**  
REPUBLIC OF SOUTH AFRICA

The Department reserves the right not to award to the lowest bidder

### **Prequalifying Criteria**

- Administrative compliance
- Correctness of quotation documents

Failure to meet the above prequalification will lead to immediate disqualification

### **Collection of Quote Documents**

Quote documents made available: **Departmental of Public Works: Midlands Region**  
**40 Shepstone Road**  
**Ladysmith**  
**3370**

**Queries** relating to the issue of these documents may be addressed to:

Name: Mrs NF Sikhakhane

Tel. No 036 638 8095

Quotations can be e-mailed to the following e-mail address:

**[Nhlanhla.sikhakhane@kznworks.gov.za](mailto:Nhlanhla.sikhakhane@kznworks.gov.za)**

The closing date and time for receipt of quotations is **11h00 am on the 14<sup>th</sup> of July 2022**

## INVITATION TO QUOTE

### INVITATION FOR THE SUPPLY OF MICROWAVES OVEN AT MIDLANDS REGION

You are hereby invited to quote for the following item/s, Quotation closing on the **14 July 2022** and the quote closes at 11:00 am.

No.	Description of Item	Quantity	Unit Price	Total
1.	GLUE STICK PRINT 43G	20		
2.	PACKAGING TAPE (48X100MM) CLEAR BIG	25		
3	MASKING TAPE SMALL	20		
4	SIGN HERE STICKERS	30		
5	STAPLES 26/16	20		
6	STAPLERS (paper pro)	25		
7	RUBBER BANDS NO. 69	20		
8	BLACK PENS (2x boxes click)	02 boxes		
9	BLACK PENS (2x boxes fine points)	02 boxes		
9	POST-IT NOTES 75X75 cube	40		
10	POST-IT NOTES FOR DISPENSERS 3M	30		
11	PENTEL Superb BK77 BALL PEN	20		
12	Z20 BROWN SUBJECT FILES	400		
13	STABLE REMOVER	10		
14	SCISSORS	10		
15	RULER	10		
16	DRAWING PINS (box of 10)	2 boxes		
17	ERASERS (box of 20)	1 box		
18	COLOURED PAPERS (MULTIPLE COLOURS) 100 sheets of each colour	300		
19	Sticky notes instruction classification index (MULTIPLE COLOURS)	20		
20	PENTEL HYBRID GEL GRIP	10		
			Sub-total R	
			Plus 15% VAT R	
			TOTAL R	

**NB: 1. ONLY VAT REGISTERED SUPPLIERS TO CHARGE 15% VAT ON THE SUB TOTAL**

**2. VAT REGISTRATION NUMBER.....**

Central Suppliers Database Registration No. \_\_\_\_\_

**REGISTERED SUPPLIER'S NAME-----**

\_\_\_\_\_  
(PRINTED IN BLOCK LETTERS)

COMPANY STAMP

\_\_\_\_\_  
SUPPLIER'S SIGNATURE

\_\_\_\_\_  
DATE

PHYSICAL ADDRESS: \_\_\_\_\_

\_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_ Tel No. : \_\_\_\_\_

\_\_\_\_\_ Fax No.: \_\_\_\_\_

**NB: THE SERVICE PROVIDER MUST COMPLETE 1. THE ATTACHED DOCUMENT. NO PREFERENCE  
POINTS WILL BE ALLOCATED HOWEVER; THE INFORMATION IS REQUIRED FOR THE BBBEE CERTIFICATION LEVEL.**

## SECTION E DECLARATION OF INTEREST

1.

**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:

.....  
.....

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

2.3.1 If so, furnish particulars:

.....  
.....

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

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

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

**NB: 1. THE ATTACHED DOCUMENT MUST BE COMPLETED BY THE SERVICE PROVIDER.**

**2. CONDITIONS OF QUOTATIONS AS PER PROVINCIAL TREASURY REGULATIONS ARE APPLICABLE TO THIS QUOTATION AND ARE AVAILABLE FROM THE DEPARTMENT UPON REQUEST.**

<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.

