



## **KWAZULU-NATAL PROVINCE**

**PUBLIC WORKS**  
REPUBLIC OF SOUTH AFRICA

Private Bag X9963

Ladysmith  
3370

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Date: 01/08/2022

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

### **Prequalifying Criteria**

- All bidders must be registered on the central suppliers Database (CSD)
- Correctness of quotation documents
- Local content must be fully completed and signed
- Preferential Procurement Regulations, 2017 (Regulation 8) makes provision for the promotion of local production and content.
- Regulation 8.(2) prescribes that in the case of designated sectors, where in the award of bids local production content is of critical importance, such bids must be advertised with the specific bidding condition only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.

Failure to meet the above prequalification will lead to immediate disqualification

### **Collection of Bid Documents**

Quotation documents made available: **Departmental of Public Works: Midlands Region  
No. 40 Shepstone Road  
Ladysmith**

Quotation document can be downloaded from [www.kznworks.gov.za](http://www.kznworks.gov.za)

**Queries** relating to the issue of this quotation may be addressed to:

Full Name: Nomthandazo Mkhize

Tel. No 036 638 8063

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

**Email Address:** [\*\*nomthandazo.mkhize@kznworks.gov.za\*\*](mailto:nomthandazo.mkhize@kznworks.gov.za)

The closing date and time for receipt of quotations is **11h00 am on the 10<sup>th</sup> of August 2022**

## INVITATION TO QUOTE FOR SUPPLY / SERVICE

You are hereby invited to quote for the following service. Please complete this form and return it within **05 working** calendar days.

**ZNQ NUMBER: ZNQ017/2022**

**Closing Date: 10 August 2022**

### DESCRIPTION OF SERVICE: SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING FOR PUBLIC WORKS, MIDLANDS REGION

Include detailed specification of supply / service required together with quantities, prices etc.

| No. | Description of Item  | Quantity |  | Total |
|-----|--|----------|--|-------|
| 1.  | SOFTSHELL JACKET NAVY COLOUR PLUS LOGO EMBROIDERY- LARGE X2                                  | 2 UNITS  |  |       |
| 2   | WOMENS FLEECE JACKET - SMALL   | 1 UNIT   |  |       |
| 3.  | MEN'S GOLF T-SHIRTS NAVY SHORT SLEEVE PLUS LOGO EMBROIDERY<br>SIZES – XLX2 & MEDIUMX4        | 6 UNITS  |  |       |
| 4.  | MEN'S GOLF T-SHIRTS BLUE LONG SLEEVE PLUS LOGO EMBROIDERY<br>SIZE – MX2 & XLX2               | 4 UNITS  |  |       |
| 5.  | WOMEN'S GOLF T-SHIRTS NAVY SHORT SLEEVE PLUS LOGO EMBROIDERY<br>SIZE – 3XLX1, LX1, MX1 & SX2 | 5 UNITS  |  |       |
| 6.  | TROUSES NAVY COLOUR LEGENDARY COTTON CHINOS - SIZE 38X2 & 34X2                               | 4 UNITS  |  |       |
| 7.  | RAIN COAT ( EXTRA STRENGTH) NAVY COLOUR - ONE SIZE FIT ALL                                   | 2 UNITS  |  |       |
| 8.  | BUSINESS BELT BLACK LEATHER ONE SIZE FIT ALL   | 2 UNITS  |  |       |
| 9.  | SHOES BLACK PARABELLUM (FORMAL OFFICE SHOES) – SIZE 7  | 1 PAIR   |  |       |
| 10. | SHOES BLACK CATERPILLAR - SIZE 8   | 1 PAIR   |  |       |
| 11. | MALE ANKLET SOCKS – SIZE 7X4 & 8 X 4   | 8 PAIRS  |  |       |
| 12. | FEMALE RIBBED SOCKS – SIZE 4 X 4   | 4 PAIRS  |  |       |
| 13. | DRESS BUE PLUS EMBROIDERY - MEDIUM   | 1 UNIT   |  |       |
| 14. | SAFETY BOOTS - SIZE 6  | 1 UNIT   |  |       |
| 15. | GLOVES NITRILE, GREEN- ONE SIZE FIT ALL  | 50 PAIRS |  |       |

**NB= KINDLY NOTE THAT THE AWARDED SUPPLIER WILL BE REQUESTED TO BRING  
SAMPLE BEFORE EMBROIDERY.**

|              |          |  |
|--------------|----------|--|
| Sub-total    | R        |  |
| Plus 15% VAT | R        |  |
| <b>TOTAL</b> | <b>R</b> |  |

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

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

**NB ALL SUPPLIERS TO BE REGISTERED ON CSD, LOG ON TO [www.csd.gov.za](http://www.csd.gov.za)**

**QUOTATION VALID FOR 60 DAYS.**

**DELIVERY PERIOD:**

( ) CALENDAR DAYS FROM DATE OF ORDER

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: 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.**

## **SECTION E DECLARATION OF INTEREST**

1. Any legal person, including persons employed by the state<sup>1</sup>, 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, shareholder<sup>2</sup>, 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.

<sup>1</sup>"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.

<sup>2</sup>"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**

proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.1 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**

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<br>Reference Number | State<br>Number<br>Number | Employee<br>/ Persal |
|-----------|-----------------|---|---------------------------|----------------------|
|           |                 |   |                           |                      |
|           |                 |   |                           |                      |
|           |                 |   |                           |                      |
|           |                 |   |                           |                      |
|           |                 |   |                           |                      |
|           |                 |   |                           |                      |
|           |                 |   |                           |                      |
|           |                 |   |                           |                      |
|           |                 |   |                           |                      |
|           |                 |   |                           |                      |

**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**

**DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS**

This Standard Bidding Document (SBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2017, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

**1. General Conditions**

- 1.1. Preferential Procurement Regulations, 2017 (Regulation 8) make provision for the promotion of local production and content.
- 1.2. Regulation 8. (2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) on the date of advertisement of the bid as indicated in paragraph 3.1 below.

**The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.**

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

2. The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:

| <u>Description of services, works or goods</u>       | <u>Stipulated minimum threshold</u> |
|--|-------------------------------------|
| Softshell Jacket Navy Colour Plus Logo Embroidery    | 100% Cotton                         |
| Womens Fleece Jacket                                 | 100% Cotton                         |
| Golf T-Shirts Navy Short Sleeve Plus Logo Embroidery | 100% Cotton                         |
| Golf T-Shirts Blue Long Sleeve Plus Logo Embroidery  | 100% Cotton                         |
| Trousers Navy Colour Legendary Cotton Chinos         | 100 % Cotton                        |
| Rain Coat ( Extra Strength) Navy Colour              | 100%                                |
| Business Belt Black Leather                          | 100%                                |
| Male Ankle Socks                                     | 100% Cotton                         |
| Female Ankle Socks Cut Socks                         | 100% Cotton                         |
| Gloves   | 100%                                |
| Dress Blue Colour Plus Embroidery                    | 100% Cotton                         |
| Black Shoes (Caterpillar)                            | 100%                                |
| Black Shoes Black Parabellum (Formal Office Shoes)   | 100%                                |
| Safety Boots   | 100%                                |

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 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on [www.resbank.co.za](http://www.resbank.co.za)

Indicate the rate(s) of exchange against the appropriate currency in the table below-(refer to Annex A of SATS 1286:2011):

| Currency       | Rates of exchange |
|----------------|-------------------|
| US Dollar      |                   |
| Pound Sterling |                   |
| Euro           |                   |
| Yen            |                   |
| Other          |                   |

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

4. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dti must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

**LOCAL CONTENT DECLARATION**  
**(REFER TO ANNEX B OF SATS 1286:2011)**

**LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)**

IN RESPECT OF BID NO. ....ZNQ017/2022.....

ISSUED BY: (Procurement Authority / Name of Institution): **SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING FOR PUBLIC WORKS AT MIDLANDS REGIONAL OFFICE**

NB

- 1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.
- 2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on [http://www.thedti.gov.za/industrial\\_development/ip.jsp](http://www.thedti.gov.za/industrial_development/ip.jsp). Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, ..... (full names),

do hereby declare, in my capacity 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 3.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

|  |   |
|--|---|
| Bid price, excluding VAT (y)                                       | R |
| Imported content (x), as calculated in terms of SATS 1286:2011     | R |
| Stipulated minimum threshold for local content (paragraph 3 above) |   |
| Local content %, as calculated in terms of SATS 1286:2011          |   |

**If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.**

**The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 3.1 above and the information contained in Declaration D and E.**

- (d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS



in Regulation 14 of the Preferential Procurement Regulations, 2017 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

**SIGNATURE:** \_\_\_\_\_

**WITNESS No. 1** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**WITNESS No. 2** \_\_\_\_\_

**DATE:** \_\_\_\_\_

Annex C

Local Content Declaration - Summary Schedule

Tender No. ZNQ017/2022

Tender Description: SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING FOR PUBLIC WORKS AT MIDLANDS REGIONAL OFFICE

Designated product(s)

Tender Authority:

Tendering Entity name:

Tender Exchange Rate:

Specified local content 100%

Note: VAT to be excluded from all calculations

Pula

EU

GBP

Calculation of local content

| Tender item no's | List of items                                     | Tender price - each (excl VAT) | Exempted imported value | Tender value- net of exempted imported content | Imported value | Local value | Local content % (per item) |
|------------------|---|--------------------------------|-------------------------|--|----------------|-------------|----------------------------|
| 1                | softshell jacket navy colour plus logo embroidery |                                |                         |  |                |             | 100%                       |
| 2                | womens fleece jacket                              |                                |                         |  |                |             | 100%                       |
| 3                | mens golf t-shirt navy short sleeveplus logo      |                                |                         |  |                |             | 100%                       |
| 4                | mens golf t-shirt blue long sleeve plus logo      |                                |                         |  |                |             | 100%                       |
| 5                | womens golf t-shirt short sleeve plus logo        |                                |                         |  |                |             | 100%                       |
| 6                | trousers navy color legendary cotton chinos       |                                |                         |  |                |             | 100%                       |
| 7                | rain coat (extra strength) navy colour            |                                |                         |  |                |             | 100%                       |
| 8                | business belt black leather                       |                                |                         |  |                |             | 100%                       |
| 9                | Shoes black parabelum (formal office shoes        |                                |                         |  |                |             | 100%                       |
| 10               | shoes black caterpillar                           |                                |                         |  |                |             | 100%                       |
| 11               | male ankle socks                                  |                                |                         |  |                |             | 100%                       |
| 12               | female ribbel socks                               |                                |                         |  |                |             | 100%                       |
| 13               | Dress blue plus embroidery                        |                                |                         |  |                |             | 100%                       |
| 14               | Safety boots                                      |                                |                         |  |                |             | 100%                       |
| 15               | Gloves nitrile, green                             |                                |                         |  |                |             | 100%                       |

Signature of tenderer from Annex B

Date:

Tender summary

| Tender Qty | Total tender value | Total exempted imported content | Total imported content |
|------------|--------------------|---------------------------------|------------------------|
| 3 Units    |                    |                                 |                        |
| 1 Unit     |                    |                                 |                        |
| 6 Units    |                    |                                 |                        |
| 4 Units    |                    |                                 |                        |
| 5 Units    |                    |                                 |                        |
| 4 Units    |                    |                                 |                        |
| 2 Units    |                    |                                 |                        |
| 2 Units    |                    |                                 |                        |
| 1 Pair     |                    |                                 |                        |
| 1 Pair     |                    |                                 |                        |
| 8 Pairs    |                    |                                 |                        |
| 4 Pairs    |                    |                                 |                        |
| 1 Unit     |                    |                                 |                        |
| 1 Unit     |                    |                                 |                        |
| 50 Pairs   |                    |                                 |                        |

Total tender value

Total Exempt imported content

Total Tender value net of exempt imported content

Total Imported content

Total local content

Average local content % of tender

|      |                        |      |
|------|------------------------|------|
| (D1) | Tender No.             |      |
| (D2) | Tender description:    |      |
| (D3) | Designated Products:   |      |
| (D4) | Tender Authority:      |      |
| (D5) | Tendering Entity name: |      |
| (D6) | Tender Exchange Rate:  | Pula |

**Note:** VAT to be excluded from all calculations

|    |        |     |         |
|----|--------|-----|---------|
| EU | R 9.00 | GBP | R 12.00 |
|----|--------|-----|---------|

[illegible]

**(D19) Total exempt imported value**

This total must correspond with  
Annex C - C 21

[illegible]

(D32) Total imported value by tenderer

[illegible]

(D45) Total imported value by 3rd party

[illegible]

(D52) Total of foreign currency payments declared by tenderer and/or 3rd party

(D53) Total of imported content & foreign currency payments - (D32), (D45) & (D52) above

**Signature of tenderer from Annex B**

**Date:**

This total must correspond with  
Annex C - C 23

# Annex E

SATS 1286.2011

## Local Content Declaration - Supporting Schedule to Annex C

|      |                        |  |
|------|------------------------|--|
| (E1) | Tender No.             |  |
| (E2) | Tender description:    |  |
| (E3) | Designated products:   |  |
| (E4) | Tender Authority:      |  |
| (E5) | Tendering Entity name: |  |

**Note:** VAT to be excluded from all calculations

| Local Products<br>(Goods, Services and Works)         | Description of items purchased | Local suppliers | Value |
|---|--------------------------------|-----------------|-------|
|   | (E6)                           | (E7)            | (E8)  |
|   |                                |                 |       |
|   |                                |                 |       |
|   |                                |                 |       |
|   |                                |                 |       |
|   |                                |                 |       |
|   |                                |                 |       |
|   |                                |                 |       |
|   |                                |                 |       |
|   |                                |                 |       |
|   |                                |                 |       |
|   |                                |                 |       |
| (E9) Total local products (Goods, Services and Works) |                                |                 |       |

(E10) Manpower costs (Tenderer's manpower cost)

(E11) Factory overheads (Rental, depreciation & amortisation, utility costs, consumables etc.)

(E12) Administration overheads and mark-up (Marketing, insurance, financing, interest etc.)

(E13) Total local content

This total must correspond with Annex C - C24

Signature of tenderer from Annex B

Date: