



PIKITUP JOHANNESBURG SOC LIMITED

REQUEST FOR FORMAL PRICE QUOTATION

DESCRIPTION: APPOINTMENT OF A REPUTABLE SERVICE PROVIDER FOR THE PROVISION OF DATA ANALYSIS AND THE TRANSFER & EXPORT OF DATA TO COMPANY BILLING SYSTEM

BID NO: PIK 079/2025-2026

NAME OF BIDDER:

BID AMOUNT (VAT INCL): R

THIS DOCUMENT IS COMPILED FOR:

Pikitup Johannesburg SOC Ltd
Jorissen Place Building
66 Jorissen Street,
Braamfontein, Johannesburg

Website : www.pikitup.co.za

CONTACT DETAILS: Papi Lekgoathi

E-mail: papilekgoathi@pikitup.co.za

SUBMISSION: - QUOTATION BOX IS SITUATED AT:

Pikitup Johannesburg SOC Ltd
Jorissen Place Building
66 Jorissen Street,
Pikitup Tender Office
Ground Floor
East Wing
Braamfontein, Johannesburg

Closing date: 07 May 2026

Closing time: 11:00am

Validity Period: 60 days from RFQ closing date

Briefing session: Not applicable

PART A					
INVITATION TO BID					
YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE PIKITUP JOHANNESBURG SOC LTD					
BID NUMBER:	PIK 079 /2025-26	CLOSING DATE:	07 May 2026	CLOSING TIME:	11H00 AM
DESCRIPTION	APPOINTMENT OF A REPUTABLE SERVICE PROVIDER FOR THE PROVISION OF DATA ANALYSIS AND THE TRANSFER & EXPORT OF DATA TO COMPANY BILLING SYSTEM				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					
BID RESPONSE DOCUMENTS MUST BE DEPOSITED IN THE BID BOX SITUATED AT:					
THE PIKITUP TENDER OFFICE GROUND FLOOR, EAST WING JORISSEN PLACE BUILDING 66 JORISSEN STREET BRAAMFONTEIN JOHANNESBURG					
N.B: PIKITUP DOES NOT TAKE RESPONSIBILITY FOR ANY QUOTATIONS DEPOSITED IN THE WRONG BOX.					
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					
TAX COMPLIANCE STATUS	TCS PIN:		OR	CSD No:	
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	☐ Yes ☐ No [IF YES, ANSWER PART B:3]	
TOTAL NUMBER OF ITEMS OFFERED			TOTAL BID PRICE	R	
SIGNATURE OF BIDDER			DATE		
CAPACITY UNDER WHICH THIS BID IS SIGNED					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL INFORMATION MAY BE DIRECTED TO:		
DEPARTMENT	SCM UNIT		CONTACT PERSON	Donald Radingoana	
CONTACT PERSON	Supply Chain Management		TELEPHONE NUMBER	N/A	
TELEPHONE NUMBER	087 357 1119		FACSIMILE NUMBER	N/A	
FACSIMILE NUMBER	N/A		E-MAIL ADDRESS	donaldradigoana@pikitup.co.za	
E-MAIL ADDRESS	quotationsi@pikitup.co.za				

BID NO: PIK 079/2025-2026: APPOINTMENT OF A REPUTABLE SERVICE PROVIDER FOR THE PROVISION OF DATA TRANSFER AND EXPORT

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 ONLINE		
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.		
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 VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.		
2.3 APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.		
2.4 FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.		
2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.		
2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.		
2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.		
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS		
3.1. IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES	☐ NO
3.2. DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES	☐ NO
3.3. DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES	☐ NO
3.4. DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES	☐ NO
3.5. IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES	☐ 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 ABOVE.		

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID. NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

1. ADMINISTRATIVE COMPLIANCE

1.1 REQUEST FOR QUOTATION EVALUATION CRITERIA

Quotations received will be evaluated in terms of Preferential Procurement Policy Framework Act 5 of 2000, the Preferential Procurement Regulations 2022 and Pikitup SCM Policy. The 80/20 preference point system is applicable for this Request for Quotation (RFQ). Evaluation process will be firstly on pre-compliance evaluation, then on functionality evaluation (if applicable) and thereafter 80/20-preference point scoring basis. The 80 points will be for Price and 20 points are for Preference (Specific goals).

Bidders are required to fully complete, sign and submit the following returnable documents (MDB) on the official forms provided:

- **MBD 4:** Declaration of interest
- **MBD 6.1:** Preference Points claim form in terms of the Preferential Procurement Regulations 2022
- **MBD 8:** Declaration of bidders past supply management practices
- **MBD 9:** Certificate of Independent bid determination
- Failure to submit a fully completed and signed MBD forms quotation may result in your bid being rejected.
- No quotation will be considered from persons in the service of the state (**MBD4**).

1.2 Returnable Documentation

COMPULSORY RETURNABLE DOCUMENTATION	
Document Checklist	Tick if at attached
Central Supplier Database Registration (CSD): MAAA Number/ Proof of registration	
SCHEDULE A	
SCHEDULE B	
SCHEDULE C	
MBD 1- Invitation to Bid	
MBD 4 – Declaration of interest	
MBD 6.1 Preference Points claim form in terms of the Preferential Procurement Regulations 2022	
MBD 8 – Declaration of bidders past supply management practices	
MBD 9- Certificate of Independent bid determination	
FOR THE SITE WHERE BUSINESS IS CURRENTLY LOCATED ○ Recent Municipal statement (not older than 3 months) not in arrears more than 90 days - if the property is owned by the business	
OR	

○ Lease Agreement – if the business is a tenant on the property and	
○ Landlords Letter/Statement–letter of good standing from the landlord/letting agency/proxy confirming the tenants account is not more than 90 days in arrears	
OR	
○ Sworn Affidavit – compiled by the owner of the business if the business is being operated from the residence of the director	
FOR EACH DIRECTOR OF THE COMPANY	
○ Recent Municipal statement (not older than 3 months) - for each director that owns the property where he/she currently resides, not in arrears more than 90 days.	
OR	
○ Lease agreement – if the director is a tenant at the place where he/she resides	
and	
○ Landlords Letter/ Statement– if the director is a tenant at the place where he/she resides then we will also require a letter of good standing from the Landlord/Letting Agency	
○ Sworn Affidavit –where a director is residing with parents or other relatives without any formal agreement in place then a sworn affidavit must be compiled by parent/relative confirming the following ▪ the director resides with parent/relative at the aforementioned property without there being any formal lease agreement or contract in place ▪ The director does not have any outstanding payments in terms of utility payments of more than 90 days. ▪ Most recent Municipal statement for the place of residence. If the parent/relative is a tenant on the aforementioned property, then a copy of the lease agreement will need to apply ▪ Copy of Identity Document of the parent/relative	
OTHER RETURNABLE DOCUMENTS	
Other Returnable Documentation required for functionality and / or preference evaluation purposes	Submitted (YES or NO)
a) Copy of company registration documents (CIPC , CK's Latest version,)	
b) Copy of ID Documents of owners/members/directors/shareholders	
c) For Joint Venture Agreements, attach the CK's of each of the joint venture members (if applicable)	
d) Fully complete MBD 6:1 Preference Points claim form in terms of the Preferential Procurement Regulations 2022, and submit original or certified copy of BBBEE Scorecard or copy of Sworn Affidavit, to substantiate ownership preference points claimed	
e) Completion and sign schedules A, B and C	

f) Appointment letters from the previous clients (as per schedule A)	
g) Signed and client's stamped reference letters for projects of similar nature (as per schedule B)	
h) Original or certified copy of Senior Software Developer certificate to confirm registration with South Africa accredited tertiary institutions (as per schedule C)	
i) Original or certified copy of Data Scientist certificate to confirm registration with South Africa accredited tertiary institutions (as per schedule C)	

TERMS OF REFERENCE :

INTRODUCTION

2.1. Background of PIKITUP Johannesburg SOC Limited

Pikitup Johannesburg (SOC) Ltd (Pikitup), 100% owned by the City of Johannesburg, and established on 1 November 2000 in terms of the Companies Act, No. 71 of 2008 and is mandated to provide integrated waste management services to the residents of Johannesburg. In line with the establishment of Pikitup, the Council utilises the Environment, Infrastructure and Services Department (EISD) as well as the appointed Board of Directors, and Group Governance Department to oversee the governance of the company, as well as to regulate it.

In order for Pikitup to successfully make a meaningful impact with regard to the guiding principles for waste management and ensuring resource security, environmental sustainability and good governance in the CoJ, the resources of the organisation must be directed towards the activities envisaged by the City's Growth and Development Strategy (GDS 2040).

The business plan for Pikitup responds to the Jo-burg 2040 ideals of resilience, liveability and sustainability. It reflects and attempts to strengthen the strategic framework based on cross-sectorial planning processes that have defined four outcome driven programmes for the new 5-year Integrated Development Plan (IDP). These programmes relate to the preservation of resources for future use as well as an improved service delivery culture. The business plan gives effect to these strategic objectives and responds to the need to develop a resilient, liveable, sustainable urban environment underpinned by infrastructure which is supportive of a low carbon economy. There is thus a need to focus on excellence in service delivery whilst ensuring that diversion of waste from landfills is optimised.

Pikitup is currently in a process to address and respond to these objectives and thus require the implementation of new projects and approaches, innovative solutions and changes within the organisation that will support the change in focus. There are therefore programmes included to shift the focus to waste minimisation whilst addressing service delivery failures and legacy issues. The approach is also to create opportunities community and stakeholder participation in the way services are delivered as well as the methodologies for projects implemented. It is believed that this will contribute towards the alleviation of poverty, inequality and unemployment. There is a particular focus in the business plan to address organisational transformation in order to build an effective and efficient organisation that delivers world class services.

Pikitup has identified five goals to be achieved as an institution. Within these goals the objectives and the programmes of the City can be addressed. These are five identified focus areas and various projects and initiatives have been identified in the business plan. These are:

Goal 1: Shift towards Integrated Waste Management, Waste Prevention and Waste Minimisation These activities relate to ensuring that the necessary projects are implemented to ensure waste is diverted from landfills and that re-use and recycle activities are encouraged. In addition, the necessary infrastructure to support these initiatives has to be addressed. The projects included are separation at source roll out and extension to additional areas, building buy back centres and garden refuse sites, developing a business case for dealing with green waste and composting as well as addressing the operations and viability of the incinerator. The programme also recognises the role of waste reclaimers in the process and relevant interventions are included to formalise and structure this community.

Goal 2: The City of Johannesburg has high levels of unemployment, poverty and inequality. Waste minimisation provides opportunities to use waste as a resource and these should assist communities to address poverty. Consideration is given to the implementation of coproduction to address these challenges. Co-operatives / SMEs to be appointed through the community improvement programmes to take responsibility for cleaning in areas.

Goal 3: Provide Effective and Efficient Waste Services whilst investigating and implementing projects to enhance waste minimisation. It is necessary to ensure that current services are provided in an efficient manner and that service levels are improved. A clean city builds investor confidence and improves the health and quality of life of its citizens. Various initiatives are aimed at improved cleanliness levels in the inner city, outer city, hostels and informal settlements. Specified attention is also paid to measures to address illegal dumping in the City. In order for the operation to improve and become more efficient, particular attention will be given to the management of the fleet as it contributes to poor service delivery as well as high costs. Education and awareness creation in the community is critical to address matters of illegal dumping, as well as more effective law enforcement. It is acknowledged that Pikitup cannot achieve these goals by itself and therefore requires partnerships and participation from various stakeholders.

Goal 4: Key to the successful achievement of waste prevention and minimisation is the change of citizen behaviour. The intention is to mobilise communities in partnership with labour, business and civil society to enable changed behaviour. This will result in a cleaner city with less littering and illegal dumping, as well as increased volumes of waste diverted from landfills.

Goal 5: Build an Effective waste management company. Various enabling services and processes are required to drive a highly efficient and effective organisation. In order to achieve this goal various supporting processes, systems and structures should be in place. These relate to:

- ☐ Review and implementation of appropriate policies
- ☐ Effective Management of risks
- ☐ Financial management
- ☐ Achieve a clean audit
- ☐ Building a skilled workforce aligned to the needs of the organisation
- ☐ Performance Management
- ☐ Communication and Stakeholder management initiatives to increase education and awareness.
- ☐ Improved productivity measures
- ☐ Customer Centric Approach

Pikitup is committed to continually improving its performance and the company is confident that it will exceed the expectations of all stakeholders thus attaining the vision of being “the leading integrated waste management company in Africa and be considered amongst the best in the World.”

2.2. Major Products and Services

Pikitup in terms of the service delivery agreement is contracted to the City of Johannesburg to provide a wide range of waste management services to its citizens. Pikitup provides two categories of services, viz. Council services and commercial services, which Pikitup provides in competition with other private waste management companies. The table below categorizes PIKITUP's main product/service offerings:

Table2: Council Services / Commercial Services

Council Services	Commercial Services
Domestic and Business round collected refuse	Dailies (food waste)
Litter Bin management	Bulk services
Garden Site operations	Recycling activities
Street cleaning	Special events

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Council Services	Commercial Services
Lane flushing	Landfill services
Area cleaning	
Collection of illegally dumped waste	
The facilitation of Waste Management and Recycling activities	

For more information on Pikitup business, please visit our website www.pikitup.co.za.

2.3. Area of Operations

Pikitup executes its mandate to the City of Johannesburg and its residents through 12 Depots, 4 Landfills, 42 Garden sites and 4 Buy Back Centers.

Figure 1: Pikitup COJ Areas



3. PURPOSE OF THE TENDER

3.1 BACKGROUND

As Pikitup's contract with the previous weighbridge Service Provider ended, the current data from the weighbridge's are captured manually.

Pikitup operates multiple landfill disposal sites with weighbridge systems. Historical weighbridge data from 2023 to present (+- 567,000 Excel records) has been manually captured and stored in Excel spreadsheets.

This data must now be:

- Cleaned and validated
- Mapped to an updated customer database
- Correctly priced per financial year
- Converted into structured billing files
- Imported into Pikitup's existing weighbridge billing system

Some 2023/24 data has already been billed and will require separation from unbilled data.

3.1.1 OBJECTIVE

To appoint a suitably qualified and experienced service provider to:

- Clean, validate and reconcile +- 567,000 lines of weighbridge excel data
- Update and correct the customer/vehicle database
- Map weighbridge data to customers for accurate invoicing
- Apply correct tariffs per financial year
- Generate billing-ready files in required format
- Upload approved billing data into Pikitup's weighbridge billing system

Completion timeline: **60 days or less**

3.1.2 SITES AFFECTED

The data relates to the following landfill sites:

1. Robinson Deep Landfill Site (3 weighbridges)
2. Marie Louis Landfill Site (2 weighbridges)
3. Goudkoppies Landfill Site (2 weighbridges)
4. Ennerdale Landfill Site (2 weighbridges)

3.2 PROJECT SCOPE OF WORK

The appointed service provider will be responsible for:

3.2.1 Data Assessment & Clean-Up

- Review +- 567,000 excel lines (2023 – present)
- Remove duplicates
- Flag missing or inconsistent data
- Validate data integrity
- Separate already-billed vs unbilled data for 23/24

3.2.2 Customer & Vehicle Database Update

- Update outdated customer database
- Add new customers
- Remove deactivated vehicles
- Capture vehicle movements between customers
- Ensure correct billing period allocation per vehicle

3.2.3 Data Mapping & Billing File Generation

Map weighbridge excel data to updated customer database using the required billing structure:

Required Billing File Fields:

Unique Account Number

Account Number

Account Name

Waste Category

Rate

Vehicle Reg

Time

Date

Transaction No

Operator

Gross

Tare

Nett

Amount

VAT

Total

TransSumm_YN

Overtime_YN

SeqNumberLandfillSite

Land Fill Site

Unmatched vehicle entries must:

- Be excluded from billing files
- Be provided separately to Pikitup for correction and investigation

3.2.4 Pricing & Financial Year Compliance

- Apply correct tariffs per financial year
- Ensure correct VAT calculation

- Enable audit trail functionality

3.2.5 System Integration

- Prepare final validated files for import into existing weighbridge billing system
- Upload data as billing history

3.2.6 Automation & Controls

The solution must include:

- Automated data mapping capability
- Duplicate detection

3.2.7 DELIVERABLES

The service provider must deliver:

1. Cleaned and validated data set (2023 – present)
2. Updated customer & vehicle database
3. Billing-ready files per financial year
4. Exception report (unmatched vehicles)
5. Successful import into weighbridge system
6. Audit-ready documentation
7. Fully operational historical billing database
8. After care service

3.3 PROJECT DURATION

- Contract commencement: Upon award
- Duration: Not exceeding 60 days
- Pikitup reserves the right to:
 - Award to one or multiple providers
 - Unbundle per site
 - Reduce scope per business requirements

3.4 REQUIRED RESOURCES & QUALIFICATIONS

The bidder must provide CVs and qualifications for:

Role	Qualification	Experience Required
Senior Software Developer	Bachelor's Degree (NQF Level 7 or higher)	5+ years
Data Scientist	Bachelors' Degree (Min NQF Level 7 or higher)	5+ years

3.5. CRITICAL SUCCESS FACTORS

- Accurate customer-to-vehicle mapping
- Correct tariff application per financial year
- Clean audit trail
- Zero duplication in billing
- Complete reconciliation of +-567,000 lines
- Completion within 60 days

3.6 RISKS TO BE MANAGED

- Incomplete historical customer data
- Vehicles moved between customers without formal record
- Mixed billed/unbilled records in 23/24
- Data accuracy limitations

3.7 PRICING SCHEDULE INSTRUCTIONS

- 2.3.1. The pricing schedule comprises items covering the service provider's profit and costs. Unless otherwise stated, items are measured net and no allowance will be made for additional cost.
- 2.3.2. The prices and rates to be inserted in the Schedule of Quantities are to be the full inclusive Prices to the Employer for the work described under the several items.
- 2.3.3. The unit rates in the pricing schedule shall be exclusive of Value Added Tax, however the total bid amount should include all related costs and applicable taxes.
- 2.3.4. Such rates shall cover all costs and expenses that may be required in and for the work described and shall cover the cost of all general risks, liabilities, and obligations set forth or implied in the documents on which the tender is based.

The pricing schedule below must be completed by the service provider to demonstrate all costs for executing landfill data transfer and billing of data from 2023 to date (+567,000 Excel lines). Service providers are to factor in all costs relating to provision of the service.

The pricing schedule is considered final and no further costs will be accepted.

Pricing Schedule – For the Period 2023 to date (+567,000 excel lines)

4 x Landfill Sites	Description	Unit	Total Incl. Disbursement	Rate Per Unit excluding VAT (Rand)	Total Amount excluding VAT (Rand)
Robinson Deep Marie Louise Goudkoppies Ennerdale	Billing of historical data & transfer of data to billing system	1	1	R	R
				Total (1)	R

Summary	Sub Total Amounts (Rand)
Total Excluding VAT (1)	R
VAT (15% VAT) (2)	R
Grand Total Bid Amount Including VAT (3)	R

1 PRICING

- (a) The bidder(s) must submit detailed formal quotation for the products/goods as per the specification and the formal quotation must be submitted together with the bid documents.
- (b) Prices quoted must be firm including all costs, inclusive of VAT where applicable be on the company letter Head with company address, registration number and contact details, signed and shall remain valid for 60 days.
- (c) In cases where companies don't have letter heads, their quotations must be stamp with company stamp containing the company details.

2 DELIVERY

- (a) Once the quotation is awarded, all purchases will be made through an Pikitup Johannesburg SOC official purchase order.
- (b) No goods or services must be delivered or provided before an official order has been sent to and accepted by the successful bidder.
- (c) Prices quoted must include delivery costs and goods must be delivered to the address provided.

4. BID EVALUATION PROCESS

- 4.1 Bids will be evaluated based on the pre-compliance evaluation criteria, functionality evaluation criteria, and lastly price and preference (80/20) evaluation.
- 4.2 The evaluation criteria set out in this document shall be applicable and may not be altered during the evaluation process.
- 4.3 Pikitup will establish a Bid Evaluation Committee (BEC) whose responsibility it is to evaluate bids in accordance with the predetermined evaluation criteria and make recommendations to the CFO.

5. EVALUATION CRITERIA

5.1 TECHNICAL AND / OR FUNCTIONALITY EVALUATION CRITERIA

Table 5: Functionality Evaluation Criteria

Item	Description	Weighting	Rating
1	Relevant company experience with regards to data analysis and the transfer & exporting of data to a billing system: Complete schedule B 5 years and above = 5 points 4 years but less than 5 years = 4 points 3 years but less than 4 years = 3 points 2 years but less than 3 years = 2 points 1 year but less than 2 years = 1 points Less than 1 year = 0 points	15	0 to 5
2	Signed reference letters on company letterhead where completed projects of a similar nature were done (<i>Data analysis and transfer & exporting of data to a billing system</i>) . Complete schedule A with a list of projects of similar nature. 5 reference letters and above = 5 points 4 reference letters = 4 points 3 reference letters = 3 points 2 reference letters = 2 points	20	0 to 5

	1 reference letter = 1 points No reference letters = 0 points		
3	Senior Software Developer must have Bachelor's Degree (NQF Level 7 or higher) in: IT, Computer Science, with South Africa accredited tertiary institutions. The bidder must complete schedule C and provide a certified copy of the qualification. Bachelors Degree in IT, Computer Science = 5 points No Bachelors Degree in IT, Computer Science = 0 Points	10	0 to 5
4	Data Scientist must have either a Bachelors' Degree (Min NQF Level 7) or higher in Data Analytics or Data Science. The bidder must complete schedule C and submit a certified copy of the relevant qualification. Bachelors Degree in IT, Computer Science = 5 points No Bachelors Degree in IT, Computer Science = 0 Points	10	0 to 5
5	Consultant's experience in data analysis and transfer & exporting of data to a billing system Senior Software Developer 5 years and above = 5 points 4 years = 4 points 3 years = 3 points 2 years = 2 points 1 year = 1 point 0 year = 0 points	10	0 to 5
	Data Scientist 5 years and above = 5 points 4 years = 4 points 3 years = 3 points 2 years = 2 points	10	0 to 5

	1 year = 1 point 0 year = 0 points		
6	Approach and Methodology: Submit a detailed project plan with time lines Submission of project plan with time lines of completion of not more than 30 days = 5 points Submission of project plan with 60 days = 3 points Non submission of project plan over 60 days = 0 points	25	0 to 5
	Total	100	

NB! The minimum cut off points for functionality is 60 points out of 100 points and any bidder scoring less than 60 points will not be considered for further evaluation.

Service Providers that qualified in terms of the functionality cut-off points of 60 points will then be evaluated in terms of price and preference.

SCHEDULE A

SCHEDULE OF BIDDING COMPANY'S DATA ANALYSIS AND TRANSFER & EXPORTING OF DATA TO A BILLING SYSTEM

The bidder / service provider must indicate in the spaces provided below the relevant company experience with regards to data analysis and transfer & exporting of data to a billing system. Please provide supporting appointment letters from previous clients to confirm company experience. The appointment letters provided must be aligned to the relevant company experience with regards data analysis and transfer & exporting of data to a billing system.

CLIENT NAME	PROJECT SHORT DESCRIPTION	START DATE	END DATE	DURATION

SIGNATURE OF PERSON AUTHORISED TO SIGN THE BID

DATE

SCHEDULE B

SCHEDULE OF CLIENT REFERENCES

The bidder / service provider must complete schedule B with a list of projects of similar nature supported by signed reference letters. The reference letters must be aligned to the relevant list of projects of similar nature supported by reference letters that are signed by the respective clients.

CLIENT NAME	PROJECT SHORT DESCRIPTION	VALUE OF WORK	YEAR DONE

SIGNATURE OF PERSON AUTHORISED TO SIGN THE BID

DATE

SCHEDULE C

SENIOR SOFTWARE DEVELOPER / DATA SCIENTIST DETAILS

Complete schedule C with the Senior Software Developer / Data Scientist details supported by an original or certified copy of a valid certificate to confirm registration with South Africa accredited tertiary institutions

SENIOR SOFTWARE DEVELOPER / DATA SCIENTIST DETAILS	
Name/s	
Surname	
ID number	
South Africa Council for Natural Scientific Professions and/or Engineering Council of South Africa / Registration Number	
South Africa Council for Natural Scientific Professions and/or Engineering Council of South Africa / Registration expiry date	
Qualification Description	
Qualification Date	

Note: Annexure C may be completed in duplicate if more than one Senior Software Developer / Data Scientist is relevant for this project.

SIGNATURE OF PERSON AUTHORISED TO SIGN THE BID

DATE

3 PRICING

- (d) The bidder(s) must submit detailed formal quotation for the products/goods as per the specification and the formal quotation must be submitted together with the bid documents.
- (e) Prices quoted must be firm including all costs, inclusive of VAT where applicable be on the company letter Head with company address, registration number and contact details, signed and shall remain valid for 60 days.
- (f) In cases where companies don't have letter heads, their quotations must be stamp with company stamp containing the company details.

4 DELIVERY

- (d) Once the quotation is awarded, all purchases will be made through an Pikitup Johannesburg SOC official purchase order.
- (e) No goods or services must be delivered or provided before an official order has been sent to and accepted by the successful bidder.
- (f) Prices quoted must include delivery costs and goods must be delivered to the address provided.

DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favoritisms, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

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

3.1 Full Name of bidder or his or her representative:

.....

3.2 Identity Number:

.....

3.3 Position occupied in the Company (director, trustee, hareholder²):

.....

3.4 Company Registration Number:

.....

3.5 Tax Reference Number:

.....

3.6 VAT Registration Number:

.....

3.7 The names of all directors / trustees / shareholders members, their individual identity Numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state?

YES / NO

3.8.1 If yes, furnish particulars.

.....

¹MSCM Regulations: "in the service of the state" means to be –

(a) a member of –

- (i) any municipal council.
- (ii) any provincial legislature; or

- (iii) the national Assembly or the national Council of provinces.
- (b) a member of the board of directors of any municipal entity.
- (c) an official of any municipality or municipal entity.
- (d) an employee of 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);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) An employee of Parliament or provincial legislature.

² Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months? **YES / NO**

3.9.1 If yes, furnish particulars

.....

3.10 Do you have any relationship (family, friend, other) with persons
In the service of the state and who may be involved with
The evaluation and or adjudication of this bid? **YES / NO**

3.10.1 If yes, furnish particulars.

.....
.....

3.11 Are you, aware of any relationship (family, friend, other) between
Any other bidder and any persons in the service of the state who
May be involved with the evaluation and or adjudication of this bid? **YES / NO**

3.11.1 If yes, furnish particulars

.....

3.12 Are any of the company’s directors, trustees, managers,
Principle shareholders or stakeholders in service of the state? **YES / NO**

3.12.1 If yes, furnish particulars.

.....

3.13 Are any spouse, child or parent of the company’s directors?
Trustees, managers, principle shareholders or stakeholders
In service of the state? **YES / NO**

3.13.1 If yes, furnish particulars.

.....

3.14 Do you or any of the directors, trustees, managers,
Principle shareholders, or stakeholders of this company
Have any interest in any other related companies or
Business whether or not they are bidding for this contract. **YES / NO**

If yes, furnish particulars.....

.....

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

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

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
- 1.2 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 The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

- 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.

2. DEFINITIONS

- (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).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

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

Where

- P_s = Points scored for price of tender under consideration
 P_t = Price of tender under consideration
 P_{min} = Price of lowest 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 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)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Enterprises owned by black people with at least 51% shareholding 100% Black owned= 5 points 51-99% Black owned=3 points - Less 51% Black owned = 0	5	
Enterprise owned by women with at least 51% shareholding 100% women owned=5 51% to 99% women owned= 3 - Less 51% women owned = 0	5	
SMME's (An EME or QSE) - Exempt Micro Enterprise (EME) =5 - Qualifying Small Enterprise (QSE)= 3 - Large Enterprise = 0	5	
Locality - Enterprises located within the City of Johannesburg Metropolitan Municipality = 5 points - Within Gauteng geographical area = 3 points - Within South Africa = 1 - Outside South Africa= 0	5	

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
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I 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 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering 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 tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted 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, if deemed necessary.

SIGNATURE(S) OF TENDERER(S)	
SURNAME AND NAME:	
DATE:	
ADDRESS:	
	
	
	

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities 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 rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system.
 - b. been convicted for fraud or corruption during the past five years.
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. Been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 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	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 alter am partum</i> rule was applied). 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.	Yes ☐	No ☐
4.1.1	If so, furnish particulars:		
4.2	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.	Yes ☐	No ☐
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes ☐	No ☐

4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes ☐	No ☐
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes ☐	No ☐
4.7.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME) CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM 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

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) 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 *per se* prohibition meaning that it cannot be justified under any grounds.
- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - A. take all reasonable steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - C. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD 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 (MBD 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.

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 Municipality / Municipal Entity)

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

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

10. Js9141w 4

5. BID TERMS AND CONDITIONS

1. **The Lowest or any bid will not necessarily be accepted** and the **PIKITUP reserves the right not to consider any bid** not suitably endorsed or comprehensively completed as well as the right to accept a bid in whole or part. In addition, Pikitup also reserves the right to appoint more than one service provider/supplier as deemed necessary
2. In evaluating bids received and adjudicating the award of this bid, Pikitup Johannesburg (SOC) Limited will, in addition to the pre-compliance and functionality criteria included in the specifications and irrespective of the capital, pricing and black economic empowerment structures of the bidder, take into account as objective criteria (1) the desirability of rotating the work amongst service providers, (2) the past bidding practices of any bidder in relation to evidence and/or reports of combative practices including conduct reported, amongst others, in terms of the Prevention and Combatting of Corrupt Activities Act, 2004, (3) the past contractual performance of any bidder and (4) the nature and extent of disputes involving the bidder in relation to past and/or current contracts. Note that as a result of the application of these objective criteria, the highest scoring bidders will not necessarily be selected as a preferred bidder.

3. Where deliveries are quoted “ex-stock” the period of **delivery must not exceed Five (5) maximum working days after receipt of order. If this condition is not adhered to, the order could be cancelled.**

Quotations are to be completed in accordance with the conditions as set out in the quotation document and must be sealed and externally endorsed with the quotation number and place in the quotation box indicated above.

4. **Payments will be made thirty (30) days** after receipt of invoice by Pikitup.
5. Samples of the required items or goods are available for your perusal (when applicable.)
6. Should the above-mentioned conditions not be adhered to, the quotation will be considered invalid.
7. **It is compulsory for all Service Providers and suppliers wanting to render services to PIKITUP to be registered and have a “compliance tax status” on the National Treasury Central Supplier Database (“CSD”) as per National Treasury Circular No 3 of 2015/6 – Central Supplier Database.** National Treasury will maintain the database of all suppliers for Government and its institutions. Prospective suppliers can register online on the CSD by accessing the National Treasury website at www.CSD.gov.za.

8. **Bid submission:**

- Late bids will not be accepted or considered and bids delivered to any other address besides the address stated above will not be considered.
- Neither PIKITUP nor any of its employees shall be liable in any way whatsoever for bids that are not placed in the bid box by the closing date and time.
- No bid shall be considered unless it is accompanied by sufficient information to show that the goods offered comply with the specification.
- Bidders must state the country of origin and the name of the manufacturer of the goods offered. Documentary proof must be produced, if required.
- Bidding documents must be completed properly in permanent black **ink pen**.

9. **VALIDITY PERIOD**-Your bid submission must remain valid for a period of 60 days from the closing date of this bid. It will constitute an offer which remains open for acceptance during the validity period

10. **Conditions of the contract:** The terms of the proposed contract with PIKITUP are contained in the General Conditions of Contract, the Special Conditions of Contract and any of the sections of these bidding documents in which the bidder makes an undertaking as to its performance. You must read and understand the terms before you submit your bid as you will be bound by the Contract (as described) if your bid is successful. At the time of award, the contract may include other relevant terms and conditions. Copies of the GCC are available from the website <https://www.treasury.gov.za/divisions/ocpo/sc/generalconditions/general%20conditions%20of%20contract.pdf>

11. **Administrative Justice:** In adjudicating bids, PIKITUP shall comply with the requirements of the Promotion of Administrative Justice Act 3 of 2000 and the Promotion of Access to Information Act 2 of 2000, to the extent that these Acts apply to the adjudication by a municipal entity of bids in response to a bid invitation.

12. Internal Appeal Process

Following the adjudication of bids and selection of a preferred bidder, and provided that a procurement contract has not already entered into force, any bidder may submit a complaint in writing to the chairperson of the PIKITUP Board of Directors (“the Board”) or the Managing Director that PIKITUP has not complied with the requirements of the PIKITUP Supply Chain Management Policy or the PIKITUP Code of Ethics, or has in any respect acted in a way that is irregular. The Chairperson of the Board or Managing Director shall not entertain a complaint unless it was submitted within 20 calendar days of when the supplier or contractor submitting it became aware of the circumstances giving rise to the complaint or of when that supplier or contractor should have become aware of those circumstances, whichever is earlier; or entertain a complaint after the procurement contract has entered into force.

Unless the complaint is resolved by mutual agreement of the bidder and the Chairperson of the Board or Managing Director, the Chairperson of the Board shall, within 30 calendar days after the submission of the complaint, issue a written decision. The decision shall state the reasons for the decision; and if the complaint is upheld in whole or in part, indicate the corrective measures that are to be taken. The decision of the Chair of the Board shall, subject to the review powers of any competent court, be final.

DECLARATION

I, the undersigned hereby confirm that the information herein is a true reflection of the facts presented, and the person signing this document on behalf of the bidder duly authorized to do so. Should this not be the fact, stipulations regarding this as contained in the PIKITUP JOHANNESBURG SOC LTD Policy applies. I accept that PIKITUP JOHANNESBURG SOC LTD may act against me in terms of the general conditions of contract should this declaration prove to be false.

NAME OF PERSON

CAPACITY

DATE