



## REQUEST FOR QUOTATIONS (RFQ) FOR PROCUREMENT OF GOODS AND SERVICES

### DESCRIPTION OF WORK

### COMPETENCY ASSESSMENT FOR EXECUTIVE POSITIONS.

### QUOTATION DETAILS

QUOTATION NUMBER: **MEGA – 63**

CLOSING Date: **05 / 05 / 2025**

Time: **14:00**

Compulsory Briefing session:

Yes

☐

No

☒

If Yes, Date and time of compulsory briefing session:

Date: \_\_\_\_\_ Time: 10:00 am

### DETAILS OF RESPONDENT

Name of bidder: .....

*Please indicate whether it is the original or copy, tick the applicable block*

ORIGINAL

☐

COPY

☐

## **REQUEST FOR QUOTATIONS (RFQ)**

### **1. GENERAL CONDITIONS OF THE RFQ:**

- 1.1. The 80/20 evaluation criteria for requirements with a Rand value of up to R50 000 000 (all applicable taxes included) will be used for this bid.
- 1.2. The value of this bid is estimated not exceed R1 000 000.00 (all applicable taxes included).
- 1.3. Fully comply with the scope of work / service or **(Attached Scope of work / service)**
- 1.4. Quotations must be valid for a period of 30 days
- 1.5. The Bidder's quotation to bear correct contact details and address
- 1.6. Fully completed Standard Bidding Documents (SBD4 and SBD 6.1)
- 1.7. The bidder must be registered on the Central Supplier Database (CSD)
- 1.8. This bid will **NOT** be evaluated on functionality

### **2. SCOPE OF WORK / SERVICE OR ITEMS**

No	Scope of work	Quantity
1.	COMPETENCY ASSESSMENT FOR CHIEF EXECUTIVE OFFICER POSITION.	1
2.	COMPETENCY ASSESSMENT FOR CHIEF FINANCIAL OFFICER POSITION.	2

**INITIALS AND SURNAME OF SCM OFFICIAL: A. MILANZI**

**SIGNATURE: A. MILANZI**

**Submissions and enquiries should be directed at:**

**[scm@mega.gov.za](mailto:scm@mega.gov.za)**



## EXTERNAL ADVERTISEMENT

The Department of Economic Development & Tourism (DEDT), in collaboration with the Department of Trade, Industry and Competition (the 'Dtic'), are in the process of implementing the Nkomazi Special Economic Zone (NSEZ) at Komatipoort in Mpumalanga. The NSEZ happens to be one of the strategic projects driven by the Mpumalanga Government not only to expand the industrial base of the provincial economy but also to, *among other things*,

- Stimulate robust inclusive economic growth and create more job opportunities for the people of Mpumalanga and beyond;
- Increase the capabilities and capacity to promote export and services into targeted high growth markets such as the African Continental Free Trade Area, BRICS, etc.; and
- Attract foreign direct investment and domestic inflows into Mpumalanga Province.

Currently, DEDT has assigned the Mpumalanga Economic Growth Agency to, *inter alia*, **recruit suitably qualified individuals to fill in the following positions on a Fixed-term contract of five (5) years:**

### 1. POSITION: CHIEF EXECUTIVE OFFICER

***NOTE: Dear applicant, we regret to inform you that an error was made in the requirements for the Chief Executive Officer (CEO) position that was published on the 11<sup>th</sup> of August 2024, in the Sunday Times Newspaper. Please find the corrected requirements below and accept our sincerest apologies for any inconvenience this may have caused.***

<b>Reference code</b>	<b>NKOSEZ 2024/01</b>
<b>Type of employment</b>	<b>5 YEAR CONTRACT</b>
<b>Purpose</b>	The CEO is responsible for the overall direction of Nkomazi SEZ and for achieving maximum return on invested capital and provides strategic leadership in fulfilling the organisation's mandate. Coordinates the efforts of Executives and works with them and the Board of Directors to develop short and long-term objectives, policies, and procedures for the organisation. Represents the organisation to its customers, investors and public.
<b>Required minimum qualification</b>	<ul style="list-style-type: none"> <li>• Master's Degree in Business Management or equivalent.</li> </ul>
<b>SALARY</b>	Market-Related
<b>Required minimum work experience</b>	<ul style="list-style-type: none"> <li>• 10 years senior management experience, of which 5 years must have been at Executive level.</li> <li>• Proven track record in Marketing, Business Development and Strategic Stakeholder Management</li> <li>• Knowledge of the SEZ environment.</li> <li>• Knowledge of the PFMA and SEZ Act</li> </ul>

<b>Key Performance Areas</b>	<ul style="list-style-type: none"> <li>• Position the Nkomazi SEZ as a premium destination for investments.</li> <li>• Provide guidance and leadership towards the realisation of the strategic goals and objectives of the Company through implementation of the Company's business plan.</li> <li>• Establish and maintain good working relations with community groups and other stakeholders.</li> <li>• Develop funding strategies and explore innovative funding and investment models.</li> <li>• Build a range of networks in the social and economic development environment and foster good relations.</li> <li>• Actively promote the Company brand, programmes and offerings.</li> <li>• Ensure constant flow of information to the Board about the activities of the Company.</li> <li>• Be instrumental in strategically re-engineering the organisation to be in line with future needs.</li> <li>• Overall responsibility for the strategic management of the Company.</li> <li>• Develop and maintain profitable relationships with investors to support Nkomazi SEZ strategy.</li> <li>• Lead change management and organisational transformation processes.</li> <li>• Demonstrate sound understanding of the national economy and socio-political environment. Serve as point of contact for key Nkomazi SEZ</li> </ul>
<b>Competencies Required</b>	<p>The preferable candidate should display the following competencies at an advanced level:</p> <ul style="list-style-type: none"> <li>• Global awareness;</li> <li>• Problem solving;</li> <li>• Client and customer service orientation;</li> <li>• Resilient contributor;</li> <li>• Ethical behavior.</li> </ul>

<b>Expectations</b>	<p>The successful candidate will:</p> <ul style="list-style-type: none"> <li>• Enter into an Employment and Performance Contract for 5 years.</li> <li>• Be subjected to vetting and screening and he/she will be subjected to a Competency assessment</li> <li>• Further be subjected to vetting and screening.</li> </ul>
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## 2. POSITION: CHIEF FINANCIAL OFFICER

<b>Reference code</b>	<b>NKOSEZ 2024/02</b>
<b>Type of employment</b>	<b>5 YEAR CONTRACT</b>
<b>Purpose</b>	To formulate and execute SEZ's financial strategy, policies and guidelines, supports the commercial success, compliance to PFMA and related finance principles as well as managing the introduction of financial best practice's governance, accounting and treasury standards per the Public Finance Management Act that will ensure SEZ's long-term financial viability and sustainability.
<b>Required minimum qualification</b>	<ul style="list-style-type: none"> <li>• Chartered Accountant (CA) and MBA degree or equivalent qualification.</li> <li>• Leadership Certificate / Tax and Managerial Finance will be an added advantage.</li> </ul>
<b>SALARY</b>	Market-Related
<b>Required minimum work experience</b>	<ul style="list-style-type: none"> <li>• 10 years senior management experience in a team-oriented environment functioning as Head of Finance/Chief Financial Officer.</li> <li>• Strong analytical and problem-solving skills.</li> <li>• Excellent presentation and reporting skills.</li> <li>• Ability to communicate in a clear and confident manner.</li> </ul>

<b>Key Performance Areas</b>	<ul style="list-style-type: none"> <li>• Develop and ensure the implementation of the financial strategy of the Nkomazi SEZ.</li> <li>• Develop and implement financial management systems.</li> <li>• Oversee the finance function by ensuring legislative compliance and ensure accurate and qualitative financial reporting.</li> <li>• Safe-guard the assets of the company by ensuring adequate policies are in place to manage risks related to the potential loss of assets.</li> <li>• Secure funding from stakeholders (the dti, Provincial Treasury) based on business requirements.</li> <li>• Oversee the Supply Chain Management (SCM) function of the company to ensure compliance to policies, procedures and the SCM Legislative Framework (PPPFA).</li> <li>• Oversee the preparation of financial statements in accordance with applicable accounting frameworks (GRAP/IFRS)</li> <li>• Ensure compliance to PFMA and other applicable legislation e.g. SEZ Act, Companies Act and Treasury Regulations.</li> <li>• Ensure that all issues of governance are adhered to, including but limited to obtaining clean audit report always.</li> </ul>
<b>Competencies Required</b>	<p>The preferable candidate should display the following competencies at an advanced level:</p> <ul style="list-style-type: none"> <li>• Quality orientation;</li> <li>• Building trust;</li> <li>• Problem solving;</li> <li>• Client and customer service orientation;</li> <li>• Resilient contributor;</li> <li>• Ethical behavior.</li> </ul>
<b>Expectations</b>	<p>The successful candidate will:</p> <ul style="list-style-type: none"> <li>• Enter into an Employment and Performance Contract for 5 years.</li> <li>• Be subjected to vetting and screening and he/she will be subjected to a Competency assessment</li> <li>• Further be subjected to vetting and screening.</li> </ul>

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Currently, DEDT has assigned the Mpumalanga Economic Growth Agency to, *inter alia*, **recruit suitably qualified individuals to fill in the following position on a Fixed-term contract of five (5) years:**

### 1. POSITION: CHIEF EXECUTIVE OFFICER (Re-advertisement)

<b>Reference code</b>	<b>NKOSEZ 2024/01</b>
<b>Type of employment</b>	<b>5 YEAR CONTRACT</b>
<b>Purpose</b>	The CEO is responsible for the overall direction of Nkomazi SEZ and for achieving maximum return on invested capital and provides strategic leadership in fulfilling the organisation's mandate. Coordinates the efforts of Executives and works with them and the Board of Directors to develop short and long-term objectives, policies, and procedures for the organisation. Represents the organisation to its customers, investors and public.



<b>Required minimum qualification</b>	<ul style="list-style-type: none"> <li>• Master's Degree in Business Management or equivalent.</li> </ul>
<b>SALARY</b>	Market-Related
<b>Required minimum work experience</b>	<ul style="list-style-type: none"> <li>• 10 years senior management experience, of which 5 years must have been at Executive level.</li> <li>• Proven track record in Marketing, Business Development and Strategic Stakeholder Management</li> <li>• Knowledge of the SEZ environment.</li> <li>• Knowledge of the PFMA and SEZ Act</li> </ul>
<b>Key Performance Areas</b>	<ul style="list-style-type: none"> <li>• Position the Nkomazi SEZ as a premium destination for investments.</li> <li>• Provide guidance and leadership towards the realisation of the strategic goals and objectives of the Company through implementation of the Company's business plan.</li> <li>• Establish and maintain good working relations with community groups and other stakeholders.</li> <li>• Develop funding strategies and explore innovative funding and investment models.</li> <li>• Build a range of networks in the social and economic development environment and foster good relations.</li> <li>• Actively promote the Company brand, programmes and offerings.</li> <li>• Ensure constant flow of information to the Board about the activities of the Company.</li> <li>• Be instrumental in strategically re-engineering the organisation to be in line with future needs.</li> <li>• Overall responsibility for the strategic management of the Company.</li> <li>• Develop and maintain profitable relationships with investors to support Nkomazi SEZ strategy.</li> <li>• Lead change management and organisational transformation processes.</li> <li>• Demonstrate sound understanding of the national economy and socio-political environment. Serve as point of contact for key Nkomazi SEZ</li> </ul>

<b>Competencies Required</b>	<p>The preferable candidate should display the following competencies at an advanced level:</p> <ul style="list-style-type: none"> <li>• Global awareness;</li> <li>• Problem solving;</li> <li>• Client and customer service orientation;</li> <li>• Resilient contributor;</li> <li>• Ethical behavior.</li> </ul>
<b>Expectations</b>	<p>The successful candidate will:</p> <ul style="list-style-type: none"> <li>• Enter into an Employment and Performance Contract for 5 years.</li> <li>• Be subjected to vetting and screening and he/she will be subjected to a Competency assessment</li> <li>• Further be subjected to vetting and screening.</li> </ul>

#### **SUBMISSION OF APPLICATIONS:**

*Interested candidates should submit an application stating reference number, a detailed CV, and copies of qualifications and identity document to Human Capital Management e-mail address: [recruits@mega.gov.za](mailto:recruits@mega.gov.za)*

#### **REMUNERATION**

*Nkomazi SEZ offers competitive remuneration and benefits package that may be negotiable based on qualification, experience and evidence of current remuneration package of the successful candidate*

**Enquiries: Mr. Mthokozisi Manzini, 013 492 5818, or Elsie Ramodike**  
**Closing date for applications: 04 April 2025 @ 16h00. No late application will be considered**

Equity Statement: Preference will be given to suitably qualified applicants that will assist the SEZ to be representative of the demographics of the province. Applicants who have not been contacted within 60 days of the closing date may assume that their applications have been unsuccessful.

## BIDDER'S DISCLOSURE

### 1. PURPOSE OF THE FORM

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

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

### 2. Bidder's declaration

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

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

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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.

**SBD4**

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:

.....  
.....

### 3 DECLARATION

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

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

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<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.

**SBD4**

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

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

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

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

### 1. GENERAL CONDITIONS

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

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

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

- a) The applicable preference point system for this tender is the **80/20** preference point system.

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

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

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

The maximum points for this tender are allocated as follows:

	POINTS
<b>PRICE</b>	80
<b>SPECIFIC GOALS</b>	
Enterprise owned by Black people	4
Enterprise owned by Women	4
Enterprise owned by Youth	4
Enterprise owned by Disabled	4
Enterprise owned by SMME's-QSE and EME	4
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

## 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 OR 90/10 PREFERENCE POINT SYSTEMS

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

$$\begin{array}{ccc}
 \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\
 \\
 \mathbf{Ps} = \mathbf{80} \left( 1 - \frac{\mathbf{Pt} - \mathbf{Pmin}}{\mathbf{Pmin}} \right) & \mathbf{or} & \mathbf{Ps} = \mathbf{90} \left( 1 - \frac{\mathbf{Pt} - \mathbf{Pmin}}{\mathbf{Pmin}} \right)
 \end{array}$$

Where

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



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

#### 3.2.1. POINTS AWARDED FOR PRICE

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

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ \mathbf{Ps = 80 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right)} & \mathbf{or} & \mathbf{Ps = 90 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right)} \end{array}$$

Where

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

### 4. POINTS AWARDED FOR SPECIFIC GOALS

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

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

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

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

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Enterprise owned by Black people	N/A	4	N/A	
Enterprise owned by Women	N/A	4	N/A	
Enterprise owned by Youth	N/A	4	N/A	
Enterprise owned by Disabled	N/A	4	N/A	
Enterprise owned by SMME's-QSE and EME	N/A	4	N/A	

#### **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:** .....

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