



## REQUEST FOR QUOTATIONS (RFQ)

### DESCRIPTION OF WORK

APPOINTMENT OF A SUITABLY QUALIFIED AND EXPERIENCED SERVICE PROVIDER TO RENDER INTERNAL INVESTIGATION SERVICES IN RESPECT OF SPECIFIC FINANCIAL MANAGEMENT MATTERS

**(RE-ADVERTISEMENT)**

### QUOTATION DETAILS

QUOTATION NUMBER: **RFQ00739-25/26**

**CLOSING Date: 20 March 2026**

**Time: 12:00 PM**

Compulsory Briefing session:

Yes

No

~~If Yes, Date and time of compulsory briefing session:~~

Date: \_\_\_\_\_ N/A

### DETAILS OF RESPONDENT

Name of bidder:

.....

CSD Registration  
Number:

MAAA -

.....

## **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. Complete standard bidding documents **(SBD4 and SBD6.1)**
- 1.7. The bidder must be registered on the **Central Supplier Database (CSD)**
- 1.8. This bid will be evaluated on functionality

### **2. SCOPE OF WORK**

<b>NO.</b>	<b>DESCRIPTION</b>
1.	APPOINTMENT OF A SUITABLY QUALIFIED AND EXPERIENCED SERVICE PROVIDER TO RENDER INTERNAL INVESTIGATION SERVICES IN RESPECT OF SPECIFIC FINANCIAL MANAGEMENT MATTERS

### **3. CONDITIONS OF QUOTATION**

- **Late or incomplete submissions will not be considered.**

### **4. ENQUIRIES**

- All enquiries and submissions must be directed to:  
Supply Chain Management Unit: [scm@mega.gov.za](mailto:scm@mega.gov.za)

## **TERMS OF REFERENCE**

### **APPOINTMENT OF A SUITABLY QUALIFIED AND EXPERINCED SERVICE PROVIDER TO RENDER INTERNAL INVESTIGATION SERVICES IN RESPECT OF SPECIFIC FINANCIAL MANAGEMENT MATTERS**

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#### **1. PROJECT PURPOSE**

The purpose of this Request for Quotation (RFQ) is to appoint of a Suitably Qualified and Experienced Service Provider to Conduct an Internal Investigations into Identified Financial Management Matters

#### **2. BACKGROUND**

MEGA has identified significant irregularities relating to insurance payments, asset verification, procurement processes involving hygiene services, and potential financial misconduct by certain officials. Preliminary assessments indicate possible contraventions of the Public Finance Management Act (PFMA), instances of financial misconduct, fraud, gross negligence, and potential criminal conduct.

Considering the above, a comprehensive Internal investigation is required to quantify any financial losses incurred, identify officials and/or service providers responsible for the alleged irregularities, and make recommendations on appropriate corrective, disciplinary, civil, and criminal actions.

#### **3. SCOPE OF WORK**

The scope of Internal investigation services to be provided by the appointed service provider shall include, but not limited to, the following areas:

##### **3.1 Insurance & Asset Management Irregularities**

- 3.1.1 Review all insurance-related documentation, including contracts, schedules, premiums, historical claims, endorsements, and adjustments.
- 3.1.2 Test the validity of insured assets against physical assets.
- 3.1.3 Quantify financial losses arising from, but not limited to:
  - a) Over-insurance of assets.
  - b) Insurance of non-existent, obsolete, or disposed assets.
  - c) Fruitless and wasteful expenditure relating to insurance payments

- 3.1.4 Identify and assess irregular insurance payments, including inflated or unjustified premiums.
- 3.1.5 Assess the roles and responsibility of officials for incorrect or inflated insurance schedules.
- 3.1.6 Evaluate compliance with PFMA, Treasury Regulations and MEGA policies.
- 3.1.7 Irregular insurance payments and inflated premiums.
- 3.1.8 Identify control weaknesses and make recommendations for corrective actions, recovery of losses, and disciplinary, civil, and/or criminal proceedings, where applicable.

### **3.2 Procurement Irregularities – Hygiene Services**

- 3.2.1 Investigate alleged procurement irregularities relating to the appointment of the service provider for hygiene services.
- 3.2.2 Review the entire Request for Quotation (RFQ) process, including bid documentation, evaluation, adjudication, approvals, and award decisions.
- 3.2.3 Verify the legal status and compliance of the appointed service provider, including investigation into the alleged use of a deregistered entity.
- 3.2.4 Examine the authenticity and validity of all Standard Bidding Documents (SBDs) submitted, including any evidence of falsification or misrepresentation.
- 3.2.5 Determine whether any manipulation or alteration of procurement documentation was deliberate and assess indicators of fraud or collusion.
- 3.2.6 Identify officials and/or committees who failed to detect, prevent, or report procurement irregularities and assess accountability.
- 3.2.7 Quantify any financial exposure, losses, or irregular, fruitless, and wasteful expenditure arising from the procurement process.
- 3.2.8 Assess compliance with the PFMA, Treasury Regulations, SCM prescripts, and MEGA's internal procurement policies and procedures.
- 3.2.9 Make recommendations on remedial actions, recovery of losses, and disciplinary, civil, and/or criminal proceedings, where applicable.

### **3.3 Employee Misconduct and Maladministration**

- 3.3.1 Evaluate whether identified employee(s), in the execution of their official duties:
- (a) Failed to prevent irregular, fruitless, and wasteful expenditure;
  - (b) Approved contracts or transactions without conducting a due diligence;
  - (c) Neglected or failed to perform asset verification and asset management responsibilities:
  - (d) Acted in contravention of sections 50, 51, 56, and 83 of the (PFMA);
  - (e) Failed or refused to comply with lawful and reasonable instructions, and such conduct constitutes gross misconduct.
- 3.3.2 Investigate allegations of bid-rigging, collusion, fronting, undue influence, or any other corrupt or improper practices in the awarding of tenders and/or contracts.
- 3.3.3 Identify instances of negligence, dereliction of duty, abuse or misuse of MEGA's resources, and maladministration.
- 3.3.4 Determine the extent of financial prejudice suffered by MEGA as a result of the alleged misconduct or maladministration.
- 3.3.7 Make recommendations on appropriate remedial measures, including disciplinary action, recovery of losses, contract cancellation, and referral for civil and/or criminal proceedings, where applicable.

### **3.4 Interviews, Statements and Investigation Tools**

- 3.4.1 Conduct formal interviews with all relevant officials, employees, and any other persons of interest, in accordance with applicable labour legislation and investigation standards.
- 3.4.2 Obtain written statements and sworn affidavits from relevant parties, where necessary, to support investigative findings.
- 3.4.3 Identify, collect, preserve, and analyze all relevant documentary evidence, including contracts, approvals, internal records, and correspondence.
- 3.4.4 Secure and review electronic evidence, including emails, system records, electronic approvals, and digital audit trails, in a sound manner.

3.4.5 Use of investigation tools and techniques to detect anomalies and suspicious trends.

3.4.6 Ensure proper chain of custody, confidentiality, and integrity of all evidence collected to support potential disciplinary, civil, and/or criminal proceedings.

#### **4. DELIVERABLES**

The successful service provider shall be required to deliver the following:

##### **4.1 Preliminary Investigation Report**

A preliminary report highlighting key observations, early warning indicators, and identified red flags, including any matters requiring immediate management intervention.

##### **4.2 Final Internal Investigation Report**

A comprehensive final report containing, at a minimum:

- (a) Detailed factual findings supported by evidence;
- (b) Quantification of financial losses, irregular, fruitless, and wasteful expenditure;
- (c) Identification of responsible officials, employees, and/or external parties;
- (d) Recommendations for appropriate disciplinary action;
- (e) Recommendations for referral for criminal investigation and prosecution, where applicable;
- (f) Recommendations for civil recovery, where applicable.

##### **4.3 Evidence Pack for Legal or Disciplinary Support**

- (a) The service provider must prepare a properly indexed and referenced evidence pack, maintaining chain-of-custody standards.
- b) Preparation and submission of a complete evidence bundle suitable for use in internal disciplinary proceedings, referrals to the South African Police Service (SAPS), the Special Investigating Unit (SIU), and for civil litigation, where applicable.

#### **4.4 Testimony and Legal Support**

The service provider must be available to provide expert witness testimony in internal hearings, arbitration, or court cases, as required. This includes preparation of affidavits and case support during hearings and legal proceedings.

#### **5. ACCESS TO INFORMATION**

MEGA shall provide the successful service provider with the necessary access to enable the effective execution of the Internal investigation, including:

- 5.1 Unrestricted access to all relevant information and records, including but not limited to financial records, insurance policies and schedules, asset registers, procurement and contract files, correspondence, emails, approvals, system records, and any other documentation deemed relevant to the investigation.
- 5.2 Access to all relevant officials, employees, and any other persons required for the purpose of conducting interviews and obtaining statements.
- 5.3 Full cooperation and support from MEGA's Finance, Supply Chain Management, Risk Management, Internal Audit, and Legal Services functions.

#### **6. CONFIDENTIALITY AND OWNERSHIP OF WORK**

- 6.1 All information obtained, accessed, or generated during the execution of this assignment shall be treated as strictly confidential. The appointed service provider shall comply with the Protection of Personal Information Act (POPIA) and all other applicable data protection, information security, and privacy legislation.
- 6.2 Any information received or produced during this assignment may only be disclosed, through authorized and formal channels, to the South African Police Service (SAPS), the Special Investigating Unit (SIU), the Chief Executive Officer, and the Board of MEGA, unless otherwise required by law.
- 6.3 All documents, reports, working papers, data, and any other deliverables produced under this assignment shall remain the exclusive property of MEGA.
- 6.4 The appointed service provider shall not use, reproduce, publish, or disclose any information or deliverables arising from this assignment without the prior written consent of MEGA.

## 7. TIMEFRAMES

The final Internal investigation report, including all deliverables outlined in Section 4, shall be **submitted within 30 (thirty) days of appointment**,

or as otherwise mutually agreed in writing with MEGA, considering the complexity of issues identified during the investigation.

## 8. EVALUATION PROCESS

The following evaluation process will be followed to evaluate the bids received:

Stage	Description	Applicable
1	Mandatory Requirements Evaluation	Yes
2	Functionality Requirements Evaluation	Yes
3	Price and Specific Goals	Yes

## 9. MANDATORY DOCUMENTS TO BE SUBMITTED:

No.	Description
1	Quotation
2	Proof of CSD registration / CSD report
3	Registration with a relevant statutory / professional body

### 9.1 Details of Mandatory Requirements

	Comply	Do not comply
<b>Membership with professional bodies</b>		
Certificates of membership with the relevant bodies for each member of the committed key personnel		
Director or equivalent		
Project Managers or equivalent		
Senior Investigator or equivalent		
Investigator or equivalent		
Specialist		
<b>Evidence:</b> Committed key personnel proof of valid membership or confirmation letter by the any relevant professional bodies, must be in line with any professional bodies listed below:		
<ul style="list-style-type: none"> <li>• Association of Certified Fraud Examiners (<b>ACFE</b>)</li> <li>• The Law Society of South Africa (<b>LSSA</b>)</li> <li>• The South African Institute of Chartered Accountants (<b>SAICA</b>)</li> </ul>		

## 10. FUNCTIONALITY REQUIREMENTS

As assessment of Functionality will be based on the evaluation criteria noted in the table below.

Each of the evaluation criteria in the table will carry a weighting as indicated, and the bidder will be required to score a **minimum of 70% (70 out of 100 points)** for Functionality to qualify to be evaluated on Price and Specific Goals.

Criterion	Description	Weight	Points
<b>1. Internal investigation methodologies, tools and software</b>	<p>Provide a Internal Investigation Methodology, tool and software in the following areas:</p> <ul style="list-style-type: none"> <li>• Fraud and corruption investigations, financial misconduct, supply chain procurement irregularities, and employee misconduct and maladministration</li> <li>• Specify investigation tools and software utilised</li> <li>• Post reporting services and provide expert witness services and previous work experience</li> </ul>	40	<b>40</b>
<b>2. Specialized investigative services work experience</b>	<p><b>Note:</b> Bidders must provide verifiable/contactable reference letters clearly specifying your experience in this category. Reference letters must be on the client's letterhead, signed and dated indication acceptable or satisfactory level of performance and must not be older than five (5) years.</p>	25	<b>25</b>
	<p>Data Recovery</p>	<p>5 positive reference letters from client for investigation services rendered = <b>5 points per letter</b></p>	

Criterion	Description		Weight	Points
<b>3. Post reporting services and provide expert witness services previous work experience</b>	Provide previous experience in post reporting services and expert witness services.  <b>Note:</b> Bidders must provide verifiable/contactable reference letters clearly specifying your experience in this category. Reference letters must be on the client's letterhead, signed and dated indication acceptable or satisfactory level of performance and must not be older than five (5) years.		20	20
	Post reporting services and expert witness services work performed	5 positive reference letters from client for investigation services rendered  <b>= 4 points per letter</b>		
<b>4. Quality control and deliverables</b>	Service provider must demonstrate their quality control processes for investigation deliverables, including evidence verification, review and signoff procedures, adherence to chain-of custody principles, legal sufficiency checks, and tools/templates used for ensuring completeness and accuracy.		15	15

Criterion	Description	Weight	Points
	<b>Note:</b> Bidders must provide supporting documentation such as sample templates, quality reviews and workflow diagrams.		
	Quality controls deliverables	Provide sample templates and approved quality review checklist	
<b>TOTAL</b>			<b>100</b>

## 11. EVALUATION OF PRICE AND SPECIFIC GOALS

The **80/20 preference point system** shall be applied for the purpose of this bid, as per the requirements of the *Preferential Procurement regulations, 2022*

	POINTS
<b>PRICE</b>	<b>80</b>
<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>

The 80/20 preference point system for acquisition of services, works or goods up to the Rand value of R50 Million (VAT inclusive):

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

$P_s$  = Points scored for price of tender under consideration

$P_t$  = Price of tender under consideration

$P_{\min}$  = Price of the lowest acceptable tender

A **maximum of 20 points** can be awarded to a tenderer for the specific goals.

The points scored for the specific goals will be added to the points scored for price.

## 12. PRICING SCHEDULE

Financial proposals will be compared based on their total amount inclusive of VAT and all other related costs. Bidders are required to submit financial proposals as per the table below on a company letterhead.

Pricing Schedule is compulsory, and failure to complete same in the prescribed manner may result in disqualification of the bid.

MEGA reserves the right to negotiate with the preferred bidder identified in the evaluation process regarding terms and conditions, including rationalization of the fees to ensure cost curtailment measures in terms of the National Treasury prior to awarding the bid.

The tariff/fee pricing structure shall be in the following format:

No	Description	Unit (Hours)	Rate per hour	Total
1.	Project Leader / Director		R	
2.	Manager / Associate		R	
3.	Investigator / Candidate		R	
4.	Other Resources Costs		R	
<b>Total (Excluding VAT)</b>				<b>R</b>
<b>VAT (15%)</b>				<b>R</b>
<b>Total Including VAT</b>				<b>R</b>
<b>Disbursements Costs (if applicable):</b> service provider must include travelling expenses, accommodation, disbursements etc., on their pricing schedule proposals				

## **PROJECT MANAGEMENT**

The project will be managed in terms of the best practice project management and corporate governance framework.

## **REPORTING LINE**

The appointed service provider shall report directly to the Chief Financial Officer (CFO)

## **SUBMISSION REQUIREMENTS**

Respondents must submit:

- A detailed technical proposal and methodology.
- A financial quotation with a breakdown of costs.
- Curriculum vitae and supporting professional documentation.
- Contactable references from relevant projects.

## **CONDITIONS OF QUOTATION**

- Late or incomplete submissions **will not be considered.**
- All submissions must be sent via email to: [scm@mega.gov.za](mailto:scm@mega.gov.za)

## 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.

<b>Full Name</b>	<b>Identity Number</b>	<b>Name of State institution</b>

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:

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

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

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

#### 3.2.1. POINTS AWARDED FOR PRICE

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

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

Where

- $P_s$  = Points scored for price of tender under consideration  
 $P_t$  = Price of tender under consideration  
 $P_{max}$  = 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.

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