

INVITATION TO BID**CBD 1**

BID NUMBER	RE-INVITE OF BID 8 / 2026
CLOSING DATE AND TIME	THURSDAY 15 OCTOBER 2026 STRICTLY @ 12:00
DESCRIPTION	FRAMEWORK AGREEMENT TO SUPPLY RIVER MAINTENANCE MANAGEMENT PLAN SERVICES – IN FOUR (4) CAPE DISTRICTS
NAME OF TENDERER/BIDDER	
CSD NUMBER	
TOTAL BID PRICE (VAT INCLUDED)	
VALIDITY PERIOD OF BID	90 DAYS

SUBMISSION OF DOCUMENTS

Sealed tenders, endorsed as indicated in the bid document, must reach **Casidra** SOC Ltd at their Head Office, 22 Louws Avenue, Southern Paarl, placed in the bid box available at Reception.

FAILURE TO PROVIDE ANY OF THE COMPULSORY DOCUMENTATION AND PARTICULARS MAY RENDER THE BID INVALID.

PLEASE NOTE:

Documents must be bound as **Casidra** will not take responsibility for any information that is lost due to unbound submissions of tenders.

Bidders are requested, where possible, to provide an electronic copy of their complete tender submission on a USB flash drive together with the hard-copy submission. The electronic copy is intended for administrative and record-keeping purposes only and is not a compulsory requirement and will not form part of the bid evaluation

Bids must be delivered by the stipulated time to the correct address. **LATE BIDS WILL NOT BE ACCEPTED.** Casidra will not take responsibility where bidders submit responses via courier's services. Bidders are responsible to ensure that the bid document is submitted in the tender box on/before the closing date and time

Questions Regarding The Tender Will Be Entertained Until 7 Working Days Before Closure Of Tenders.

**BIDS WILL NOT BE ACCEPTED AFTER THE CASIDRA'S STIPULATED BUSINESS HOURS
(08:00 – 16:30)**

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THE FOLLOWING RETURNABLE DOCUMENTS (INCLUDING THE CBD FORMS AS PART OF THE BID) MUST BE VALID FOR A PERIOD OF 90 CALENDER DAYS AFTER CLOSURE OF THE BID AND SUBMITTED AS PART OF THE BID PACKET			
Document	Description	Compulsory	Comment
CBD 1	Invitation to bid	✓	
CBD 2	Conditions to submit bid	✓	
CBD 3	Terms of Reference /Scope of Works	✓	
CBD 4	Pricing schedule	✓	
CBD 5 (a)	Supply Chain – Preferential Procurement Regulations 2022 and Codes of good practice	✓	
CBD 5 (b)	Declaration	✓	
COMPANY PROFILE	Detailed company profile including but not withstanding core business activities, background, resources, etc.	✓	
ENVIRONMENTAL ASSESSMENT PRACTITIONERS' ASSOCIATION OF SOUTH AFRICA – (EAPASA)-	Proof of valid registration with Environmental Assessment Practitioners Association of South Africa.	✓	
CV WETLAND SPECIALIST	Detailed CV of specialist including proof of qualifications & prior work experience	✓	
CV FRESHWATER SPECIALIST	Detailed CV of specialist including proof of qualifications & prior work experience	✓	
CV HYDROLOGIST	Detailed CV of specialist including proof of qualifications & prior work experience	✓	
CV BOTANIST	Detailed CV of specialist including proof of qualifications & prior work experience	✓	

For office use only	Version no: 3	Date: November 2025
To be initialled by bidder		<i>Initial here</i>

REFERENCES	Provide a minimum of least three (3) different references letters from three (3) different companies	✓	
EXPERIENCE	Provide detailed list of completed projects with contact numbers regarding completed River Maintenance Management Plans completed as well as monetary value. Minimum completed number of projects/MMP is 5.	✓	
BILL OF QUANTITIES	Compilation and supply of unit rates as per attached bill of quantities	✓	

For office use only	Version no: 3	Date: November 2025
To be initialled by bidder		<i>Initial here</i>

Name of bidder				
Postal address				
Street address				
Telephone number (code and number)				
Cell phone number				
Facsimilia number (code and number)				
E-mail address				
VAT registration number				
SARS TCC attached (Foreign suppliers with no tax obligation in South Africa must complete the SBD1 form that will be submitted to SARS for verification and issuing of a Confirmation of Tax Obligation letter.)	YES	☐	NO	☐
Originally certified B-BBEE status level certificate/Original Sworn Affidavit (A B-BBEE status level verification certificate must be delivered to Casidra SOC Ltd, 22 Louws Avenue, Paarl, in order to qualify for preference points for B-BBEE)	YES	☐	NO	☐
I, _____ as the authorised representative of the company / CC / business hereby declare that, to the best of my knowledge the information submitted is true and correct and that I am duly authorized as a signatory of this bid. On behalf of my business, I accept the terms and conditions as set out in this document. I will supply documentary proof of any information supplied herein on request and to the satisfaction of Casidra. In terms of the POPI Act I further give consent that my contact and company details as will be captured on the Casidra database may be shared with the role players/funders involved in the project and be used by Casidra for the purpose of further procurement.				
Signature of bidder		Date		
Capacity under which this bid is signed				

For office use only	Version no: 3	Date: November 2025
To be initialled by bidder		<i>Initial here</i>

AUTHORITY TO SIGN DOCUMENTS

I/We*, the undersigned, am/are* duly authorised to sign the form of tender on behalf of
.....by virtue of the
Articles of Association/Resolution of the Board of Directors*, of which a certified copy is attached, or
.....

SIGNATURE :

(Name in Print) :

DATE :

WITNESSES:

1.

2.

*** Delete whichever is inapplicable or complete as indicated if none is applicable.**

AND

DECLARATION BY THE COMPANY SUBMITTING THE BID:

I, _____

- A. As the authorised representative of the company / CC / business hereby declare that, to the best of my knowledge the abovementioned information is true and correct and that I am duly authorized as a signatory of this tender. On behalf of my business, I accept the terms and conditions as set out in this document. I will supply documentary proof of any information supplied herein on request and to the satisfaction of **Casidra**.

Signature

Date

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

1. BID SUBMISSION:		
1.1. Bids must be delivered by the stipulated time to the correct address. LATE BIDS WILL NOT BE ACCEPTED. Casidra will not take responsibility where bidders submit responses via courier's services. Bidders are responsible to ensure that the bid document is submitted in the tender box on/before the closing date and time. BIDS WILL NOT BE ACCEPTED AFTER THE ORGANISATIONS STIPULATED BUSINESS HOURS (08:00 – 16:30) 1.2. All bids must be submitted on the official forms provided (not to be re-typed). 1.3. Bidders must be registered on the Central Supplier Database (CSD). 1.4. Original Sworn Affidavit and originally certified B-BBEE certificates must be submitted to the bidding institution to qualify for preference points for B-BBEE. 1.5. Bids are subject to the Casidra SOC Ltd Financial Regulations, Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations, 2022, the General Conditions of Contract (GCC) where applicable, and if applicable other special conditions of contract. 1.6. The GCC may be downloaded at https://ocpo.treasury.gov.za/Legislation/Instruction%20Notes/General%20Conditions%20of%20Contract.pdf		
2. TAX COMPLIANCE REQUIREMENTS		
2.1. Bidders must ensure compliance with their tax obligations. 2.2. If a discrepancy exists between CSD and SARS, a printed version of the Tax Clearance Certificate (TCC) must be supplied by the supplier and the e-Filing PIN number for verification of authentication by Casidra SOC Ltd. 2.3. Foreign suppliers with no tax obligation in South Africa must complete SBD1, which will be submitted to SARS for verification and the issuing of a Confirmation of Tax Obligation letter. 2.4. Consortia/joint ventures/sub-contractors must each submit a separate TCC.		
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS		
3.1. Is the bidder a resident of the Republic of South Africa (RSA)	Yes ☐	No ☐
3.2. Does the bidder have a branch in RSA?	Yes ☐	No ☐
3.3. Does the bidder have a permanent establishment in the RSA?	Yes ☐	No ☐
3.4. Does the bidder have any source of income in the RSA?	Yes ☐	No ☐
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS/TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTERED AS PER 2.3 ABOVE.		
4. TENDER CONDITIONS		
CASIDRA reserves the right to: - disregard any bids where the declaration has not been signed; - accept parts of the bid items or split bids based upon item prices; - disclose the results of the points awarded on request; - evaluate and award points according to the documentation supplied and evaluate functionality at its own discretion; - award the bid to the qualifying bidder with the highest number of points scored, unless the prices are not market related or on the basis of objective criteria stated in the tender documents, and - To award the bid to a bidder which does not necessarily have the lowest price.		
The bid may be cancelled if: - All the bid received exceeds the available budget. - circumstances change and there is no longer a requirement for this service; - funds are no longer available or if there are insufficient funds available in the budget for the work; - no acceptable bids and/or market-related prices are received; - there is a material irregularity in the tender process (administrative non-compliance of prescribed legislation); - false information was supplied by the bidder; - Cancellation of bid will be placed in the same media as initially advertised.		
Other notes:		

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

- Final points scored will be rounded off to the nearest 2 decimal places.
- In the event of equal scores, the offer with the highest B-BBEE score will be successful. If scores are still equal, and where functionality is part of the bid, the offer with the highest functionality score will be successful. If the scores are still equal, the drawing of lots will determine the outcome.
- **Casidra** SOC Ltd retains the right to amend financial/accounting calculations and to accept the amended amount as the new bid amount.

For office use only	Version no: 3	Date: November 2025
To be initialled by bidder		<i>Initial here</i>

PROJECT: A FRAMEWORK AGREEMENT TO SUPPLY RIVER MAINTENANCE MANAGEMENT PLAN SERVICES – IN FOUR (4) CAPE DISTRICTS

GENERAL REQUIREMENTS

The works, as described, requires the services of professional service providers in the categories of Environmental Assessment Practitioners (EAP) – Maintenance Management Plans. This assignment will be in terms of a Framework Agreement entered into and a Service Level Agreement will be signed with the service provider for a period of 36 months. The client will be Casidra, the implementing entity for the Western Cape Department of Agriculture for all environmental authorisation requirements on behalf of **Water User Associations/Landowners**. Environmental adoption can take anything from 3 to 4 months. In order to expedite this process for the farmers to be able to continue with farming activities, this time frame needs to be shortened. Since there are standard times that are taken into account when the application is made, this period can greatly be reduce by reducing the time needed for procurement of EAP services through this Framework Agreement.

This framework agreement project scope will consist of drafting of a river maintenance and management plan

BACKGROUND

Floods are the most common type of climate-related hazard experienced in **the four (4) cape districts**. Floods often have far-reaching consequences as burst riverbanks cause widespread disruption and damage to residents, buildings and infrastructure (i.e. roads, bridges and public utilities) leading to costly repairs.

The four (4) cape districts are as follows: -

- Cape Winelands
- West Coast
- Overberg
- Garden Route & Central Karoo

Local businesses are also disrupted by floods and that affects overall economic stability. Intense flooding can lead to erosion and loss of critical habitats, impacting local wildlife populations and reducing biodiversity. Rivers' physical characteristics can also be altered by flooding, affecting sediment transport, water quality, storm water management and the overall ability of rivers to perform their vital role as natural ecological infrastructure.

River protection works and maintenance are identified as an effective disaster risk reduction measure in relation to climate change and flooding. The preparation of RMMPs for rivers in the above municipal areas is identified as a key development proposal

In most cases, an environmental impact assessment is required before authorization in terms of the National Environmental Management Act (NEMA) and a WULA/GA in terms of the National Water Act will be issued for river protection and maintenance activities. Such activities may commonly include the removal or deposition of materials

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

from or in the riverbed to rectify damage caused by flooding, to repair or safeguard infrastructure that crosses the river or is located on the riverbanks.

A maintenance management plan (MMP) will reduce the need for environmental impact assessments if it is satisfactorily completed in terms of the NEMA EIA Regulations 2010 as it relates to Activity 18, in Listing Notice 1 (GN R.544). Completing a risk assessment as part of the MMP specialist studies will also guide the process to obtain either a General Authorisation (GA) or a Water Use License Application (WULA). This will allow for more appropriate and rapid response in disasters and minimize damage and repair costs over the long-term.

Conditions that may pose a risk:

The Contractor must put all necessary precautions in place to work under these conditions and prepare the site with the correct falls.

CONTRACT PERIOD

The completion period of this service is **(Thirty-six) 36 months** starting from the day of appointment.

SUB CONTRACTING

Bidder to complete sub-contracting section on CBD 5A if applicable.

Under CIDB Practice note 7 of 2007, one of the following subcontracting will apply:

1. Domestic subcontractor (appointed by the main contractor at his/her discretion);

FUNCTIONAL REQUIREMENTS

Functional refers to: A service or product that is designed to be practical, useful, working or operating, taking into account factors like quality, reliability, viability, and durability and the technical capacity (time and resources) and ability (knowledge and skills) of the bidder to execute the works.

This bid is subject to the evaluation of functional requirements. **NO**

SPECIAL CONDITIONS OF CONTRACT

STUDY AREA 1

CAPE WINELANDS

Stellenbosch District

- The Bloukliprivier between the following coordinates (33°58'6.24"S 18°47'28.99"E) downstream (34°0'53.12"S 18°54'16.38"E) and upstream.
- The Ersterivier top & bottom between the following coordinates (34° 3'45.39"S 18°44'50.52"E) downstream and (33°56'34.80"S 18°50'44.40"E) upstream.

For office use only	Version no: 3	Date: November 2025
To be initialled by bidder		<i>Initial here</i>

- The Plankenbergrivier between the following coordinates (33°56'32.81"S 18°50'42.26"E) downstream and (33°54'7.31"S 18°50'26.01"E) upstream, including all tributaries as indicated on map.
- The Klippiesrivier between the following coordinates (33°54'6.43"S 18°50'25.37"E) downstream and (33°52'41.48"S 18°54'3.13"E) upstream.

Witzenberg District

- The Boontjiesrivier between the following coordinates (33°18'56.00"S 19° 5'53.25"E) downstream and (33°22'41.08"S 19°13'33.16"E) upstream.
- The Kleinbergrivier between the following coordinates (33°18'26.08"S 19° 4'12.70"E) downstream and (33° 8'40.19"S 19°10'40.68"E) upstream.
- The Waboomsrivier between the following coordinates (33°32'22.79"S 19°12'22.05"E) downstream and (33°29'55.48"S 19°16'48.73"E) upstream.
 - The Titus rivier between the following coordinates (33°22'48.51"S 19°19'11.945"E) downstream and (33°24'50.28"S 19°26'39.59"E) upstream, including all tributaries as indicated on map

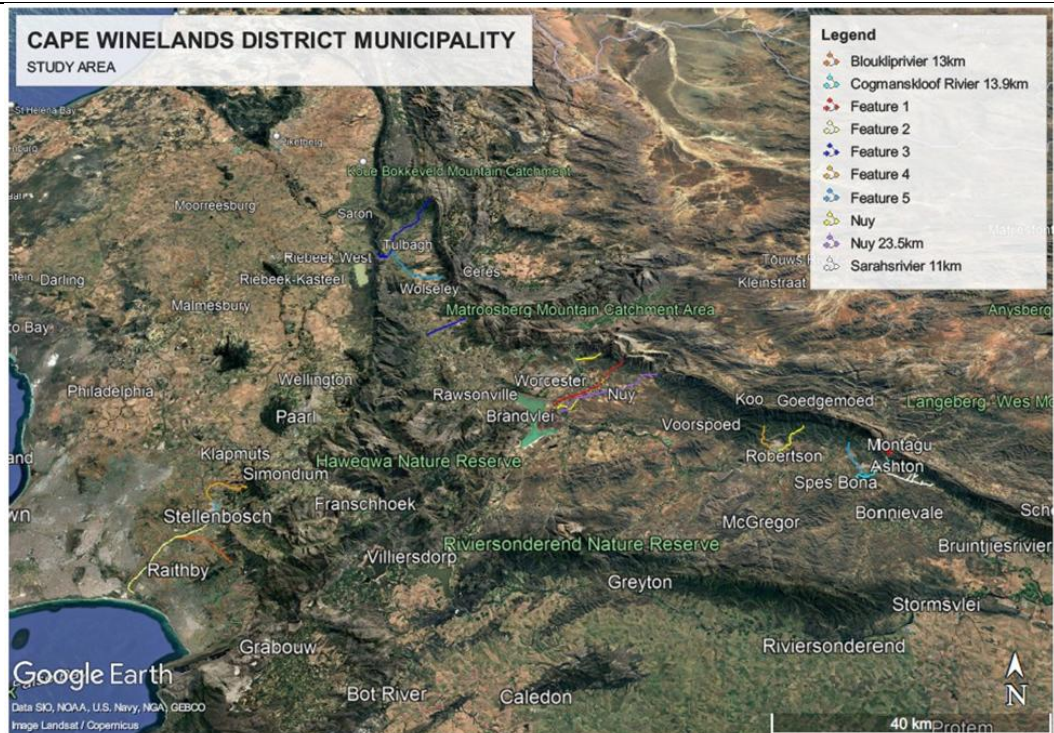
Brede Valley District

- The Nonnarivier and 1 tributary between the following coordinates (33°42'35.78"S 19°28'0.02"E) downstream and (33°36'14.33"S 19°36'29.91"E) upstream.
- The Nuyrivier and 4 tributaries between the following coordinates (33°43'8.26"S 19°28'40.25"E) downstream and (33°37'54.98"S 19°40'33.10"E) upstream.

Langeberg District

- The Hoopsrivier between the following coordinates (33°49'18.17"S 19°51'51.79"E) downstream and (33°45'0.40"S 19°56'51.11"E) upstream.
- The Wilemnelrivier between the following coordinates (33°49'3.48"S 19°51'46.78"E) downstream and (33°45'6.73"S 19°52'22.14"E) upstream.
- The Martienskloofrivier between the following coordinates (33°51'13.19"S 20° 2'17.27"E) downstream and (33°47'7.98"S 20° 1'37.28"E) upstream.
- The Cogmanskloofrivier and 1 extension between the following coordinates (33°52'28.97"S 19°59'45.76"E) downstream and (33°47'38.30"S 20° 6'18.78"E) upstream.
- The Sarahsrivier and 5 tributaries between the following coordinates (33°50'35.31"S 20° 3'33.97"E) downstream and (33°52'16.70"S 20° 9'23.76"E) upstream.

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

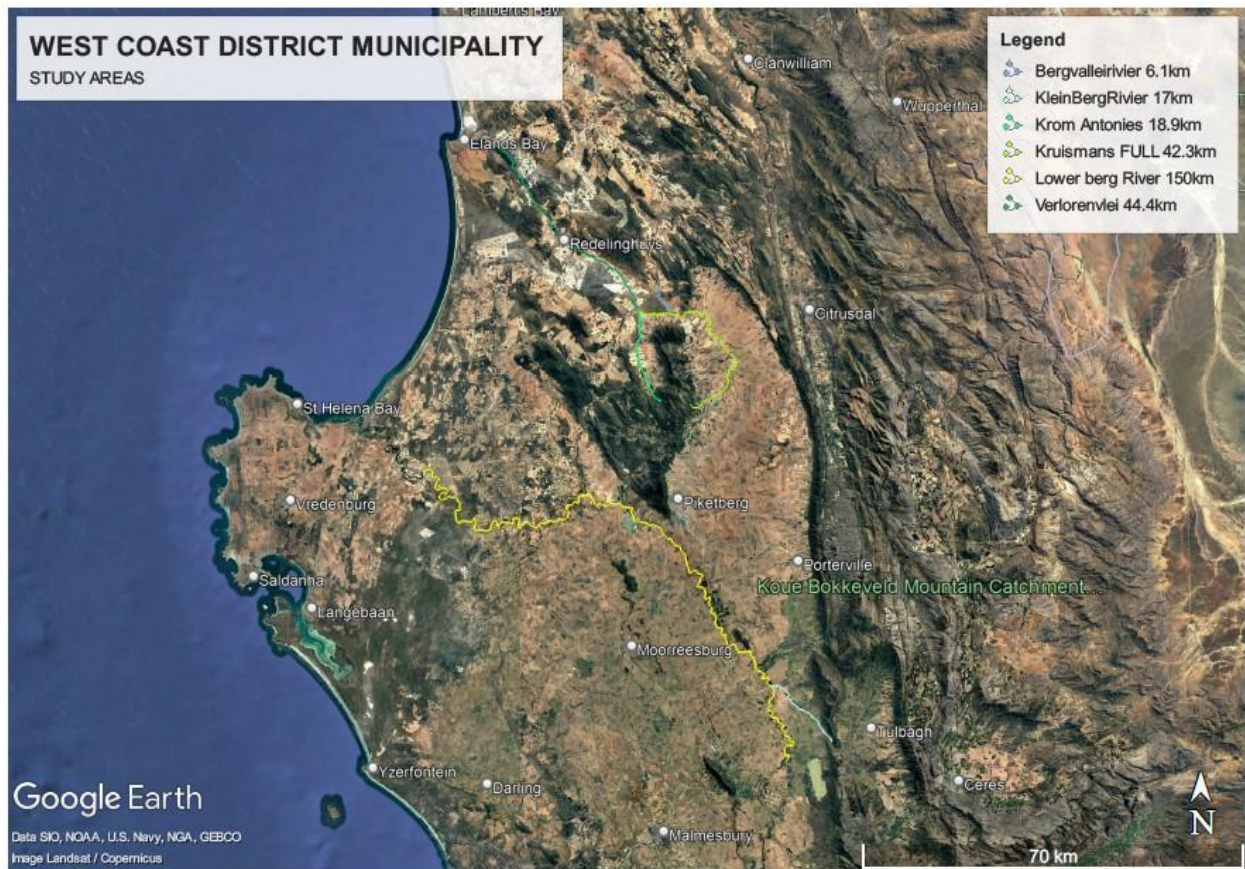


Note: The LEGEND does not display all rivers

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

STUDY AREA 2 WEST COAST

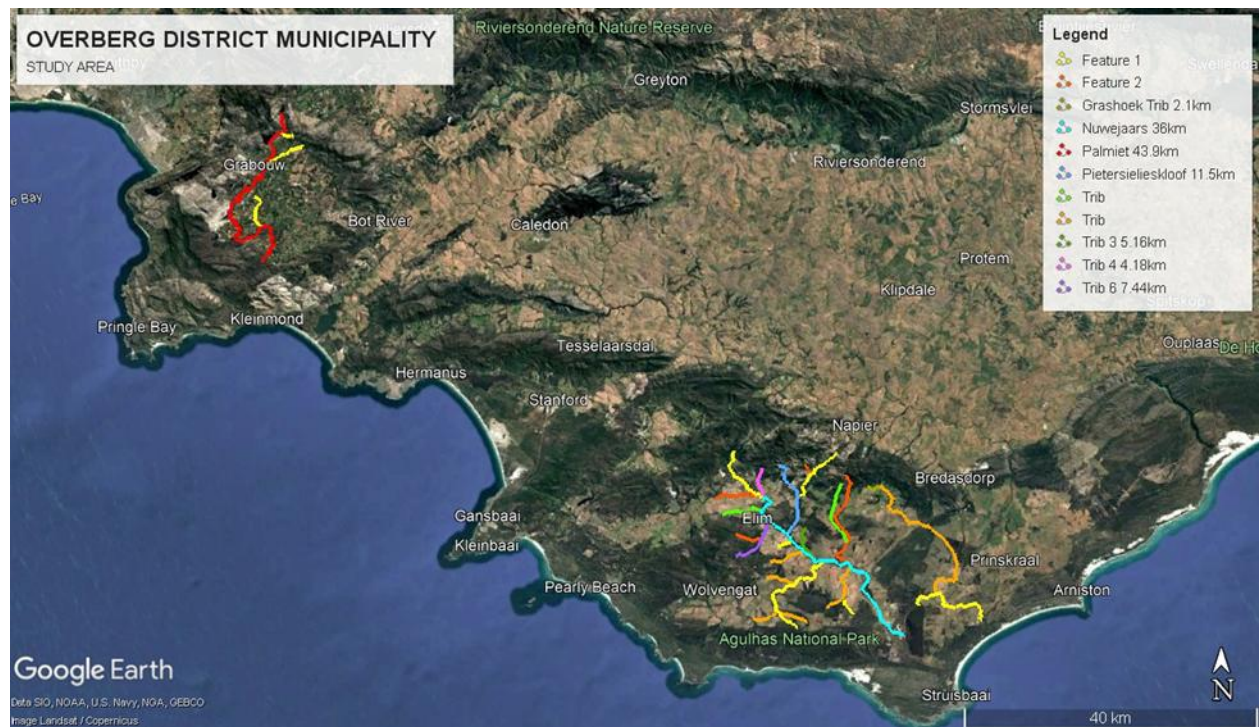
- The **Krom Antonies River** between the following coordinates (32°36'4.50"S 18°41'26.67"E) downstream and (32°44'52.18"S 18°44'0.24"E) upstream.
- The Upper-**Kruismansrivier** between the following coordinates (32°36'9.29"S 18°41'30.50"E) downstream and (32°45'10.07"S 18°47'24.18"E) upstream.
The **Bergvallei River** between the following coordinates (32°36'6.57"S 18°44'53.73"E) downstream and (32°33'28.86"S 18°43'49.09"E) upstream.
- The **Verlorenvlei River** between the following coordinates (32°19'26.14"S 18°24'30.87"E) downstream and (32°35'59.93"S 18°41'26.41"E) upstream.
- The **Lower Berg River** between the following coordinates (32°51'44.07"S 18°16'0.85"E) downstream and (33°20'24.37"S 18°58'49.81"E) upstream.
- The **Klein Berg River** between the following coordinates (33°12'56.76"S 18°57'4.36"E) downstream and (33°18'25.43"S 19°4'11.08"E) upstream.



For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

STUDY AREA 3 OVERBERG

- The Palmiet River between the following coordinates (34°16'17.66"S 19° 1'18.19"E) downstream and (34° 5'28.23"S 19° 3'1.62"E) upstream.
- The Huisrivier between the following coordinates (34°13'43.48"S 19° 1'6.89"E) downstream and (34°11'35.13"S 19° 0'38.81"E) upstream.
- The Nuwejaarsrivier between the following coordinates (34°43'27.46"S 19°58'5.10"E) downstream and (34°33'40.10"S 19°45'25.90"E) upstream, including all tributaries as indicated on map.
- The Grashoek River between the following coordinates (34°40'34.33"S 20° 0'50.75"E) downstream and (34°32'37.80"S 19°55'51.15"E) upstream.
- The Heuningsnesrivier between the following coordinates (34°42'31.67"S 20° 4'56.78"E) downstream and (34°41'28.80"S 19°59'25.16"E) upstream.

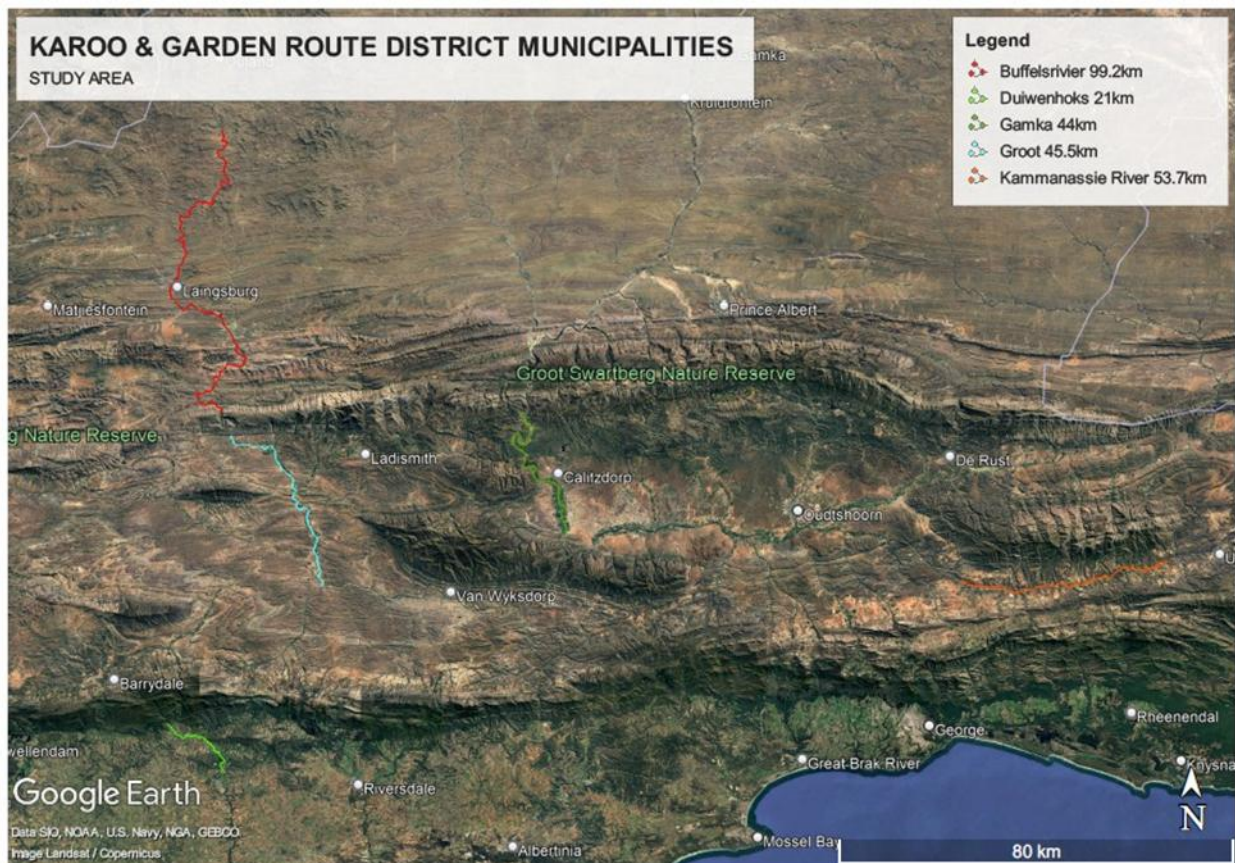


For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

STUDY AREA 4

GARDEN ROUTE & CENTRAL KAROO

- The Buffelsrivier between the following coordinates (32°54'57.78"S 20°58'2.46"E) downstream (33°25'33.29"S 20°57'47.09"E) and upstream.
- The Grootrivier between the following coordinates (33°44'17.99"S 21°10'55.20"E) downstream and (33°28'1.95"S 20°59'7.04"E) upstream.
- The Kammanassierivier between the following coordinates (33°42'58.31"S 19°58'5.10"E) downstream and (33°40'21.86"S 23° 0'46.95"E) upstream, including all tributaries as indicated on map.
- The Duiwenhoksrivier between the following coordinates (34° 4'25.11"S 20°57'45.21"E) downstream and (33°59'6.21"S 20°50'43.06"E) upstream.
- The Gamkarivier between the following coordinates (33°38'22.35"S 21°42'35.78"E) downstream and (33°25'19.49"S 21°37'0.06"E) upstream



The study area should include a riparian buffer of between 100 and 200m on each side of the riverbank, depending on the slope and drainage of the river sections. It should always include the full width of known flow parts of the river.

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

EXPECTED OUTCOMES OF PROJECT

The Maintenance and Management Plans must address, at a minimum, the following priority interventions:

1. To support rehabilitation of Damaged or Degraded Ecosystems to their natural or functional state.
2. Use of Machinery and Engineering Solutions to prevent flooding, manage sedimentation, and maintain clear water flow.
3. Identification of all structures, including powerlines, weirs, roads and bridges.
4. Identification and Removal of Blockages and Obstructions that impede flow or cause back-flooding.
5. Integration of Climate Adaptation Measures to future-proof the river systems against increased climate variability.
6. Community Engagement and Stakeholder Participation to ensure shared responsibility and long-term success. Capacity building and training.

SPECIFICATION

The plan must include a report which analyses the available information regarding the flooding, erosion, and maintenance patterns along the river reach, and how a MMP would help landowners to achieve sustainable resource management objectives at a local level.

This **must include a high-quality photographed database (minimum 4 to 5 megapixels), with GPS points**, of all maintenance needs along the river in the study area. The report should provide an overview on the management objectives for the river reach from a balanced perspective which addresses eco-system health, water quality, land-cover (invasive alien and other plants, and agriculture) and risks (flooding, erosion, infrastructure, and development in the riparian zone).

The scoping phase should include:

- 1) The EAP must establish a Project Steering Committee (PSC) at the start of the process and should include key role-players representing DEADP, BOCMA, Dept. of Agriculture, Cape Nature and the WUA board of directors or representatives.
- 2) Identification of maintenance sites (from satellite imagery, aerial photography and local knowledge): Best practicable environmental options for maintaining irrigation and other infrastructure along the river.
- 3) Identification of the stakeholder grouping for the river: Evaluate the possibility for cooperation between, but not limited to, **the Beaufort West, Prince Albert, Laingsberg and Kannaland, Oudthoorn, Hessequa, Mossel Bay, George, Knysna, Bitou** Municipalities (as landowners), private landowners, DEADP, Cape Nature, WC Disaster Risk Reduction Directorate, BOCMA, Water User Associations and WC Department of Infrastructure, WC Dept. of Agriculture to jointly or individually be responsible for:
 - i) Managing flood threats and damage to all agricultural infrastructure.
 - ii) Repair and Maintenance of river crossings, bridges, weirs and irrigation infrastructure (like with replacements and
 - iii) Routine “clearing”).
 - iv) Clearing of invasive alien plants.
 - v) Sustainable eco-system protection in sensitive areas.

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

vi) Co-ordination of roles and responsibilities.

4) Description of work required to implement river protection works and possible mitigations for maintenance activities in the rivers in terms of:

- i) Freshwater Assessment
- ii) Wetland Assessment
- iii) Botanical Assessment
- iv) Hydrological Assessment

The compilation of this strategic Maintenance Management Plan (MMP) that satisfies the requirement of the NEMA EIA regulations in order to achieve sustainable maintenance of the river and must include a Risk Matrix assessment to inform the GA/WULA requirements in terms of Section 39 of the National Water Act and will:

- a) Obtaining the necessary GA approvals or in some extreme high-risk areas WULA approval.
- b) Describe the required maintenance activities for the MMP as required by the Western Cape Department of Environmental Affairs and Development Planning (DEADP). All maintenance activities that are included in the plan will need to be described in terms of the existing requirements and guidelines on river maintenance management planning (based on the Draft Guideline Template for MMP's Annexure) which will need to be agreed to in terms of the NEMA EIA Regulations 2010 and only relate to Activity 18, Listing Notice 1 (GN R.544) e.g. shaping, planting, gabions, siltation removal.
- c) Assess the impacts of possible maintenance activities on the river.
- d) Strengthen stakeholder engagement (landowners and water users) to better understand maintenance management Planning.
- e) Empower the authorities, local government, Water User Associations (and Irrigation Boards) through data sharing, to make decisions regarding applications for development along the river in a sustainable manner.
- f) Empower the riparian landowners to pro-actively assist with monitoring and improving the health and functioning of the rivers.
- g) Document stakeholder engagement meetings, surveys, comments and institutional arrangements in support of the implementation of the MMP in each river.
- h) Submit the MMP to the DEADP for approval.

Project Performance Evaluation Criteria

The deliverables will have been met if:

- a) The Scoping report adequately sets forth the expected environmental impact(s) of the proposed maintenance activities along the watercourse.
- b) Draft MMPs (pre-submission) adequately sets forth the method statements for the maintenance actions, which reflect the stakeholder inputs on preferred options.

For office use only	Version no: 3	Date: November 2025
To be initialled by bidder		<i>Initial here</i>

- c) Project documentation will be available in digital format. Stakeholder communication will be reported in writing and minutes will be made available after each project meeting. Field work will be mapped in a GIS (GPS co-ordinates, photographs and scores) and reported as addendums to specialist reports. The information is available in Cape Farm Mapper
- d) The final plan is adopted by the Department of Environmental affairs. Twenty percent (20%) of the project costs will be withheld until such approval is issued.

The deliverables will not have been met if:

- a) The draft MMP does not contain sufficient information to fully assess the environmental impacts of maintenance activities that should be avoided to fully protect the environment.
- b) The Scoping report does not contain sufficient information to guide the full assessment of environmental impacts along the river.
- c) A register of landowners affected by the MMPs is not available. Minutes of meetings, attendance registers and original comment sheets, emails and other records of discussion are not available.
- d) If the MMP guidelines of the Dept. of Environmental Affairs have not been met.
- e) If the risk assessment has not been completed to inform the GA or WULA approval process under the Water Act.

QUALIFICATIONS AND COMPANY EXPERIENCE:

- a) A suitably qualified and experienced Environmental Impact Assessment Practitioner with proven experience in compiling river maintenance management plans is critical to ensuring that the outputs are satisfactorily achieved in terms of the NEMA.
- b) The EIA Practitioner must be registered with the relevant professional body and must have successfully compiled and approved River Maintenance and Management Plans.
- c) The following in-house and / or independent specialists **MUST** form part of the team:
 - i) Wetland Specialist
 - ii) Freshwater Specialist
 - iii) Hydrologist
 - iv) Botanist

Allocation of assignments

For the purposes of allocating assignments to the pre-qualified Professional Consultancies in a fair and transparent manner, the following procedure shall apply:

- Assignments will be allocated at the discretion of the Employer based on a ranking order, where the tenderer within a specific category and who is ranked first during the evaluation of the tender will be allocated the first project approved and budgeted for.
- The tenderer awarded a project will be moved to the bottom of the roster list and the next ranked tenderer will be considered for the next approved and budgeted project.
- Where a preferred tenderer is not able to execute an identified project, such Tenderer will be transferred to the bottom of the roster list and the next ranked tenderer will be considered.
- To ensure cost-effectiveness and continuity, the Employer may allocate a particular assignment to a specific Professional Engineering Consultancy on the roster where that particular consultancy has had involvement in

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

previous work associated with the assignment, has sufficient resources to complete the works and rendered satisfactory work to date.

- Any work allocated and commenced before the end of the term of this tender, may continue until the end date provided in the assignment. It is recorded that all extensions of contract terms will be subject to the relevant legislative requirements.

Average pricing

Average pricing will be based upon the principles below: -

- A base rate will be calculated, by determining the average rate after excluding the lowest and the highest offers received.
- Lower offered service providers are not allowed to adjust their prices upward but must render the services as per their initial tendered offers.
- Bidders with higher rates than the lowest acceptable offer must be requested to equal the base rate.
- Contracts will not be awarded to bidders who are not be amenable to adjusted base rate.

Measured

These documents are for a measured bid for all labour and material as set out in the Scope of Works. For the purposes of variation orders, the hourly or unit rates rate of the services should also be given if requested on the form **CBD 4**.

No unit rate price adjustment of whatever nature, except for decreases or increases in the Value-Added Tax (VAT) and / or Variation Orders, will be applicable in this contract. The bidder shall make provision in his bid price for possible fluctuations in costs.

Premises in Occupation

The premises for the works **will** be in occupation during the contract period. Approval to access the premises must be obtained from the land owner.

Fixed Price Bids

No contract price adjustment of whatever nature, except for decreases or increases in the Value-added Tax (VAT) and / or Variation Orders, shall be applicable in this contract. The Contractor will make provision in his bid for possible fluctuations in costs.

Should the evaluation and award process extend beyond the 90-day bid validity period, bidders will contact by email and requested to provided written confirmation of an extension of their validity

Expenses in Preparation of Bid

The Client will not be responsible for, subject to the Preferential procurement regulations, nor pay any expenses for losses which the bidder may incur in preparation of this bid.

For office use only	Version no: 3	Date: November 2025
To be initialled by bidder		<i>Initial here</i>

Accounts and Payments

Payment of accounts received by the Client in terms of the works completed, shall be affected within 30 days after receipt of a correctly completed and approved invoice for the work module. The Client does not accept responsibility for delays in payment due to faulty accounts or paperwork. Payments will also be made according to agreed baseline with specific deliverables based upon a complete payment certificate.

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

PRICING SCHEDULE

CBD 4

Please read notes on next page.						
NAME OF BIDDER						
BID NUMBER		REINVITE OF BID 8/2026				
Are you registered in terms of sections 23(1) of 23(3) of the Value-Added Tax Act 1999 (Act no 89 of 1991)? ¹					Yes	No
					☐	☐
If yes to above, provide your VAT number						
Bill of quantities (if yes, it will be attached separately)					Yes	No
					☒	☐
Item no	Quantity	Description	Bid price (RSA currency) (see 3a)			
		SUB TOTAL				
		VAT				
		GRAND TOTAL				
Signature of bidder						
Date						

¹ https://www.gov.za/sites/default/files/gcis_document/201505/act-89-1991s.pdf

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

UNIT RATES BILL OF QUANTITIES FOR ONE RIVER

THE AMOUNT IN FEE PRICING COLUMN MUST BE FOR 1 HOUR. UPON AWARD OF THE SUCCESSFUL BIDDER, THE DISTRICT MANAGERS WILL SUBMIT AN INDICATION OF REQUIRED DAYS NEEDED FOR EACH SPECIFIC RIVER.

TASK	TASK DESCRIPTION	RATE PER HOUR
1	Project inception and client briefing meeting (in project area)	R
2	Convene and facilitate first MMP PSC (hybrid) meeting in project area (including preparation and distribution of meeting minutes) (PSC meeting #1)	R
3	FIRST ROUND OF PUBLIC PARTICIPATION:	
3.1	Admin/Prepare stakeholder database (it is assumed that this information will mostly be supplied by the client)	R
3.2	Prepare Background Information Brochures (Afr. and English)	R
3.3	Convene and facilitate one Stakeholder Meeting in the project area (including preparation of presentations, and drafting and distribution of meeting minutes)	R
4	SCOPING PHASE	
4.1	EAP Rate per hour	R
4.2	Wetland Specialist Rate per hour	R
4.3	Freshwater Specialist Rate per hour	R
4.4	Hydrologist Rate per hour	R
4.5	Botanist Rate per hour	R
5	SECOND ROUND OF PUBLIC PARTICIPATION - OBTAIN STAKEHOLDER COMMENT ON DRAFT MMP	
5.1	Make Draft MMP available for PSC review and convene PSC meeting to present the Draft MMP contents (PSC meeting #2) - hybrid meeting in project area	R
5.2	Make Draft MMP available for stakeholder review	R
5.3	Convene and facilitate one Stakeholder Meeting / Open Day in the project area (including preparation of presentations, and drafting and distribution of meeting notes)	R
6	Prepare Comments and Response Report (C&RR)	R
7	Finalise and submit Final MMP to the DEA&DP	R
8	Submit Final, approved MMP to client	R
9	Prepare MMP Implementation Brochure (Eng. and Afr.) and distribute to landowners by e-mail	R
Subtotal: Professional Fees (excl. VAT)		R

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

10	DISBURSEMENTS	
10.2	Travelling cost per kilometre	R

For office use only	Version no: 3	Date: November 2025
To be initialled by bidder	Initial here	

DISTRICT SELECTION (PLEASE INDICATE WHICH AREA YOU WOULD LIKE TO WORK, MORE THAN ONE AREA IS ALLOWED TO BE SELECETED)

Please complete below sheet of which district the bidder is interested to work. More than one can be chosen.

DISTRICT	YES	NO
CAPE WINELANDS		
WEST COAST		
OVERBERG		
GARDEN ROUTE & CENTRAL KAROO		

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

NOTES (applicable where indicated)	
A. PRICE (where applicable)	
1. NON-FIRM PRICES - In cases of period contracts, non-firm prices will be adjusted (loaded) with the assessed contract price adjustments implicit in non-firm prices when calculated the comparative prices. - Price adjustments will be allowed at periods and times specified in the bidding documents. - In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point. - The quantities are given as a guideline for a bid and for the purposes of unit rates and in no way be used as a measured bid.	
B. CONSTRUCTION (applicable to construction only)	
- The total price for the service must include all labour and material required for the proper execution of the work as described in the Scope of Works and as per Engineers drawings (where applicable). - The tender will be evaluated on the criteria for a market related price. - The contractor must attach a detailed and comprehensive proof of competency of a construction manager in terms of Construction Regulations 2014, Clause 8 including experience regarding construction health & safety regulations. - The contractor must attach the proof of CIBD grading as specified in the scope of works. - The contractor must be in possession of a valid COIDA letter of good standing and it must be attached. - Where applicable, the contractor must attach valid proof or registration with the Department of Labour for the installation of the main electrical supply.	
C. OTHER NOTES (applicable to all bids)	
- The tender will be evaluated on the criteria for a market related price. - The full cost of the service and/or works must be indicated and may not be discounted or cross subsidised against another service, project, transaction or sale of goods. Such contributions against the total project cost must be specified, itemised, costed and clearly indicated in the bid. - The prices must be valid for a period of 90 days from date of closure of the bid to allow for evaluation and appointment. Casidra SOC Ltd retains the right to amend financial/accounting calculations and to accept the amended amount as the new bid amount.	
D. COMPANY PROFILE (applicable when requested)	
- The contractor must attach a detailed and comprehensive company profile including core competencies of personnel. The company profile must summarize information about the organisation. - The company profile must include the following: - Company core business activities (describe products and services and markets in which it operates). - Company background (state number of years in business, location, history of company etc.) - Company resources (number of employees, core competencies of personnel, structure of company)	
E. WARRANTY (applicable when requested)	
Where requested, the bidder must attach proof of warranty offered on the letterhead of the bidder.	
F. BROCHURE (applicable when requested)	
- Bidder must provide detailed brochure and technical specifications of products where requested. - Bidder must be able to provide proof of service location within applicable radius as specified in CBD 3 (Scope of works).	
G. AFTER SALES SERVICES AGREEMENT (applicable when requested)	
Where applicable, the bidder must sign and submit the after sales agreement.	
H. APPOINTMENT (applicable to construction and professional services)	
- The successful contractor will be given notification in writing by means of an appointment letter - The successful contractor must sign separate service level agreement, together with this document, which will form the contract.	

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

PROOF OF REFERENCES (COMPULSORY)

Supply at least **THREE (3)** different reference **LETTERS** from **THREE (3)** different companies with contact numbers

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

PROOF OF RELEVANT EXPERIENCE (COMPULSORY)

Provide detailed list of completed projects with contact numbers regarding completed River Maintenance Management Plans completed as well as monetary value. **Minimum completed number of projects/MMP is 5**

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

SCHEDULE: ENVIRONMENTAL ASSESSMENT PRACTITIONERS ASSOCIATION OF SOUTH AFRICA (EAPASA) (COMPULSORY)

The bidder must attach to this page Proof of valid registration with Environmental Assessment Practitioners Association of South Africa.

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

SCHEDULE: CV WETLAND SPECIALIST (COMPULSORY)

The bidder must attach to this page Detailed **CV** of specialist including proof of qualifications & prior work experience

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

SCHEDULE: CV FRESHWATER SPECIALIST (COMPULSORY)

The bidder must attach to this page Detailed **CV** of specialist including proof of qualifications & prior work experience

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

SCHEDULE: CV HYDROLOGIST (COMPULSORY)

The bidder must attach to this page Detailed **CV** of specialist including proof of qualifications & prior work experience

For office use only	Version no: 3	Date: November 2025
To be initialled by bidder		<i>Initial here</i>

SCHEDULE: CV BOTANIST (COMPULSORY)

The bidder must attach to this page Detailed **CV** of specialist including proof of qualifications & prior work experience

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

SCHEDULE: DETAILED COMPANY PROFILE (COMPULSORY)

The contractor must attach to this page a **DETAILED & COMPREHENSIVE** company profile including core competencies of personnel. The company profile must summarize information about your organisation. In order for a company profile to be compliant for this bid, the following detail **MUST** be included in the company profile.

- Company core business activities – Describe your products and services and Markets in which you operate
- Company background – State number of years in business, location, History of company, etc.
- Company resources – Number of employees, core competencies of Personnel, structure of company – organogram

For office use only	Version no: 3	Date: November 2025
To be initialled by bidder		<i>Initial here</i>

SUPPLY CHAIN MANAGEMENT
PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022 AND CODES OF GOOD PRACTICE
Only for use of bids from R2 000 to maximum of R50 million
Casidra, as a Schedule 3D development and implementation agent for the Western Cape Provincial Government underwrites, and complies with the Provincial and National developmental initiatives and administers funds on behalf of donors. Within this context, and because of the specific requirements of the donors for the application of the funds, the awarding of bids is dependent on the special evaluation criteria as set out in the policies of Casidra. The evaluation criteria of this Preferential Procurement Policy are based on the “Preferential Procurement Policy Framework (Act 5 of 2000)” and related Regulations. Awarding of the bid is dependent on preferential points system, and every presentation is measured against the specific evaluation criteria as shown. The completion and signature of the document is thus a pre-requisite to qualify as a service provider.
This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution. BEFORE COMPLETING THIS FORM, BIDDERS MUST MAKE SURE OF THE CONTENTS OF THE BROAD BASED BLACK ECONOMIC EMPOWERMENT ACT AND THE CODES OF GOOD PRACTICE WHICH CAN BE FOUND ON: http://www.thedtic.gov.za/financial-and-non-financial-support/b-bbee/broad-based-black-economic-empowerment/ https://www.gov.za/documents/broad-based-black-economic-empowerment-act https://www.bbbeeecommission.co.za/
DEFINITIONS
1.1 “affidavit” is a type of verified statement or showing, or in other words, it contains a verification, meaning it is under oath or penalty of perjury, and this serves as evidence to its veracity and is required for court proceedings; 1.2 “B-BBEE” means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act; 1.3 “B-BBEE status level of contributor” means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice of Black Economic

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

1.4	Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
1.5	“ EME ” is an Exempted Micro Enterprise with an annual total revenue of R10 million or less;
1.6	“ Large Enterprise ” is any enterprise with an annual total revenue above R50 million;
1.7	QSE is a Qualifying Small Enterprise with an annual total revenue between R10 million and R50 million;
1.8	“ The Act ” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000);
1.9	“ The Regulations ” means the Preferential Procurement Regulations, 2011 and 2022;
1.10	“ Consortium or joint venture ” 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;
1.11	“ person ” includes a juristic person;
1.12	“ sub-contract ” means the primary contractor’s assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract;
1.13	“ trust ” means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
1.14	“ trustee ” means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person;
1.15	“ Original sworn affidavit ” means the initial document which was not photocopied or electronically reproduced;
1.16	“ Original certified B-BBEE certificate ” means the certification of a copy of the B-BBEE certificate confirming the validity of the original document. The stamp of the notary must be ORIGINAL .

GENERAL CONDITIONS

- 1.1 The value of this bid is estimated to **not exceed R50 million** (all applicable taxes included) and therefore the 80/20 points system shall be applicable.
- 1.2 Preference points for this bid shall be awarded for:
 - (a) Price; and
 - (b) B-BBEE Status Level of Contribution.
- 1.3 The maximum points for this bid are allocated as follows:

POINTS

PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTION	20
Total points for Price and B-BBEE	100

- 1.4 Failure on the part of a bidder to fill in, sign this form and submit in the circumstances prescribed in the Codes of Good Practice either a B-BBEE Verification Certificate form issued by a Verification Agency accredited by the South African Accreditation System (SANAS) or by a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an affidavit confirming annual total revenue and level of black ownership together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.5 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.
- 1.6 The bidder is responsible to provide **Casidra SOC Ltd** with (refer to 2.2 under POINTS AWARDED FOR PRICE:
 - 1.6.1. An **original sworn affidavit**
 - 1.6.2. An **originally certified B-BBEE certificate**.

ADJUDICATION USING A POINT SYSTEM

- 1.1 Subject to Regulation 7 of the **Casidra SOC Ltd** Financial Regulations and PPR 2022, the bidder obtaining the

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder	<i>Initial here</i>	

- highest number of total points will be awarded the contract.
- 1.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts.
 - 1.3 Points scored must be rounded off to the nearest 2 decimal places.
 - 1.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
 - 1.5 However, where functionality criterion forms part of the bid and is part of the evaluation process, and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality.

POINTS AWARDED FOR PRICE

THE 80/20 PREFERENCE POINT SYSTEM

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

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

Where

P_s = Points scored for price of tender under consideration

P_t = Rand value of offer tender consideration

$P_{\min}$ = Rand value of lowest acceptable tender

2. A maximum of 20 points will be awarded for B-BBEE status level of contribution:
 - 2.1. In terms of Regulations 5(2) of the Regulations preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level on Contributor	Number of points	Points awarded (for office use only)	BEE recognition level
1	20	EME & QSE 100% Black owned	135%
2	18	EME & QSE 51% + Black	125%
3	14		110%
4	12	EME 51% < Black owned	100%
5	8		80%
6	6		60%
7	4		50%
8	2		10%
Non-compliant contributor	0		0%

- 2.2. B-BBEE requirements:

An **EME** must submit a valid, fully completed, **original, certified, dated and signed sworn affidavit** (no Photostat copies of certification allowed) confirming annual turnover and level of black ownership or an affidavit issued by Companies Intellectual Property Commission (accounting officer for a Closed Corporation).

If a **start-up EME**, a **clear, originally certified copy**, of B-BBEE certificate issued by the CIPC for EME's only is accepted.

A **QSE that is less than 51% (50% or less) black owned** must be verified in terms of the QSE scorecard issued via Government Gazette and submit a **clear, valid, originally certified copy** of a B-BBEE Verification Certificate

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

issued by SANAS.

A **QSE that is at least 51% black owned (51% or higher)** must submit an **original, certified, dated and signed sworn affidavit** confirming turnover and level of black ownership as well as declare its empowering status or an affidavit issued by Companies Intellectual Property Commission.

A **large enterprise** must submit a **clear, valid, originally certified copy** of a B-BBEE Verification Certificate issued by a verification agency accredited by SANAS.

A **trust, consortium or joint venture**, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.

A **trust, consortium or joint venture** (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE status level verification certificate for every separate tender.

Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.

3. Bids of non-compliant contributors (where no certificate was submitted) will be considered but no points will be awarded for B-BBEE status.

SUB-CONTRACTING

1.1. Will any portion of the contract be sub-contracted: (Tick applicable box)	Yes ☐	No ☐
1.2. If YES, INDICATE:		
a. What percentage of contract will be subcontracted?		
b. The name of the subcontractor		
c. B-BBEE status level of the sub-contractor		
d. Is sub-contractor EME or QSE	Yes ☐	No ☐
e. Attach the originally certified B-BBEE certificate/ original sworn affidavit as proof.		

MARKET RELATED PRICING

If a bidder, whose tender is compliant and received the highest overall points, do not offer a market related price, the offer may be negotiated with that bidder to be market related.

Are you willing to negotiate your offer?	Yes ☐	No ☐
--	------------------------------	-----------------------------

For office use only	Version no: 3	Date: November 2025
To be initialled by bidder	<i>Initial here</i>	

SUPPLY CHAIN PERFORMANCE MEASUREMENT

In order for **Casidra** to measure its supply chain efficiency and effectiveness, please assist us by answering the following questions:

- **What were the source that made you became aware of this bid being available.**

Personal Email invite to bid:	☐
Via a friend or business partner:	☐
National Government E-Tender website:	☐
Local Newspapers:	☐
Casidra own website:	☐
CIDB website	☐
Other (specify)	☐

- **Was the time allowed to date of closure sufficient for you to compile an offer?**

No – too short ☐	Yes – Sufficient ☐	No - Too long ☐
---	---	--

I, _____

as the authorised representative of the company / CC / business hereby declare that, to the best of my knowledge the abovementioned information is true and correct and that I am duly authorized as a signatory of this bid. On behalf of my business, I accept the terms and conditions as set out in this document. I will supply documentary proof of any information supplied herein on request and to the satisfaction of **Casidra**.

In terms of the POPI Act I further give consent that my contact and company details as will be captured on the **Casidra** database may be shared with the role players/funders involved in the project and be used by **Casidra** for the purpose of further procurement.

Signature	
Date	

For office use only	Version no: 3	Date: November 2025
To be initialled by bidder		<i>Initial here</i>

BIDDER'S DISCLOSURE**1. PURPOSE OF THE FORM**

- 1.1 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, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.
- 1.2 If a person is 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. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

- 2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution? **YES/NO**
- 2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	Identity Number	Name of organ of state

- 2.3 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**
- 2.3.1 If so, furnish particulars:
-
-
- 2.4 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

For office use only	Version no: 3	Date: November 2025
To be initialled by bidder		<i>Initial here</i>

2.4.1 If so, indicate all companies registered in the CSD in the table below:

Supplier registration number (MAAA)	Status (active/inactive/deleted)

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification.

3 GENERAL DECLARATION

I,, the undersigned, 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 to be false.
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.
- 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.
- 3.5 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.
- 3.6 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.
- 3.7 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, 1998 (Act No. 89 of 1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>

I CERTIFY THAT THE ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME
IF THIS DECLARATION IS FALSE.

.....
Signature

.....
Date

.....
Designation

.....
Name of bidder

For office use only	Version no: 3	Date: November 2025
To be initialised by bidder		<i>Initial here</i>