

TENDER NO.: KIM 6057/2019/RFP

**SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING AND TESTING OF DOMESTIC WATER
RESERVOIR, RETICULATION NETWORK AND BOOSTER PUMP STATION.**

Tendering Entity	
Tendered Amount (Including Vat)	R

CONTENTS

Number	Description	
VOLUME 1: Tender Document		
VOLUME 2: GCC for Construction Works, Third Edition 2015		
Part T1: Tendering Procedures		
T1.1	Tender Notice and Invitation to Tender	T1-5
T1.2	Tender Data	T1-6
Part T2: Returnable documents		
T2.1	List of Returnable Documents	T2-2
T2.2	Returnable Schedules	T2-3

Tel +27 53 830 7100 Fax +27 53 851 1032
 Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
 Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

T1.1: TENDER NOTICE AND INVITATION TO TENDER

Airports Company South Africa SOC Limited invites suitably qualified contractors to bid for the supply, delivery, installation, commissioning and testing of domestic water reservoir and booster pump station.

Tender Published:

The tender will be published on **10 June 2019**. The RFP document will be available on www.etenders.gov.za

Compulsory Briefing Session

A compulsory briefing session will be held on **18 June 2019** commencing at **11:00** in **ACSA Offices: Kimberley Airport or East London Airport (Simultaneously)**. Tenderers have an option of attending in any of the below venues.

Venue 1

Kimberley Airport
ACSA Administration Office
Compton Patterson Road
Diskobolose
Kimberley
8301

Venue 2

East London Airport
66 Settlers Way,
East London,
5201

(Request direction from the information desk at the airport)

Collection of Documents

Electronic documents of the bid document will be made available on the National Treasury Website (www.etenders.gov.za) from **10 June 2019**.

Submission Closing Date

Bid submissions will close at **11h00 on 15 July 2019**. All bid documentation must be provided in original and duplicated (printed format), signed and sealed in a clearly marked envelope with Bidder's name, Bid Reference Number and Bid Description and deposited in the tender box, situated at:

Tender Box

Kimberley Airport
ACSA Administration Office
Compton Patterson Road
Diskobolose
Kimberley

Tel +27 53 830 7100 Fax +27 53 851 1032

Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301

Private bag X5052, Kimberley, Northern Cape, South Africa, 8301

www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

(Request for box location at the information desk)

Late Submissions will not be accepted.

All queries should be e-mailed to the following: Lesego.Pitse@airports.co.za

Enquiries will close on 08 July 2019 16h00.

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

Pre - Qualification Criteria

To be recognised as responsive the tenderer:

- Must be B-BBEE level of 1, 2, 3 or 4. Copy of a valid B-BBEE certificated shall be submitted as a returnable document with this tender (Form C3), or,
- Tenderers that do not meet the above shall allocate 30% of the contract value towards the advancement of QSE's or EME's that meet the following criteria. Prior to appointment of the successful tenderer verification of the chosen QSE's or EME's will be conducted. The chosen QSE's or EME's shall meet at least one of the following criteria and operating in the Kimberley region.
 - an EME or QSE which is at least 51% owned by black people;
 - an EME or QSE which is at least 51% owned by black people who are youth;
 - an EME or QSE which is at least 51% owned by black people who are women;
 - an EME or QSE which is at least 51% owned by black people with disabilities;
 - an EME or QSE which is 51% owned by black people living in rural or underdeveloped areas or townships;
 - a cooperative which is at least 51% owned by black people;
 - an EME or QSE which is at least 51% owned by black people who are military veterans;

Mandatory Administrative Requirements

Tenders that do not meet any one of the following minimum criteria will be disqualified and will not be evaluated further:

- 1) Bidders must attend a compulsory site briefing session (Form A1);
- 2) Bidders / Lead Bidders in a JV must have a minimum CIDB grading of **5CE** or higher (Form B2);
- 3) Bidders must be registered with National Treasury's Central Supplier Database (CSD) registration (Form A10);
and
- 4) Bidders should complete and sign Standard Bid Document (SBD) documents (Form A5 - A7),

Telegraphic, telephonic, telex, facsimile, e-mail tenders will not be accepted.

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

T1.2: TENDER DATA

The conditions of tender are the Standard Conditions of Tender as contained in Annex F of Board Notice 86 of 2010 in Government Gazette No. 33239 of 28 May 2010, Construction Industry Development Board (CIDB) Standard for Uniformity in Construction Procurement. (see www.cidb.org.za) which are reproduced without amendment or alteration for the convenience of tenderers as an Annex to this Tender Data.

The Standard Conditions of Tender make several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the Standard Conditions of Tender. Each item of data given below is cross-referenced to the clause in the Standard Conditions of Tender to which it mainly applies.

The following variations, amendments and additions to the Standard Conditions of Tender as set out in the Tender Data below shall apply to this tender:

Clause number	Tender Data
F.1	General
F.1.1	The Employer is the Airports Company South Africa.
F.1.2	<p>The documents listed below will form part of the contract. The tender documents issued by the employer comprise of two Volumes. Tenderers must submit the tender in the name of the company on whose behalf the Document was collected as per the signed Document Register. In the case of a Joint Venture, at least one of the partners should have collected the Documents in his or the Joint Venture's name. The employer does not supply Volume 1. Tenderers are to acquire their own copies of these documents.</p> <p>VOLUME 1: Tender Document</p> <p><i>The Tender:</i></p> <p><i>Part T1: Tendering Procedures</i></p> <p style="padding-left: 40px;">T1.1 Tender notice and invitation to tender T1.2 Tender data</p> <p style="padding-left: 40px;">Part 2: Returnable documents T2.1 List of returnable documents T2.2 Returnable schedules</p> <p>VOLUME 2: The Contract</p>

Tel +27 53 830 7100 Fax +27 53 851 1032
 Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
 Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

	<p>Part C1 Agreements & Contract Data Part C2 Pricing Data Part C3 Employer Service Information Part C4 Site Information</p>
F.2.	Tenderer's obligations
F.2.1	<p>Only those tenderers who are registered with the CIDB, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered, or a value determined in accordance with Regulation 25 (1B) or 25 (7A) of the Construction Industry Development Regulations, for a ME class of construction work, are eligible to have their tenders evaluated</p> <p>Tenderers who are capable of being so registered prior to the evaluation of submissions may be evaluated at the sole discretion of the Employer.</p> <p>Joint Ventures are eligible to submit tenders provided that:</p> <ol style="list-style-type: none"> 1. every member of the joint venture is registered with the CIDB; 2. the lead partner has a contractor grading designation in the CE class of construction work; 3. the combined contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a contractor grading designation determined in accordance with the sum tendered for a 5CE class of construction work or a value determined in accordance with Regulation 25 (1B) or 25 (7A) of the Construction Industry Development Board Regulations.
F.2.2	<p>Add the following to F.2.8: The Employer will not compensate the Tenderer for making a tender submission.</p>
F.2.7	<p>The arrangements for a compulsory clarification meeting are as stated in the Tender Notice and Invitation to Tender. (T1.1 refers).</p> <p>Tenderers must sign the attendance list in the name of the tendering entity. Addenda will be issued to and tenders will be received only from those tendering entities appearing on the attendance list.</p> <p>Tenderers should be represented at the clarification meeting by a person who is suitably qualified and experienced to comprehend the implications of the work involved.</p> <p>Tenders will not be evaluated from Tenderers who have not attended the compulsory site meeting.</p>
F.2.8	<p>Add the following to F.2.8: See F.3.1 for clarification.</p>
F.2.9	<p>Add the following to F.2.9:</p>

Tel +27 53 830 7100 Fax +27 53 851 1032
 Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
 Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

	<p>The Employer will provide Indemnity insurance; the Contractor shall be responsible for the excess. The contact details of the Insurer:</p> <p>Irene Abrahams Account Executive Aon Risk Services The Place 1 Sandton Drive Sandhurst, Sandton 2196 P.O Box 1874 Parklands 2121 t +27 11 944 7765 f (+27) 086 639 2117 m (+27) 081 021 2777 irene.abrahams@aon.co.za www.aon.co.za</p>
F.2.10	<p>Add the following to F.2.10.3: The rates and/or prices will not be subject to escalation unless stated elsewhere in the document.</p>
F.2.12	<p>The Employer will not be bound to accept any alternative tenders.</p> <p>No unauthorised alteration of this set of tender documents will be allowed. Any ambiguity has to be cleared with the contact person for the tender before tender closure.</p>
F.2.13.3	<p>All returnable documents shall be submitted in printed format, written in black ink only and returned as original and one duplicate.</p>
F.2.13.4	<p>Add the following after the first sentence of F.2.13.4:</p> <p>The tender shall be signed by a person duly authorised to do so. Tenders submitted by Joint Ventures of two or more firms shall be accompanied by the document of formation of the Joint Venture, authenticated by a public notary or other official deputed to witness sworn statements, in which is defined precisely the conditions under which the Joint Venture will function, its period of duration, the persons authorised to represent and obligate it, the participation of the several firms forming the Joint Venture, and any other information necessary to permit a full appraisal of its functioning.</p>
F.2.13.5 F2.15.1	<p>The address for delivery of tender offers and identification details to be shown on each tender offer package are:</p> <p>Location of tender box: Kimberley Airport ACSA Administration Offices</p> <p>(Request for box location at the information desk)</p> <p>Physical address: Kimberley Airport ACSA Administration Office Compton Patterson Road Diskobolose</p>

Tel +27 53 830 7100 Fax +27 53 851 1032
 Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
 Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

	<p>Kimberley 8301</p> <p>Identification details:</p> <p>Project name: Supply, Delivery, Installation, Commissioning and Testing of Domestic Water Reservoir, Reticulation Network and booster Pump Station.</p> <p>Bid No.: KIM 6057/2019/RFP</p> <p>Closing Date: 15 July 2019</p> <p>Time: 11h00</p>
F.2.13.6	A two-envelope procedure will not be followed.
F.2.13.9	Telephonic, telegraphic, telex, facsimile or e-mailed tender offers will not be accepted.
F.2.15	The closing time for submission of tender offers is as stated in the Tender Notice and Invitation to Tender.
F.2.16	The tender offer validity period is 84 working days .
F.2.19	<p>Add the following to F.2.19:</p> <p>Access shall be provided for inspections, tests and analysis, <u>if so approved by the Employer</u></p>
F.2.20	<p>Add the following to F.2.20:</p> <p>The successful Tenderer will have to provide a guarantee as security and documentary proof that the necessary insurance policies required in terms of the Contract have been taken out and provide proof of premium payments to the satisfaction of the Employer.</p>
F.2.22	<p>Add the following to F.2.22:</p> <p>Return all retained tender documents and drawings within 28 (twenty-eight) days of the expiry date of the validity period.</p>
F.2.23	The tenderer is required to submit with his tender (Refer to Part T2; Returnable Schedules):

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

	The tenderer must complete the following returnable documents:	Complete
	1 Returnable Schedules required for tender evaluation purposes only	
	A1: Certificate of Attendance at Site Briefing Meeting	
	A2: Record of Addenda to Tender Documents	
	A3: Certificate of Authority for Signatory	
	A4: Certificate of Authority for Joint Ventures (where applicable)	
	A5: SBD 4: Declaration of Interest	
	A6: SBD 8: Declaration of forbidden practices	
	A7: SBD 6.2 Declaration Certificate for Local Production and Content for Designated Sectors	
	A8: Schedule of the Tenderer's Recent Experience related to this Project	
	A9: Schedule of Current Commitments	
	A10: Proof of Bidders' CSD (Central Data Base from National Treasury) registration	
	2 Other documents required for tender evaluation purposes only	
	B1: Proof of Letter of Good Standing in terms of COID Act	
	B2: Proof of relevant valid Construction Industry Development Board registration	
	B3: A valid Tax Clearance Certificate / PIN issued by the South African Revenue Services.	
	3 Returnable Schedules required for tender evaluation purposes that will be incorporated into the contract	
	C1: Enterprise Questionnaire	
	C2: Schedule of Proposed Subcontractors	
	C3: B-BBEE Verification Certificate	
	C4: CV's of key personnel	
	C5: Operational Office	
	C6: Project Programme	
	C7: Preliminary Health & Safety Plan	
	C8: Safety and Fire Rules	
	C9: Proposed Amendments and Qualifications	
	4 C1 Agreement and Contract Data in Volume 2	
	5 C2 Pricing Data in Volume 2	
F.3.	The Employer's undertakings	
F.3.4	Tenders will be opened in public immediately after the closing time at the place and time stated in the Tender Notice and Invitation to Tender. (T1.1 refers).	

Tel +27 53 830 7100 Fax +27 53 851 1032
 Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
 Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

F.3.8	<p><u>Test for Responsiveness</u></p> <p>Add the following to F.3.8: This request for bids is only open to South African respondents who are registered to do work in South Africa.</p> <p>Pre - Qualification Criteria</p> <p>To be recognised as responsive the tenderer</p> <ul style="list-style-type: none"> ○ Must be B-BBEE level of 1, 2, 3 or 4. Copy of a valid B-BBEE certificated shall be submitted as a returnable document with this tender (Form C3), or, ○ Tenderers that do not meet the above shall allocate 30% of the contract value towards the advancement of QSE's or EME's that meet the following criteria. Prior to appointment of the successful tenderer verification of the chosen QSE's or EME's will be conducted. The chosen QSE's or EME's shall meet at least one of the following criteria and operating in the Kimberley region. <ul style="list-style-type: none"> ○ an EME or QSE which is at least 51% owned by black people; ○ an EME or QSE which is at least 51% owned by black people who are youth; ○ an EME or QSE which is at least 51% owned by black people who are women; ○ an EME or QSE which is at least 51% owned by black people with disabilities; ○ an EME or QSE which is 51% owned by black people living in rural or underdeveloped areas or townships; ○ a cooperative which is at least 51% owned by black people; ○ an EME or QSE which is at least 51% owned by black people who are military veterans; <p><u>PHASE 1: Mandatory Administration Requirements</u></p> <p>Proposals that do not meet the following criteria will be disqualified and will not be evaluated:</p> <ul style="list-style-type: none"> ○ Bidders must attend a compulsory site briefing session (Form A1); ○ Bidders / Lead Bidders in a JV must have a minimum CIDB grading of 5CE or higher (Form B2); ○ Bidders must be registered with National Treasury's Central Supplier Database (CSD) registration (Form A10); and ○ Bidders should complete and sign Standard Bid Document (SBD) documents (Form A5 – A7) <p>Telegraphic, telephonic, telex, facsimile, e-mail tenders will not be accepted.</p>
-------	--

Tel +27 53 830 7100 Fax +27 53 851 1032
 Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
 Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

F.3.11	<p><u>Evaluation Criteria</u></p> <p>Tender Evaluation: Points for functionality</p> <p>Points allocated for Functionality shall be evaluated in accordance with the criteria as detailed below. Total functionality points allocated shall be 100. Tenderer must score a minimum score per sub criteria and an overall minimum threshold of 70 points out of 100 is required to be achieved for the tender to be eligible for further evaluation on Price and B-BBEE (80/20 split).</p>
--------	--

Functionality Evaluation- Summary Table

Description of quality criteria	WQ	Sub criteria	Max Score	Minimum Threshold
		Quality Score		
Tenderer's resource proposal	30	Qualifications	15	10
		Year of experience in similar works	15	10
References and experience	40	Delivery of water projects	40	30
Locality	30	Copy of municipal rates and taxes for the business	30	20

Tel +27 53 830 7100 Fax +27 53 851 1032
 Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
 Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

Qualifications -15 (Proof of qualification should be attached to the resource's CV's for evaluation purposes the resources CV's should clearly state the role assigned for this contract.)

Note:

- Foreign (non-South African) qualifications shall be accompanied by an SAQA equivalent letter/certificate
- In a case where more than one resource per responsibility (i.e. more than one Site Manager) has been tendered, all tendered resources will be evaluated, and an average score will be used as the final score for that particular sub criteria.

Site Agent (9)	Weight	Safety Officer (6)	Weight
• Civil engineering qualification minimum national diploma	6	• Safety qualification (Certificate/Diploma/Degree or higher)	4
• Project management qualification (certificate, diploma or degree)	3	• Registration with a professional body	2
• No qualification submitted or qualification not related to civil engineering.	0	• No qualification submitted or qualification not related to safety	0

Years of Experience – 15 (Proof of experience should be reflected in the resources' CV's for evaluation purposes)

Note:

- In a case where more than one resource per responsibility (i.e. more than one Site Manager/Agent or Safety Officers) has been tendered, all tendered resources will be evaluated, and an average score will be used as the final score for that particular sub criteria.
- Experience for the resources should be related to the assigned role and for the Site Agent/Manager should be related to the scope of work as well (projects involving bulk water storage, booster pumps and pump house, water reticulation.) previous done.

Site Agent (9)	Weight	Safety Officer (6)	Weight
Delivery of water projects with similar scope:		Delivery of construction projects:	
• Five projects or more	9	• Four projects or more	6
• Four projects	8	• Three projects	5

Tel +27 53 830 7100 Fax +27 53 851 1032

Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301

Private bag X5052, Kimberley, Northern Cape, South Africa, 8301

www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

• Three projects	7	• Two projects	4
• Two projects	6	• One project or projects not related to construction	0
• Two projects One project or projects not related to the scope	0		

Company Experience– 40

The Tenderer should provide proof of similar works previously done (projects involving bulk water storage, booster pumps and pump house, water reticulation).

Note: all references should be accompanied by a reference letter/completion certificate in the tendering company's **client letter head**. Scope of work should be clear in the reference letter or completion certificate for evaluation purposes.

Company Experience	Weight
Delivery of water projects with similar scope:	
• Five projects or more	40
• Three projects	35
• Two projects	30
• One project or projects not related to the scope	0

Locality– 30

Proof of locality to be verified by the municipal rates and taxes statement / valid lease agreement. Proof to be attached to **Form C5**

Tel +27 53 830 7100 Fax +27 53 851 1032

Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301

Private bag X5052, Kimberley, Northern Cape, South Africa, 8301

www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

Locality	Weight
• Within Kimberley	30
• Within the Northern Cape province but not in Kimberley	25
• Within South Africa but outside of the Northern Cape Province	20
• Outside of South Africa	0

Tel +27 53 830 7100 Fax +27 53 851 1032
 Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
 Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

F.3.11.7	<p>Scoring Financial offers:</p> <p>The formula to be used to calculate the points for price is as follows:</p> $P_s = 80 \times \{1 - (P_t - P_{min}) / P_{min}\}$ <p>where P_s = Points score for price P_t = Comparative price of Bid under consideration P_{min} = Comparative price of the lowest acceptable Bid</p> <p>In terms of Regulation 5 (2) and 6 (2) of the Preferential Procurement Regulations, preference points must be awarded to a Bidder for attaining the B-BBEE status level of contribution in accordance with the table below:</p>																				
	<p>Preference point system:</p> <p>The Preference point system in terms of the Preferential Procurement Policy Framework Act, with 80 points reflecting price and 20 points reflecting B-BBEE recognition. ACSA will only accept the DTI criteria as proof of B-BBEE status.</p> <p>Preference points will be allocated as follows:</p> <table border="1" data-bbox="435 1288 1129 1615"> <thead> <tr> <th>B-BBEE Status Level of Contributor</th> <th>Number of Points</th> </tr> </thead> <tbody> <tr><td>1</td><td>20</td></tr> <tr><td>2</td><td>18</td></tr> <tr><td>3</td><td>14</td></tr> <tr><td>4</td><td>12</td></tr> <tr><td>5</td><td>8</td></tr> <tr><td>6</td><td>6</td></tr> <tr><td>7</td><td>4</td></tr> <tr><td>8</td><td>2</td></tr> <tr><td>Non-compliant contributor</td><td>0</td></tr> </tbody> </table> <p>Bidders who qualify as EMEs in terms of the B-BBEE Act must submit an affidavit stating its annual turnover, a Verification Agency accredited by SANAS.</p> <p>Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued a Verification Agency accredited by SANAS. QSEs have an additional option of submitting a sworn affidavit as its B-BBEE certificate in terms of the amendments to the B-BBEE Codes of Good Practice in 2013</p> <p>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</p>	B-BBEE Status Level of Contributor	Number of Points	1	20	2	18	3	14	4	12	5	8	6	6	7	4	8	2	Non-compliant contributor	0
B-BBEE Status Level of Contributor	Number of Points																				
1	20																				
2	18																				
3	14																				
4	12																				
5	8																				
6	6																				
7	4																				
8	2																				
Non-compliant contributor	0																				

Tel +27 53 830 7100 Fax +27 53 851 1032

Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301

Private bag X5052, Kimberley, Northern Cape, South Africa, 8301

www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

	<p>A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid</p> <p>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.</p> <p>A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other person that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-service provider is an EME that has the capability and ability to execute the sub-contract</p> <p>A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract</p>
F.3.13.1	<p>Tender offers will only be accepted on condition that:</p> <p>a) The Bidders has adhered to the terms and condition of RFP;</p> <p>b) the tenderer or any of its directors is not listed in the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; and</p> <p>c)the tenderer has not:</p> <p style="padding-left: 40px;">i)abused the Client's Supply Chain Management System; or</p> <p style="padding-left: 40px;">ii)failed to perform on any previous contract and has been given a written notice to this effect; and</p> <p>d)has completed the Compulsory Enterprise Questionnaire and there are no conflicts of interest which may impact on the tenderer's ability to perform the contract in the best interests of the Client or potentially comprise the tender process.</p>
F.3.18	<p>The number of paper copies of the signed contract to be provided by the employer is one.</p>

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393



Part T2: Returnable Documents

T2.1: List of Returnable Documents T2-2

T2.2: Returnable Schedules..... T2-3

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

T2.1: LIST OF RETURNABLE DOCUMENTS

The tenderer must complete the following returnable documents:	Completed (tick)
1 Returnable Schedules required for tender evaluation purposes only	
A1: Certificate of Attendance at Site Briefing Meeting	
A2: Record of Addenda to Tender Documents	
A3: Certificate of Authority for Signatory	
A4: Certificate of Authority for Joint Ventures (where applicable)	
A5: SBD 4: Declaration of Interest	
A6: SBD 8: Declaration of forbidden practices	
A7: SBD 6.2 Declaration Certificate for Local Production and Content for Designated Sectors	
A8: Schedule of the Tenderer's Recent Experience related to this Project	
A9: Schedule of Current Commitments	
A10: Bidders must be registered on CSD (Central Data Base from National Treasury)	
2 Other documents required for tender evaluation purposes only	
B1: Proof of Letter of Good Standing in terms of COID Act	
B2: Proof of relevant valid Construction Industry Development Board registration	
B3: A valid Tax Clearance Certificate issued by the South African Revenue Services.	
3 Returnable Schedules required for tender evaluation purposes that will be incorporated into the contract	
C1: Enterprise Questionnaire	
C2: Schedule of Proposed Subcontractors	
C3: B-BBEE Verification Certificate	
C4: CV's of key personnel	
C5: Operational Office	
C6: Project Programme	
C7: Preliminary Health & Safety Plan	
C8: Safety and Fire Rules	
C9: Proposed Amendments and Qualifications	

Tel +27 53 830 7100 Fax +27 53 851 1032

Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301

Private bag X5052, Kimberley, Northern Cape, South Africa, 8301

www.airports.co.za

Form A1: Certificate of Attendance at Site Clarification Meeting

This is to certify that

I,

Representative of tenderer)

.....

.....

of (address)

.....

.....

.....

e-mail:

telephone number:

visited and examined the site on date:

Tenderer's Representative

Signature: Position:

Employer's Representative:

Name: Date:

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Form A2: Record of Addenda to Tender Documents

We confirm that the following communications received from the Employer before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:

	Date	Title or Details
1.		
2.		
3.		
4.		
5.		

Attach additional pages if more space is required.

Signed: Date:

Name: Position:

Tenderer:

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Form A3: Certificate of Authority for Signatory

- (1) Signatories for close corporations and companies shall confirm their authority by attaching to this form a duly signed and dated copy of the relevant resolution of their members or their board of directors, as the case may be.
- (2) In the event that the tenderer is a joint venture, a certificate of authority for signatories (Form A4) is required from all members of the joint venture and the designated lead member shall be clearly identified as requested by tender condition F2.13.4.

An example is shown below:

"By resolution of the board of directors taken on20.....

Mr/Ms

whose signature appear below, has been duly authorized to sign all documents in connection with this tender for **CONTRACT No: KIM 6057/2019/RFP** and any contract which may arise there from on behalf of

(block capitals)

.....

Signed on behalf of Company:

In his/her capacity as:

Date:Signatory of Authority:

Witnesses:

.....
Signature	Signature

.....
Name (print)	Name (print)

Attach:

- Company Documents

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Form A4: Certificate of Authority for Joint Ventures (where applicable)

This Returnable Schedule is to be completed only by joint ventures in addition to Form A3 for each JV member.

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorise Mr/Ms
, authorised signatory of the company
, acting in the capacity of lead partner, to sign all documents in
 connection with the tender offer and any contract resulting from it on our behalf.

NAME OF FIRM	ADDRESS	DULY AUTHORISED SIGNATORY
Lead partner		Signature: Name: Designation:
		Signature: Name: Designation:

Signed: Date:

Name: Position:

Tenderer:

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Form A5: Declaration of Interest

Making a Declaration

Any legal person or persons having a relationship with persons employed by ACSA, including a blood relationship, may submit a bid in terms of this tender document. In view of possible allegations of unfairness, should the resulting bid, or part thereof, be awarded to persons connected with or related to ACSA employees, it is required that the bidder or his/her authorised representative declare his/her position in relation to ACSA employees or any member of the evaluation or adjudication committee which will consider bids. Furthermore, ACSA requires all bidders to declare that they have not acted in any manner inconsistent with the law, policy or fairness.

All bidders must complete a declaration of interest form below:

Full name of the bidder or representative of the bidding entity

Identity Number

Position held in the bidding entity

Registration number of the bidding entity

Tax Reference number of the bidding entity

VAT Registration number of the bidding entity

I/We certify that there is a / no relationship between the bidding entity or any of its shareholders / directors / owner / member / partner with any ACSA employee or official.

Where a relationship exists, please provide details of the ACSA employee or official and the extent of the relationship below

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Full Names of Directors / Trustees / Members / Shareholders of the bidding entity

Full Name	Identity Number	Personal Income Tax Reference Number

I/We declare that we have not acted in any manner which promotes unfairness, contravenes any law or is against public morals. We further certify that we will in full compliance of this tender terms and conditions as well as ACSA policies in the event that we are successful in this tender.

Declaration:

I/We the undersigned _____ (Name) hereby certify that the information furnished in this tender document is true and correct. We further certify that we understand that where it is found that we have made a false declaration or statement in this tender, ACSA may disqualify our bid or terminate a contract we may have with ACSA where we are successful in this tender.

Signature

Date

Position

Name of bidder

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Form A6: Declaration of Forbidden practices

I/ We hereby declare that we have not been found guilty of any illegal activities relating to corruption, fraud, B-BBEE fronting, anti-competitive practices and/or blacklisted by an organ of State Owned Company, etc. and/or any other forbidden practices.

I/We declare the following:

	Description	Penalty	Organ of State / State Owned Company
a)			
b)			

Furthermore, I/ We declare that to the best of my/ our knowledge there is / are no further practices to be declared or which are in the process of being finalised. The following are alleged practices which have not yet been finalised.

	Description	Organ of State / State Owned Company
a)		
b)		

This declaration was signed on _____ of _____ 2018.

Name: _____

Designation: _____

Signature: _____

Form A7: Declaration Certificate for Local Production and Content for Designated Sectors

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

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

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2011 (Regulation 9) makes provision for the promotion of local production and content.
- 1.2. Regulation 9.(1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for bids referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

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

Where

x is the imported content in Rand

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

Tel +27 53 830 7100 Fax +27 53 851 1032

Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301

Private bag X5052, Kimberley, Northern Cape, South Africa, 8301

www.airports.co.za

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as indicated in paragraph 4.1 below.

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

- 1.6 A bid may be disqualified if –
- (a) this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation; and
 - (b) the bidder fails to declare that the Local Content Declaration Templates (Annex C, D and E) have been audited and certified as correct.

2. Definitions

- 2.1. **“bid”** includes written price quotations, advertised competitive bids or proposals;
- 2.2. **“bid price”** price offered by the bidder, excluding value added tax (VAT);
- 2.3. **“contract”** means the agreement that results from the acceptance of a bid by an organ of state;
- 2.4. **“designated sector”** means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;
- 2.5. **“duly sign”** means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility (close corporation, partnership or individual).
- 2.6. **“imported content”** means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad (this includes labour or intellectual property costs), plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;
- 2.7. **“local content”** means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;

Tel +27 53 830 7100 Fax +27 53 851 1032

Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301

Private bag X5052, Kimberley, Northern Cape, South Africa, 8301

www.airports.co.za

- 2.8. “**stipulated minimum threshold**” means that portion of local production and content as determined by the Department of Trade and Industry; and
- 2.9. “**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.
3. **The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:**

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold</u>
_____	_____ %
_____	_____ %
_____	_____ %

4. Does any portion of the services, works or goods offered have any imported content?
(**Tick applicable box**)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

- 4.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.reservebank.co.za.

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

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

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

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

5. Were the Local Content Declaration Templates (Annex C, D and E) audited and certified as correct?
(*Tick applicable box*)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

5.1. If yes, provide the following particulars:

- (a) Full name of auditor:
- (b) Practice number:
- (c) Telephone and cell number:
- (d) Email address:

(Documentary proof regarding the declaration will, when required, be submitted to the satisfaction of the Accounting Officer / Accounting Authority)

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

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

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

IN RESPECT OF BID NO.

ISSUED BY: (Procurement Authority / Name of Institution):
.....

NB

1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on http://www.thdti.gov.za/industrial_development/ip.jsp. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),
do hereby declare, in my capacity as
of(name of bidder entity), the
following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
 - (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
 - (ii) the declaration templates have been audited and certified to be correct.

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

(c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

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

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

The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

(d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.

(e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

DATE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____



Form A8: Schedule of the Tenderer's Recent Experience related to this Project

The following is a statement of similar work successfully executed

Item No.	Company	Description of the works	Duration of the project	Cost of Project Excluding Vat	Contact Person	Contact Number
1						
2						
3						
4						
5						

Tel +27 53 830 7100 Fax +27 53 851 1032
 Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
 Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za



6						
---	--	--	--	--	--	--

(Attach additional information to this page)

Note: When completing the above schedule, Tenderer's must take cognisance of the evaluation criteria as described in the Tender Data, Part T1.2, Clause F3.8

Signed: Date:

Name: Capacity:

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

Reference 1: Reference Letter or Completion Certificate

Attach Reference Letter or Completion Certificate

Reference 2: Reference Letter or Completion Certificate

Attach Reference Letter or Completion Certificate

Reference 3: Reference Letter or Completion Certificate

Attach Reference Letter or Completion Certificate

Reference 4: Reference Letter or Completion Certificate

Attach Reference Letter or Completion Certificate

More References: Reference Letters or Completion Certificates (if applicable)

Attach Reference Letters or Completion Certificates



Signed: Date:

Name: Capacity:

Tenderer:

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

Form A10: Registration on the Central Data Base of National Treasury

Attach proof of registration on CSD to this page

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Form B1 to Form B4: Certificates

Attach the following Certificates to this page:

The tenderer must attach the following certificates to this page:	Attached (Tick)
B1. Proof of Contractor's letter of good standing in terms of COID Act. The tenderer needs to be registered and in good standing with a compensation insurer who is approved by Department of Labour in terms of section 80 of the Compensation for Injury and Disease Act (COID) (Act 130 of 1993).	
B2. Proof of relevant valid Construction Industry Development Board registration	
B3. A valid Tax Clearance Certificate / PIN issued by the South African Revenue Services, plus 1 certified copy.	

Signed: Date:

Name: Position:

Tenderer:

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Form B1: Proof of Contractor's Letter of Good Standing in terms of COID Act

Attach Proof of Contractor's Letter of Good Standing in terms of COID Act

Form B2: Proof of relevant valid Construction Industry Development Board (CIDB) registration

Attach Proof of relevant valid Construction Industry Development Board registration (CIDB)

Form B3: An original valid Tax Clearance Certificate issued by the South African Revenue Services

Attach valid Tax Clearance Certificate / PIN issued by the South African Revenue Services

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Form C1: Enterprise Questionnaire

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

Section 1: Name of enterprise:

Section 2: VAT registration number, if any:

Section 3: CIDB registration number, if any:

Section 4: Particulars of sole proprietors and partners in partnerships

Name*	Identity number*	Personal income tax number*

* Complete only if sole proprietor or partnership and attach separate page if more than 3 partners

Section 5: Particulars of companies and close corporations

Company registration number

Close corporation number

Tax reference number

Section 6: Record in the service of the state

Indicate by marking the relevant boxes with a cross, if any sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months in the service of any of the following:

- a member of any municipal council
- a member of any provincial legislature
- a member of the National Assembly or the National Council of Province
- a member of the board of directors of any municipal entity
- an official of any municipality or municipal entity
- an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)
- a member of an accounting authority of any national or provincial public entity
- an employee of Parliament or a provincial legislature

If any of the above boxes are marked, disclose the following:

Tel +27 53 830 7100 Fax +27 53 851 1032
 Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
 Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Name of sole proprietor, partner, director, manager, principal shareholder or stakeholder	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

*insert separate page if necessary

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Form C1. Compulsory Enterprise Questionnaire (cont.)

Section 7: Record of spouses, children and parents in the service of the state

Indicate by marking the relevant boxes with a cross, if any spouse, child or parent of a sole proprietor, partner in a partnership or director, manager, principal shareholder or stakeholder in a company or close corporation is currently or has been within the last 12 months been in the service of any of the following:

- a member of any municipal council
- a member of any provincial legislature
- a member of the National Assembly or the National Council of Province
- a member of the board of directors of any municipal entity
- an official of any municipality or municipal entity
- an employee of any provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act 1 of 1999)
- a member of an accounting authority of any national or provincial public entity
- an employee of Parliament or a provincial legislature

Name of spouse, child or parent	Name of institution, public office, board or organ of state and position held	Status of service (tick appropriate column)	
		Current	Within last 12 months

*insert separate page if necessary

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise:

- i)* authorizes the Employer to obtain a tax clearance certificate from the South African Revenue Services that my / our tax matters are in order;
- ii)* confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- iii)* confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise, has within the last five years been convicted of fraud or corruption;
- iv)* confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and
- v)* confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Tel +27 53 830 7100 Fax +27 53 851 1032

Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301

Private bag X5052, Kimberley, Northern Cape, South Africa, 8301

www.airports.co.za



Signed: Date:

Name: Position:

Tenderer:

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Form C2: Schedule of Proposed Subcontractors

We notify you that it is our intention to employ the following Subcontractors for work in this contract.

If we are awarded a contract, we agree that this notification does not change the requirement for us to submit the names of proposed Subcontractors in accordance with requirements in the contract for such appointments. If there are no such requirements in the contract, then your written acceptance of this list shall be binding between us.

We confirm that all subcontractors who are contracted to construct a house are registered as home builders with the National Home Builders Registration Council.

	Name and address of proposed Subcontractor	Nature, extent and approximate value of work to be sub-contracted	Previous experience with Subcontractor (attach details)

Tel +27 53 830 7100 Fax +27 53 851 1032
 Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
 Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

--	--	--	--

(Attach additional information to this page)

Signed: Date:

Name: Position:

Tenderer:

Form C3: B-BBEE Verification Certificate

Attach certified BEE Verification certificate to this page

Notes to tenderer:

1. The tenderer shall attach to this form a certified B-BBEE Verification Certificate, plus 1 certified copy, in accordance with the Construction Sector Codes of Practice promulgated in Gazette 32505 on 5 June 2009 (see F.3.11 of the tender data).
2. The B-BBEE Verification Certificates **must** be issued by Accredited Verification Agencies or Verification Agencies that are in possession of a valid pre-assessment letter from the South African National Accreditation System
3. In the event of a joint venture (JV), a consolidated B-BBEE verification certificate in the name of the JV shall be attached.
4. The attached verification certificate and the associated assessment report shall identify:
 - (a) The name and domicilium citandi et executandi of the tenderer.
 - (b) The registration and VAT number of the tenderer.
 - (c) The dates of granting of the B-BBEE score and the period of validity.
 - (d) The expiry date of the verification certificate.
 - (e) A unique identification number.
 - (f) The standard and/or normative document, including the issue and/or revision used to evaluate the tenderer.
 - (g) The name and/or mark/logo of the B-BBEE verification agency or registered auditor.
 - (h) The scorecard (Generic, QSE, Exempt) against which the tenderer has been measured.
 - (i) The B-BBEE status level.
 - (j) The SANAS logo of the Verification Agency.
 - (k) The B-BBEE procurement recognition level.
 - (l) The score achieved per B-BBEE element.
 - (m) The % black shareholding.
 - (n) The % black women shareholding.
 - (o) The value added status of the tenderer.
5. The Employer will not be responsible to acquire data that it needs for its own reporting systems and which may not form part of a verification agency's standard certificate format. The tenderer, at its own cost, must acquire any missing specified data listed in 3 above from its selected verification agency or registered auditor and have it recorded on the certificate. Alternatively, such missing data must be supplied separately, but certified as correct by the same verification agency or registered auditor and also attached to this form. Failure to abide by this requirement will result in such tenderer scoring zero preference.

Tel +27 53 830 7100 Fax +27 53 851 1032

Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301

Private bag X5052, Kimberley, Northern Cape, South Africa, 8301

www.airports.co.za



Signed: Date:

Name: Position:

Tenderer:

(Attach certificate to this page)

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

Form C4: CV's of Key Personnel

Note: When completing the schedule below, Tenderer's must take cognisance of the evaluation criteria as described in the Tender Data, Part T1.2, Clause F3.8.

Compulsory CV's are required for the following:

- Site Agent
- Safety Officer

The full CV's are to be attached to the relevant pages and, in addition, the following summaries are to be completed for each of the above key personnel members.

SITE AGENT
(make as many copies as required)

Name:		
Surname:		
Nationality:		
Date of Birth:		
Current Residence:		
Qualifications (add certified certificate to this page)	Qualification 1: _____ Qualification2: _____	
	Qualification 1: _____ Qualification2: _____	
Relevant Experience:		
Employer (Contact details)	Responsibility	Duration(Start-End)
Company 1:		Start: End:
Company 2:		Start: End:
Company 3:		Start: End:
Company 4:		Start: End:

Tel +27 53 830 7100 Fax +27 53 851 1032
 Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
 Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za



(Attach additional information to this page)

Commitment to the Project

The undersigned commits him/her to the overall project. He/she does not intend to cancel his/her contract or to leave the company which employs him/her within the overall duration of the entire project.

Signed: Date:

Name: Position:

Tenderer:

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Site Agent's Detailed CV

Attach Site Agent's Detailed CV

Site Agent's Qualifications

Attach Site Agent's Qualifications

Form C4: CV's of Key Personnel (cont.)

SAFETY OFFICER
(make as many copies as required)

Name:		
Surname:		
Nationality:		
Date of Birth:		
Current Residence:		
Qualifications (add certified certificate to this page)	Qualification 1: _____ Qualification2: _____	
	Qualification 1: _____ Qualification2: _____	
Relevant Experience:		
Employer (Contact details)	Responsibility	Duration(Start-End)
Company 1:		Start: End:
Company 2:		Start: End:
Company 3:		Start: End:
Company 4:		Start: End:



(Attach additional information to this page)

Commitment to the Project

The undersigned commits him/her to the overall project. He/she does not intend to cancel his/her contract or to leave the company which employs him/her within the overall duration of the entire project.

Signed: Date:

Name: Position:

Tenderer:

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Safety Officer's Detailed CV

Safety Officer's Detailed CV

Safety Officer's Qualifications

Attach Safety Officer's Qualifications

Form C5: Operational Office

State the details of the operational office from which this contract will be managed (Attach copy of the municipal rates and taxes statement / a valid lease agreement):

The address of the Contractor is:

Physical Address:	Postal Address:

Telephone:	Fax:
------------	-------	------	-------

e-mail:

Form C6: Project Programme

The project programme should include the following:

- Preliminary project plan – Gantt Chart format
- Work breakdown structure
- Resource allocation
- Critical path, etc.

Attach Project Programme

Form C7: Preliminary Health and Safety Plan

Note to Tenderer:

When completing this schedule, Tenderer's must take cognisance of the evaluation criteria as described in the Tender Data, Section T1.2, Clause F3.8.

Attach a signed copy of the Plan to this page. Any Occupational Health and Safety certification by a recognised international body must be stated and proof attached.

Acceptance of ACSA's Terms and Conditions in terms of Occupational Health and Safety

I, _____ (name & surname) of _____ (company)	
agree to the above conditions and acknowledge ACSA's right to impose penalties should I or any of my employees or sub-contractors fail to comply with these conditions.	
Signed:	_____
On this date:	_____ (dd/mm/yyyy)
At:	_____

Signed: Date:

Name: Position:

Tenderer:

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Form C8: Safety and Fire Rules

SAFETY AND FIRE RULES FOR CONTRACTORS ON THE PREMISES

- (i) All persons on company premises shall obey all health and safety rules, procedures and practices. In particular, NO SMOKING signs and the prohibition of the carrying of smoking materials in designated areas shall always be obeyed. A copy of the Safety Rules booklet is available on request.
- (ii) All the applicable requirements of the Occupational Health and Safety Act (1993) and Regulations and any amendments thereto, shall be met.
- (iii) Where the OHS Act prescribes certification of competency of persons performing certain tasks, proof of such certification shall be provided prior to signing of the contract or commencement of work.
- (iv) The Contractor's Workmen's Compensation fees must be up to date. A copy of Contractor's WCA registration shall be produced on request. WCA Registration No. of the Contractor
- (v) The following areas in the company are declared as "HOT WORK PERMIT" areas:

AREA	PERSON RESPONSIBLE TO ISSUE PERMIT
All airside areas	Fire and Safety department
All basement areas	Fire and Safety department
All areas accessible to the public	Fire and Safety department
All enclosed areas	Fire and Safety department
The Terminal building	Fire and Safety department

Any process in the above-mentioned areas involving open flames, sparks or heat shall be authorised by the issue of a permit to work, obtained from the company officials designated as permit issuer for the relevant area. Any work done under the protection of a permit to work shall be in strict compliance with every prescription on the permit.

- (vi) Safety equipment shall be used where applicable, (e.g. safety goggles, boots, harness, etc.). The

Contractor shall at his own expense provide such equipment, for his employees. The Contractor shall apply the necessary discipline and control to ensure compliance by his workers.

- (vii) All work shall be done during normal working hours, unless otherwise instructed or agreed in writing.
- (viii) All Contractor employees shall familiarise themselves with the existing emergency procedures and co-operate in any drills or exercises, which might be held. Emergency/fire equipment and extinguishers shall not be obstructed at any time.
- (ix) No person shall perform an unsafe/unhygienic act or operation whilst on the Company premises.
- (x) No unsafe / dangerous equipment or tools may be brought onto or used on Company premises. The Company reserves the right to inspect all equipment/tools at any time and prevent/ prohibit their use, without any penalty to the Company and without affecting the terms of the Contract in any way.
- (xi) The Contractor shall maintain good housekeeping standards in the area where he is working for the duration of the contract.
- (xii) The Company reserves the right to act in any way to ensure the safety/ security of any persons, equipment or product on its premises and will not be liable for any cost or loss evoked by the action. This includes the right to search all vehicles entering, leaving or parked on the premises and to inspect any parcel, package, handbag and pockets. Persons who are not willing to permit searches may not bring any such items or vehicles onto the premises.

(Attach additional information to this page)

Signed: Date:

Name: Position:

Tenderer:

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Form C10: Schedule of Information to be provided by Tenderer

1. Company details:

Registered Address:
 Contact Person:
 Telephone:
 Fax:

2. Shareholders:

Names/Percentages of holdings:

3. Bankers:

Bank:
 Branch:.....
 Account Number:

4. Turnover:

Approximate turnover for each of the past three years:
 2012:
 2013:
 2014:

5. Management and Manpower Resources:

Supervisors:
 Labourers:
 Other:
 Names of Supervisors to be allocated to this contract:

6. Construction Equipment (Value in R):

Value of equipment owned by the Company:
 Own workshop/stores (location):



Signed: Date:

Name: Position:

Tenderer:

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za

Airports Company South Africa SOC Ltd Reg No 1993/004149/30 VAT no 4930138393

Form C9: Proposed Amendments and Qualifications

The Tenderer should record any deviations or qualifications he may wish to make to the tender documents in this Returnable Schedule. Alternatively, a tenderer may state such deviations and qualifications in a covering letter to his tender and reference such letter in this schedule.

The Tenderer's attention is drawn to clause F.3.8 of the Standard Conditions of Tender referenced in the Tender Data regarding the employer's handling of material deviations and qualifications.

Page	Clause or item	Proposal



Signed: Date:

Name: Position:

Tenderer:

Tel +27 53 830 7100 Fax +27 53 851 1032
Administrative Office, Compton Petterson Road, Kimberley, Northern Cape, South Africa, 8301
Private bag X5052, Kimberley, Northern Cape, South Africa, 8301
www.airports.co.za