

TFR RME, a division of

TRANSNET SOC LTD

Registration Number 1990/000900/30 [Hereinafter referred to as **Transnet**]

REQUEST FOR QUOTATION [RFQ1/NQ RME DBN 017/2014

FOR THE SUPPLY OF: DURACOTE GT-MCI SPRAYABLE

FOR DELIVERY TO: YELSO TRAIN STATION, HIBBERDENE

ISSUE DATE: 15 APRIL 2014

CLOSING DATE: 06 MAY 2014

CLOSING TIME: 10:00

Section 1 NOTICE TO BIDDERS

Quotations which must be completed as indicated in Section 2 of this RFQ are to be submitted as follows:

METHOD: Tender Box

CLOSING VENUE: Transnet Freight Rail (RME)

The Chairman of the Acquisition Council

Iyanda House 1 21 Wellington Road, Parktown Gauteng

1 Responses to RFQ

Responses to this RFQ [Quotations] must not include occurrents or reference relating to any other quotation or proposal. Any additional conditions must be embedded in an accompanying letter.

2 Broad-Based Black Economic Empowerment B-BLEE]

Transnet fully endorses and supports the Givenment's Broad-Based Black Economic Empowerment Programme and it would therefore prefer to do business with local business enterprises who share these same values. Transnet will accordingly allow a "preference" to companies who provide a valid B-BBEE Verification Certificate. All programment transactions will be evaluated accordingly.

2.1 B-BBEE Scor card and Rating

As prescribed in terms of the Preferential Procurement Policy Framework Act (PPPFA), Act 5 of 2000 and its Regulations, Respondents are to note that the following preference point system is applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R1 000 000 (all applicable taxes included).
- Bidders are to note that if the 80/20 preference point system is stipulated in this RFP and all Bids received exceed R1 000 000.00, the RFP must be cancelled.

The value of this bid is estimated to be below R1000 000 (all applicable taxes included) and therefore the **80/20** system shall be applicable.

When Transnet invites prospective suppliers to submit Proposals for its various expenditure programmes, it requires Respondents to have their B-BBEE status verified in compliance with the Codes of Good Practice issued in terms of the Broad Based Black Economic Empowerment Act No. 53 of 2003.

The Department of Trade and Industry recently revised the Codes of Good Practice on 11 October 2013 [Government Gazette No. 36928]. The Revised Codes will replace the Black Economic Empowerment Codes of Good Practice issued on 9 February 2007. The Revised Codes provide for a one year transitional period starting 11 October 2013. During the transitional period, companies may elect to be measured in terms of the Revised Codes or the 2007 version of the Codes. After

the first year of the implementation of the Revised Codes, B-BBEE compliance will be measured in terms of the Revised Codes without any discretion. Companies which are governed by Sector-specific Codes will be measured in terms of those Sector Codes.

As such, Transnet will accept B-BBEE certificates issued based on the Revised Codes. Transnet will also continue to accept B-BBEE certificates issued in terms of the 2007 version of the Codes provided it was issued before 10 October 2014. Thereafter, Transnet will only accept B-BBEE certificates issued based on the Revised Codes.

Respondents are required to complete Annexure A [the B-BBEE Preference Point Claim Form] and submit it together with proof of their B-BBEE Status as stipulated in the Claim Form in order to obtain preference points for their B-BBEE status.

Note: Failure to submit a valid and original B-BBEE certificate or a certified copy thereof at the Closing Date of this RFQ will result in a score of zero being allocated for B-BBEE.

[Refer clause 18 below for Returnable Documents required]

2.2 B-BBEE Improvement Plan

Not Applicable

2.3 Supplier Development Initiation

Not Applicable

3 Communication

- a) Responder's are wanted that a response will be liable for disqualification should any attempt be made by a Respondent either directly or indirectly to canvass any officer(s) or employee of Transnet in espect of this RFQ between the closing date and the date of the award of the busines.
 - Respondent may, however, before the closing date and time, direct any written enquiries relating to the RFQ to the following Transnet employee:

Name: Uginthree Pillay

Email: <u>Uginthree.pillay@transnet.net</u>

c) Respondents may also, at any time after the closing date of the RFQ, communicate with Boitumelo Manyakalle on any matter relating to its RFQ response:

Telephone 031 361 1016

Email Boitumelo.manyakalle@transnet.net

4 Tax Clearance

The Respondent's original and valid Tax Clearance Certificate must accompany the Quotation.

5 VAT Registration

The valid VAT registration number must be stated here: ______ [if applicable].

6 Legal Compliance

The successful Respondent shall be in full and complete compliance with any and all applicable national and local laws and regulations.

7 Changes to Quotations

Changes by the Respondent to its submission will not be considered after the closing date and time.

8 Pricing

All prices must be quoted in South African Rand on a fixed price basis, excluding VAT.

9 Prices Subject to Confirmation

Prices quoted which are subject to confirmation will not be considered

10 Negotiations

Transnet reserves the right to undertake post-tender negotiations with selected Respondents or any number of short-listed Respondents.

11 Binding Offer

Any Quotation furnished pursuant to this Request shall be deemed to be an offer. Any exceptions to this statement must be clearly and specifically indicated.

12 Disclaimers

Transnet is not committed to an course of action as a result of its issuance of this RFQ and/or its receipt of a Quotation in response to the Please note that Transnet reserves the right to:

- modify the FQ goods / service(s) and request Respondents to re-bid on any changes;
- reject any Quo ation which does not conform to instructions and specifications which are detailed her an;
- distralify Quotations submitted after the stated submission deadline;
- ot necessarily accept the lowest priced Quotation;
- eject all Quotations, if it so decides;
 - place an order in connection with this Quotation at any time after the RFQ's closing date;
- award only a portion of the proposed goods / service/s which are reflected in the scope of this RFQ;
- split the award of the order/s between more than one Supplier/Service Provider; or
- make no award at all.

Transnet reserves the right to award business to the highest scoring bidder/s unless objective criteria justify the award to another bidder.

13 Evaluation

Criteria Transnet will utilise the following criteria [not necessarily in this order] in choosing a Supplier/Service Provider, if so required:

Criterion/Criteria	Explanation
Administrative	Completeness of response and returnable documents
responsiveness	
Substantive	Prequalification criteria, if any, must be met and whether the Bid materially
responsiveness	complies with the scope and/or specification given.
Supplier	Not Applicable
Development	
Threshold	
Functionality	Not Applicable
Threshold	
Final weighted	Pricing and price basis from - whilst not the sole factor for consideration,
evaluation based	competitive pricing and overall level of unconditional discounts ¹ will be critical
on 80/20	B-BBEE statu of company - Preference points will be awarded to a bidder for
preference point	attaining the BRBEF status level of contribution in accordance with the table indicated in Annexure A.

14	Validity Period
	Transnet desires val Vity seriod of 90 [Ninety] days from the closing date of this RFQ.
	This RFQ is valid until
15	Banking Details
	BANK
. <	BLANCH NAME / CODE:
	CCOUNT HOLDER:
	ACCOUNT NUMBER:
16	Company Registration
	Registration number of company / C.C.
	Registered name of company / C.C.
17	Disclosure of Prices Quoted

¹ Only unconditional discounts will be taken into account during evaluation. A discount which has been offered conditionally will, despite not being taken into account for evaluation purposes, be implemented when payment is effected.

Respondents mus	st indicate r	nere whether	Transnet m	ay disclose	their	quoted	prices	and	conditions	to
other Respondent	s:									
YES	NO									

18 Returnable Documents

Returnable Documents means all the documents, Sections and Annexures, as listed in the tables below.

a) Respondents are required to submit with their Quotations the **Returnable Documents**, as detailed below.

Failure to provide all these Returnable Documents at the Closing Date and time of this RFQ may result in a Respondent's disqualification. Respondents are therefore urged to ensure that <u>all</u> these Documents are returned with their Quatations.

All Sections, as indicated in the footer of each page meet be signed, stamped and dated by the Respondent. Please confirm submission of these Returnable ocuments by so indicating [Yes or No] in the table below:

Returnable Documents	Submitted [Yes or No]
SECTION 1 : Notice to Bidders	
 Valid and original B-BBEE Verification Certificate or certified copy thereof [Large Enterprises and QSTs] Note: failure to provide a colid B-BBEE Verification Certificate at the closing date and time of the AFQ will result in an automatic score of zero for preference 	
 Valid and original B-BBEE certificate/sworn affidavit or certified copy thereof from activor accounting officer or SANAS accredited Verification Agency [EMF3] 	
Note: ailure to provide a valid B-BBEE Verification Certificate at the closing dath and time of the RFQ will result in an automatic score of zero being an cated for preference	
In the case of Joint Ventures, a copy of the Joint Venture Agreement or Written confirmation of the intention to enter into a Joint Venture Agreement	
- Original valid Tax Clearance Certificate [Consortia / Joint Ventures must submit a separate Tax Clearance Certificate for each party]	
SECTION 2 : Quotation Form	
SECTION 3: Vendor Application Form	
Original cancelled cheque or bank verification of banking details	
Certified copies of IDs of shareholder/directors/members [as applicable]	
Certified copies of the relevant company registration documents from Companies and Intellectual Property Commission (CIPC)	
Certified copies of the company's shareholding/director's portfolio	
Entity's letterhead	

Returnable Documents	Submitted [Yes or No]
Certified copy of VAT Registration Certificate [RSA entities only]	
Certified copy of valid Company Registration Certificate [if applicable]	
ANNEXURE A – B-BBEE Preference Points Claim Form	



Section 2 QUOTATION FORM

I/We	

hereby offer to supply the goods/services at the prices quoted in the Price Schedule below, in accordance with the conditions related thereto.

I/We agree to be bound by those terms and conditions in:

- the Standard Terms and Conditions for the Supply of Goods or Services to Transnet [available on request]; and
- any other standard or special conditions mentioned and/or embodied in this Request for Quotation.

I/We accept that unless Transnet should otherwise decide and so lefol on me/us, this Quotation [and, if any, its covering letter and any subsequent exchange of conesponence], together with Transnet's acceptance thereof shall constitute a binding contract between Transnet and me/us.

I/We further agree that if, after I/we have been notified of the acceptance of my/our Quotation, I/we fail to deliver the said goods/service/s within the delivery lead-time quoted, Transnet may, without prejudice to any other legal remedy which it may have, cancel the order and recover from me/us any expenses incurred by Transnet in calling for Quotations of sh and/or having to accept any less favourable offer.

Price Schedule

I/We quote as follows for the goods required, on a "delivered nominated destination" basis, excluding VAT

Item No	Description on Goods /Services	Unit of Measure	Quantity	Unit Price (ZAR)	Total Price (ZAR)
1	DURAREP T ICI SPRAYABLE (25kg)	Each	2500		

Delivery Lead-Time from date of purchase order : ______ [days/weeks]

tes to Pricing:

- a) All Prices must be quoted in South African Rand, exclusive of VAT
- b) To facilitate like-for-like comparison bidders must submit pricing strictly in accordance with this price schedule and not utilise a different format. Deviation from this pricing schedule could result in a bid being disqualified.
- c) Please note that should you have offered a discounted price(s), Transnet will only consider such price discount(s) in the final evaluation stage if offered on an unconditional basis.
- d) All items on the pricing schedule should be priced, if not it will result in a bid being disqualified.

Section 3 VENDOR APPLICATION FORM

Respondents are to furnish the following documentation and complete the Vendor Application Form below:

- Original cancelled cheque OR letter from the Respondent's bank verifying banking details [with bank stamp]
- 2. **Certified** copy of Identity Document(s) of Shareholders/Directors/Members [where applicable]
- 3. **Certified copies** of the relevant company registration documents from Companies and Intellectual Property Commission (CIPC)
- 4. Certified copies of the company's shareholding/director's portfolio
- 5. A letter on the company's letterhead confirm physical and postal addresses
- 6. Original valid SARS Tax Clearance Certificate
- 7. Certified copy of VAT Registration Certificate
- 8. A valid and original B-BBEE Vel fication Certificate / sworn affidavit or certified copy thereof meeting the requirements for B-BBEE compliance as per the B-BBEE Codes of Good Practice
- 9. **Certified copy** of valid contany Registration Certificate [if applicable]

endor Application Form mpayy trading name Con pany registered name Company Registration Number or ID Number if a Sole Proprietor Form of entity $[\sqrt{\ }]$ CC Trust Pty Ltd Limited Partnership Sole Proprietor VAT number [if registered] Company telephone number Company fax number Company email address Company website address Bank name Branch & Branch code Account holder Bank account number Postal address

				Code	
Physical Addre	SS .				
				Code	
Contact perso	n				
Designation					
Telephor					
Ema					
Annual turr	over range [last financial year]		R5 - 35		
	Does your company provide		Servi	_	
	Area of delivery		Provin		
	Is your company a			blic Privat	
Does yo	our company have a Tax Direct	4		Yes N	0
	Main product or services [e.g.	Stationery/Consul	lting]		
Complete B-BBE	E Ownership Details:	S.,			
% Black	% Black women	% Disabled		% Youth	
ownership	ownership	Black owner		ownership	
Does yo	ur entity have a R-BEFE certific		Yes		
	What is your B-BBE		_		
How mar	y personne does the entity en	nploy	Permanent	Part tim	е
If you are an ex	risting Venovir with Transnet pla	ease complete the	following:		
Th ng	let contact person				
	Contact number				
ransnet	Operating Division				
Duly authorised to	o sign for and on behalf of Con	npany / Organisati	ion:		
			1		
Name		Design	nation		
Signature			Date		

RFQ FOR THE SUPPLY OF **DURACOTE GT-MCI SPRAYABLE**

ANNEXURE A: B-BBEE PREFERENCE POINTS CLAIM FORM

This preference form contains general information and serves as a claim for preference points for Broad-Based Black Economic Empowerment [B-BBEE] Status Level of Contribution.

1. INTRODUCTION

- A total of 20 preference points shall be awarded for B-BREE Status Level of Contribution. 1.1
- Failure on the part of a Bidder to fill in and/or to gign his form and submit a B-BBEE 1.2 Verification Certificate from a Verification Agents accredited by the South African Accreditation System [SANAS] or a Registered Augstor approved by the Independent Regulatory Board of Auditors [IRBA] or In Accounting Officer as contemplated in the Close Corporation Act [CCA] together with the bid will be interpreted to mean that preference points for B-BBEE Saturated of Contribution are not claimed.
- Transnet reserves the right to equile of a Bidder, either before a Bid is adjudicated or 1.3 at any time subsequently to substantiate any claim in regard to preferences, in any manner required by Thousnet.

2. GENERAL DEFINITIONS

- "all applicable vaxes" include value-added tax, pay as you earn, income tax, unemployment 2.1 fund contributions and skills development levies;
- BBEE" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- "B-BBEE status 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 on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 2.4 "Bid" means a written offer in a prescribed or stipulated form in response to an invitation by Transnet for the provision of goods, works or services;
- 2.5 "Broad-Based Black Economic Empowerment Act" means the Broad-Based Black Economic Empowerment Act, 2003 [Act No. 53 of 2003];
- 2.6 "comparative price" means the price after the factors of a non-firm price and all unconditional discounts that can utilised have been taken into consideration;
- 2.7 "consortium or joint venture" means an association of persons for the purpose of combining their expertise, property, capital, efforts, skills and knowledge in an activity for the execution of a contract;

- 2.8 "contract" means the agreement that results from the acceptance of a bid by Transnet;
- 2.9 "EME" means any enterprise with an annual total revenue of R5 [five] million or less;
- 2.10 "firm price" means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs and excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- 2.11 "functionality" means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practed and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- "non-firm prices" means all prices other than "firm" prices 2.12
- 2.13 "person" includes reference to a juristic person;
- "rand value" means the total estimated value of a contrat in South African currency, calculated 2.14 at the time of bid invitations, and includes all applicable taxes and excise duties;
- 2.15 "subcontract" means the primary contractors assigning or leasing or making out work to, or employing another person to support su primary contractor in the execution of part of a project in terms of the contract;
- "total revenue" bears the same meaning assigned to this expression in the Codes of Good 2.16 Practice on Black Economic Expowerment, issued in terms of section 9(1) of the Broad-Based Black Empowerment ct and promulgated in the Government Gazette on 9 February 2007;
- 2.17 "trust" means the all angement through which the property of one person is made over or bequeathed to trustee to administer such property for the benefit of another person; and
- "trusted" means any person, including the founder of a trust, to whom property is bequeathed in 2.18 ch property to be administered for the benefit of another person. der ic

ADJUDICATION USING A POINT SYSTEM 3.

- The Bidder obtaining the highest number of total points for the evaluation criteria as enumerated in Section 2 of the RFP will be awarded the contract, unless objective criteria justifies the award to another bidder.
- 3.2 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.
- 3.3 Points scored will be rounded off to 2 [two] decimal places.
- 3.4 In the event of equal points scored, the Bid will be awarded to the Bidder scoring the highest number of preference points for B-BBEE.
- 3.5 However, when functionality 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 will be the one scoring the highest score for functionality.
- 3.6 Should two or more Bids be equal in all respect, the award shall be decided by the drawing of lots.

Date & Company Stamp

4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION

4.1 In terms of Regulation 5(2) and 6(2) of the Preferential Procurement Regulations, 2011, preference points shall be awarded to a Bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of	Number of Points
Contributor	[Maximum 20]
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	

Note: Refer to Section 1 of the RFP document for further information in terms of B-BBEE ratings.

- 4.2 Bidders who qualify as EME in terms of the B-BBEE Act must submit a certificate issued by an Accounting Officer as contemplated in the CCA or a Verification Agency accredited by SANAS or a Registered Auditor. Registered auditors do not need to meet the prerequisite for IRBA's approval for the purpose of collaboration and issuing EME's with B-BBEE Status Level Certificates.
- 4.3 Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a perifical copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.
- 4.4 trust, ensortium or joint venture will qualify for points for its B-BBEE status level as a legal entity provided that the entity submits its B-BBEE status level certificate.
- 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.
- 4.6 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialised scorecard contained in the B-BBEE Codes of Good Practice.
- 4.7 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 subcontracting more than 25% [twenty-five per cent] of the value of the contract to any other enterprise that does not qualify for at least the same number of points that such a Bidder qualifies for, unless the intended subcontractor is an EME that has the capability and ability to execute the subcontract.
- 4.8 A person awarded a contract may not subcontract more than 25% [twenty-five per cent] 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 subcontracted to an EME that has the capability and ability to execute the subcontract.

5. B-BBEE STATUS AND SUBCONTRACTING

5.1		who claim points in respect of B-BBEE Status Level of e the following:	Contribution must
	B-BBEE S	status Level of Contributor = [maximum of 20) points]
	reflected issued by	ints claimed in respect of this paragraph 5.1 must be in according paragraph 4.1 above and must be substantiated by means of a Verification Agency accredited by SANAS or a Registered Auditor nting Officer as contemplated in the Close Corporation Act.	a B-BBEE certificate
5.2	Subcont	racting:	
		portion of the contract be subcontracted? (ES/NO [delete which is no	ot applicable]
	If YES, in	dicate:	
	(i)	What percentage of the contract will be subcontracted?	%
	(ii)	The name of the subcontractor	
	(iii)	The B-BBEE statur level 6 the subcontractor	
	(iv)	Is the subcontractor an FME?	YES/NO
5.3	<i>a</i> .	on with regard to Company/Firm Name of Company/Firm	
	(i) (ii)	VAT registration number	
5,	(iii)	Company registration number	
	(iv)	Type of Company / Firm	
		□Partnership/Joint Venture/Consortium	
		□One person business/sole propriety	
		□Close Corporations	
		□Company (Pty) Ltd	
		[TICK APPLICABLE BOX]	
	(v)	Describe Principal Business Activities	

(vi)	Company Classification Manufacturer Supplier Professional Service Provider Other Service Providers, e.g. Transporter, etc. [TICK APPLICABLE BOX]
(vii)	Total number of years the company,/frm has been in business
BER	

BID DECLARATION

I/we, the undersigned, who warrants that he/she is duly authorised to do so on behalf of the company/firm, certify that points claimed, based on the B-BBEE status level of contribution indicated in paragraph 4 above, qualifies the company/firm for the preference(s) shown and I / we acknowledge that:

- (i) The information furnished is true and correct.
- (ii) In the event of a contract being awarded as a result of points claimed as shown in paragraph 6 above, the contractor may be required to furnish documentary proof to the satisfaction of Transnet that the claims are correct.
- (iii) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fully led. Transnet may, in addition to any other remedy it may have:
 - (a) disqualify the person from the bidding proce s;
 - (b) recover costs, losses or damages it has incurred r suffered as a result of that person's conduct;
 - (c) cancel the contract and claim my camages which it has suffered as a result of having to make less favour one transpersents due to such cancellation;
 - (d) restrict the Bidder or contlector, is shareholders and directors, and/or associated entities, or only the shareholders and directors who acted in a fraudulent manner, from obtaining tusiness from Transnet for a period not exceeding 10 years, after the *audi alternic artem* [hear the other side] rule has been applied; and/or
 - (e) forward the matter for criminal prosecution.

1. SIGNATURE OF BIDDER 2. DATE: COMPANY NAME: ADDRESS: