



National
Research
Foundation

INVITATION TO BID

INVITATION TO PARTICIPATE IN PROGRAMMATIC SUPPORT INTERVENTION

Bidder Name:	
Number:	RFQ/SAASTA/07/2019-2020
Closing Date Closing Time:	27 March 2020 11am
Bid Box Address	Tender Box, By the Main Security Gate, Physical Address: Didacta Building 211 Nana Sita Street Pretoria 0001 Box opening hours: 24 hours
Envelope Addressing	On the face of each envelope, the Bid Number and Bidder's Name, Postal Address, Contact Name, Telephone Number and email address

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INTRODUCTION

INTRODUCTION TO THE NRF

The National Research Foundation Amendment Act 19 of 2018 establishes the National Research Foundation (“NRF”) as the juristic legal entity that will contract with the awarded bidder. The NRF supports and promotes research and human capital development through funding, the provision of National Research Facilities and science outreach platforms and programmes to the broader community in all fields of science and technology, including natural science, engineering, social science and humanities. Please visit the NRF website (<https://www.nrf.ac.za>) for more information.

INTRODUCTION TO THE BUSINESS UNIT

The South African Agency for Science and Technology Advancement (NRF/SAASTA) is a National Facility of the National Research Foundation (NRF). SAASTA has the mandate to advance public awareness, appreciation and engagement of science, technology, engineering, mathematics and innovation (STEMI) in South Africa. The facility has two offices located in Pretoria and Johannesburg.

Further information about SAASTA can be found on www.saasta.ac.za and www.NRF.ac.za.

BACKGROUND TO PROJECT

An agreement has been signed between the Department of Science and Innovation (DSI) and NRF/SAASTA to coordinate the programmatic support funding as required by the DSI's mandate for developmental support for science centres. The agreement provides the necessary guidelines in the implementation of the DSI science centre developmental support. Implementation covers 2020/2021 financial year. “A science centre is a permanently established science engagement facility that provides an interactive, informal educational experience through the use of interactive science, technology, engineering and mathematics exhibits, displays and programmes”. Interactive exhibits and displays in science centres would be used to excite and entertain, as well as link educational experience to learning outcomes. This allows science centres to offer a range of science, mathematics, engineering and technology related activities within their field of expertise according to the proposed project, activities or infrastructure, and the target participants as stipulated in the detailed specifications.

Science centres are defined as:

- Being a permanent building with science engagement programmes
- Science engagement programmes have the objectives of:
- Promotion of science and technology literacy among youth and the general public;
- Enhancement of learner participation and performance in science, technology, engineering and mathematics (STEM);
- Promotion of STEM career education;
- Identification and nurturing of youth talent and potential in STEM.

On the other hand, emerging science centres are permanently established science engagement centres offering similar programmes to science centres belonging to the Network of science centres. Emerging science centres are either currently running STEM related programmes or newly established and have the intention to join the network of science centres for active participation in offering a range of STEM related activities within their field of expertise and eventually receive funding support from DSI through SAASTA.

The legal standing and ownership of science centres vary and includes non-governmental organisations, higher education institutions, government and science councils. Some science centres are specialised, only focusing on one broad scientific field (e.g. zoological and botanical fields),

DSI/SAASTA should be engaged and allowed to do site inspection at least 21 days before submission of the proposal by an emerging science centre, unless a similar/related visit has been carried out in the past 6 months.

In the context of the Science Engagement Framework, “science” includes natural sciences, biological sciences, life sciences, technology, engineering and mathematical sciences.

In responding to objectives of the network of science centres, science centres must conduct activities that will address the following intentions of the Science Engagement Framework:

- popularising science, engineering, technology and innovation as attractive, relevant and accessible in order to enhance scientific literacy and awaken interest in relevant careers;
- developing a critical public that actively engages and participates in the national debates on science and technology to the benefit of society;
- enhancing science engagement through science communication activities; and
- Profiling South African science and science achievements, demonstrating their contribution to national and international development.

Voluntary networks that do not fit the above definition shall not qualify for this funding. The contractual requirements consist of creating interventions intended to promote the development of a society that is knowledgeable about science, critically engaged and scientifically literate, including participation of youth in science, technology, engineering, maths and innovation (STEMI).

CONTEXT OF THIS SCIENCE ENGAGEMENT PROJECT

PSGI funding aims at enhancing programmes run by science centres. The support helps to achieve the four main Aims of the Science Engagement Strategy as listed in the definition section of this document. The funding is developmental, and is valid from the time of awarding until 11 December 2020.

PREVIOUSLY FUNDED SCIENCE CENTRES INCLUDING THE ASSOCIATION FOR SCIENCE CENTRES

1.	South African Association of Science and Technology Centres (SAASTEC)
#	GOVERNMENT INSTITUTIONS
2.	Anglo American Science Centre
3.	Bokamoso Science and Technology Centre (BOSTEC)
4.	Giyani Science Centre
5.	Mondi Science, Career Guidance and FET Skills Centre
6.	Mothibistad Science Centre

#	INTERNAL NRF BUSINESS UNITS
7.	iThemba Labs
8.	South African Astronomical Observatory (SAAO)
#	HIGHER EDUCATION INSTITUTIONS
9.	BOYDEN Observatory
10.	FOSST Discovery Centre
11.	North West University Mafikeng Science Centre
12.	North West University Potchefstroom Science Centre
13.	Sci-Enza Science Centre
14.	University of Johannesburg Soweto Science Centre
15.	University of Kwazulu Natal Science Centre (STEC-UKZN)
16.	University of Limpopo Science Centre
17.	UNIZULU Science Centre
18.	Vuwani Science Centre
#	SCIENCE CENTRES (PRIVATE)
19.	ArcelorMittal Science Centre Newcastle
20.	ArcelorMittal Science Centre Saldanha Bay
21.	ArcelorMittal Science Centre Sebokeng
22.	Cape Town Science Centre
23.	Christopher Meyer Foundation of Vuka Mabaso
24.	Hartebeeshoek Radio Astronomical Observatory - SARAO
25.	Isisombululo Community Improvement Programme NPC
26.	Jewish National Fund Walter Sisulu Environmental Centre (WSEC)
27.	Johannesburg City Parks and Zoo
28.	Kopanang Educare Centre
29.	Moipone Academy
30.	National Zoological Gardens (NZG)
31.	Nelson Mandela Bay Science and Technology Centre
32.	Nkomazi Mathematics and Science Project
33.	Nuclear Corporation of South Africa (NECSA)
34.	Olwazini Discovery Centre
35.	Osizweni Discovery Centre
36.	Penreach Shalamuka Science Centre
37.	Sci-Bono Discovery Centre

38.	South African National Space Agency (SANSA-Hermanus)
39.	The KZN Science Centre
40.	The Palabora Foundation

PRE-QUALIFICATION ELIGIBILITY CRITERIA

SMME (including EME and QSE) B-BBEE REQUIREMENT

1. Minimum status B-BBEE level required	4
2. Minimum of 51% owned by black people	
3. Minimum of 30% owned by black women	
4. Minimum legislative local content	
5. Minimum non-legislative local content	
6. Minimum subcontracting to <ul style="list-style-type: none"> • EME or QSE • EME or QSE at least 51% owned by black people • EME or QSE at least 51% owned by black youth • EME or QSE at least 51% owned by black women • EME or QSE at least 51% owned by black disabled • EME or QSE living in rural or undeveloped areas • Cooperative at least 51% owned by black people • EME or QSE at least 51% owned by black military veterans 	

A bidder failing to meet any of the stipulated pre-qualifying criteria is automatically disqualified.

PART A - CONTRACT

CONTRACT PERIOD

The contract is for a period from the time of awarding to 31 March 2021.

Submit the final project report including financial report to SAASTA on the template provided by SAASTA.

THE BIDDER SELECTION PROCESS

BUDGET SUBMISSION REQUIREMENTS (RATES):

THE BUDGET MUST NOT EXCEED R500 000.00 INCLUDING VAT.

Please note – The full budget requirements, including VAT, should be detailed on **Annexure B** – Funding Request.

- Budgets must be fully inclusive of all costs; including value added tax and other taxes and must comply with the following:
 - Proposal price must be in South African currency.
 - No promotional items will be funded.

- No management fees.

Funding **will not be released** to any organization who have not completed their projects for the previous financial year, or have not submitted a full **FINANCIAL REPORT** with the supporting proofs, **SITE REPORT** and **ATTENDANCE REGISTERS**.

EVALUATION OF BIDDER'S ABILITY TO DELIVER

Selection Element for funding allocation	Meet Specification Minimum	Bid Section Reference	Reference to Applicant's document
Applicant Eligibility Administration			
Specification Eligibility			
1	Verify when buying any or some of the following Mobile, Exhibits, equipment, apparatus, etc. must clearly provide the following information: a) Time-lines (provision of quotations will be an added advantage)	<input type="checkbox"/> YES <input type="checkbox"/> NO	Page
2	Verify the services and/or activities provided in the Annual Plan of the centre meet the requirements of: a) Clear Milestones / quarter b) Target Audience and Number c) Clear Intended Outcomes/programme or activity d) With extra information including the Contingency Plan	<input type="checkbox"/> YES <input type="checkbox"/> NO	Page
3	Evaluate the cost effectiveness of the project, a full breakdown of costs, estimated quotations, summary of line items provided and no request for management fees in the proposal	<input type="checkbox"/> YES <input type="checkbox"/> NO	Page

BIDDER IS ABLE TO DELIVER THE SPECIFICATION.

YES - PASS TO PRICING

NO - DISQUALIFIED

FUNDING REQUIREMENT SCHEDULE

FUNDING SUPPORT DETAILS – PROJECT PLAN

Applicants must complete all the fields below in as much detail as possible for the evaluation panel to evaluate. **Please select your category below and look at the objectives for each. Please outline your project plan according to these objectives. You only have to reach at least one objective.**

Please note: *insert as many lines as you need for all your activities.*

COMPLETE YOUR PROJECT PLAN BELOW					
OBJECTIVES ↓	ACTIVITY ↓	ACTIVITY OUTLINE ↓	TARGET AUDIENCE ↓	TIMELINE ↓	COST ↓
Which objective are you addressing?	What are you going to do?	How are you going to do it?	Who and how many are you going to engage?	When are you going to implement your activity?	How much is it going to cost?
	Activity 1				
	Activity 2				
	Activity 3				

PERFORMANCE/SERVICE LEVEL CONDITIONS

The NRF measures the contracted applicant's performance against performance levels in the execution of the contract. The contracted applicant recognises that its failure to meet the performance levels has material adverse impact on the operations of NRF and that the damage from the contracted applicant's failure to meet performance levels is not susceptible to precise determination.

Where the non-performance or delayed performance is solely and directly attributable to an act or omission of the NRF or its staff, the NRF does not hold the contract applicant liable for that performance failure.

If the contracted applicant fails to meet any performance level:

- a. The contracted applicant shall investigate and report on the root causes of the performance level failure;
- b. Promptly correct the failure and begin meeting the set performance levels;
- c. Advise the NRF, to the extent requested by the NRF of the status of remedial efforts being undertaken with respect to such performance level failure; and
- d. Take appropriate preventive measures to prevent the recurrence of the performance level failure.

Both parties are responsible for monitoring and measuring the performance of the contracted applicant against the performance levels set in this document. The NRF deems failure by the contracted applicant to measure performance with respect the contract specifications for any measurement period as a failure to meet the stipulated performance levels.

PERFORMANCE BEING MEASURED	MEASUREMENT METHODOLOGY	PENALTY AND LEVEL APPLICABLE FROM
Performance verification documentation as specified in this contract has been supplied	Both parties verify that all verification documentation has been provided	Penalty – no new funding will be awarded until the previous grant is reconciled, and Letter of demand - for all upfront payments to be repaid
Submission of an implementation report and financial report	Measured after the project rollout as per the deadline in the contract and is in the template provided. The reports are compulsory.	Penalty – failure to deliver as per agreement, the applicant will have to pay back all funds received

<p>Submission of the following:</p> <ul style="list-style-type: none"> a. Centre Visits - signed attendance registers (template provided by SAASTA) for all visitors. b. Learner Interventions from Participating schools supported by complete attendance Summary form/s (template supplied by SAASTA) in full. 	<p>A party representative must sign the form/s.</p>	<p>Penalty – failure to deliver as per agreement, the applicant's future funding will be negatively affected</p>
<p>Successful grant holders must submit the final project report including financial report to SAASTA by the agreed deadline</p>	<p>SAASTA verifies report received before the deadline</p>	<p>Penalty – failure to deliver as per agreement, the applicant will have to pay back all funds received</p>

BIDDER NEEDS TO KNOW

ACKNOWLEDGEMENT OF READING EACH PAGE

The bidder warrants by signature in this document that the bidder has read and accepts each page in this document including any annexures attached to this document.

CENTRAL SUPPLIER DATABASE REGISTRATION

The business unit requests bidders to register on the Central Supplier Database and to include in their bid their Master Registration Number (Supplier Number) in order to enable The business unit to verify the supplier's tax status on the Central Supplier Database.

CLARIFICATION

If the respondent wishes to clarify aspects of this request or the acquisition process, they write to the contact officials listed under the enquiries section above. The business unit distributes the response to a clarification request to all respondents that have communicated their intention to bid (i.e. briefing session attendance register) within two (2) working days of receipt of the query. The business unit does not provide the origin of the request to any party.

RESPONSE PREPARATION COSTS

The business unit is not liable for any costs incurred by a bidder in the process of responding to this invitation, including on-site presentations.

COUNTER PROPOSALS

No counter proposals are accepted.

TWO ENVELOPE SYSTEM

The business unit, in the interests of transparent procurement, utilises the two-envelope system to minimise any form of price bias in the technical selection phase.

- a) All responses must be submitted in two sealed envelopes/boxes; the first envelop/box shall have the technical, compliance and BBBEE response and the second envelop/box shall only have the financial response. Bidders must ensure that they do not indicate any financial information in the first envelop/box.
- b) Bidders are required to package their response/Bid as follows:
 - **Envelope 1 part A: Bid Forms and Compliance Response**
 - **Envelope 1 part B: Technical Response (response to scope of work)**
 - **Envelope 2: Financial Quote**

COLLUSION, FRAUD AND CORRUPTION

Any effort by the bidder to influence evaluation, comparisons, or award decisions in any manner will result in the rejection and disqualification of the bidder concerned.

FRONTING

The business unit supports the spirit of broad-based black economic empowerment and recognises that achieving real empowerment is through individuals and businesses conducting themselves in accordance with the Constitution and in an honest, fair, equitable, transparent, and legally compliant manner. Against this background, BUSINESS UNIT condemns any form of fronting. The business unit's evaluation committee, in ensuring that bidders conduct themselves in an honest manner will, as part of their evaluation processes where applicable, conduct or initiate the necessary enquiries/investigations to determine the accuracy of the representation made in the bid documents. The onus is on the bidder to prove that fronting does not exist. Where The business unit's evaluation committee establishes a potential breach of this requirement, The business unit notifies the bidder of the potential breaches. Where the bidder fails to respond to the notification within a period of seven (7) days from date of notification, The business unit will invalidate the bid/contract. Such failure may result in the restriction of the bidder to conduct

business with the public sector for a period not exceeding ten (10) years, in addition to any other remedies the NRF may have against the bidder concerned.

DISCLAIMERS

The business unit has produced this document in good faith. The NRF, its agents, and its employees and associates do not warrant its accuracy or completeness. The business unit makes no representation, warranty, assurance, guarantee or endorsements to any provider/bidder concerning the document, whether with regard to its accuracy, completeness or otherwise. The business unit shall have no liability towards the responding service providers or any other party in connection therewith.

GENERAL DEFINITIONS

“B-BBEE” means broad-based black economic empowerment as defined in Section 1 of the Broad-Based Black Economic Empowerment Act;

“B-BBEE status level of contributor” means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of Section 9(1) of the Broad-Based Black Economic Empowerment Act;

“Bid” means a written offer in a prescribed or stipulated form in response to an invitation by the National Research Foundation for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;

“Broad-Based Black Economic Empowerment Act” means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);

“Contract” means the entire bid document inclusive of scope of work, specification, price conditions, price quote table, service delivery conditions, performance conditions with their key performance indicators, and general conditions when attached to the Standard Bidding Document 7 (SBD 7) which has been signed by the awarded bidder and the National Research Foundations;

“EME” means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of Section 9 (1) of the Broad-Based Black Economic Empowerment Act;

“Equipment” means the operational unit including spares, replacement components, consumables, sub-systems, firmware and software that delivers the specified output;

“Functionality” means the ability of a bidder to provide goods and/or services in accordance with specifications as set out in these bid documents;

“Proof of B-BBEE status level of contributor” means:

- a. B-BBEE Status level certificate issued by an authorized body or person;
- b. A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
- c. Any other requirement prescribed in terms of the B-BBEE Act.

“QSE” means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of Section 9 (1) of the Broad-Based Black Economic Empowerment Act.

“NRF” means the National Research Foundation and it is used interchangeable with the its business units that manage the contracts being South African Radio Astronomy Observatory (SARAO), South African Astronomical Observatory (SAAO), South African Institute for Aquatic Biodiversity (SAIAB), South African Environmental Observatory Network (SAEON), Research and Innovation Support and Advancement Division (RISA), South African Agency for Science and Technology Advancement (SAASTA), and iThemba Laboratory for Accelerator- based Sciences (iThemba LABS).

GENERAL AND SPECIAL CONDITIONS OF CONTRACT

In this document words in the singular also mean in the plural and vice versa, words in the masculine mean in the feminine and neuter, words "department" means organs of state inclusive of public entities and vice versa, and the words "will/should" mean "must".

The National Research Foundation cannot amend the National Treasury's General Conditions of Contract (GCC). The National Research Foundation compiles separate Special Conditions of Contract (SCC) relevant to this bid where applicable supplementing the General Conditions of Contract. Where there is conflict, the provisions of the Special Conditions of Contract shall prevail.

GCC 1	Definitions - The following terms shall be interpreted as indicated:
1.1	"Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
1.2	"Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
1.3	"Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
1.4	"Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
1.5	"Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
1.6	"Country of origin" means the place where the goods were mined, grown, or produced, or from which the services are supplied. Goods produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components
1.7	"Day" means calendar day.
1.8	"Delivery" means delivery in compliance of the conditions of the contract or order.
1.9	"Delivery ex stock" means immediate delivery directly from stock actually on hand.
1.10	"Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
1.11	"Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
1.12	"Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
1.13	"Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
1.14	"GCC" mean the General Conditions of Contract.
1.15	"Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
1.16	"Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
1.17	"Local content" means that portion of the bidding price, which is not included in the imported content if local manufacture does take place.
1.18	"Manufacture" means the production of products in a factory using labour, materials, components, and machinery and includes other related value-adding activities.
1.19	"Order" means an official written order issued for the supply of goods or works or the rendering of a service.
1.20	"Project site", where applicable, means the place indicated in bidding documents.
1.21	"Purchaser" means the organization purchasing the goods.
1.22	"Republic" means the Republic of South Africa.
1.23	"SCC" means the Special Conditions of Contract.
1.24	"Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
1.25	"Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.
GCC2	Application
2.1	These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.

GENERAL AND SPECIAL CONDITIONS OF CONTRACT

2.2	Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
2.3	Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.
GCC 3	General
3.1	Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
3.2	With certain exceptions (National Treasury's eTender website), invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za
GCC 4	Standards
4.1	The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.
GCC 5	Use of contract documents and information
5.1	The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure made to any such employed person is in confidence and shall extend only as far as may be necessary for purposes of such performance.
5.2	The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
5.3	Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
5.4	The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.
GCC6	Patent rights
6.1	The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.
GCC7	Performance security
7.1	Within thirty days (30) of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
7.2	The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
7.3	The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms: 7.3.1 bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or 7.3.2 cashier's or certified cheque.
7.4	The performance security will be discharged by the purchaser and returned to the supplier within thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.
SCC	An acceptable financial performance bond is required where an upfront deposit is paid by NRF over an amount of R 1 million (or such lesser amount as specified here) to the same value as any such upfront deposit.
GCC8	Inspections, tests and analyses
8.1	All pre-bidding testing will be for the account of the bidder.
8.2	If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the purchaser or an organization acting on behalf of the purchaser.
8.3	If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period, it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
8.4	If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
8.5	Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the supplier shall defray the cost in connection with these inspections, tests, or analyses.
8.6	Supplies and services referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
8.7	Any contract supplies may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements

GENERAL AND SPECIAL CONDITIONS OF CONTRACT

	of the contract. Such rejected supplies are held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies, which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.
8.8	The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract because of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.
GCC9	Packing
9.1	The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt, and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
9.2	The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.
SCC	No special condition applicable, unless specified elsewhere in this document.
GCC10	Delivery and Documentation
10.1	Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
10.2	Documents submitted by the supplier specified in SCC.
SCC	No special condition applicable, unless specified elsewhere in this document.
GCC11	Insurance
11.1	The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.
SCC	The appointed bidder carries insurance of at least 3% of the contract value or R 2 million for public liability, product liability, and professional indemnity, whichever is greater.
GCC12	Transportation
12.1	Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.
SCC	No special condition applicable, unless specified elsewhere in this document.
GCC13	Incidental services
13.1	The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC: 13.1.1 Performance or supervision of on-site assembly and/or commissioning of the supplied goods; 13.1.2 Furnishing of tools required for assembly and/or maintenance of the supplied goods; 13.1.3 Furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods; 13.1.4 Performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and 13.1.5 Training of the purchaser's personnel, at the supplier's plant and/or on-site, conducted in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.
13.2	Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.
SCC	In the event that this document makes provision for such service elsewhere in this document, it is only valid if confirmed through the issue of a written purchase order that specifies, where applicable, quality, quantity, description, unit price, and delivery date.
GCC14	Spare parts
14.1	As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier: 14.1.1 Such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and 14.1.2 In the event of termination of production of the spare parts: 14.1.2.1 Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and 14.1.2.1 Following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

GENERAL AND SPECIAL CONDITIONS OF CONTRACT

SCC	In the event that this document specifies provision of spare parts elsewhere, the term "may" in GCC14 is replaced by the term "shall", the supplier provides at commencement of the contract a list of spares, whether in stock or ordered in from the OEM, their lead times for delivery to NRF and their unit prices and at each time, the list is amended, updated, or re-priced. The supplier undertakes to hold and/or make available an adequate supply of spares parts within reasonable periods upon receipt of purchase order issued by the purchaser in terms of the pricing mechanism in GCC17.
GCC15	Warranty
15.1	The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models and those they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.
15.2	This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.
15.3	The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.
15.4	Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.
15.5	If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights, which the purchaser may have against the supplier under the contract.
SCC	An extended warranty applies, being an additional two (2) years for equipment.
GCC16	Payment
16.1	The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.
16.2	The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract.
16.3	Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
16.4	Payment will be made in Rand unless otherwise stipulated in SCC.
SCC	Payment is made 30 days after receipt of invoice or claim by the purchaser to NRF which period is automatically extended by any delay occasioned by the supplier such as failure to supply a copy of the delivery note, if applicable; and/or failure to provide proof of fulfilment of other obligations stipulated in the contract
GCC17	Prices
17.1	Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.
SCC	No additional special conditions other than stated in the price section in this document.
GCC18	Contract amendment
18.1	No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.
GCC19	Assignment
19.1	The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.
GCC20	Subcontract
20.1	The supplier shall notify the purchaser in writing of all subcontracts awarded under this contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract
GCC21	Delays in supplier's performance
21.1	Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
21.2	If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration, and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
21.3	No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.

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21.4	The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.
21.5	Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.
21.6	Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.
GCC22	Penalties
22.1	Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.
GCC23	Termination for default
23.1	The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part: 23.1.1 If the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2; 23.1.2 If the supplier fails to perform any other obligation(s) under the contract; or 23.1.3 If the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
23.2	In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.
23.3	Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.
23.4	If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.
23.5	Any restriction imposed on any person by the Accounting Authority will, at the discretion of the Accounting Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Authority actively associated.
23.6	If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information: 23.6.1 the name and address of the supplier and / or person restricted by the purchaser; 23.6.2 the date of commencement of the restriction 23.6.3 the period of restriction; and 23.6.4 the reasons for the restriction. These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.
23.7	If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than ten (10) years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to Section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.
GCC24	Anti-dumping and countervailing duties and rights
24.1	When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts

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	from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him
GCC25	Force Majeure
25.1	Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
25.2	If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event
GCC26	Termination for insolvency
26.1	The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.
GCC27	Settlement of disputes
27.1	If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
27.2	If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.
27.3	Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
27.4	Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.
27.5	Notwithstanding any reference to mediation and/or court proceedings herein, 27.5.1 the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and 27.5.2 the purchaser shall pay the supplier any monies due the supplier.
GCC28	Limitation of liability
28.1	Except in cases of criminal negligence or wilful misconduct, and in the case of infringement pursuant to Clause 6; 28.1.1 the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and 28.1.2 the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.
GCC29	Governing language
29.1	The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.
GCC30	Applicable law
30.1	The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.
GCC31	Notices
31.1	Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice.
31.2	The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice
GCC32	Taxes and duties
32.1	A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
32.2	A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
32.3	No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid, the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services
GCC33	National Industrial Participation Programme
33.1	The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP

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	obligation.
GCC34	Prohibition of restrictive practices
34.1	In terms of Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is/are or a contractor(s) was/were involved in collusive bidding (or bid rigging).
34.2	If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has/have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.
34.3	If a bidder(s) or contractor(s), has/have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and/or terminate the contract in whole or part, and/or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and/or claim damages from the bidder(s) or contractor(s) concerned.

PART B – PRICING

PRICING CONDITIONS OF CONTRACT FOR THIS BID

Prices charged by the bidder for goods delivered and services performed under this contract shall not vary from the prices quoted by the bidder in the submitted bid with the exception of any price adjustments as authorised in the following price conditions.

1.	Compliant price calculation for price competition: The business unit provides bidding estimates in the below Bid Price Schedule (SBD 3.2) to allow bidders to calculate an estimated total cost of ownership bid price that allows an equal comparison basis equitable to all bidders for award selection. By nature of this contract, the actual quantities are determined when placing each individual purchase order being issued under this contract.
2.	Date of unit pricing: All unit prices are quoted at the date of this bid.
3.	Price Quotation Basis: Unit prices are fully inclusive of all applicable taxes including 15% VAT, less all unconditional discounts, and all costs to deliver the services and/or goods to the specified price delivery point stated in South African Rand currency.
4.	Quantity estimation: The price schedule itemises quantities per annum. Where uncertainty of quantity, a minimum of one unit has been stated. Actual quantities are confirmed on the issued purchase orders
5.	Quantity adjustments: The business unit's management of this project is dependent on available funding which drives the actual quantities that will be procured under this contract.
6.	Contract Price: The cumulative value of all purchase orders issued and paid for is the total value of the signed contract at the completion date of the contract, not the competition bid price.
7.	Value Added Tax: Pricing will be adjusted for any variation in the in Value Added Tax rate as gazetted.
8.	Incidental services and spares not listed: Pricing is agreed and confirmed by issue of a signed purchase order
9.	Price Adjustment Rules: The business unit will consider unit price variations in accordance with these rules: The appointed bidder provides detail reasons for the submitted price variations substantiated by evidence. For unit pricing from the OEM, the price must be stated in the OEM's currency with detail reasons for the price variation. For the agency's unit pricing, the price must be stated in rands with detail local reasons for the price variation. The business unit will negotiate on the submitted price variations. The business unit reserves the right to obtain three price quotes from the market to verify the submitted price variations are within such identified market price ranges.

10.	Price adjustment dates: Price adjustments excluding currency variations are allowed only at end of calendar year.
12.	Contract Price Management during the contract: The business unit issues written purchase orders authorising the deliverables of this contract as appendums to this contract. The purchase orders stipulate quantity, work description, delivery date, and the unit price in accordance with this contract. The NRF, when issuing the written purchase order, guarantees that the funding is available for the value of that purchase order.
14.	Price Delivery Points are:
15.	Application of Preference Points: Pricing is subject to the addition of Preference Points where bidders have submitted a completed Standard Bidding Document 6.1 Preference claim form.

BID PRICE SCHEDULE (SBD 3.2)

Submit pricing in separate envelope (stand-alone)

Programmatic Support grant Intervention (PSGI) 2019 FUNDING REQUEST – DETAILED BUDGET BREAKDOWN

POSSIBLE GRANT HOLDER'S NAME:

Line item number	<i>Note: Add in extra lines if necessary</i>			
1	SAASTEC CONFERENCE	Activity Number/s:	Cost per line item	Total per Item
1.1			R	
2	INTERACTIVE EXHIBITS:	Activity Number/s:	Cost per line item	Total per Item
2.1			R	
3	IN-HOUSE PROGRAMMES:	Activity Number/s:	Cost per line item	Total
3.1			R	R
4	OUTREACH PROGRAMMES:	Activity Number/s:	Cost per line item	Total
4.1			R	R
5	TRANSPORT:	Activity Number/s:	Cost per line item	Total
5.1			R	R
6	LABORATORY EQUIPMENT:	Activity Number/s:	Cost per line item	Total
6.1			R	R
7	MOBILE LAB	Activity Number/s:	Cost per line item	Total
7.1			R	
8	MOBILE PLANETARIUM	Activity Number/s:	Cost per line item	Total
8.1			R	R
9	COMPUTERS	Activity Number/s:	Cost per line item	Total

9.1			R	
10	OTHER (PLEASE SPECIFY):	Activity Number/s:	Cost per line item	Total
10.1			R	
TOTAL AMOUNT: R				

PART C - RETURNS

INVITATION TO BID (SBD 1)			
Bid number	RFQ/SAASTA/07/2019-2020		
Closing date and time	27 March 2020		
The NRF recognises the date and time as recorded on its systems for closure purposes.			
HIGH LEVEL SUMMARY OF BID REQUIREMENTS			
NRF SAASTA provides, on behalf of the Department of Science and Technology (DST), support funding to science centres to allow them to engage society in delivering the DST's mandate for science engagement. NRF SAASTA requires development support applications from Department of Science and Innovation's supported Science Centres in terms of this agreement for consideration for the period ending 31 March 2021.			
Number of ORIGINAL bid documents for contract signing			2
Number of EVALUATION copies (Mark pages as "Evaluation Copy" and number all pages sequentially):		5 physical copies of the proposal form, (Applicant's information and Annexure B)	
TWO ENVELOPE SYSTEM		YES	
PRICE VALIDITY PERIOD FROM DATE OF CLOSURE		One hundred and fifty (150) days	
Bidding procedure enquiries are directed in writing to:		Technical information queries are directed in writing to:	
Section	Finance and Administration	Section	Science Awareness Platforms
Contact person	Tshepo Matheane Lucas Sandleni	Contact person	Thandi Mtsweni
E-mail address	tshepo@saasta.ac.za lucas@saasta.ac.za	E-mail address	thandi@saasta.ac.za
Telephone	012 392 9358 012 392 9317	Telephone	011 551 5940/6

SUPPLIER INFORMATION

Name Of Bidder

Postal Address

Street Address

Telephone Number

Code		Number	
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Cell Phone Number

Code		Number	
------	--	--------	--

Facsimile Number

Code		Number	
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E-Mail Address

VAT Registration Number

Tax Compliance Status	Tax Compliance System PIN		OR	Central Supplier Database No.	MAAA
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B-BBEE Status Level Verification Certificate	Tick Applicable Box. <input type="checkbox"/> Yes <input type="checkbox"/> No	B-BBEE Status Level Sworn Affidavit	Tick Applicable Box. <input type="checkbox"/> Yes <input type="checkbox"/> No
-----------------------------------------------------	----------------------------------------------------------------------------------	--------------------------------------------	----------------------------------------------------------------------------------

[A B-BBEE status level verification certificate/sworn affidavit (for EMEs & QSEs) must be submitted in order to qualify for preference points for B-BBEE – also refer to the SBD 6.1]

Are you the accredited representative in South Africa for the goods/services/works offered?	<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes enclose proof]	Are you a foreign-based supplier for the goods/services/works offered?	<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes, answer the questionnaire below]
----------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------	-------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Is the entity a resident of the Republic of South Africa (RSA)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
-----------------------------------------------------------------	----------------------------------------------------------

Does the entity have a branch in the RSA?	<input type="checkbox"/> Yes <input type="checkbox"/> No
-------------------------------------------	----------------------------------------------------------

Does the entity have a permanent establishment in the RSA?	<input type="checkbox"/> Yes <input type="checkbox"/> No
------------------------------------------------------------	----------------------------------------------------------

SUPPLIER INFORMATION

Does the entity have any source of income in the RSA?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the entity liable in the RSA for any form of taxation?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If the answer is “No” to all of the above, then it is not a requirement to register for a tax compliance status system pin code from the South African Revenue Service (SARS).

BID SUBMISSION

1. Bids must be delivered by the stipulated time to the correct address. Late bid will not be accepted for consideration.
2. All bids must be submitted on the officially provided forms provided – (not to be re-typed) or in the manner prescribed in the bid document.
3. This bid is subject to the specifications and special conditions of contract pertaining to this bid, the Preferential Procurement Policy Framework Act, 2000 and the Preferential Procurement Regulations, 2017, the General Conditions of Contract (GCC), and any other legislative requirements if applicable to this bid. These are included in this document thereby forming the contract between the NRF and the appointed/awarded bidder.
4. The successful bidder will be required to fill in and sign the contract signature form (SBD7) for this contract.

TAX COMPLIANCE REQUIREMENTS

1. Bidder must ensure compliance with their tax obligations.
2. Where the bidder is registered on the Central Supplier Database (CSD), a CSD number must be provided
3. Bidders are required to submit their unique personal identification number (PIN) issued by SARS to enable the organ of state to verify the taxpayer’s profile and tax status. Application for tax compliance status (TCS) pin is made via e-filing through the SARS website www.sars.gov.za.
4. Bidders may also submit a printed TCS certificate together with the bid, available via e-filing through the SARS website www.sars.gov.za.
5. In bids where consortia/ joint ventures/ sub-contractors are involved, each party must submit a separate TCS certificate/PIN/CSD number.
6. No bids will be considered from persons in the service of the state, companies with directors who are persons in the service of the state, or close corporations with members’ persons in the service of the state.

SBD 4 - DECLARATION OF INTEREST WITH GOVERNMENT

Any legal person, including persons employed by the State (meaning any national or provincial department; national or provincial public entity; or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999); any municipality or municipal entity; provincial legislature; National Assembly or the National Council of Provinces; or National Parliament), or persons having a kinship with persons employed by the State, including a blood relationship, may make an offer or offers in terms of this invitation to Bid (includes an advertised competitive Bid, a limited Bid, a proposal or written price quotation). In view of possible allegations of favouritism, should the resulting Bid, or part thereof, be awarded to persons employed by the State, or to persons connected with or related to them, it is required that the Bidder or his/her authorised representative, declare his/her position in relation to the evaluating/adjudicating authority where:

- a. The Bidder is employed by the State; and/or
- b. The legal person on whose behalf the Bidding Document is signed, has a relationship with persons/s person who is/are involved in the evaluation and or adjudication of the Bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and/or adjudication of the Bid.

In order to give effect to the above, the following questionnaire must be completed and submitted with this Bid:

Full Name of Bidder or his/her representative:	
------------------------------------------------	--

Identity Number:	
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Position occupied in the Company (director, trustee, shareholder, member):	
----------------------------------------------------------------------------	--

Registration number of company, enterprise, close corporation, partnership agreement:	
---------------------------------------------------------------------------------------	--

Tax Reference Number:	
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VAT Registration Number:	
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The names of all directors/trustees/shareholders/members, their individual identity numbers, tax reference numbers and, if applicable, employee/PERSAL numbers must be indicated in a separate schedule including the following questions:

Schedule attached with the above details for all directors/members/shareholders

Are you or any person connected with the Bidder presently employed by the State? If so, furnish the following particulars in an attached schedule	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Name of person/director/trustee/shareholder/member:

Name of State institution at which you or the person connected to the Bidder is employed

Position occupied in the State institution

Any other particulars:

If you are presently employed by the State, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If Yes, did you attach proof of such authority to the Bid document?	
If No, furnish reasons for non-submission of such proof as an attached schedule	
(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the Bid.)	
Did you or your spouse or any of the company's directors/trustees/shareholders/members or their spouses conduct business with the State including any business units of the National Research Foundation in the previous twelve (12) months?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If so, furnish particulars as an attached schedule	
Do you, or any person connected with the Bidder, have any relationship (family, friend, other) with a person employed by the State and who may be involved with the evaluation and or adjudication of this Bid?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If so, furnish particulars as an attached schedule	
Do you or any of the directors/trustees/shareholders/members of the company have any interest in any other related companies whether or not they are bidding for this contract?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If so, furnish particulars as an attached schedule	

SBD 6.1 - PREFERENCE POINTS CLAIMED

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS, AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

1.1. The following preference point systems are applicable to all bids:

1.1.1. the 80/20 system for requirements with a Rand value of up to R 50 000 000 (all applicable taxes included); and

1.1.2. The 90/10 system for requirements with a Rand value above R 50 000 000 (all applicable taxes included)

The maximum points for this bid are allocated as follows:	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTION	20
TOTAL POINTS FOR PRICE AND B-BBEE MUST NOT EXCEED	100

1.2. Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.3. The purchaser reserves the right to require either of a bidder, before a bid is adjudicated or at any time subsequently, to substantiate any claim concerning preferences, in any manner required by the purchaser.

1.4. POINTS AWARDED FOR PRICE

THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

80/20 :	$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$	OR	90/10 :	$P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$
----------------	---------------------------------------------------------------	----	----------------	---------------------------------------------------------------

SBD 6.1 - PREFERENCE POINTS CLAIMED

Where Ps = Points scored for price of bid under consideration
 Pt = Price of bid under consideration
 Pmin = Price of lowest acceptable bid

2. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

In terms of Regulation 6 (2) and 7 (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:

B-BBEE Status Level of Contributor	1	2	3	4	5	6	7	8	Non-compliant contributor 0
Number of points (90/10 system)	10	9	6	5	4	3	2	1	
Number of points (80/20 system)	20	18	14	12	8	6	4	2	

3. BID DECLARATION

Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1 AND 2

B-BBEE Status Level of Contributor: = (maximum of 10 or 20 points)

(Points claimed in respect of Paragraph 3 must be in accordance with the table reflected in Paragraph 2 and must be substantiated by relevant proof of B-BBEE status level of contributor.

SUB-CONTRACTING

Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES		NO	
-----	--	----	--

If yes, indicate:

1. What percentage of the contract will be subcontracted.....%
2. The name of the sub-contractor.....
3. The B-BBEE status level of the sub-contractor.....
4. Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES		NO	
-----	--	----	--

Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at last 51% owned by:	EME	QSE
	√	√
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

DECLARATION WITH REGARD TO COMPANY/FIRM

SBD 6.1 - PREFERENCE POINTS CLAIMED

Name of company/firm:

VAT registration number:

Company registration number:.....

TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture/Consortium
- One person business/sole proprietor
- Close corporation
- Company
- (Pty) Limited

[TICK APPLICABLE BOX]

DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

COMPANY CLASSIFICATION

- Manufacturer
- Supplier
- Professional service provider
- Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

Total number of years the company/firm has been in business:

I/we, the undersigned, who is/are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBEE status level of contributor indicated in Paragraphs 1 and 3 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I/we acknowledge that:

1. The information furnished is true and correct;
2. The preference points claimed are in accordance with the General Conditions as indicated in Paragraph 1 of this form;
3. In the event of a contract being awarded as a result of points claimed as shown in Paragraphs 1 and 3, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
4. If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding ten (10) years, after the *audi alteram partem* (hear the other side) rule has been applied; and

SBD 6.1 - PREFERENCE POINTS CLAIMED

(e) Forward the matter for criminal prosecution.

SBD 8 - DECLARATION OF BIDDER'S PAST SCM PRACTICES

Is the Bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? If Yes, furnish particulars as an attached schedule:	<input type="checkbox"/> Yes <input type="checkbox"/> No
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------

Is the Bidder or any of its directors listed on the Register for Tender Defaulters in terms of Section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? If Yes, furnish particulars as an attached schedule:	<input type="checkbox"/> Yes <input type="checkbox"/> No
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------

Was the Bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years? If Yes, furnish particulars as an attached schedule:	<input type="checkbox"/> Yes <input type="checkbox"/> No
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------

Was any contract between the Bidder and any NRF terminated during the past five years because of failure to perform on or comply with the contract? If Yes, furnish particulars as an attached schedule:	<input type="checkbox"/> Yes <input type="checkbox"/> No
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------

The Database of Restricted Suppliers and Register for Tender Defaulters resides on the National Treasury's website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.

SBD 9: CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the signatory to this document, in submitting this Bid in response to the invitation for the Bid made by the National Research Foundation, do hereby make the following statements that I certify to be true and complete in every respect:

I have read and I understand the contents of this Certificate;

I understand that the Bid will be disqualified if this Certificate is found not to be true and complete in every respect;

I am authorised by the Bidder to sign this Certificate, and to submit the Bid, on behalf of the Bidder;

Each person whose signature appears on the Bid has been authorised by the Bidder to determine the terms of, and to sign, the Bid on behalf of the Bidder;

For the purposes of this Certificate and the accompanying Bid, I understand that the word "competitor" shall include any individual or organisation, other than the Bidder, whether or not affiliated with the Bidder, who:

- a. Has been requested to submit a Bid in response to this Bid invitation;
- b. Could potentially submit a Bid in response to this Bid invitation, based on their qualifications, abilities or experience; and
- c. Provides the same goods and services as the Bidder and/or is in the same line of business as the Bidder

The Bidder has arrived at the accompanying Bid independently from, and without consultation, communication, agreement, or arrangement with any competitor. However, communication between partners in a joint venture or consortium (meaning an association of persons for combining their expertise, property, capital, efforts, skill, and knowledge in an activity for the execution of the bid) will not be construed as collusive bidding.

In particular, without limiting the generality of paragraphs above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:

SBD 9: CERTIFICATE OF INDEPENDENT BID DETERMINATION

- a. Prices;
- b. Geographical area where product or service will be rendered (market allocation);
- c. Methods, factors or formulas used to calculate prices;
- d. The intention or decision to submit or not to submit, a Bid;
- e. The submission of a Bid which does not meet the specifications and conditions of the Bid; or
- f. Bidding with the intention not to win the Bid.

In addition, there have been no consultations, communications, agreements, or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this Bid invitation relates.

The terms of this Bid have not been, and will not be, disclosed by the Bidder, directly or indirectly, to any competitor, prior to the date and time of the official Bid opening or of the awarding the bid or to the signing of the contract.

I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to Bids and contracts, Bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of Section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation

REFERENCE LETTER FORMAT FOR BIDDER

Referee Legal Name:			
Company:			
Bid Number:			
Bid Description Supply, delivery, and installation services of installation of compute and other components and hardware with warranties for three years			
Describe the service/work the above bidder provided to you below			
Criteria/Risks	Below requirements	Meets requirements	Exceeds requirements
Professionalism in dealing with service provider; was service provider helpful, always available to assist			
Delivery of goods – Was the good delivered timeously, undamaged from original packaging			
Turnaround time when service repair calls logged			
Satisfaction with support rendered; did it solve the problem experienced			
Overall Impression	Other comments		
Approximate value of contract			
Would you use the provider again?			<input type="checkbox"/> YES <input type="checkbox"/> NO

Completed by:	
Signature:	
Company Name:	
Contact Telephone Number:	
Date:	

ANNEXURES – ATTACHED AT END OF DOCUMENT

Annexure Number	Annexure Title

BID SIGNATURE (SBD 1)

I hereby undertake to supply all or any of the goods, works, and services described in this procurement invitation to the NRF in accordance with the requirements and specifications stipulated in this Bid Invitation document at the price/s quoted. I confirm that I have satisfied myself as to the correctness and validity of my offer/bid in response to this Invitation, cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk. My offer remains binding upon me and open for acceptance by the NRF during the validity period indicated and calculated from the closing time of Bid Invitation. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me in terms of this Bid Invitation as the principal liable for the due fulfilment of the subsequent contract if awarded to me.

I declare that during the bidding period did not have access to any NRF proprietary information or any other matter that may have unfairly placed our bid in a preferential position in relation to any of the other bidder(s).

I confirm that I am duly authorised to sign this offer/ bid response.

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED (Proof of authority must be submitted e.g. company resolution)

ANNEXURE A: YEAR PLAN

	0 Mon	Tue	Wed	Thu	Fri	Sat	Sun
FEB							1 2
	3 EDUCATORS' WORKSHOP	4 SCIENCE CLUB	5	6 MOBILE OUTREACH	7	8	9
	10	11 SCIENCE CLUB	12	13	14	15	16
	17	18 SCIENCE CLUB - ROBOTICS	19	20	21 AstroQuiz	22	23
	24	25 SCIENCE CLUB - ROBOTICS	26	27 MOBILE OUTREACH	28	29	1
MAR	2	3 SCIENCE CLUB - ROBOTICS	4	5	6	7	8
	9	10 SCIENCE CLUB - ROBOTICS	11	12	13 AstroQuiz	14	15
	16 WATER WEEK CELEBRATION	17 WATER WEEK CELEBRATION	18 WATER WEEK CELEBRATION	19 WATER WEEK CELEBRATION	20 SCHOOLS CLOSE	21 HUMAN RIGHTS DAY	22
	23	24 GIRLS CAMP	25 GIRLS CAMP	26 GIRLS CAMP	27 GIRLS CAMP	28	29
APRIL	30	31 SCHOOLS REOPENS	1	2 LEARNER WORKSHOP - IKS	3	4	5
	6	7	8	9	10 FRIDAY GOOD	11	12
	13 FAMILY DAY	14	15 LEARNER WORKSHOP - TELESCOPE BUILDING	16	17 AstroQuiz	18	19
	20	21	22	23	24	25	26
	27 FREEDOM DAY	28	29 CAREER GUIDANCE	30 CAREER GUIDANCE			

ANNEXURE B: BUDGET SUMMARY

(Provide a full budget breakdown of activities to for implementation through this funding.)

SAASTA - PROJECT NAME: PROGRAMMATIC SUPPORT GRANT INTERVENTION (PSGI)

NAME OF GRANT-HOLDER: _____

PROPOSED BUDGET FOR THE PERIOD: 2020/2021 Financial Year

LINE ITEM	BUDGET (R-Value)	<u>Detail</u>
e.g. SAASTECH Conference	R25 000.00	Flights, Car Rental, Accommodation and Registration Fees
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9. OTHER (PLEASE SPECIFY)		
TOTAL COSTS (sum of 1. to 9.)		

ANNEXURE C: MUNICIPAL DISTRICTS IN SOUTH AFRICA

https://en.wikipedia.org/wiki/Districts_of_South_Africa

INSTRUCTION:

Indicate in column **A** below the districts you are currently holding PSGI outreach programmes and indicate in column **B** to where you intend on extending your reach.

		A	B
DISTRICT NAME	PROVINCE	CURRENT FOOTPRINT REACH	INTENDED FOOTPRINT REACH
Alfred Nzo District Municipality	EC		
Amathole District Municipality			
Buffalo City Metropolitan Municipality			
Cacadu District Municipality			
Chris Hani District Municipality			
Joe Gqabi District Municipality			
Nelson Mandela Bay Metropolitan Municipality			
OR Tambo District Municipality			
Fezile Dabi District Municipality	FS		

Lejweleputswa District Municipality			
Mangaung Metropolitan Municipality			
Thabo Mofutsanyana District Municipality			
Xhariep District Municipality			
City of Johannesburg Metropolitan Municipality	GP		
City of Tshwane Metropolitan Municipality			
Ekurhuleni Metropolitan Municipality			
Sedibeng District Municipality			
West Rand District Municipality			
Amajuba District Municipality	KZN		
eThekweni Metropolitan Municipality			
iLembe District Municipality			
Sisonke District Municipality			
Ugu District Municipality			
uMgungundlovu District Municipality			
uMkhanyakude District Municipality			
uMzinyathi District Municipality			
uThukela District Municipality			
uThungulu District Municipality			
Zululand District Municipality			
Capricorn District Municipality	LP		
Mopani District Municipality			
Sekhukhune District Municipality			
Vhembe District Municipality			
Waterberg District Municipality			
Ehlanzeni District Municipality	MP		
Gert Sibande District Municipality			
Nkangala District Municipality			
Frances Baard District Municipality	NC		
John Taolo Gaetsewe District Municipality			

Namakwa District Municipality			
Pixley ka Seme District Municipality			
ZF Mgcawu District Municipality			
Bojanala Platinum District Municipality	NW		
Dr Kenneth Kaunda District Municipality			
Dr Ruth Segomotsi Mompati District Municipality			
Ngaka Modiri Molema District Municipality			
Cape Winelands District Municipality	WC		
Central Karoo District Municipality			
City of Cape Town Metropolitan Municipality			
Eden District Municipality			
Overberg District Municipality			
West Coast District Municipality			

