



REF NO 8/1/R + 6/2/3/5 + 6/2/3/6 + 6/3/R
COLLAR NO

ACKNOWLEDGMENT RECEIPT OF TENDER AND QUOTATION

1. Q 2021/039: SUPPLY, INSTALLATION, COMMISSIONING AND MONITORING OF A VEHICLE TRACKING SYSTEM FOR THE CAPE WINELANDS DISTRICT MUNICIPALITY ON A MONTH-TO-MONTH BASIS FOR THE PERIOD COMMENCING ON 01 JULY 2021
2. Q 2021/043: PROVISION OF GARDENING SERVICES, CLEANING OF GROUNDS, SURROUNDS AND INSIDE OPEN-AIR AND/OR COMMUNAL AREAS, WASHING OF VEHICLES AND PARKING AREAS AT VARIOUS OFFICE BUILDINGS AND FACILITIES OF THE CAPE WINELANDS DISTRICT MUNICIPALITY ON A MONTH-TO-MONTH BASIS FOR THE PERIOD COMMENCING ON 01 JULY 2021 x 2
3. Q 2021/048: ADVERTISING SERVICES ON A MONTH-TO-MONTH BASIS FOR THE PERIOD COMMENCING 01 JULY 2021
4. Q 2021/003: CLEANING SERVICES AT THE STELLENBOSCH OFFICE BUILDINGS, 29 DU TOIT STREET, STELLENBOSCH ON A MONTH-TO-MONTH BASIS FOR THE PERIOD COMMENCING ON 01 JULY 2021 AND NOT EXCEEDING 30 JUNE 2022
5. Q 2020/119: SUPPLY AND DELIVERY OF SMART TELEVISIONS

I Lorna van Niekerk hereby acknowledge receipt of the following original tender and quotation documents:

Received by [Signature] Date 22/07/2021



CAPE WINELANDS DISTRICT

MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

Q 2021/043

**PROVISION OF GARDENING SERVICES, CLEANING OF
GROUNDS, SURROUNDS AND INSIDE OPEN-AIR AND/OR
COMMUNAL AREAS, WASHING OF VEHICLES AND PARKING
AREAS AT VARIOUS OFFICE BUILDINGS AND FACILITIES OF
THE CAPE WINELANDS DISTRICT MUNICIPALITY ON A
MONTH-TO-MONTH BASIS FOR THE PERIOD COMMENCING
ON 01 JULY 2021**

COMPANY NAME:

HORNE'S PROJECTS AND ENTERPRISES Pty LTD

POSTAL ADDRESS:

39 PIET MY VROU STREET

MICRO PARK

KUILSRIVER 7680

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Financial and Strategic Support Services

Supply Chain Management

Tel: 086 126 5263

Fax: 086 688 4173

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Q 2021/043
PROVISION OF GARDENING SERVICES, CLEANING OF GROUNDS, SURROUNDS AND
INSIDE OPEN-AIR AND/OR COMMUNAL AREAS, WASHING OF VEHICLES AND PARKING
AREAS AT VARIOUS OFFICE BUILDINGS AND FACILITIES OF THE CAPE WINELANDS
DISTRICT MUNICIPALITY ON A MONTH-TO-MONTH BASIS FOR THE PERIOD
COMMENCING ON 01 JULY 2021

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A. QUOTATION NOTICE

Formal Written Price Quotations are hereby invited for the provision of gardening services, cleaning of grounds, surrounds and inside open-air and/or communal areas; and washing of vehicles

Technical enquiries regarding this bid can be directed to Karina Smit at telephone no. 0861 265 263.

Documents are obtainable from the Supply Chain Management Unit of the Cape Winelands District Municipality at 29 Du Toit Street, Stellenbosch - Tel no 0861 265 263. Alternatively documents may be downloaded from the website: www.capewinelands.gov.za. → Supply Chain → View quotations and quotes → Quotations open.

All prospective bidders must ensure that they are registered and accredited on the CWDM's Supplier Database and the Central Supplier Database, prior to the closing date of the quotation.

Duly completed quotations must be enclosed in a (separate) sealed envelope and endorsed with the relevant quotation number and description on the envelope/s. The sealed quotations must be placed in the official quotations box of the District Municipality's offices at 29 Du Toit Street, Stellenbosch, before **11h00 on Thursday, 24 June 2021.**

**HF PRINS
MUNICIPAL MANAGER**



B. GENERAL CONDITIONS AND INFORMATION

Inviting of quotations by the Cape Winelands District Municipality (CWDM), all relevant bid documentation, submitting of quotations by prospective bidders, evaluation / awarding of quotations and all subsequent contractual responsibilities regarding supply and delivery of goods and/or services, will be managed in terms of and MUST comply with:-

- Chapter 11 of the Municipal Finance Management Act, 2003 (Act no.56 of 2003);
- Municipal Supply Chain Management Policy of the CWDM;
- Supply Chain Management: A guide for Accounting Officers of Municipalities (Guide for AO's);
- Any relevant Regulations / Circulars issued by the National Treasury, from time to time, and
- Any Special Conditions detailed in this Contract (SCC) – *referring to, but not limited to: paragraphs B.1. - 17. and C to P.*

Where the GCC and SCC are in conflict with one another, the stipulations of the SCC will prevail (chapter 4.5.2.9 – Guide for AO's)

1. Acceptance or Rejection of a Quotations

The Municipality reserves the right to withdraw any invitation to quotations and/or to re-advertise or to reject any quotations or to accept any quotations in whole or part.

The Municipality does not bind itself to accepting the lowest quotations or the quotations scoring the highest points.

The Municipality reserves the right to accept more than one quotations (in the event of a number of items being offered).

2. Validity Period

The fact and action of handing in a quotation to the Municipality is accepted as a contract between the Municipality and the bidder whereby such a quotation remains valid and available for a period of ninety (90) days, calculated from the closing date as advertised for the quotations, for acceptance, or non-acceptance by the Municipality. The bidder undertakes not to withdraw, or alter, the quotations during this period.

3. Registration on Accredited Supplier Database

It is expected of all prospective service providers who are not yet registered on the Municipality's Accredited Supplier Database to register without delay on the prescribed form.

The Municipality reserves the right not to award quotations to prospective suppliers who are not registered on the Database.

4. Completion of Quotations Documents

The official quotations form must be completed in BLACK ink and any corrections to the official quotations form must also be made in BLACK ink and signed by the bidder.

Any quotations documents received with correction fluid (Tippex) corrections shall be disqualified.

The complete original quotations document must be returned. Missing pages will result in the disqualification of the quotations.



Any ambiguity has to be cleared with contact person for the quotations before the quotations closure.

5. Authorised Signatory

A copy of the recorded Resolution taken by the Board of Directors, members, partners or trustees authorising the representative to submit this bid on the bidder's behalf must be attached to the Bid Document on submission of same.

A bid shall be eligible for consideration only if it bears the signature of the bidder or of some person duly and lawfully authorised to sign it for and on behalf of the bidder.

If such a copy of the Resolution does not accompany the bid document of the successful bidder, the Municipality reserves the right to obtain such document after the closing date to verify that the signatory is in order. If no such document can be obtained within a period as specified by the Municipality, the bid will be disqualified.

6. Site / Information Meetings

Site or information meetings, if specified, are compulsory. Bids will not be accepted from bidders who have not attended compulsory site or information meetings. Bidders that arrive 15 minutes or more after the advertised time the meeting starts will not be allowed to attend the meeting or to sign the attendance register. If a bidder is delayed, he must inform the contact person before the meeting commence and will only be allowed to attend the meeting if the chairperson of the meeting as well as all the other bidders attending the meeting, give permission to do so.

All partners or the leading partner of a Joint Venture must attend the compulsory site or information meeting.

7. Quantities of Specific Items

If quotations are called for a specific number of items, the Municipality reserves the right to change the number of such items to be higher or lower. The successful bidder will then be given an opportunity to evaluate the new scenario and inform the Municipality if it is acceptable. If the successful bidder does not accept the new scenario, it will be offered to the second-placed bidder.

8. Expenses Incurred in Preparation of Quotations

The Municipality shall not be liable for any expenses incurred in the preparation and submission of the quotations.

9. Contact with Municipality after Quotations Closure Date

Bidders shall not contact the Municipality on any matter relating to their bid from the time of the opening of the bid to the time the contract is awarded. If a bidder wishes to bring additional information to the notice of the Municipality, it should do so in writing to the Municipality. Any effort by the firm to influence the Municipality in the bid evaluation, bid comparison or contract award decisions may result in the rejection of the bid.

10. Opening, Recording and Publications of Quotations Received

Quotations will be opened on the closing date immediately after the closing time specified in the quotations documents. The names of the bidders, and if practical, the total amount of each bid and of any alternative bids will be read out aloud.



Telexed, faxed or e-mailed quotations will not be accepted.

The quotations forms should be carefully completed and no errors will be condoned after quotations have been opened.

The Bidder will be liable to take out **forward cover** to barricade him/her against fluctuation of the exchange rate in the event of importing any component, related to the quotation, from a country dealing in currency other than that of South Africa.

11. Evaluation of Quotations

Quotations will be evaluated in terms of their responsiveness to the quotations specifications and requirements as well as such additional criteria as set out in this set of quotations documents.

12. Subcontracting

The Contractor shall not subcontract the whole of the contract.

Except where otherwise provided by the Contract, the Contractor shall not subcontract any part of the Contract without the prior written consent of the Municipality, which consent shall not be unreasonably withheld.

Any consent granted or appointment of a subcontractor shall not imply a contract between the Municipality and the subcontractor, or a responsibility or liability on the part of the Municipality to the subcontractor and shall not relieve the Contractor from any liability or obligation under the Contract and he shall be liable for the acts, defaults and neglects of any subcontractor, his agents or employees as fully as if they were the acts, defaults or neglects of the Contractor, his agents or employees.

13. Extension of Contract

The contract with the successful bidder may be extended should additional funds become available.

14. Past Practices

The bid of any bidder may be rejected if that bidder or any of its directors have abused the municipality's supply chain management system or committed any improper conduct in relation to such system.

The bid of any bidder may be rejected if it is or has been found that that bidder or any of its directors influenced or tried to influence any official or councillor with this or any past quotations.

The bid of any bidder may be rejected if it is or has been found that that bidder or any of its directors offered, promised or granted any official or any of his/her close family members, partners or associates any reward, gift, favours, hospitality or any other benefit in any improper way, with this or any past quotations.

15. Persons in the service of the state

Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest.



16. Broad-based black economic empowerment (B-BBEE) status level certificates

Bidders are required to submit original and valid B-BBEE Status Level Verification Certificates or certified copies of the original, not a photo-copy of another certified copy thereof together with their bids, to substantiate their B-BBEE rating claims.

Bidders who do not submit B-BBEE Status Level Verification Certificates or who are non-compliant contributors to B-BBEE do not qualify for preference points for B-BBEE but should not be disqualified from the bidding process. They will score points out of 90 or 80 for price only and zero (0) points out of 10 or 20 for B-BBEE.

A trust, consortium or joint venture must submit a consolidated B-BBEE Status Level Verification Certificate for every separate bid.

Public entities and tertiary institutions must also submit B-BBEE Status Level Verification Certificates together with their bids.

If an institution is already in possession of a valid and original or certified copy of a bidder's B-BBEE Status Level Verification Certificate that was obtained for the purpose of establishing the database of possible suppliers for price quotations or that was submitted together with another bid, it is not necessary to obtain a new B-BBEE Status Level Verification Certificate each time a bid is submitted from the specific bidder.

Such a certificate may be used to substantiate B-BBEE rating claims provided that the closing date of the bid falls within the expiry date of the certificate that is in the institution's possession.

Each time this provision is applied, cross-reference must be made to the B-BBEE Status Level Verification Certificate already in possession for audit purposes.

AOs / AAs must ensure that the B-BBEE Status Level Verification Certificates submitted are issued by the following agencies:

Bidders other than EMEs

- Verification agencies accredited by SANAS; or
- Registered auditors approved by IRBA (until the expiration of the period prescribed by the DTI)

Bidders who qualify as EMEs

- Sworn affidavit signed by the EME representative and attested by a Commissioner of oaths.

VALIDITY OF B-BBEE STATUS LEVEL VERIFICATION CERTIFICATES

Verification agencies accredited by SANAS

These certificates are identifiable by a SANAS logo and a unique BVA number.

Confirmation of the validity of a B-BBEE Status Level Verification Certificate can be done by tracing the name of the issuing Verification Agency to the list of all SANAS accredited agencies. The list is accessible on http://www.sanas.co.za/directory/bbee_default.php.

The relevant BVA may be contacted to confirm whether such a certificate was issued.

As a minimum requirement, all valid B-BBEE Status Level Verification Certificates should have the following information detailed on the face of the certificate:

- For example the approved thresholds for EMEs for the Tourism and Construction Sector Charters are R2.5 million and R1.5 million respectively.
- An EME automatically qualifies as a level 4 contributor with B-BBEE recognition level of 100% in terms of the Codes of Good Practice.
- An EME with at least 51% black ownership qualifies as Level 2 Contributor with B-BBEE level of 125% in terms of the Codes of Good Practice.
- An EME with 100% black ownership qualifies as a Level 1 contributor with B-BBEE level of 135% in terms of the Codes of Good Practice.
- An EME that is regarded as a specialized enterprise with at least 75% black beneficiaries qualifies as Level 1 contributor with B-BBEE level of 135% in terms of Codes of Good Practice.
- An EME that is regarded as a specialized enterprise with at least 51% black beneficiaries qualifies as a Level 2 contributor with B-BBEE level of 125% in terms of the Codes of Good Practice.
- An EME is required to submit a sworn affidavit confirming their annual total revenue of R 10 million or less and level of black ownership to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2017.
- An EME that is regarded as a Specialized Enterprise, is required to submit a sworn affidavit confirming their annual turnover/ allocated budget/ gross receipt of R 10 million or less and level of percentage of black beneficiaries to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2017.
- An EME may be measured in terms of the QSE scorecard should they wish to maximize their points and move to a higher B-BBEE recognition level. It is in this context that an EME may submit a B-BBEE verification certificate.

ELIGIBILITY AS QUALIFYING SMALL ENTERPRISES (QSE)

The Codes define a QSE as any enterprise with annual total revenue of between R10 million and R50 million.

- A QSE with at least 51% black ownership qualifies as a Level 2 contributor.
- A QSE with 100% black ownership qualifies as a Level 1 Contributor.
- A QSE that is regarded as a specialized enterprise with at least 75% black beneficiaries qualifies as a Level 1 contributor with B-BBEE level of 135% in terms of the Codes of Good Practice.
- A QSE that is regarded as a specialized enterprise with at least 51% black beneficiaries qualifies as a Level 2 contributor with B-BBEE level of 125% in terms of the Codes of Good Practice.
- A QSE is required to submit a sworn affidavit confirming their annual total revenue of between R10 million and R 50 million and level of black ownership or a B-BBEE level verification certificate to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2017.
- A QSE that is regarded as a specialized enterprise is required to submit a sworn affidavit confirming their annual turnover/ budget/ gross receipt of R 50 million or less and level of percentage of black beneficiaries or a B-BBEE level verification certificate to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2017

IN ORDER TO BE AWARDED PREFERENCE POINTS, ANNEXURE H. QUESTIONNAIRE AND ANNEXURE K. PREFERENCE POINTS CLAIM FORM (MBD 6.1), MUST BE COMPLETED - FAILURE TO COMPLY WITH THE ABOVEMENTIONED WILL RESULT IN NO PREFERENCE POINTS BEING AWARDED

17. Application

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.

Where applicable, special conditions of contract may be laid down and included to cover specific supplies, services or works.

Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

18. Standards

The goods supplied or the services rendered shall conform to the standards mentioned in the bidding documents and specifications.

19. Information and Inspection

The service provider shall not, without the District Municipality's prior written consent, disclose the agreement, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the District Municipality in connection therewith, to any person other than a person employed by the service provider in the performance of the agreement. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.

The service provider shall permit the District Municipality to inspect the supplier's records relating to the performance of the service provider and to have them audited by auditors appointed by the District Municipality, if so required by the District Municipality.

20. Governing Language

The governing language shall be English. All correspondence and other documents pertaining to the agreement that is exchanged by the parties shall also be written in English.

21. Payments

Payments shall be made by the District Municipality within **thirty (30)** calendar days of receiving the relevant **invoice / statement provided** by the supplier.

Payment will be made in Rand unless otherwise stipulated.

22. Prices and Evaluation of bids

Prices charged by the service provider for goods delivered and services performed under the contract shall not vary from the prices quoted by the service provider in this Quotations.

The Bidder will be liable to take out forward cover to barricade him/her against fluctuation of the exchange rate in the event of importing any component, related to the quotations, from a country dealing in currency other than that of South Africa.

THIS BID WILL BE EVALUATED AND ADJUDICATED ACCORDING TO THE FOLLOWING:

- Relevant specifications
- Value for money
- Capability to execute the contract
- PPPFA & associated regulations



23. Termination for default

The District Municipality, without prejudice to any other remedy for breach of contract, by written notice of default sent to the service provider, may terminate this agreement in whole or in part:

If the service provider fails to deliver any or all of the goods within the period(s) specified in the agreement;

If the service provider fails to perform any obligation(s) under the contract; or

If the service provider in the judgment of the District Municipality, has engaged in corrupt or fraudulent practices in competing for or in executing the contract

In the event the District Municipality terminates the contract in whole or in part, the District Municipality may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the service provider shall be liable to the District Municipality for any excess costs for such similar goods, works or services. However, the service provider shall continue performance of the contract to the extent not terminated.

Where the District Municipality terminates the contract in whole or in part, the District Municipality may decide to impose a restriction penalty on the service provider by prohibiting such service provider from doing business with the public sector for a period not exceeding 10 years.

If a District Municipality intends imposing a restriction on a service provider or any person associated with the service provider, the service provider 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 service provider fail to respond within the stipulated fourteen (14) days the District Municipality may regard the service provider as having no objection and proceed with the restriction.

Any restriction imposed on any person by the District Municipality will, at the discretion of the District Municipality, 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 District Municipality actively associated.

If a restriction is imposed, the District Municipality must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

The name and address of the supplier and / or person restricted by the District Municipality;
The date of commencement of the restriction;
The period of restriction; and
The reasons for the restriction

These details will be loaded in the National Treasury's central database of service provider or persons prohibited from doing business with the public sector.

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 Quotations 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 10 years. The National Treasury is empowered to determine the period of restriction and each



29. Value-added tax (VAT) on invoices

Tax invoices are to comply with the requirements as contained in the Value Added Tax Act, 1991 (Act No 89 of 1991). The content of the invoice must contain information as prescribed by the Act.

It is a requirement of this contract that the amount of value-added tax (VAT) must be shown clearly on each invoice.

The amended Value Added Tax Act, 1991 (Act No 89 of 1991) requires that a Tax Invoice for supplies in excess of R3,000 should, in addition to the other required information, also disclose the VAT registration number of the recipient, with effect from 1 March 2005.

The VAT registration number of the District Municipality is 4700193495.

30. Tax Clearance Certificate

A copy of a Tax Compliance Status Pin, printed from the South African Revenue Service (SARS) website, must accompany the bid documents. The onus is on the bidder to ensure that their tax matters are in order with SARS.

In the case of a Consortium/Joint Venture every member must submit a separate Tax Compliance Status Pin, printed from the SARS website, with the bid documents.

If a bid is not supported by a Tax Compliance Status Pin as an attachment to the bid documents, the Municipality reserves the right to obtain such documents after the closing date to verify that the bidder's tax matters are in order. If no such document can be obtained within a period as specified by the Municipality, the bid will be disqualified.

The Tax Compliance Status Pin will be verified by the Municipality on the SARS website.

31. Municipal Rates, Taxes and Charges

A certified copy of the bidder's and those of its directors municipal accounts (for the Municipality where the bidder pays his account) for the month preceding the quotations closure date must accompany the quotations documents. If such a certified copy does not accompany the bid document of the successful bidder, the Municipality reserves the right to obtain such documents after the closing date to verify that their municipal accounts are in order.

Any bidder which is or whose directors are in arrears with their municipal rates and taxes or municipal charges due to any Municipality or any of its entities for more than three months and have not made an arrangement for settlement of same before the bid closure date will be unsuccessful.

If a bidder rents their premises, proof must be submitted that the rental includes their municipal rates and taxes or municipal charges and that their rent is not in arrears.

32. Construction Industry Development Board (CIDB) (If applicable)

When applicable, the bidder's CIDB registration number must be included with the quotations. The Municipality will verify the bidder's CIDB registration during the evaluation process.



33. Letter of Good Standing from the Commissioner of Compensation

A valid Letter of Good Standing from the Compensation Commissioner or a certified copy thereof must accompany the bid documents unless the bidder is registered on the Accredited Supplier Database of the Municipality and the Municipality has a valid Letter of Good Standing from the Compensation Commissioner or a certified copy thereof for the bidder on record. The onus is on the bidder to ensure that the Municipality has a valid Letter of Good Standing from the Compensation Commissioner or a certified copy thereof on record.

A letter of good standing for "quotations purposes" from the Department of Labour will also be accepted.

If no such document/s as specified by the Municipality is submitted, the bid will be disqualified.

C. NATIONAL TREASURY - GOVERNMENT PROCUREMENT: GENERAL CONDITIONS OF CONTRACT

The purpose of this document is to:

- (a) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (b) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.
- (c) The General Conditions of Contract will form part of all bid documents and may not be amended.
- (d) Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC will prevail

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 any thing 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 are 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 goods 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.

(N)

- 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"** means 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 goods 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 provided that 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 **"Supplier"** means the successful bidder who is awarded the contract to maintain and administer the required and specified service(s) to the State.
- 1.26 **"Tort"** means in breach of contract
- 1.27 **"Turnkey"** means a procurement process where one service provider assumes total responsibility for all aspects of the project and delivers the full end product / service required by the contract.
- 1.28 **"Written" or "in writing"** means hand-written in ink or any form of electronic or mechanical writing.



2. APPLICATION

- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services (excluding professional services related to the building and construction industry), sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific goods, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

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 Invitations to bid are usually published in locally distributed news media and on the municipality/municipal entity website.

4. STANDARDS

- 4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

5. USE OF CONTRACT DOCUMENTS AND INFORMATION INSPECTION

- 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 to any such employed person shall be made in confidence and shall extend only so 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.

6. 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.
- 6.2 When a supplier developed documentation / projects for the municipality / municipal entity, the intellectual, copy and patent rights or ownership of such documents or projects will vest in the municipality / municipal entity.



7. PERFORMANCE SECURITY

- 7.1 Within thirty (30) days 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:
- (a) a 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
 - (b) a cashier's or certified cheque.
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified.

8. 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 goods to be produced or services to be rendered should at any stage be subject to inspections, tests and analyses, the bidder or contractor's premises shall be open, at all reasonable hours, for inspection by a representative of the purchaser or 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 goods 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 goods or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such goods or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Goods and services which are 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 goods may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected goods shall be 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 goods, which do comply with the requirements of the contract. Failing such removal the rejected goods shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute goods forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected goods, purchase such goods 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 on account of a breach of the conditions thereof, or to act in terms of Clause 22 of GCC.

9. 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 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, and in any subsequent instructions ordered by the purchaser.

10. DELIVERY AND DOCUMENTS

10.1 Delivery of the goods and arrangements for shipping and clearance obligations, shall be made by the supplier in accordance with the terms specified in the contract.

11. 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.

12. TRANSPORTATION

12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified.

13. INCIDENTAL SERVICES

13.1 The supplier may be required to provide any or all of the following services, including additional services, if any:

- (a) Performance or supervision of on-site assembly and/or commissioning of the supplied goods;
- (b) Furnishing of tools required for assembly and/or maintenance of the supplied goods;
- (c) Furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
- (d) 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
- (e) Training of the purchaser's personnel, at the supplier's plant and/or on-site, 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.



14. SPARE PARTS

- 14.1 As specified, 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:
- (a) 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;
 - (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) Following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. WARRANTY

- 15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that 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.
- 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 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, 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.

16. PAYMENT

- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment 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.



16.5 Where the value of an intended contract will exceed R1 000 000, 00 (R1 million) it is the bidder's responsibility to be registered with the South African Revenue Service (SARS) for VAT purposes in order to be able to issue tax invoices. It is a requirement of this contract that the amount of value-added tax (VAT) must be shown clearly on each invoice. The amended Value-Added Tax Act requires that a Tax Invoice for supplies in excess of R3 000 should, in addition to the other required information, also disclose the VAT registration number of the recipient, with effect from 1 March 2005.

17. 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 or in the purchaser's request for bid validity extension, as the case may be.

8. VARIATION ORDERS

18.1 In cases where the estimated value of the envisaged changes in purchase does not vary more than 15% of the total value of the original contract, the contractor may be instructed to deliver the goods or render the services as such. For construction related goods, services and/or infrastructure project, contracts may be expanded or varied by not more than 20%. In cases of measurable quantities, the contractor may be approached to reduce the unit price, and such offers may be accepted provided that there is no escalation in price.

19. 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.

20. SUBCONTRACTS

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.

21. DELAYS IN THE 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 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 goods are required, or the supplier's services are not readily available.

21.4 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 22.2 without the application of penalties.



21.5 Upon any delay beyond the delivery period in the case of a goods contract, the purchaser shall, without cancelling the contract, be entitled to purchase goods 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.

22. 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.

23. 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:

- (a) 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;
- (b) If the supplier fails to perform any other obligation(s) under the contract; or
- (c) 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 supplier as having no objection and proceed with the restriction.

23.5 Any restriction imposed on any person by the purchaser will, at the discretion of the purchaser, 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 purchaser actively associated.

23.6 a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

- (i) The name and address of the supplier and / or person restricted by the purchaser;
- (ii) The date of commencement of the restriction
- (iii) The period of restriction; and
- (iv) 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 Quotations 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 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

24. ANTIDUMPING 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 favorable difference shall on demand be paid forthwith by the supplier to the purchaser or the purchaser may deduct such amounts from moneys (if any) which may otherwise be due to the supplier in regard to goods 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.

25. 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.

26. 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.

27. 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 Notwithstanding any reference to mediation and/or court proceedings herein,
(a) The parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
(b) The purchaser shall pay the supplier any monies due the supplier for goods delivered and / or services rendered according to the prescripts of the contract.

28. LIMITATION OF LIABILITY

28.1 Except in cases of criminal negligence or wilful misconduct, and in the case of infringement pursuant to Clause 6;
(a) 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
(b) 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.

29. 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.

30. APPLICABLE LAW

30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified.

31. 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.

32. 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 SARS must have certified that the tax matters of the preferred bidder are in order.

32.4 No contract shall be concluded with any bidder whose municipal rates and taxes and municipal services charges are in arrears.



33. TRANSFER OF CONTRACTS

- 33.1 The contractor shall not abandon, transfer, cede assign or sublet a contract or part thereof without the written permission of the purchaser

34. AMENDMENT OF CONTRACTS

- 34.1 No agreement to amend or vary a contract or order or the conditions, stipulations or provisions thereof shall be valid and of any force unless such agreement to amend or vary is entered into in writing and signed by the contracting parties. Any waiver of the requirement that the agreement to amend or vary shall be in writing, shall also be in writing.

35. PROHIBITION OF RESTRICTIVE PRACTICES

- 35.1 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.
- 35.2 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 section 59 of the Competition Act No 89 Of 1998.
- 35.3 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.



D. APPLICATION OF PREFERENCE POINT SYSTEM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

The applicable **80/20** preferential points system as set out in Preferential Procurement Regulations 2017 will be used to evaluate individual quotations

Regulation R.32 of 20 January 2017 provides for a preference points system

80/20 Preference point system [(for acquisition of goods or services for a Rand value equal to or above R30 000 and up to R50 million) (all applicable taxes included)]

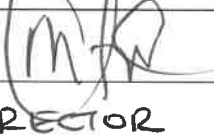
The points are awarded as follows:

- 80 points is awarded for the **lowest price** if it complies with the Quotations / Formal Written Price Quotation conditions.
- Additional points are awarded for attaining the **B-BBEE status level** of contributor in accordance with the table below:

B-BBEE Status Level of Contributor	Number of Points
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0



E. INVITATION TO BID - MBD1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)					
Quotation number:	Q 2021/043	Closing date:	24/06/2021	Closing time:	11h00
Description	PROVISION OF GARDENING SERVICES, CLEANING OF GROUNDS, SURROUNDS AND INSIDE OPEN-AIR AND/OR COMMUNAL AREAS, WASHING OF VEHICLES AND PARKING AREAS AT VARIOUS OFFICE BUILDINGS AND FACILITIES OF THE CAPE WINELANDS DISTRICT MUNICIPALITY ON A MONTH-TO-MONTH BASIS FOR THE PERIOD COMMENCING ON 01 JULY 2021				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE TENDER BOX SITUATED AT: 29 DU TOIT STREET, STELLENBOSCH					
SUPPLIER INFORMATION					
Name of bidder	HORNE'S PROJECTS AND ENTERPRISES				
Postal address	39 PIET MY VROU STREET, MICRO PARK, KWILSPRIVER, 7580				
Street address	39 PIET MY VROU STREET, MICRO PARK, KWILSPRIVER, 7580				
Telephone number	Code	082	Number	5432281	
Cell phone number	0727557392				
E-mail address	lollascare@gmail.com				
VAT registration number	4390275495				
Tax compliance status	TCS PIN:		OR	CSD No:	MAAA0030411
B-BBEE status level verification certificate [tick applicable box]	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no		B-BBEE status level sworn affidavit	<input checked="" 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]					
Are you the accredited representative in South Africa for the goods / services / works offered?	<input checked="" 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 checked="" type="checkbox"/> No [If yes, answer part b:3]	
Total number of items offered	4		Total bid price	R26036,00	
Signature of bidder			Date	24 JUN 2021	
Capacity under which this bid is signed	DIRECTOR				
TECHNICAL INFORMATION MAY BE DIRECTED TO:					
Contact person	Karina Smit				
Telephone number	021 888 5132 / 021 348 2317				
E-mail address	karina@capewinelands.gov.za				
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED					
Contact person	Elmine Niemand				
Telephone number	021 888 5175				
E-mail address	elmine@capewinelands.gov.za				



TERMS AND CONDITIONS FOR BIDDING – PART B

1. BID SUBMISSION:

- 1.1. Bids must be delivered by the stipulated time to the correct address. Late bids will not be accepted for consideration.
- 1.2. All bids must be submitted on the official forms provided—(not to be re-typed) or online
- 1.3. This bid is subject to the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations, 2017, the General Conditions of Contract (GCC) and, if applicable, any other special conditions of contract.

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 Bidders must ensure compliance with their tax obligations.
- 2.2 Bidders are required to submit their unique personal identification number (pin) issued by SARS to enable the organ of state to view the taxpayer's profile and tax status.
- 2.3 Application for the tax compliance status (TCS) certificate or pin may also be made via e-filing. In order to use this provision, taxpayers will need to register with SARS as e-filers through the website www.sars.gov.za.
- 2.4 Foreign suppliers must complete the pre-award questionnaire in part b:3.
- 2.5 Bidders may also submit a printed TCS certificate together with the bid.
- 2.6 In bids where consortia / joint ventures / sub-contractors are involved, each party must submit a separate TCS certificate / pin / CSD number.
- 2.7 Where no TCS is available but the bidder is registered on the central supplier database (CSD), a CSD number must be provided.

3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

- 3.1. Is the entity a resident of the republic of South Africa (RSA)? Yes No
- 3.2. Does the entity have a branch in the RSA? Yes No
- 3.3. Does the entity have a permanent establishment in the RSA? Yes No
- 3.4. Does the entity have any source of income in the RSA? Yes No
- 3.5. Is the entity liable in the RSA for any form of taxation? Yes 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) and if not register as per 2.3 above.

**NB: failure to provide any of the above particulars may render the bid invalid.
No bids will be considered from persons in the service of the state.**

Signature(s):
Name(s): MICHAEL HORNE
Capacity for the Tenderer: DIRECTOR
Date: 24 JUN 2021



F. SPECIAL CONDITIONS OF CONTRACT AND TERMS OF REFERENCE

1. INTRODUCTION

This Written Price Quotation comprises of the:

- (a) provision of gardening services, cleaning of grounds, surrounds and inside open-air and/or communal areas; and
- (b) washing of vehicles

by a team of workers at various office buildings and facilities of the Cape Winelands District Municipality, on the basis as set out below:

2. SCOPE OF WORK

The following office buildings and facilities of the Cape Winelands District Municipality must be included in the submission:

STELLENBOSCH

Office Building:	29 Du Toit Street
Office Building:	46 Alexander Street
Office Building:	Annex Building
Office Building:	C/o Langenhoven and Bird Street
Stores, Mechanical Workshop & Roads Depot:	Drukkers Avenue
Fire Services:	Papegaairand Street

PAARL

Office Building:	194 Main Street
Mechanical Workshop & Roads Depot:	Heide Street
Fire Services:	Nieuwedrift

WORCESTER

Office Building:	51 Trappes Street
Stores, Mechanical Workshop & Roads Depot:	C/o Louise Lange/ Schönland Street
Training Facility & Fire Services:	Eerste Begin Farm, Brandwacht

CERES

Office Building & Fire Services:	27 Munnik Street
Mechanical Workshop & Roads Depot:	Môreson, Ceres Industrial Area

ROBERTSON

Office Building:	40 Van Reenen Street
Fire Services, Mechanical Workshop & Roads Depot:	Constitution Street

MONTAGU

Office Building:	50A Bath Street
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- (v) To restrict possible liability claims to a minimum the service provider must take all reasonable care to prevent damage to window-panes and other parts of the building during the cutting process by, for example, loose stones or gravel.
 - (vi) Paved surfaces must be swept clean and/or vacuumed immediately after grass cutting.
 - (vii) All grass cuttings must be removed from the premises.
 - (viii) The Cape Winelands District Municipality is at its discretion responsible for the application of fertiliser and will adjust its activities in this regard as much as possible to match the service provider's cycle.
 - (ix) The Cape Winelands District Municipality will regularly perform quality control and the service provider shall be obliged to make adjustments (for example, in respect of the length at which the grass is cut) as may reasonably be requested by the Cape Winelands District Municipality.
- (j) Should any lawn or a material portion thereof be permanently removed, or new lawns be established, or existing lawns be extended, the Cape Winelands District Municipality and the service provider shall negotiate an adjustment of the contract amount on an ad hoc basis.
 - (k) The Cape Winelands District Municipality may from time-to-time request that specific lawns be temporarily left out of the cycle for purposes of upgrading or special treatment, in which case it will not insist on an adjustment of the quoted amount.
 - (l) Preferably, the lawns must be mowed early in the morning, between 08:00 and 09:00, since meetings are often held in the building and the noise of the lawnmowers will create a disturbance. Alternatively, the service provider must check in advance whether any meetings will take place on the day concerned.
 - (m) Should any lawn or a material portion thereof be permanently removed and be replaced by artificial grass, the cleaning of the artificial grass will replace the lawn mowing, and the cleaning thereof will include the following:
 - (i) Remove debris and dust using a garden blower or broom and pan and attend to any spills and pet waste using biodegradable detergents.
 - (ii) Use a hose and cool, clean water, or a pressurised garden spray to rinse dust and pollens from the artificial grass.
 - (n) All areas, whether paved, tarred or ground at all the premises should be cleaned, including stairways and ramps, as well as open-air inside communal areas.
 - (o) Cleaning should include the removal of all debris, including but not limited to rubble, litter, garbage, refuse, trash and human/animal faeces, as well as the subsequent disinfection of the affected areas.
 - (p) Cleaning should also include the scrubbing of pot plant holders and water fountains, whether inside buildings, outside buildings or in communal areas.
 - (q) Cleaning of outside windowsills and walls of buildings / facilities from dust, debris and spider webs.
 - (r) All wheelie bins to be emptied, washed and disinfected.
 - (s) Cleaning of the basement parking area at Du Toit Street, Stellenbosch which will include the following:

- (i) Wash-bay to be cleaned and disinfected.
- (ii) All floor areas to be vacuumed and/or swept, including the ramp.
- (iii) All rubbish on floor areas to be removed and placed in rubbish bins.

4.2 Washing of Vehicles

- (a) Official vehicles of the District Municipality have to be washed and cleaned every second week per individual site and include cars, minibuses and bakkies (including double cab bakkies).
- (b) Washing of vehicles have to be done on the respective sites of the District Municipality, taking into account water restrictions of the respective Local Municipalities, if and where applicable.
- (c) During periods of extreme water restrictions, the service provider will be obliged to provide grey water, or any other alternative solution, for the washing of vehicles.
- (d) Arrangements for the washing of vehicles have to be made in advance to ensure that all vehicles are on site and should preferably take place as early as possible on the agreed day of the week.
- (e) Washing of vehicles to take place only during weekdays from Monday to Friday between 08:00 and 15:00, on a time as mutually agreed upon.
- (f) No employee and/or representative of the service provider will be allowed to drive or move any vehicle of the District Municipality.
- (g) Vehicles have to be cleaned on the outside, as well as the interior and must meet acceptable standards.
- (h) All equipment and detergents needed to clean the exterior and interior of vehicles have to be supplied by the service provider.

4.2.1 Interior Cleaning

- (a) Vacuuming
 - (i) Remove floor mats and vacuum them separately.
 - (ii) Vacuum seats and carpet by using a special hard attachment.
 - (iii) Vacuum under seats, around the pedals and the area between the front seats and central console.
 - (iv) Use a soft brush attachment to vacuum the dashboard, central console and door upholstery.
- (b) Washing Upholstery
 - (i) Spray an upholstery cleaning agent (or a regular laundry detergent) evenly on the upholstery.
 - (ii) Rub the upholstery until dirty spots are gone.
 - (iii) Use a soft rag and warm water (if necessary) for washing.
 - (iv) Wipe the upholstery with a clean, soft dry cloth.
- (c) Clean Leather-Covered Elements
 - (i) Apply only special leather care products to any leather-covered elements of the car's interior.
 - (ii) Clean the leather-wrapped steering wheel with a clean and wet cotton towel.



- (iii) Use a soft brush attachment to vacuum leather seat crevices.
 - (iv) Wipe seats with a soft cotton towel and some leather cleaner agent.
 - (v) Try to reach into crevices and around the edges of your leather seats.
 - (vi) Apply a conditioner later to protect the leather.
- (d) Windows
- (i) Apply a window-cleaning spray to the windows inside the vehicle.
 - (ii) Use a soft glass-cleaning towel to wash to windows.
 - (iii) Be careful when washing the rear window (there's a risk to damage the heating lines of the defogger grid).
 - (iv) Make only parallel motions to wash the defogger grid.

4.2.2 Exterior Cleaning

- (a) Roof and Doors
- (i) Spray vehicle's roof and doors with a hose.
 - (ii) Apply regular car washing soap to the roof and doors.
 - (iii) Use a soft rag for washing.
 - (v) Flush the washing soap.
 - (vi) Wipe with a dry rag.
- (b) Door Handles
- (i) Use a smooth brush to clean the handles.
 - (ii) Use regular car wash soap for washing.
- (c) Wheels
- (i) Spray wheels and tires with a hose.
 - (ii) Use a brush or sponge and regular car wash soap for washing.
 - (iii) Use a small brush to clean small openings.
 - (iv) Rinse thoroughly.
- (d) Windows
- (i) Use a cloth rag, water and a special glass cleaning liquid to wash windows from the outside.
 - (ii) Wipe crevices between panels with a dry rag.
 - (iii) Wipe glass cleaners on the windscreen.
- (e) Headlights
- (i) Use a soft cloth and glass cleaning liquid to wash headlights.
 - (ii) Rinse the headlights with some water and wipe them down with a wet cloth.
 - (iii) Remove any water spots with a dry rag after the wiping.
- (f) Mirrors
- (i) Start cleaning mirrors only after the car dries.
 - (ii) Use polisher or a special washing solution to wash the mirrors.
 - (iii) Use a soft cloth to remove as much bug residue that accumulates behind the mirrors as possible.
 - (iv) Wipe the mirrors with a soft cloth and special anti-fog products.

(g) Emblems and License Plates

- (i) Wash chromed emblems and license plates with regular car washing liquid.
- (ii) Use a cloth rag to clean shining elements.
- (iii) Wipe chromed emblems and license plates with a dry rag.

(h) Trims

- (i) Remove surface dirt from trims with a gentle detergent solution.
- (ii) Remove wax residue and oxidation with a specifically designed product for washing vinyl and rubber trims.
- (iii) Use special washing products that contain rubber conditioners.
- (iv) Spray a special protecting solution to protect the trims.
- (v) Wipe the trims with a soft cloth.

4.2.3 Estimated Number of Vehicles per Site

Cognisance should be taken that the number of vehicles per site is not fixed and may vary from time-to-time.

STELLENBOSCH

Office Building: 29 Du Toit Street

- 5 x bakkies
- 2 x minibuses
- 12 x cars

Office Buildings: C/o Langenhoven and Bird Street

- 2 x bakkies
- 6 x cars

Stores: Drukkers Avenue

- 1 x bakkie
- 1 x car

PAARL

Office Building: 194 Main Street

- 2 x bakkies
- 10 x cars

WORCESTER

Office Building: 51 Trappes Street

- 5 x bakkies
- 2 x minibuses
- 8 x cars

Stores: C/o Louise Lange/Schönland Street

- 1 x bakkie



CERES

Office Building: 27 Munnik Street

- 2 x bakkies
- 6 x cars

ROBERTSON

Office Building: 40 Van Reenen Street

- 2 x bakkies
- 2 x cars

5. PERSONNEL

- 5.1 The work of the personnel of the service provider must be supervised at all times.
- 5.2 The **supervisor of the team of workers** will be required to complete an attendance register for each of the premises where services are rendered, in a prescribed format.
- 5.3 The conduct and behaviour of the team of workers must always be of such a nature that it is conducive to the image of the Cape Winelands District Municipality.
- 5.4 In recruiting workers the service provider will make every effort to recruit workers who are permanent residents of South Africa and are inhabitants of the area in which such workers are to execute their services and shall give preference to applicants from such areas.

7. REFERENCES

At least two (2) reference letters from companies where the service providers are/have been rendering services applicable to the deliverables as explained in this Written Price Quotation must be included in the quotation document, together with the contact details of the references, alternatively reference letters must be submitted within a timeframe as to be determined by the Cape Winelands District Municipality.

8. UNIFORMS AND PROTECTIVE CLOTHING

- 8.1 The team of workers rendering any of the services as stipulated in this Written Price Quotation shall when on duty wear an approved uniform, including footwear.
- 8.2 The service provider undertakes to issue adequate and appropriate protective clothing to personnel in terms of the Occupational Health and Safety Act, 1993 (Act No 85 of 1993) and the Regulations promulgated in terms of the Act.
- 8.3 In view of the aforementioned and in terms of section 23 of the Occupational Health and Safety Act, 1993 (Act No 85 of 1993) the service provider is prohibited to deduct monies for protective clothing issued from the salaries of employees.

9. STATUTORY PROVISIONS

The service provider undertakes that it is conversant with, conforms to and complies with all statutory provisions, regulations and by-laws relating to its business provided in terms of the required service.

10. OCCUPATIONAL HEALTH AND SAFETY

The service provider and his/her employees will perform all duties with due regard to the provisions of the Occupational Health and Safety Act, 1993 (Act No 85 of 1993) and the Regulations promulgated in terms of the Act and adhere to all safety requirements and regulations.

11. FIRE EXTINGUISHERS

The services provider and his/her employees shall under no circumstance make use of fire hose reels or other fire extinguishers on the respective sites in the activities attached to the rendering of services.

12. WARNING SIGNS

Clearly readable warning notices or signs shall be exhibited where needed, where the rendering of any of the services may cause injuries to any person(s).

13. INFLAMMABLE AND POISONOUS SUBSTANCES

The service provider shall not use or store any poisonous or highly inflammable substances on the premises without the written consent of the District Municipality for the rendering of any of the required services, or any other purpose.

14. DAMAGE COMPENSATION

The service provider will be held responsible for any damage or thefts that may be caused, to the premises or contents, including damaged caused to vehicles of the District Municipality, by him/her or his/her employees or be due to their neglect, whether in the normal execution of their duties or otherwise, and a claim for indemnification can accordingly be imposed by the District Municipality against the service provider.

15. COMPLIANCE WITH ACTS AND REGULATIONS

The service provider must comply with all the acts and regulations as may be applicable.

16. TRAINING

Staff that will be utilized by the service provider must be trained in every aspect relating to the handling of the necessary equipment that they use with regards to this Written Price Quotation. The service provider will be held responsible for any damages or injuries arising from any misuse or negligent use of such equipment by any one of his/her "on-site" staff members.

17. EQUIPMENT, TOOLS, DETERGENTS AND CLEANING AGENTS

17.1 The service provider shall be responsible for the provision of all equipment, tools, detergents and cleaning agents which will be required for the execution of the services as required in terms of the Written Price Quotation.

17.2 The service provider must ensure that all work performed, and all plant and equipment brought onto or used on site will be in compliance with the Occupational Health and Safety Act, 1993 (Act No 85 of 1993) and the Regulations promulgated in terms of the Act.

17.3 The service provider must maintain its equipment and tools in good order so as to comply with occupational health and safety standards.



18. REPORTING REQUIREMENTS

- 18.1 The service provider shall report to the Representative of the premises of the Cape Winelands District Municipality each and every time prior to rendering services.
- 18.2 After completion of the prescribed services, an advice slip must be countersigned by the representative of the specific premises of the Cape Winelands District Municipality, which should be attached to the applicable invoice.

19. PROTECTION OF PERSONAL INFORMATION

In submitting any information or documentation requested above or any other information that may be requested pursuant to this Written Price Quotation, the service provider is consenting to the processing by the Cape Winelands District Municipality, or its stakeholders of his personal information and all other personal information contained therein, as contemplated in the Protection of Personal Information Act, 2013 (Act No 4 of 2013) and Regulations promulgated thereunder ("POPI Act"). Further, the service provider declares that he has obtained all consents required by the POPI Act or any other law applicable. Thus, the service provider hereby indemnifies the Cape Winelands District Municipality against any civil or criminal action, administrative fine or other penalty or loss that may arise as a result of the processing of any personal information that he submits.

22. EVALUATION

- 22.1 This Written Price Quotation will be evaluated per deliverable, per geographical area, for example all washing of vehicles of all the different sites in the Stellenbosch geographical area will be awarded to a single service provider, etc.
- 22.2 Service providers will thus be allowed to submit prices for a specific deliverable within a specific geographical area.
- 22.3 In order to be considered, a service provider must complete all the pricing schedules applicable to a specific deliverable within a specific geographical area.
- 22.4 For evaluation purposes the following **estimated** numbers will be utilized over a 6-month period:
- 22.4.1 Provision of gardening services, cleaning of grounds, surrounds and inside open-air and/or communal areas:

→ **10 x** interventions per 6-month period per site in each of the six geographical areas

22.4.2 Washing of vehicles:

→ Stellenbosch	14 cars x 10 washes	=	140 interventions
→ Stellenbosch	5 bakkies x 10 washes	=	50 interventions
→ Stellenbosch	1 x minibus x 10 washes	=	10 interventions
→ Paarl	9 cars x 10 washes	=	90 interventions
→ Paarl	1 bakkie x 10 washes	=	10 interventions
→ Worcester	6 cars x 10 washes	=	60 interventions
→ Worcester	5 bakkies x 10 washes	=	50 interventions
→ Worcester	2 x minibuses x 10 washes	=	20 interventions
→ Robertson	2 cars x 10 washes	=	20 interventions
→ Robertson	1 bakkie x 10 washes	=	10 interventions

→	Ceres	6 cars x 10 washes	=	60 interventions
→	Ceres	1 bakkie x 10 washes	=	10 interventions

23. COMPULSORY PRICING SCHEDULE

- 23.1 For proper evaluation purposes it is obligatory that the prescribed pricing schedule must be completed in full and signed per deliverable within a specific geographical area. Alternative pricing schedules will not be accepted.
- 23.2 Pricing schedules that have not been completed in full will be regarded as non-responsive in respect of the specific deliverable within a specific geographic area.
- 23.3 Prices must be fixed and valid for the duration of the contract period.
- 23.4 The Cape Winelands District Municipality reserves the right to award more than one contract to a single service provider.
- 23.5 The prices quoted must include all labour, transport, consumables, disbursements and all related costs of rendering the required services to the respective premises of the Cape Winelands District Municipality, without any hidden costs.
- 23.6 The frequency and numbers in the prescribed pricing schedule/deliverables is just an estimate. The District Municipality reserves the right to amend the frequency and/or numbers at its discretion in order to meet budgetary limitations and/or operational requirements, thus frequencies can either increase or decrease during the contract period.
- 23.7 Further cognisance should be taken that the District Municipality reserves the right to suspend any or all of the required services at any of the identified sites in the respective geographical areas.
- 23.8 Please note that prices quoted in the prescribed pricing schedule MUST BE UNIT PRICES, thus –
- 23.8.1 The unit price per occasion for the provision of gardening services, cleaning of grounds, surrounds and inside open-air and/or communal areas, irrespective of the frequency.
- 23.8.2 The unit price for the washing of vehicles, per type of vehicle, irrespective of the frequency.
- 23.9 Despite any frequencies and numbers mentioned in this Written Price Quotation, the District Municipality may request that *ad hoc* services be delivered, outside of the normal schedule, at the same prices as included in the prescribed pricing schedule.

24. MONTHLY INVOICES

- 24.1 The successful service provider(s) must submit monthly invoices to the Cape Winelands District Municipality, not later than the 7th day of the month following the month for which the services were rendered.
- 24.2 Individual invoices must clearly stipulate the prices per deliverable per site within a geographic area, as well as the unit price, numbers and frequency.
- 24.3 Each invoice must be accompanied by an advice slip, signed off by a representative of the Cape Winelands District Municipality, to confirm the type, frequency and number of services rendered.



24.4 No advance payments will be made for any reason whatsoever. The successful service provider shall be entitled to render accounts on a monthly basis, which are payable within 30 days.

25. DELIVERABLES

25.1 Gardening services, cleaning of grounds, surrounds and inside open-air and/or communal areas to be performed in terms of the scope of work and within agreed timeframes.

25.2 Vehicles washed and cleaned in terms of the scope of work and within agreed timeframes without causing any damage to the vehicles.

A handwritten signature in black ink, consisting of a large, stylized 'O' followed by a cursive 'M' and a short horizontal stroke.

G. FORM OF OFFER

OFFER

The Employer, identified in the acceptance signature block, has solicited offers to enter into a Contract in respect of the following works:

Q 2021/043: PROVISION OF GARDENING SERVICES, CLEANING OF GROUNDS, SURROUNDS AND INSIDE OPEN-AIR AND/OR COMMUNAL AREAS, WASHING OF VEHICLES AND PARKING AREAS AT VARIOUS OFFICE BUILDINGS AND FACILITIES OF THE CAPE WINELANDS DISTRICT MUNICIPALITY ON A MONTH-TO-MONTH BASIS FOR THE PERIOD COMMENCING ON 01 JULY 2021

The bidder, identified in the offer signature block, has examined the documents listed in the quotation data and addenda thereto as listed in the quotation schedules, and by submitting this offer has accepted the Conditions of Formal Written Price Quotation.

By the representative of the Formal Written Price Quotation, deemed to be duly authorized, signing this part of this form of offer and acceptance, the Formal Written Price Quotation offers to perform all of the obligations and liabilities of the Service Provider under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount of be determined in accordance with the conditions of contract identified in the Conditions of Contract.

This offer may be accepted by the Employer by signing the Acceptance part of this form of offer and acceptance and returning one copy of this document to the bidder before the end of the period of validity stated in the Conditions of Formal Written Price Quotation, whereupon the bidder becomes the party named as the Service Provider in the Conditions of Contract.

For proper evaluation purposes it is essential that this specific pricing schedule be completed in full and signed. Alternative pricing schedules will not be accepted

Signature(s):

Name(s): MICHAEL HORNE

Capacity for the Bidder: DIRECTOR

Name of organization: HURNES PROJECTS AND ENTERPRISES

Name and Signature of Witness: LORAINÉ HORNE  Date: 24 JUN 2021




STELLENBOSCH

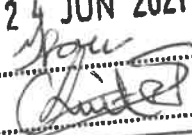
PROVISION OF GARDENING SERVICES, CLEANING OF GROUNDS, SURROUNDS AND INSIDE OPEN-AIR AND/OR COMMUNAL AREAS

Site	Estimated Frequency	Unit Price (excluding VAT)	VAT @ 15%	Unit Price (including VAT)
29 Du Toit Street, 46 Alexander Street and Annex Building: Office Buildings	Every two weeks	R 1200	R 180	R 1380
C/o Langenhoven & Bird Street: Office Buildings	Every two weeks	R 1000	R 150	R 1150
Drukkers Avenue: Stores, Mechanical Workshop & Roads Depot	Every two weeks	R 1500	R 225	R 1725
Drukkers Avenue: Fire Services	Every two weeks	R 1300	R 195	R 1495
TOTAL		R 5000	R 750	R 5750

NAME OF SERVICE PROVIDER: HORNES PROJECTS AND ENTERPRISES

SIGNED ON BEHALF OF SERVICE PROVIDER: 

DATE: 24 JUN 2021

Cape Winelands District Municipality
QUOTATIONS
Opened at 11h00 on
24 JUN 2021

Witness:

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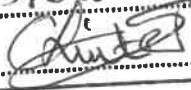
PAARL
**PROVISION OF GARDENING SERVICES, CLEANING OF GROUNDS, SURROUNDS AND
 INSIDE OPEN-AIR AND/OR COMMUNAL AREAS**

Site	Estimated Frequency	Unit Price (excluding VAT)	VAT @ 15%	Unit Price (including VAT)
194 Main Street: Office Building	Every two weeks	R 1200	R 180	R 1380
Heide Street: Mechanical Workshop & Roads Depot	Every two weeks	R 1800	R 270	R 2070
Nieuwedrift: Fire Services	Every two weeks	R 1000	R 150	R 1150
TOTAL		R 4000	R 600	R 4600

NAME OF SERVICE PROVIDER: HORNES PROJECTS AND ENTERPRISES

SIGNED ON BEHALF OF SERVICE PROVIDER: 

DATE: 24 JUN 2021

Cape Winelands District Municipality
QUOTATIONS
 Opened at 11h00 on
 24 JUN 2021
M. H. O.
 Witness: 

WORCESTER

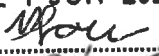

PROVISION OF GARDENING SERVICES, CLEANING OF GROUNDS, SURROUNDS AND INSIDE OPEN-AIR AND/OR COMMUNAL AREAS

Site	Estimated Frequency	Unit Price (excluding VAT)	VAT @ 15%	Unit Price (including VAT)
51 Trappes Street: Office Building	Every two weeks	R 1500	R 225	R 1725
C/o Louise Lange/Schönland Street: Stores, Mechanical Workshop & Roads Depot	Every two weeks	R 2000	R 300	R 2300
Eerste Begin Farm, Brandwacht: Training Facility & Fire Services	Every two weeks	R 1500	R 225	R 1725
TOTAL		R 5000	R 750	R 5750

NAME OF SERVICE PROVIDER: HORNES PROJECTS AND ENTERPRISES

SIGNED ON BEHALF OF SERVICE PROVIDER: 

DATE: 24 JUN 2021

Cape Winelands District Municipality
QUOTATIONS
Opened at 11h00 on
24 JUN 2021

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Witness: 

CERES				
PROVISION OF GARDENING SERVICES, CLEANING OF GROUNDS, SURROUNDS AND INSIDE OPEN-AIR AND/OR COMMUNAL AREAS				
Site	Estimated Frequency	Unit Price (excluding VAT)	VAT @ 15%	Unit Price (including VAT)
27 Munnik Street: Office Buildings & Fire Services	Every two weeks	R 800	R 120	R 920
Môreson, Ceres Industrial Area: Mechanical Workshop & Roads Depot	Every two weeks	R 1200	R 180	R 1380
TOTAL		R 2000	R 300	R 2300

NAME OF SERVICE PROVIDER: HORNES PROJECTS AND ENTERPRISES

SIGNED ON BEHALF OF SERVICE PROVIDER: 

DATE: 24 JUN 2021


Cape Winelands District Municipality
QUOTATIONS
 Opened at 11h00 on
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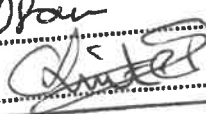


ROBERTSON				
PROVISION OF GARDENING SERVICES, CLEANING OF GROUNDS, SURROUNDS AND INSIDE OPEN-AIR AND/OR COMMUNAL AREAS				
Site	Estimated Frequency	Unit Price (excluding VAT)	VAT @ 15%	Unit Price (including VAT)
40 Van Reenen Street: Office Building	Every two weeks	R 1200	R 180	R 1380
Constitution Street: Fire Services, Mechanical Workshop & Roads Depot	Every two weeks	R 1800	R 270	R 2070
TOTAL		R 3000	R 450	R 3450

NAME OF SERVICE PROVIDER: HORNES PROJECTS AND ENTERPRISE

SIGNED ON BEHALF OF SERVICE PROVIDER: 

DATE: 24 JUN 2021

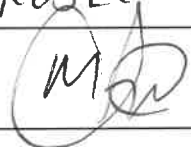
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QUOTATIONS
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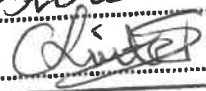
MONTAGU
**PROVISION OF GARDENING SERVICES, CLEANING OF GROUNDS, SURROUNDS AND
 INSIDE OPEN-AIR AND/OR COMMUNAL AREAS**

Site	Estimated Frequency	Unit Price (excluding VAT)	VAT @ 15%	Unit Price (including VAT)
50A Bath Street: Office Building	Every two weeks	R 1200	R 180	R 1380
TOTAL		R 1200	R 180	R 1380

NAME OF SERVICE PROVIDER: HORNES PROJECTS AND ENTERPRISES

SIGNED ON BEHALF OF SERVICE PROVIDER: 

DATE: 24 JUN 2021

Cape Winelands District Municipality
QUOTATIONS
 Opened at 11h00 on
 24 JUN 2021
Mou
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STELLENBOSCH WASHING OF VEHICLES				
Site	Estimated Frequency	Unit Price (excluding VAT)	VAT @ 15%	Unit Price (including VAT)
29 Du Toit Street, 46 Alexander Street and Annex Building: Office Buildings	Car Every two weeks	R 140	R 21	R 161
	Bakkie Every two weeks	R 140	R 21	R 161
	Minibus Every two weeks	R 160	R 24	R 184
C/o Langenhoven & Bird Street: Office Buildings	Car Every two weeks	R 140	R 21	R 161
	Bakkie Every two weeks	R 140	R 21	R 161
Drukkers Avenue: Stores, Mechanical Workshop & Roads Depot	Car Every two weeks	R 140	R 21	R 161
	Bakkie Every two weeks	R 140	R 21	R 161
TOTAL		R 1000	R 150	R 1150

NAME OF SERVICE PROVIDER: HORNES PROJECTS AND ENTERPRISES

SIGNED ON BEHALF OF SERVICE PROVIDER: 

DATE: 24 JUN 2021

Cape Winelands District Municipality QUOTATIONS Opened at 11h00 on 24 JUN 2021  Witness: <u></u>



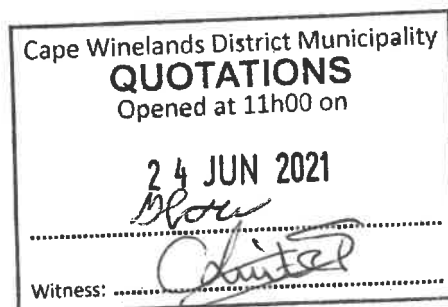
PAARL WASHING OF VEHICLES				
Site	Estimated Frequency	Unit Price (excluding VAT)	VAT @ 15%	Unit Price (including VAT)
194 Main Street: Office Building	Car Every two weeks	R 140	R 21	R 161
	Bakkie Every two weeks	140	21	161
TOTAL		R 280	R 42	R 322

NAME OF SERVICE PROVIDER: HORNES PROJECTS AND ENTERPRISES

SIGNED ON BEHALF OF SERVICE PROVIDER: 

24 JUN 2021

DATE: _____

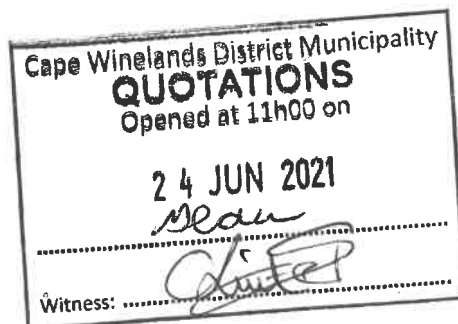


WORCESTER WASHING OF VEHICLES				
Site	Estimated Frequency	Unit Price (excluding VAT)	VAT @ 15%	Unit Price (including VAT)
51 Trappes Street: Office Building	Car Every two weeks	R 140	R 21	R 161
	Bakkie Every two weeks	R 140	R 21	R 161
	Minibus Every two weeks	R 160	R 24	R 184
C/o Louise Lange/Schönland Street: Stores, Mechanical Workshop & Roads Depot	Bakkie Every two weeks	R 140	R 21	R 161
TOTAL		R 580	R 87	R 667

NAME OF SERVICE PROVIDER: HORNES PROJECTS AND ENTERPRISES

SIGNED ON BEHALF OF SERVICE PROVIDER: 

DATE: 24 JUN 2021



CERES				
WASHING OF VEHICLES				
Site	Estimated Frequency	Unit Price (excluding VAT)	VAT @ 15%	Unit Price (including VAT)
27 Munnik Street: Office Buildings & Fire Services	Car Every two weeks	R 140	R 21	R 161
	Bakkie Every two weeks	R 140	R 21	R 161
TOTAL		R 280	R 42	R 322

NAME OF SERVICE PROVIDER: HORNES PROJECTS AND ENTERPRISES

SIGNED ON BEHALF OF SERVICE PROVIDER: _____

24 JUN 2021

DATE: _____

Cape Winelands District Municipality
QUOTATIONS
Opened at 11h00 on

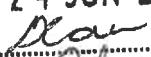

24 JUN 2021
Woy
Witness: _____

ROBERTSON WASHING OF VEHICLES				
Site	Estimated Frequency	Unit Price (excluding VAT)	VAT @ 15%	Unit Price (including VAT)
40 Van Reenen Street: Office Building	Car Every two weeks	R 150	R 22,50	R 172,50
	Bakkie Every two weeks	R 150	R 22,50	R 172,50
TOTAL		R 300	R 45,00	R 345,00

NAME OF SERVICE PROVIDER: HORNES PROJECTS AND ENTERPRISES

SIGNED ON BEHALF OF SERVICE PROVIDER: 

DATE: 24 JUN 2021

Cape Winelands District Municipality
QUOTATIONS
 Opened at 11h00 on
24 JUN 2021

 Witness: 


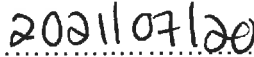


H. ACCEPTANCE

By signing this part of this form of offer and acceptance, the Employer identified below accepts the Bidders offer. In consideration thereof, the Employer shall pay the Service Provider the amount due in accordance with the Conditions of Contract identified in the contract that is the subject of this agreement.

Deviations from and amendments to the documents listed in the Formal Written Price Quotation data and any addenda thereto as listed in the Formal Written Price Quotation schedules as well as any changes to the terms of the offer agreed by the bidder and the Employer during this process of offer and acceptance, are contained in the schedule of deviations attached to, and forming part of this agreement. No amendments to or deviations from said documents are valid unless contained in this schedule, which must be signed by the authorized representative(s) of both parties.

The bidder shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the Employer's agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the Contract Data at, or just after, the date this agreement comes into effect. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the bidder receives one fully completed original copy of this document, including the schedule of deviations (if any). Unless the bidder (now Service Provider) within five days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

ACCEPTANCE (to be completed by the Cape Winelands District Municipality)	
Q 2021/043: PROVISION OF GARDENING SERVICES, CLEANING OF GROUNDS, SURROUNDS AND INSIDE OPEN-AIR AND/OR COMMUNAL AREAS, WASHING OF VEHICLES AND PARKING AREAS AT VARIOUS OFFICE BUILDINGS AND FACILITIES OF THE CAPE WINELANDS DISTRICT MUNICIPALITY ON A MONTH-TO-MONTH BASIS FOR THE PERIOD COMMENCING ON 01 JULY 2021	
 Ms. K Smit Director Support Services	 Date
 Me. E Niemand Witness	 Date

I. QUESTIONNAIRE

List all partners / members / directors of this enterprise			
Van / Surname / Ifani	Voornaam / First name / Amagama	ID Nr./No. Inombolo	State Employee Number
HORNE	MICHAEL CORNELIUS	6806285281089	—
HORNE	LORANNE	7209070183082	—

BROAD-BASED BLACK ECONOMIC EMPOWERMENT (Act 53 of 2003)

LW! Om Voorkeerpunte te eis moet 'n gesertifiseerde afskrif van u Gebalanseerde Breë Basis Swart Ekonomiese Bemagtigings-telkaart voorgelê word tesame met die **MBD 6.1 Eisvorm** vir punte.

NB! To claim Preference points a certified copy of your Balanced Broad-Based Black Economic Empowerment Score Card must be submitted with the **MBD 6.1 Claim Form**.

QAPHELA! Ukuba ufuna ukwenza ibango lamanqaku akhethekileyo, kufuneka ukuba isicelo sakho sekopi eqinisekisiweyo ye Balanced Broad-Based Black Economic Empowerment Score Card ihambe kunye nefomu eyi **MBD 6.1 Claim Form**.

Vir meer inligting besoek: / For more information please visit: / Inkukach ezithe vetshe uzakuzifumana aph:

The Department of Trade and Industry: <http://bee.thedti.gov.za/>
 South African National Accreditation System: <http://www.sanas.co.za/directory.php>
 Independent Regulatory Board of Auditors: <http://irba.co.za/index.php>

HORNE'S PROJECTS & ENTERPRISES PTY LTD

Besigheid of persoon se naam:- / Business or person's name:- / Igama leshishini okanye lomntu

- **1. Persentasie aandeelhouing van persone (HBI) in die besigheid wat histories benadeel is as gevolg van onregverdige diskriminasie gebaseer op **ras**.
 Percentage of shareholding of persons (HDI) in the business historically disadvantaged because of unfair discrimination based on **race**.
 Ipersenti yesabelo sabantu kwishishini elalisakuthinteleka ekuxhamleni amalungelo athile ngenxa yobandlululo **ngokobuhlanga**. 100 %
2. Persentasie aandeelhouing van persone (HBI) in die besigheid wat histories benadeel is as gevolg van onregverdige diskriminasie gebaseer op **geslag**.
 Percentage of shareholding of persons (HDI) in the business historically disadvantaged because of unfair discrimination based on **gender**.
 Ipersenti yesabelo sabantu kwishishini elalisakuthinteleka ekuxhamleni amalungelo athile ngenxa yobandlululo **ngokwesini**. 99 %
3. Persentasie aandeelhouing van persone (HBI) in die besigheid wat histories benadeel is as gevolg van onregverdige diskriminasie gebaseer op **gestremdheid**.
 Percentage of shareholding of persons (HDI) in the business historically disadvantaged because of unfair discrimination based on **disability**.
 Ipersenti yesabelo sabantu kwishishini elalisakuthinteleka ekuxhamleni amalungelo athile ngenxa yobandlululo **ngokobulwelwe**. 0 %
4. Persentasie aandeelhouing van persone geklassifiseer as **jeug**. (18 – 35 Jaar oud).
 Percentage of shareholding of persons in the business classified as **youth**. (18 – 35 Years old)
 Ipersenti labantu abanezabelo kwinkonzo zoshishino ababizwa ngokuba **lulutsha** (18 – 35 Yeminyaka) 0 %
5. Is u besigheid geleë binne die jurisdiksie van die Distriksmunisipaliteit? In **Uit** In/Ngaphakathi
 Is your business established within the area of jurisdiction of the District Municipality? In / Out
 Ingaba ishishini lakho limi kwingingqi elawulwa nguMasipala wesithili? Ngaphakathi / Ngaphandle **Uit/Out/Ngaphandle** In/Ngaphakathi
6. Maak u gebruik van plaaslike arbeid (werkskepping)? Ja / Nee **Ja/Yes/Ewe**
 Do you make use of local labour (job creation)? **Yes** No **Nee/No/Hayi**
 Uyawasebenzisa amathuba avelayo odalo lomsebenzi? Ewe / hayi **Nee/No/Hayi**

J. DECLARATION OF INTEREST – MBD 4 B

(On behalf of the company and its directors/ members/ trustee's/ principle shareholders²)

1. No bid/database registration will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid/database registration. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in the service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid/database registration in respect of owners/shareholders² of the company.

3.1	Full Name of bidder or his or her representative	MICHAEL HORNE
3.2	Identity Number (person submitting this declaration)	6806285281089
3.3	Position occupied in the Company (official/director/trustee/shareholder ²):	DIRECTOR
3.4	Company Registration Number	2015/114700/07
3.5	Tax Reference Number	958746174
3.6	VAT Registration Number	4390275495
3.7	The names of all directors/ members/ trustee's/ principle shareholders, their individual identity numbers, personal tax reference numbers and state employee numbers must be indicated in paragraph 4 below	

3.8	Are you or any director/ member/ trustee/ principle shareholder presently in the service of the state?	Yes	<input checked="" type="checkbox"/>
3.8.1	If yes, furnish particulars. (Please write in Block Letters. Add separate page if more than one.)		
SA ID Number:		Relation:	
Surname:		Persal No:	
Full Names:			
Organ of State:		Position:	

3.9	Have you or any director/ member/ trustee/ principle shareholder been in the service of the state for the past twelve months?	Yes	<input checked="" type="checkbox"/>
3.9.1	If yes, furnish particulars. (Please write in Block Letters. Add separate page if more than one.)		
SA ID Number:		Relation:	
Surname:		Persal No:	
Full Names:			
Organ of State:		Position:	

3.15	Is the supplier or any director/ member/ trustee/ principle shareholder listed on the Register for Quotations Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?	Yes	<input checked="" type="radio"/> No
3.15.1	If yes, furnish particulars.		

3.16	Was the supplier or any director/ member/ trustee/ principle shareholder convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes	<input checked="" type="radio"/> No
3.16.1	If yes, furnish particulars.		

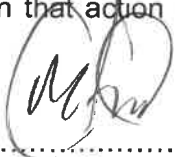
3.17	Does the supplier or any director/ member/ trustee/ principle shareholder owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes	<input checked="" type="radio"/> No
3.17.1	If yes, furnish particulars. The municipality may not do business with individuals/businesses, including that of all the owners/partners/members/directors, whose municipal rates and taxes and/or service charges are in arrears for more than three (3) months unless arrangements have been made with the municipality to settle such arrears. Refer to SCM Regulation 38(d). (Certified copies of your <i>most current</i> accounts/statements and/or proof of any arrangement to be submitted every three months – provide individual information in the schedule under par. 4.		

3.18	Was any contract between the supplier and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes	<input checked="" type="radio"/> No
3.18.1	If yes, furnish particulars.		

MFMA Circular No 62 of July 2013 require bidders to submit the names of their directors/ trustees/ shareholders, their individual identity numbers, personal tax reference numbers and employee numbers of those who are in the service of the state as defined in the Municipal Supply Chain Management Regulations as part of their bid submissions. **A shareholder is defined as a person who owns shares in the company and is actively involved in the management of the company or business, and exercises control over the company.**

	Full name of directors / trustees / shareholders	Identity Number	% Share-holding in company	Personal Tax Reference Number	State Employee Number (Persal)	Municipal rates & services account numbers (3.17.1) <i>Municipal clearance or most recent service account must be attached as evidence</i>
4						
1	MICHAEL CORNELIUS HORNE	6806285281089	1	1051107199	-	224 103 858
2	LOLAINE HORNE	7209070183082	99	0186361168	-	224 103 858
3						
4						
5						
6						
7						
8						
9						
10						

I, the under signed, certify that the information furnished on this declaration form is true and correct. I accept that my/my company's bid/registration may be rejected and in addition to the rejection that action may be taken against me/ my company should this declaration prove to be false.



24 JUN 2021

Signature

Date

DIRECTOR

HORNES PROJECTS AND ENTERPRISES

Capacity of Signatory

Name of Bidder/Company/CC Name

MANDATORY SECTION: THIS DECLARATION WILL NOT BE ACCEPTED IF NOT CERTIFIED:

- ¹ MSCM Regulations: "in the service of the state" means to be –
- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
 - (b) a member of the board of directors of any municipal entity;
 - (c) an official of any municipality or municipal entity;
 - (d) an employee of 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);
 - (e) a member of the accounting authority of any national or provincial public entity; or
 - (f) an employee of Parliament or a provincial legislature.

² "Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

Commissioner of Oaths

Signed and sworn to before me at Kuils River SAPS

on this the 24 day of June 2021 by the Deponent, who has acknowledged that he/she knows and understands the contents of this Affidavit, it is true and correct to the best of his/her knowledge and that he/she has no objection to taking the prescribed oath, and that the prescribed oath will be binding on his/her conscience. 1235437-757

Commissioner of Oaths [Signature]

Position: CONSTABLE

Address Van Riebeeck Weg,
Kuils River SAPS
Kuils River, 7580

Tel: 021 900 2800

ASPIDA TRUKAANSE PONSIEDIENS
Apply official stamp of Authority on this page

Gemeenskapsdienssentrum
Community Service Centre

24 JUN 2021

REKENPLIGTIG / ACCOUNTING
KUILS RIVER

SOUTH AFRICA POLICE SERVICE

This document is compulsory, in terms of Regulation 44 of the Supply Chain Management Regulations, to do business with any municipality – If not endorsed by a Commissioner of Oaths, or failure to submit it, will disqualify your business from the acquisitioning process. (Must be submitted annually)



K. CERTIFICATE OF INDEPENDENT BID DETERMINATION (MBD 9)

1. This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
2. Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
3. Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. take all reasonable steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
4. This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid rigging.
5. In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid: Q 20 21 / 043

Cleaning of Grounds, Gardening Services, Washing of Vehicles, Windows AND PARKING AREAS
.....
(Bid Number and Description)

in response to the invitation for the bid made by: CAPE WINELANDS DISTRICT MUNICIPALITY do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: HOBENE'S PROJECTS AND ENTERPRISES Pty LTD that:
(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;

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5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, 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

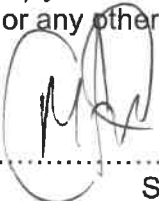
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.

7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (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.

8. 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.

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

10. 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.



.....
Signature

DIRECTOR

.....
Position

24 JUN 2021

.....
Date

HORNES PROJECTS AND ENTERPRISES

.....
Name of Bidder

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.



L. REFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2011 (MBD 6.1)

This document serves as a claim form to qualify for preference points in respect of Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution and must accompany an original certified copy of the applicable certificate.

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 system is applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included)

1.2 The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore only the 80/20 preference point system shall be applicable.

1.3 Preference points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:


	POINTS
Price	80
B-BBEE status level of contributor	20
Total points for Price and B-BBEE must not exceed	100

1.5 Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) or a Registered Auditor approved by the Independent Regulatory Board of Auditors (IRBA) or an 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 status level of contribution are not claimed.

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

2. DEFINITIONS

- (a) **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **"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;
- (c) **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **"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;

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- (f) **“Functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“prices”** includes all applicable taxes less all unconditional discounts;
- (h) **“proof of B-BBEE status level of contributor”** means:
- 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **“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;
- (j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

3.1 THE PREFERENCE POINT SYSTEM

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

80/20

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

Where

- P_s = Points scored for price of bid under consideration
 P_t = Price of bid under consideration
 P_{\min} = Price of lowest acceptable bid

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

- 4.1 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	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

5. BID DECLARATION

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

6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

- 6.1 B-BBEE Status Level of Contributor: $1 = 20$ (maximum of 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.)

7. SUB-CONTRACTING

7.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

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

7.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted %
- ii) The name of the sub-contractor..... *n/a*
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE
(Tick applicable box)

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

v) 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 least 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		

8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company/firm: *HORNE'S PROJECTS MD ENTERPRISES*

8.2 VAT registration number: *4390275495*

8.3 Company registration number: *2015/114700/07*

8.4 TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

*Cleaning of premises at various facilities and corporate buildings
washing of windows and Gardening services for hospitals
Clinics and PAPS car washing and parking lot maintenance*

8.6 COMPANY CLASSIFICATION

- Manufacturer
 - Supplier
 - Professional service provider
 - Other service providers, e.g. transporter, etc.
- [TICK APPLICABLE BOX]

8.7 MUNICIPAL INFORMATION

Municipality where business is situated: CITY OF CAPE TOWN
 Registered Account Number: 224103858
 Stand Number: ERF 7364

8.8 Total number of years the company/firm has been in business: Horne's = 6 YEARS
Louisa's = 13 YEARS

8.9 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-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:



- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) 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 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) Forward the matter for criminal prosecution.

Signature of Bidders: 

DATE: 24 JUN 2021

ADDRESS: 39 Piet My Vrout Avenue, Kuilsriver, Cape Town, 7580

WITNESSES:

- 1. 
- 2. 

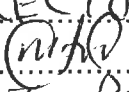




M. CONTRACT FORM – RENDERING OF SERVICES (MBD 7.2)

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution) Horne's Project in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number C. 2021/43 at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Bidding documents, viz
 - Invitation to bid;
 - Tax clearance certificate;
 - Pricing schedule(s);
 - Filled in task directive/proposal;
 - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
 - Declaration of interest;
 - Declaration of Bidder's past SCM practices;
 - Certificate of Independent Bid Determination;
 - Special Conditions of Contract;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

Name MICHAEL HORNE
 Capacity DIRECTOR
 Signature 
 Company name HORNES PROJECTS AND ENTERPRISES
 Date 24 JUN 2021
 Witness 1  Date 24/6/2021
 Witness 2  Date 24/6/2021



PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I, **K Smit** in my capacity as **Director Support Services** accept your bid under reference number **Q 2021/043** dated **24 June 2021** for the rendering of services indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating service delivery instructions is forthcoming.
3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)
Q 2021/043: PROVISION OF GARDENING SERVICES, CLEANING OF GROUNDS, SURROUNDS AND INSIDE OPEN-AIR AND/OR COMMUNAL AREAS, WASHING OF VEHICLES AND PARKING AREAS AT VARIOUS OFFICE BUILDINGS AND FACILITIES OF THE CAPE WINELANDS DISTRICT MUNICIPALITY ON A MONTH-TO-MONTH BASIS FOR THE PERIOD COMMENCING ON 01 JULY 2021	See page 41-51	30/06/22	1	Not applicable

4. I confirm that I am duly authorized to sign this contract.

Signed at Stellenbosch on 2021 07 12
 Name (Print) K Smit
 Signature [Handwritten Signature]
 Witness 1 [Handwritten Signature] Date 20/07/2021
 Official Stamp

N. MUNICIPAL RATES AND SERVICES

Names of Directors / Partners	Physical residential address of the Directors / Partners	Municipal Account Number	Name of Municipality
MICHAEL HORNE	39 PIET MY VROU STREET	224103858	CITY OF CAPE TOWN
LORRAINE HORNE	MICRO PARK	224103858	CITY OF CAPE TOWN
	KUILSRIVER		
	7580		

NB: Please attach certified copy/copies of the Municipal Account(s)

DECLARATION:

I, the undersigned (name) MICHAEL HORNE
 Certify that the information furnished above is correct. I accept that the state may act against me should this declaration prove to be false.



24 JUN 2021

.....
Signature

.....
Date

DIRECTOR

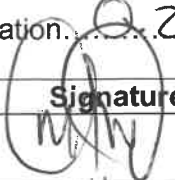

.....
Position

HORNES PROJECTS AND ENTERPRISES

.....
Name of Bidder

O. AUTHORITY FOR SIGNATORY

We, the undersigned, hereby authorize Mr/Mrs MICHAEL HORNE
 acting in his/her capacity as DIRECTOR
 of the business trading as HORNE'S PROJECTS AND ENTERPRISES Pty LTD
 to sign all documentation in connection with Quotation 2021/043

Name of members / directors	Signature	Date
MICHAEL HORNE		24 JUNE 2021
LORRAINE HORNE		24 JUNE 2021

Note: If bidders attached a copy of their Authorized Signatory it is not necessary to complete this form.

P. DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT (SCM) PRACTICES (MBD 8)

1. This Municipal Bidding Document must form part of all bids invited.
2. It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
3. The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - Abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - Been convicted of fraud or corruption during the past five years;
 - Willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - Been listed in the Register of Quotation Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No12 of 2004)
4. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	<p>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?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the audi alteram partem rule was applied).</p> <p>The Database of Restricted Suppliers now 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.</p>		X
4.1.1	<p>If so, furnish particulars:</p> <p>.....</p> <p>.....</p>		
4.2	<p>Is the bidder or any of its directors listed on the Register for Quotation Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p>The Register for Quotation Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>		X
4.2.1	<p>If so, furnish particulars:</p> <p>.....</p> <p>.....</p>		
4.3	<p>Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?</p>		X
4.3.1	<p>If so, furnish particulars:</p> <p>.....</p> <p>.....</p>		
4.4	<p>Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?</p>		X

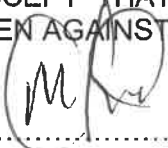
(Handwritten signature)

4.2.1	If so, furnish particulars:
4.3	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract? <input type="checkbox"/>
4.3.1	If so, furnish particulars:

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME) MICHAEL HORNE.....CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.



.....
Signature

24 JUN 2021

.....
Date

DIRECTOR

.....
Position

HORNES PROJECTS AND

.....
Name of Bidder

ENTERPRISES



Q. CREDIT ORDER INSTRUCTION

It is the policy of the Cape Winelands District Municipality to pay all creditors by means of direct bank transfers. Please complete this information and acquire your banker's confirmation.

DETAILS OF FIRM/INSTITUTION

Name	H	O	R	N	E	S		P	R	O	J	E	C	T	S		A	N	D										
	E	N	T	E	R	P	R	I	S	E	S		(P	T	Y)	L	T	D									

DETAILS OF MY/OUR BANK ACCOUNT ARE AS FOLLOWS:

NAME OF BANK	N E D B A N K																								
NAME OF BRANCH	C L A R E M O N T																								
BRANCH CODE	1 9 8 7 6 5																								
ACCOUNT NUMBER	1 1 0 3 5 1 7 2 4 4																								
TYPE OF ACCOUNT	1	1 = Cheque																							
		2 = Savings																							

I/we hereby request and authorise the Cape Winelands district municipality to pay any amounts that may accrue to me/us to the credit of my/our bank account.

I/we understand that a payment advice will be supplied by the Cape Winelands District municipality in the normal way that will indicate the date on which funds will be available in my/our bank account and details of payment.

I/we further undertake to inform the Cape Winelands District municipality in advance of any change in my/our bank details and accept that this authority may only be cancelled by me/us by giving thirty days' notice by prepaid registered post.

M. C. Horne
INITIALS AND SURNAME:

(Signature)
AUTHORISED SIGNATURE:

24/6/2021
DATE:

0825432281
TELEPHONE NUMBER:

FOR BANK USE ONLY

I/we hereby certify that the details of our clients bank account as indicated on the credit order instruction is correct:

(Signature)
AUTHORISED SIGNATURE

OFFICIAL DATE
Reg No. 1951/000009/08
 KUILS RIVER CHURCH SQUARE
24 JUN 2021
 T2 (153)
 16 - 99 - 45

FOR FULL SUPPLIER ACCREDITATION, ALL PARTS MUST BE COMPLETED AND SIGNED:

R. COMPULSORY DOCUMENTATION / CHECKLIST

PLEASE ENSURE THAT THE FOLLOWING FORMS HAVE BEEN DULY COMPLETED AND SIGNED AND THAT ALL DOCUMENTS AS REQUESTED, ARE ATTACHED TO THE QUOTATION DOCUMENT:

Form G - Form of offer Is the form duly completed and signed?	Yes	<input checked="" type="checkbox"/>	No	
Form J – Declaration of Interest (MBD4) Is the personal declaration from each and every owner / member / director duly completed, certified and signed?	Yes	<input checked="" type="checkbox"/>	No	
Form K – Certificate of Independent Bid Determination (MBD 9) Is the form duly completed and signed?	Yes	<input checked="" type="checkbox"/>	No	
Form L – Preference Points Claim – (MBD 6.1) Is the form duly completed and signed?	Yes	<input checked="" type="checkbox"/>	No	
Form M - Contract Form Is the form duly completed and signed?		<input checked="" type="checkbox"/>		
Form N – Municipal Rates and services Is a certified copy of the <u>bidder's and those of its director's</u> municipal accounts (for the Municipality where the bidder pays his account) for the month preceding the tender closure date attached?	Yes	<input checked="" type="checkbox"/>	No	
Form O– Authority for Signatory Is the form duly completed and is a certified copy of the resolution attached?	Yes	<input checked="" type="checkbox"/>	No	
Form P – Declaration of Past Supply Chain Practices (MBD 8) Is the form duly completed and signed?	Yes	<input checked="" type="checkbox"/>	No	
Tax Compliance Status Is your unique personal identification number (pin) issued by SARS attached?	Yes	<input checked="" type="checkbox"/>	No	

Additional documents applicable to this specific quotation: Failure to submit this documentation shall lead to disqualification)				
Compensation for Occupational Injury and Diseases Act Is the letter of Good Standing attached?	Yes	<input checked="" type="checkbox"/>	No	
Company profile Is a company profile attached?	Yes	<input checked="" type="checkbox"/>	No	

Failure to submit the following certificate will not lead to disqualification, but the tenderer will score 0 points for B-BBEE during the evaluation of tender offers.

B-BBEE Certificate Is a certified copy of the B-BBEE or Original certificate attached?	Yes	<input checked="" type="checkbox"/>	No	
--	-----	-------------------------------------	----	--

I, MICHAEL CORNELIUS HORNE confirm that all compulsory documents for this tender is duly completed, signed and attached to this document.

Signature: 

Date: 24 JUN 2021

S. REFERENCES

This schedule is to determine the capability of the bidder to execute the contract.

At least three (3) reference letters from companies with whom the service providers are/have conducted business relating to the terms of reference of this tender must be included in the tender document, together with the contact details of the references, alternatively reference letters must be submitted within a timeframe as to be determined by the Cape Winelands District Municipality.

Company Name	SALDANHA Bay MILITARY Academy
Description of project	CLEANING SERVICE Provision
Contact person name	COL. E. A. CLOETE
Contact person telephone number	082 2962254
Value of project	R5760 000. 00

Company Name	DEPARTMENT OF PUBLIC WORKS
Description of project	CLEANING AND OFFICE SERVICES
Contact person name	CLAUDIA JACOBS
Contact person telephone number	0214538921
Value of project	R411584,40 + R315043,56

Company Name	RURAL DEVELOPMENT AND LAND REFORM
Description of project	CLEANING SERVICE Provision
Contact person name	MR. S. FERRE
Contact person telephone number	0214647600
Value of project	R2298240. 00

SUPPORTING

DOCUMENTS

Horne's Projects & Enterprises (PTY) LTD

39 Piet My Vroustreet, Micro Park, Kuilsriver, 7500
Registration No: CK 2015/114700/07 • Tax Ref: 9587416174
Contact: Loraine Horne - 072 755 7392 • Michael Horne - 0825432281
Fax2email: 0867494205 • Email: lolascare@gmail.com

23 June 2021

BID NUMBER: Q 2021/043

Resolution to Submit BID



At a meeting held on the 23rd June 2021 between the members of the above Company, a resolution was made that the Company will submit a Tender for the above mentioned bid.

Mr/Mrs/Ms MICHAEL HORNE In his / her Capacity as DIRECTOR
And who will sign as follows



.....
Specimen Signature

be hereby empowered and is authorized to sign the bid and any other documents and/or correspondence in connection with and relating to the bid, as well as to sign any contract and or all documentation resulting from the award of this bid.

	Name	Capacity	Signature
1	Michael Horne	CEO	
2	Loraine Horne	MANAGER	



TAX COMPLIANCE STATUS

PIN Issued

HORNES PROJECTS AND ENTERPRISES (PTY) LTD
9 NEDERLAND STREET
EXTENTION 16
BELHAR
7493

Enquiries should be addressed to SARS:

Contact Detail

SARS
Alberton
1528

Contact Centre tel: 0800 00 SARS (7277)
SARS online: www.sars.gov.za

Details

Taxpayer Reference Number: 9587416174

Always quote this reference number when contacting SARS

Issue Date: 2020/07/22

Dear Taxpayer

TAX COMPLIANCE STATUS PIN ISSUED

The South African Revenue Service (SARS) has issued your tax compliance status (TCS) PIN as indicated below:

Table with 2 columns: Field Name and Value. Fields include Taxpayer Name, Trading Name, Tax Reference Number(s), Purpose of Request, Request Reference Number, PIN, and PIN Expiry Date.

You may authorise a third party to view your TCS by providing them the PIN. The PIN only allows the third party access to your TCS. All other tax information remains secure.

Your TCS displayed is based on your compliance as at the date and time the PIN is used.

You may cancel this PIN at any time before the expiry date reflected above. Once cancelled, a third party will not be able to verify your TCS.

SARS reserves the right to cancel this PIN in the event that it was fraudulently issued or obtained.

Should you have any other queries please call the SARS Contact Centre on 0800 00 SARS (7277). Remember to have your taxpayer reference number at hand when you call to enable us to assist you promptly.

Sincerely

ISSUED ON BEHALF OF THE SOUTH AFRICAN REVENUE SERVICE



Ek, sertifiseer dat hierdie dokument 'n ware afskrif/atdruk is van die oorspronklike wat deur my persoonlik besigtig is en dat volgens my waarnemings, die oorspronklike nie op enige wyse gewysig is nie, original has not been altered in any manner.

Handtekening / Signature: [Signature]

Name: HORNES PROJECTS AND ENTERPRISES
Tax reference No: 9587416174
Form ID: RFDTC3
Content Version: v2013.01.01
Timestamp: 2133334
Year: 2020
Page of Page: 01/01
Template version: v2013.01.01



labour

Department:
Labour
REPUBLIC OF SOUTH AFRICA



2020052157

SUID-AFRIKAANSE POLISIEDIENS
Gemeenskap Diens Sentrum
Community Service Centre
7 JUN 2021
REKENPLIGTIG/ACCOUNTING
KUILSRIVER
SOUTH AFRICAN POLICE SERVICE

REG NO : 990001014152
FAX NO : 0123456789
ISSUE DATE : 2021-05-14
CERTIFICATE NO : 2020052157

HORNES PROJECTS & ENTERPRISES
BELHAR
7493

LETTER OF GOOD STANDING

COMPENSATION FOR OCCUPATIONAL INJURIES AND DISEASES ACT 130 of 1993 (AS AMENDED).

With reference to sections 80, 82, 86 and 89 of Compensation for Occupational Injuries and Diseases Act 130 of 1993 (As amended), I hereby certify that:

HORNES PROJECTS & ENTERPRISES

has complied with the requirement of the above Act and is at present in good standing with the Compensation Fund

Nature of business : CLEANING & HYGIENE SERV & SUPPLIES & CONSULTING

Expiry date : 2022-04-30

IMPORTANT NOTICE:

Any fraudulently obtained Letter of Good Standing shall constitute a criminal offence.

The Compensation Commissioner shall institute criminal proceedings against any perpetrators who unlawfully alter or deface this letter with intent to defraud or misrepresent facts contained therein.

PLEASE, use the Below link (Website Address) to check if the Letter of Good Standing is valid:

<https://cfonline.labour.gov.za/VerifyLOGS>

Yours faithfully

Ek, sertifiseer dat hierdie dokument 'n ware afskrief/afdruk is van die
I, certify that this document is a true reproduction/copy of the original
oorspronklike wat deur my persoonlik besigtig is en dat volgens my
which was examined by me and that from my observations, the
waarnemings, die oorspronklike nie op enige wyse gewysig is nie,
original has not been altered in any manner.

70389390

Handtekening / Signature

COMPENSATION COMMISSIONER

W.As. 48

Compensation House, Cnr Hamilton and Soutpansberg Road, PO Box 955, Pretoria, 0001 Fax:(012)357-1817 Website:http://www.labour.gov.za



Compensation Fund
VERBODEN TOEGANG

SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE - GENERAL

I, the undersigned,

Full name & Surname	MICHAEL CORNELIUS HORNE
Identity number	680628 5281 08 9

Hereby declare under oath as follows:

- The contents of this statement are to the best of my knowledge a true reflection of the facts.
- I am a Member / Director / Owner of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name:	HORNES PROJECTS & ENTERPRISES (PTY) LTD
Trading Name (If Applicable):	HORNES PROJECTS
Registration Number:	2015/114700/07
Enterprise Physical Address:	39 PIET MYVKOU AVENUE MICRO PARK, KUILSRIVER 7580
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	PRIVATE COMPANY
Nature of Business:	GENERAL TRADING
Definition of "Black People"	As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians – (a) who are citizens of the Republic of South Africa by birth or descent; or (b) who became citizens of the Republic of South Africa by naturalisation- i. before 27 April 1994; or ii. on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date;"
Definition of "Black Designated Groups"	"Black Designated Groups means: (a) unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution; (b) Black people who are youth as defined in the National Youth Commission Act of 1996; (c) Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; (d) Black people living in rural and under developed areas; (e) Black military veterans who qualifies to be called a military veteran in terms of the Military Veterans Act 18 of 2011;"



Ek, sertifiseer dat hierdie dokument 'n ware afskrif/afdruk is van die original, certify that this document is a true reproduction/copy of the original oorspronklike wat deur my persoonlik besigtig is en dat volgens my waarnemings, die oorspronklike nie op enige wyse gewysig is nie, original has not been altered in any manner. 7735457-7

Handtekening / Signature: *[Signature]*

3. I hereby declare under Oath that:

- The Enterprise is 100 % Black Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is 99 % Black Female Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is 0 % Black Designated Group Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- Black Designated Group Owned % Breakdown as per the definition stated above:
 - Black Youth % = 0 %
 - Black Disabled % = 0 %
 - Black Unemployed % = 0 %
 - Black People living in Rural areas % = 0 %
 - Black Military Veterans % = 0 %

- Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of 31 Dec. 2020 the annual Total Revenue was R10,000,000.00 (Ten Million Rands) or less
- Please Confirm on the below table the B-BBEE Level Contributor, by ticking the applicable box.

100% Black Owned	Level One (135% B-BBEE procurement recognition level)	<input checked="" type="checkbox"/>
At least 51% Black Owned	Level Two (125% B-BBEE procurement recognition level)	<input type="checkbox"/>
Less than 51% Black Owned	Level Four (100% B-BBEE procurement recognition level)	<input type="checkbox"/>

4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the Owners of the Enterprise which I represent in this matter.

5. The sworn affidavit will be valid for a period of 12 months from the date signed by

SUID-AFRIKAANSE POLISIEDIENS
 Gemeenskapsdienssentrum
 Community Service Centre
24 JUN 2021
 REKENPLIGTING / ACCOUNTING
 KULS RIVER
SOUTH AFRICA POLICE SERVICE

Deponent Signature: [Signature]
 Date: 26th January 2021

Commissioner of Oaths
 Signature & stamp [Signature] 26th Jan 2021

JAMES EDWARD MENTOR
 ex officio COMMISSIONER OF OATHS
 REGISTERED ACCOUNTING OFFICER
 6A 5th Avenue, Grassy Park 7941

Ek, sertifiseer dat hierdie dokument 'n ware afskrif/afdruk is van die
 I, certify that this document is a true reproduction/copy of the original
 oorspronklike wat deur my persoonlik besigtig is en dat volgens my
 which was examined by me and that from my observations, the
 waarnemings, die oorspronklike nie op enige wyse gewysig is nie.
 original has not been altered in any manner.

[Signature]
 Handtekening / Signature:



HORNES PROJECTS AND ENTERPRISES
 FOR ATTENTION: MR HORNE
 NO 39 PIET MY VROU STREET
 AMANDELSIG
 WESTERN CAPE
 7580

SUID-AFRIKAANSE POLISIEDIENS
 Gemeenskapsdienssentrum
 Community Service Centre
24 JUN 2021
 REKENPLIGTIG / ACCOUNTING
 KUILS RIVER
SOUTH AFRICA POLICE SERVICE

20/05/2020

Facility Number: OT26064718

Dear MR HORNE

I refer to our recent letter confirming the renewal of your Facility and the appropriate premium adjustments. The change is effective from the date displayed in the Schedule.

Your Facility will be renewed on 01/07/2020 and the summary of your cover on the first page of the Schedule details the premium adjustments which are effective on this date.

We have updated our cover, offering you more value for money. In addition, we wish to highlight the following benefits:

- Emergencies occur when we least expect them and help is at hand through **Help@OUT**, our free **24-hour emergency assistance** program. Please note that this assistance is not available for Essential cover.
- Please read the paragraph headed "DO NOT TOW" under the vehicle section of your Schedule.

Please call us on **08 600 70 000** for any queries regarding your Facility or claims, or if you need assistance in an emergency – our advisors are ready to help you.

Kind regards,

Wilbur Smith
 Chief Operating Officer - Sales and Service

Ek, sertifiseer dat hierdie dokument 'n ware afskrif/afdruk is van die
 I, certify that this document is a true reproduction/copy of the original
 oorspronklike wat deur my persoonlik besigtig is en dat volgens my
 which was examined by me and that from my observations, the
 waarnemings, die oorspronklike nie op enige wyse gewysig is nie,
 original has not been altered in any manner. 7235471-7

Handtekening Signature: *W. Smith*



OUTsurance Insurance Company Limited

Company Registration Number: 1994/010719/06
 VAT Registration Number: 4340147224
 Invoice Number: OT26064718
 Invoice Date: 20/05/2020

SUID-AFRIKAANSE POLISIEDIENS
 Gemeenskapsdienssentrum
 Community Service Centre
24 JUN 2021
 REKENPLIGTIG / ACCOUNTING
 KUILS RIVER
SOUTH AFRICA POLICE SERVICE

Schedule of your BUSINESS OUTsurance - OT26064718

This Schedule, together with your Facility Document, contains the terms, conditions and warranties that form the contract between you and us. It is important that the information supplied by you is correct. Any incorrect information may affect the validity of your contract.

I certify that this document is a true and correct copy of the original
 oorspronklike wat deur my persoonlik besigtig is en dat volgens my
 waarnemings, die oorspronklike nie op enige wyse gewysig is nie,
 original has not been altered in any manner.

Handtekening / Signature: *[Signature]*

MR MC HORNE
 NO 39 PIET MY VROU STREET
 AMANDELSIG
 WESTERN CAPE
 7580

Home telephone number	
Work telephone number	082 543 2281
Facsimile number	086 749 4205
Cellular number	0825432281
E-mail address	lollascare@gmail.com

Description	Current Premium	Renewal		
		Sum OUTsured	Excess	Premium
PUBLIC LIABILITY -HORNES PROJECTS AND ENTERPRISES	R1,480.00	R20,000,000.00	R8,330.00	R1,472.31
- LIABILITY - CUSTODY AND CONTROL		R20,000,000.00	R8,330.00	
- LIABILITY - DEFECTIVE WORKMANSHIP		R20,000,000.00	R8,330.00	
VEHICLE -2018 FORD RANGER 2.2TDCI XL 4X4 P/U D/C (INTRO 2015-10) TBA	R2,368.21	RETAIL	R4,160.00	R2,504.13
- WINDOW GLASS ONLY			R2,030.00	
- INCIDENT DRIVER (<25Y) NOT REGULAR DRIVER			R0.00	
- CAR HIRE LDV			R4,290.00	
- CREDIT SHORTFALL			R4,290.00	
VEHICLE -2016 TOYOTA HILUX 2.8 GD-6 RB RAIDER P/U D/C (INTRO 2016-02) TBA	R1,469.69	RETAIL	R6,040.00	R1,577.57
- CANOPY			R2,380.00	
- MISCELLANEOUS SPECIFIED ACCESSORIES			R2,380.00	
- WINDOW GLASS ONLY			R1,990.00	
- INCIDENT DRIVER (<25Y) NOT REGULAR DRIVER			R5,480.00	
- CREDIT SHORTFALL			R6,230.00	
- CAR HIRE LDV			R6,230.00	
MONTHLY Premium	R5,317.90			R5,554.01
Administration Fee	R0.00			R0.00



Premium Payable	R5,317.90	R5,554.01
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The total current premium includes the following:

- Premium of R9.08 payable to SASRIA

You warrant that the information supplied is correct in every respect. It is therefore essential for you to verify that all the details noted on your schedule are correct. Should the information not be correct for any reason, you need to notify us as soon as possible. Should you, for example, verify your quote/schedule and notice that you forgot to mention a previous claim to us - you have to advise us and the premium will be corrected. Similarly, if you for example, advise us that your vehicle must be covered for business use but our advisor incorrectly captured private use - the premium will also be corrected when you advise us of the error.

At OUTsurance, your premiums for all risks on cover will be reviewed on the annual anniversary date of your policy.

VAT Details

The total premium includes a **15% VAT amount of R693.64**. This Schedule becomes a tax invoice after inception of cover when payment of the amount due has been made.

In terms of Binding General Ruling No.14 issued by a senior SARS official under section 89 of the Tax Administration Act No. 28 of 2011, this document together with proof of payment of the premium constitute an alternative to a tax invoice, debit note or credit note as contemplated in sections 20(7) and 21(5) of the VAT Act respectively. This is subject to the condition that this document contains the VAT registration number where the facility holder is a registered VAT vendor.

We have launched an innovative smart device app with awesome features that we think you will enjoy. You can now request your facility documents, update your vehicle registration details, request Help@OUT assistance, suggest an intersection where a pointsman should be dispatched and many other features, without even calling us. The app is free, easy to use and available in the Apple and Android stores. It may also be downloaded from our website at www.outsurance.co.za/app.

Ek, sertifiseer dat hierdie dokument 'n ware afskrif/aldruk is van die original
I, certify that this document is a true reproduction/copy of the original
oorspronklike wat deur my persoonlik besigtig is en dat volgens my
which was examined by me and that from my observations, the
waarnemings, die oorspronklike nie op enige wyse gewysig is nie,
original has not been altered in any manner. 7235057-79

Handtekening / Signature:

SUID-AFRIKAANSE POLISIEDIENS
Gemeenskapsdiensentrum
Community Service Centre
24 JUN 2021
REKENPLIGTIG / ACCOUNTING
KUILS RIVER
SOUTH AFRICA POLICE SERVICE



Ek, die...
I, certify that the...
oorspronklike...
which was...
waarnemings, die oorspronklike...
original has not been altered in any manner.

Zenobia Bosman
Handtekening / Signature:

The Petroleum Oil and Gas Corporation
Of South Africa (SOC) Ltd
Reg. No. 1970/008130/30

151 Frans Conradie Drive, Parow 7500

Private Bag X5, Parow 7499
Republic of South Africa

Tel: +27 (0)21 929 3000
Fax: +27 (0)21 929 3144

Reference: 11/8
Classification: Restricted

06 November 2020

To whom it may concern



Reference to Tender

Horne's Projects & Enterprises (Pty) Ltd holds a cleaning services contract with PetroSA since 1 April 2020. The current contract period is 1 April 2020 until 31 March 2023 and value of the contract is R 3,389,851.00. The company utilises biodegradable products for their cleaning processes.

We are satisfied with the services received from this entity to date and would recommend the service of Horne's Projects & Enterprises (Pty) Ltd to any company that endeavours to do business with them.

Yours sincerely

Zenobia Bosman
COORDINATOR CSS CPT (acting)

Directors: Mr Frans Baleni (Chairman), Mr Sembie Danana, Mr Llewellyn Delport, Mr Leon Haywood,
Dr Deenadayalen Konar, Ms Sibongile Masinga, Ms Liziwe Mda, Ms Nomagcisa Tsipa-Sipoyo, Mr Solomzi Tshiki, Mr Mthozami Xiphu
Group Chief Executive Officer: Mr Pragasen Naidoo
Group Company Secretary: Ms Marlene Khumalo



rural development & land reform

Department:
Rural Development and Land Reform
REPUBLIC OF SOUTH AFRICA

OFFICE OF THE REGISTRAR OF DEEDS

Private Bag X9073, Cape Town, 8000; Tel: 021 464 7600; Fax: 021 464 7727

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oorsproeklike was vergelyk met die oorspronklike
waarmemings, die oorspronklike nie verander is nie,
original has not been altered in any manner.

[Handwritten signature]
Signature:

Date: 01 October 2020

TO WHOM IT MAY CONCERN

LETTER OF CONFIRMATION: Horne's Projects & Enterprises (PTY) LTD

The Office of the Registrar of Deeds at Cape Town confirms the following:

1. The abovementioned service provider rendered Cleaning and Hygiene services to the office of the Deeds based at 90 Plein Street, Cape Town.
2. The services rendered were in accordance with the tender contract awarded for the 12 month period commencing from January 2016 to 31 December 2016, for the amount of R999 407.28
3. The performance of services met the necessary requirements.
4. The total office area covered in the scope of works was 14 217 sq.m

Kind regards,

S. Fente

S.C.M.

Principal Provisioning

[Handwritten signature]

S.W Fente

Principal Provisioning

Deeds Office

Cape Town





Western Cape
Government

Transport and Public Works

Luvuyo Zuma
Administrative Officer

General Infrastructure: Technical Services
E-mail: Luvuyo.Zuma@westerncape.gov.za
Tel: +27 21 483 5785 Fax: +27 21 483 3355
original has not been altered in any manner.

[Handwritten Signature]
Handtekening / Signature

ENQUIRIES: Mr L Zuma

Horne's Projects and Enterprises
9 Nederland Street - Extension 6
Belhar
7493

SUID-AFRIKAANSE POLISIEDIENS
Gemeenskap Diens Sentrum
Community Service Centre
07 JUN 2021
REKENPLIGTIG/ACCOUNTING
KUILSRIVER
SOUTH AFRICAN POLICE SERVICE

For attention: Mr M. Horne

REFERENCE LETTER OF A GOOD SERVICE

It is with great pleasure to express my profound gratitude on the service excellent received from Horne's Projects and Enterprises. Horne's Projects and Enterprises has two contracts running concurrently with the department, one in Beaufort West and the other at Soil Lab in Cape Town. The duration of the Soil Lab contract is **36 months** ((Start date 02 May 2017 – 30 April 2020) at the value of **R315 043.56** and the total square metre size is **2 752m²**. The duration of the Beaufort West contract is **24 months** at the value of **R411 584.40** (Start date 15 June 2017 – 31 May 2019) the total square metre size is **583m²**

They are meticulous, paying attention into details. Their staff members are friendly, but work orientated. I would recommend the company to any other potential client as their hygiene standards are ranked amongst the best.

[Handwritten Signature]

L. ZUMA

Administrative Officer: Contract Cleaning Services

Date: 14. 01. 2019



RENTAL INVOICE

Created by Chanique - 0827133948

Valuables Properties
South Africa

021 910 3525
www.valuablesproperties.co.za

BILL TO
39 Piet my Vrou
Michael and Loraine Horne
39 Piet my Vrou
Kuils River
Cape Town, 7580

lollascare@gmail.com

Invoice Number: 927
Invoice Date: May 24, 2021
Payment Due: June 1, 2021
Amount Due (ZAR): **R0.00**

Items	Quantity	Price	Amount
Rent For the month of 06/2021	1	R14,000.00	R14,000.00
Services Water R491.11 Refuse R137.22 Sewerage 271.54 Sundries R148.88	1	R1,206.06	R1,206.06
Total:			R15,206.06
Payment on June 2, 2021 using a bank payment:			R15,206.06
Amount Due (ZAR) :			R0.00

Notes / Terms

Banking details
L F Smallbones t/a Valuables Properties
ABSA
Sanbel, Bellville
Trust Savings Account: 9127729514
Branch Code: 632005

Kindly make your home address the reference name.
Thanking you in advance.



CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD

Civic Centre
12 Hertzog Boulevard 8001
PO Box 655 Cape Town 8000
VAT registration number
4500193497



JACOBUS ADRIAAN SWARTS
64 BINNEMANSTRAAT
OAKDALE EST
BELLVILLE
7530

Tax invoice number	104005295129
Customer VAT registration number	
Account number	224103858
Distribution code	
Business partner number	1001813734

Computer generated copy tax invoice

Tel: 086 010 3089 - Fax: 086 201 1017
Tel: International calls +27 21 401 4701
E-mail : accounts@capetown.gov.za
Correspondence: Director : Revenue, P O Box 655,
Cape Town 8000
Web address:www.capetown.gov.za

Account summary as at 17/12/2019		Due date	13/01/2020
At 39 PIET MY VROU AVENUE, AMANDELSIG / Erf 7364			
Previous account balance			4178.65
Less payments (28/11/2019)	Thank you		3466.84-
Arrears (a)	Payable immediately		711.81
Latest account - see overleaf			2420.30
Current amount due (b)	Payable by 13/01/2020		2420.30
	Total (a) + (b)		3132.11
Total (a) + (b) above		3132.11	
Total liability		3132.11	



Please note:

1. Payment options

- (a) Debit orders: Call 0860 103 089 or visit a Customer Service Centre. (b) Internet payments: Visit www.Easypay.co.za or www.payCity.co.za.
(c) Electronic payments (EFT): Select the City of Cape Town as a bank-listed beneficiary on your bank's website. Use only your nine-digit municipal account number as reference.
(d) Direct deposit at Nedbank: Please present your account number 224103858 to the bank teller. (e) Cash, debit card, credit card and other: Please present your account to the cashier.

2. Where the City incurs bank costs on any mode of payment, the City will recover such cost on the portion of the amount above R7000.00 per transaction per account number.

The City absorbs such costs in respect of a single payment of R7000.00 and below.

3. Interest will be charged on all amounts still outstanding after the due date.

4. You may not withhold payment, even if you have submitted a query to the City concerning this account.

5. Failure to pay could result in:

- (a) The City recovering debt overdue on the purchasing of pre-paid electricity,
(b) your water and/or electricity supply being disconnected/restricted. Immediate reconnection of the supply after payment cannot be guaranteed.

A disconnection fee will be charged and your deposit amount might be increased.

Pay points: City of Cape Town cash offices or the vendors below:



JACOBUS ADRIAAN SWARTS



>>>> 915552241038580

Account number	224103858
Total due if not paid in cash	3132.11
Amount due if paid in cash	3132.10
Rounded down amount carried forward to next invoice	0.01

**PROPERTY RATES (Period 16/11/2019 to 16/12/2019) 31 Days**
At 39 PIET MY VROU AVENUE, AMANDELSIG / Erf 7364

Residential

Valuation Reduction From : 16/11/2019 R 2468000 - R 15000 = R 2453000

Total value

From 16/11/2019 : R 2453000.00 @ 0.0055500 ÷ 366 x 31 1153.11

Additional rebate credit

From 16/11/2019 : R 285000.00 @ 0.0055500 ÷ 366 x 31 133.97-

1019.14**WATER (Period 12/11/2019 to 09/12/2019 - 28 Days) (Actual reading)**
At 39 PIET MY VROU AVENUE, AMANDELSIG / Erf 7364
Meter no: BWLDO_809 / Consumption 22.000 kl / Daily average 0.786 kl

Consumption charge (domestic)

& (1) 5.5080 kl @ R 14.9100 (2) 4.1310 kl @ R 21.2100

(3) 12.3610 kl @ R 30.1200 542.05

& Fixed Basic Charge (15MM - BWLDO_809) R 56.00 x 1 56.00

598.05**REFUSE (Period 16/11/2019 to 16/12/2019) 31 Days**
At 39 PIET MY VROU AVENUE, AMANDELSIG / Erf 7364

& Refuse charge (1 X 240IBIN X 1 Removals) 132.61

132.61**SEWERAGE (Period 12/11/2019 to 09/12/2019 - 28 Days) (Actual reading)**
At 39 PIET MY VROU AVENUE, AMANDELSIG / Erf 7364

Disposal charge

& (1) 3.8560 kl @ R 13.1000 (2) 2.8920 kl @ R 18.6400

(3) 8.6520 kl @ R 27.8900 345.72

345.72**SUNDRIES**

& Electricity Home User Charge - 12.2019 (PREPAID 4229563095) 142.02

142.02

Add 15% VAT on amounts marked with & above

182.76

0% VAT on amounts marked with # above

Current account: Total due

2420.30

Meter details

Previous reading

New reading

Units used

WATER BWLDO_809 001

2945.000kl (Actual)

2967.000kl (Actual)

22.000kl

Meter details

From period

To period

Units purchased

PREPAID 4229563095

01.NOV.2019

30.NOV.2019

668.200units