# Karoo Hoogland
Munisipaliteit / Municipality

# REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Procurement from R0.00 up to a transaction value of R300 000.00 (VAT inclusive)
(For Publication on Karoo Hoogland Website and Notice Boards)

**QUOTATION NUMBER: RFQ R25/11/1252/2026-2027**
**ADVERTISING DATE: 25/11/2026**
**CLOSING DATE: 04/12/2026**
**CLOSING TIME: 12:00**

Karoo Hoogland Municipality hereby invites suitably qualified and experienced service providers to submit written quotations for:

**INSTALLATION, AD HOC MAINTENANCE AND MONITORING SERVICES FOR ALARM SYSTEMS FOR A PERIOD OF SIX (6) MONTHS**

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**The following conditions will apply:**

- Late quotations will not be accepted.
- Price(s) quoted must be valid for at least 90 days from closing date of quotation.
- Price(s) quoted must be firm and inclusive of VAT.
- Delivery must be take place within 7 days after receipt of an official order, unless otherwise stated.
- This quotation will be evaluated in terms of the 80/20 preference points system as stipulated in this RFQ.
- Quotation are subject to the Preferential Procurement Regulations, 2022.
- The successful bidder will be the bidder scoring the highest points, unless objective criteria justify otherwise.
- Payments to the successful provider will be processed within 30 days after receipt of a valid tax invoice for goods and/or services rendered to the satisfaction of the municipality.
- Failure to comply with the requirements of this RFQ may invalidate the quotation submitted.

**Required Returnable Documentation:**
Bidders must submit the following:

- CSD Registratio Report: https://secure.csd.za
- Valid Tax Compliance Status
- Campany Registration Documents (e.g. CK document).
- Certified ID copies of directors/shareholders
- Municipal account not older than 3 months, lease agreement or SAPS affidavit accompanied by a ward councillor confirmation.
- CIDB Registration Certificate
- Reference for similar projects completed
- Completed MBD Forms:
    - MBD 4 (Declaration of Interest)
    - MBD 6.1 (Specific Goals – ID documents of the directors and shareholders must be attached)
    - MBD 8 (Declaration of Bidders past supply chain management practices)
    - MBD 9 (Certificate of independent Bid determination)
    - MBD 15 (Municipal accounts (not older than 3 months)

The Municipality reserves the right to partial acceptance of one or more quotations, to withdraw any invitation to quotations and/or to re-advertise or to reject any quotation.

***NB: No quotation will be considered from persons in the service of the state!***
Failure to comply with these conditions may invalidate your offer.

Yours faithfully
SCM Department
Tel: 053 285 0998 / d.vermeulen@karoohoogland.gov.za

**1. Background**

The Municipality intends to appoint a suitably qualified service provider for the installation (where required), monitoring, ad hoc maintenance and repairs of alarm systems for a period of six (6) months.

The services will be required at two (2) areas within Karoo Hoogland Municipality.

The Municipality currently has four (4) existing alarm systems installed at municipal sites in Williston and Sutherland. The appointed service provider will be required to assess the existing alarm systems and provide the necessary services to ensure effective monitoring, maintenance and security functionality.

Where existing alarm systems are considered by the Municipality to be functional, suitable and compatible with the required monitoring services, the Municipality reserves the right to retain such systems and make use of the existing infrastructure.

Where existing alarm systems are outdated, unsuitable or require replacement, the appointed service provider must provide for the removal and replacement of such systems.

The final decision regarding the retention or replacement of existing alarm systems will be determined by the Municipality.

**2. Scope of Work**

The successful service provider will be required to provide the following services:

- Assessment of existing alarm systems at municipal sites;
- Installation of new alarm systems where required;
- Removal and replacement of existing alarm systems where deemed necessary;
- Monitoring of alarm systems for a period of six (6) months;
- Responding to alarm activations and system signals;
- Providing technical support and fault diagnosis;
- Performing ad hoc maintenance and repairs as and when required;
- Supplying and replacing parts/components where necessary, subject to approval;
- Providing service reports for all maintenance and repair work performed.

**Important Condition:**

Bidders must submit pricing for:

1. Installation and replacement of alarm systems where required;
2. Monthly monitoring services for a period of six (6) months;
3. Ad hoc maintenance, repairs, call-outs and technical support.

All work must be approved by the Municipality prior to commencement.

**3. Contract Period**

The contract period will be for a period of six (6) months commencing from the date of appointment."

No automatic renewal will apply unless formally extended or re-advertised in accordance with applicable SCM regulations.

**4. Pricing Structure**

Bidders must submit a detailed price quotation.

**A. Installation / Replacement of Alarm Systems**

Bidders must provide pricing for:

- Removal of existing alarm systems where applicable;
- Supply and installation of replacement alarm systems;
- Installation of additional equipment where required;
- Labour and related installation costs.

**B. Monitoring Services**

Bidders must indicate:

- Monthly monitoring cost;
- Monitoring services for a period of six (6) months.

**C. Repair and Call-Out Services**

Bidders must provide pricing for:

- Hourly labour rates (normal working hours);
- Overtime rates (if applicable);
- Call-out fees per incident/visit;
- Travel and/or kilometre charges (if applicable);

Any other costs necessary for the successful completion of the required services.

No additional costs will be considered unless approved by the Municipality prior to the commencement of such work.

Bidders must ensure that their pricing is complete and includes all costs required to perform the services at the identified sites within Karoo Hoogland Municipality.

**5. Payment Terms**

Payment will only be made for services actually rendered and approved by the Municipality.

All work must be supported by:

- An approved official purchase order;
- Service report;

- Relevant supporting documentation.

No payment will be made for unused or standby services.

**6. Evaluation Criteria**

Bids will be evaluated based on:

- Price (80/90 points, as applicable);
- Functionality / experience in alarm installation, monitoring and maintenance services (10/20 points).

**Functionality Criteria**

| Criteria | Scoring Guideline | Weight |
|---|---|---|
| Experience in alarm installation and replacement services | 5 years and more = 10 points \| 3 – 4 years = 5 points \| Less than 3 years = 2 points | 10 |
| Experience in alarm monitoring, maintenance and repairs | 5 years and more = 10 points \| 3 – 4 years = 5 points \| Less than 3 years = 2 points | 10 |
| **TOTAL FUNCTIONALITY SCORE** | | 20 |

**TOTAL FUNCTIONALITY SCORE: 20**

**7. Mandatory Documents**

Bidders must submit the following:

- MBD 4 (Declaration of Interest);
- MBD 6.1 (Preference Points Claim Form);
- MBD 8 (Declaration of Bidder's Past SCM Practices);
- MBD 9 (Certificate of Independent Bid Determination);
- Detailed quotation;
- Proof of relevant experience in alarm installation, monitoring, maintenance and repairs.

**8. General Conditions**

- The Municipality reserves the right not to award the RFQ.
- The Municipality reserves the right to verify all submitted information.
- Late submissions will not be considered.
- The Municipality reserves the right to determine whether existing alarm systems will be retained or replaced based on operational requirements and technical suitability.

**9. ENQUIRIES**

| **Technical Enquiries** | | **SCM Enquiries** | |
|---|---|---|---|
| **Name:** | Aubrey Erasmus | **Name:** | Diana Vermeulen |
| **Tel:** | 066 056 2678 | **Tel:** | 053 285 0998 |
| **Email:** | williskhm@gmail.com | **Email:** | d.vermeulen@karoohoogland.gov.za |

**10. SUBMISSION DETAILS**

Quotations must be submitted as follows:

- via email to d.vermeulen@karoohoogland.gov.za; or
- by hand delivery to the SCM Office at 2 Mulder Street, Williston.

Hand-delivered quotations must be submitted in a sealed envelope and clearly mark:

**INSTALLATION, AD HOC MAINTENANCE AND MONITORING SERVICES FOR ALARM SYSTEMS FOR A PERIOD OF SIX (6) MONTHS**

**Closing Date:** 4 December 2026 **Closing Time:** 12h00

## DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state.
2. 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.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

   3.1 Full name of bidder or representative: _____

   3.2 Identity number: _____

   3.3 Position occupied in the company (director, trustee, shareholder):
   _____

   3.4 Company registration number: _____

   3.5 Tax reference number: _____

   3.6 VAT registration number: _____

   3.7 The names of all directors/trustees/shareholders, their identity numbers and state employee numbers must be indicated in paragraph 4 below.

   3.8 Are you presently in the service of the state? YES / NO
   3.8.1 If yes, furnish particulars: _____

[1]MSCM Regulations: "In the service of the state" means to be-

(a) a member of
   (i) any municipal council,
   (ii) provincial legislature, or
   (iii) the national Assembly or 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, public entity or constitutional institution;
(e) a member of the accounting authority of any 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 and control of the company.

3.9 Have you been in the service of the state for the past twelve months? YES / NO

3.9.1 If yes, furnish particulars: _____

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state who may be involved in the evaluation or adjudication of this bid? YES / NO

3.10.1 If yes, furnish particulars: _____

3.11 Are you aware of any relationship between any other bidder and persons in the service of the state who may be involved in the evaluation or adjudication of this bid? YES / NO

3.11.1 If yes, furnish particulars: _____

3.12 Are any of the company's directors, trustees, managers, principal shareholders or stakeholders in the service of the state? YES / NO

3.12.1 If yes, furnish particulars: _____

3.13 Are any spouse, child or parent of the company's directors, trustees, managers, principal shareholders or stakeholders in the service of the state? YES / NO

3.13.1 If yes, furnish particulars: _____

3.14 Do you or any of the directors, trustees, managers, principal shareholders or stakeholders have any interest in any other related companies or businesses whether or not they are bidding for this contract? YES / NO

3.14.1 If yes, furnish particulars: _____

4. Full details of directors / trustees / members / shareholders

| **Full Name** | **Identity Number** | **State Employee Number** |
|---|---|---|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

…… ……..

Signature Date:

…… ……

Capacity: Name of Bidder:

**MBD 6.1**

# PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

**(This form is in use from 1 September 2024)**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

**NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022**

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## 1. GENERAL CONDITIONS

1.1 **The following preference point systems are applicable to invitations to tender:**

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

(a) Price; and

(b) Specific Goals

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

| | POINTS |
|---|---|
| **PRICE** | 80 |
| **SPECIFIC GOALS** | 20 |
| **Total points for Price and SPECIFIC GOALS** | **100** |

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

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

## 2. DEFINITIONS

(a) **"tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive

tendering process or any other method envisaged in legislation;

(b) **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

*(c)* **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

(d) **"tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

(e) **"the Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

## 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

### 3.1 POINTS AWARDED FOR PRICE

### 3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

**80/20** **or** **90/10**

$$Ps = 80\left(1 - \frac{Pt - P\,min}{P\,min}\right) \text{ or } \quad Ps = 90\left(1 - \frac{Pt - P\,min}{P\,min}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

### 3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

### 3.2.1 POINTS AWARDED FOR PRICE

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

**80/20** **or** **90/10**

$$Ps = 80\left(1 + \frac{Pt - P\,max}{P\,max}\right) \text{ or } \quad Ps = 90\left(1 + \frac{Pt - P\,max}{Pmax}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

## 4. POINTS AWARDED FOR SPECIFIC GOALS

4.1 In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2 In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system

applies, an organ of state must, in the tender documents, stipulate in the case of-

(a) an invitation for tender for income-generating contracts that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

**Table 1: Specific goals for the tender and points claimed are indicated per the table below.**

**(Note to organs of the state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.**

**Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)**

| The specific goals allocated points in terms of this tender | Number of points allocated (90/10 system) (To be completed by the organ of state) | Number of points allocated (80/20 system) (To be completed by the organ of state) | Number of points claimed (90/10 system) (To be completed by the tenderer) | Number of points claimed (80/20 system) (To be completed by the tenderer) |
|---|---|---|---|---|
| **Youth - Ownership percentage as reflected on the tenderer's Central Supplier Database (CSD) registration.** | | | | |
| **Ownership** – 51% or more ownership as reflected on CSD | 5 | 10 | | |
| **Ownership** – Less than 51% ownership as reflected on CSD | 2 | 4 | | |
| *Locality | 5 | 10 | | |
| **Total Points** | **10** | **20** | | |

**LOCALITY**

| **Local area of supplier** | **Number of Points for Preference** | |
|---|---|---|
| A municipal services account with a business premises address(es) must been attached? | 80/20 | 90/10 |
| Within the boundaries of the Karoo Hoogland Municipality | 10 | 5 |
| Within the boundaries of Namakwa District Municipality | 6 | 3 |
| Within the boundaries of the Northern Cape | 4 | 2 |
| Outside of the boundaries of the Northern Cape | 0 | 0 |

## 5. DECLARATION WITH REGARD TO COMPANY/FIRM

5.1 Name of company/firm……..

5.2 Company registration number: ……...

5.3 VAT registration number: ……

5.4 TYPE OF COMPANY/ FIRM

- □ Partnership/Joint Venture / Consortium
- □ One-person business/sole propriety
- □ Close corporation
- □ Public Company
- □ Personal Liability Company
- □ (Pty) Limited
- □ Non-Profit Company
- □ State Owned Company

[TICK APPLICABLE BOX]

5.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

……..

……

5.6 COMPANY CLASSIFICATION

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

5.7 MUNICIPAL INFORMATION

Municipality where business is situated: ……..

Street address of business: ……

……

Registered municipal account number: ……

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

5.9 I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I 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 5, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

(a) disqualify the person from the tendering 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 tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted 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, if deemed necessary.

.....

**SIGNATURE(S) OF TENDERER(S)**

**SURNAME AND NAME**: .....

**DATE:** .....

**ADDRESS**: .....

.....

.....

.....

# DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

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:

a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
b. been convicted for fraud or corruption during the past five years;
c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 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 | 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?<br><br>(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).<br><br>**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.** | Yes ☐ | No ☐ |
| 4.1.1 | If so, furnish particulars: | | |
| 4.2 | Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?<br><br>The Register for Tender 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. | Yes ☐ | No ☐ |
| 4.2.1 | If so, furnish particulars: | | |
| 4.3 | 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? | Yes ☐ | No ☐ |

| | |
|---|---|
| 4.3.1 | If so, furnish particulars: |

| Item | Question | Yes | No |
|---|---|---|---|
| 4.4 | 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? | Yes ☐ | No ☐ |
| 4.4.1 | If so, furnish particulars: | | |
| 4.5 | 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? | Yes ☐ | No ☐ |
| 4.7.1 | If so, furnish particulars: | | |

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME) ……..……..……

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM 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  Date

……..  ……..

Position  Name of Bidder

# MBD 9

## CERTIFICATE OF INDEPENDENT BID DETERMINATION

1 This Municipal Bidding Document (MBD) must form part of all bids[1] 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.**

**MBD 9**

## CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

_____

(Bid Number and Description)

in response to the invitation for the bid made by:

_____

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of:_____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;
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 consortium[3] 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.

**[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.**

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 | Date |
| …… | …… |
| Position | Name of Bidder |

# KAROO HOOGLAND MUNICIPALITY
## MBD 15 - CERTIFICATE FOR PAYMENT OF MUNICIPAL SERVICES
(To be signed in the presence of a Commissioner of Oaths)

| | |
|---|---|
| I, the undersigned, in submitting the accompanying bid, declare that I am duly authorised to act on behalf on: | (Name of Enterprise) |

I hereby acknowledge that according to SCM Regulation 38(1)(d)(i), the Municipality may reject the tender of the tenderer if any municipal rates and taxes or municipal service charges owed by the Tenderer or any of its directors/members/partners to the Karoo Hoogland Municipality, or to any other municipality or municipal entity, are in arrears for more than 3 (three) months.

To the best of my personal knowledge, neither the firm nor any director/member/partner of said firm is in arrears on any of its municipal accounts with any municipality in the Republic of South Africa, for a period longer than 3 (three) months.

If the value of the transaction is expected to exceed R10 million (VAT included) I certify that the bidder has no undisputed commitments for municipal services towards any Municipality in respect of which payment is overdue for more than 30 days;

| PHYSICAL BUSINESS ADDRESS(ES) OF THE TENDERER | MUNICIPAL ACCOUNT NUMBER |
|---|---|
| | |
| | |
| | |

**FURTHER DETAILS OF THE BIDDER'S (Directors / Shareholders / Partners, etc.):**

| Director / Shareholder / Partner | Physical address of the Business | Municipal Account Number (s) | Physical / Residential address of the Director / Shareholder / Partner | Municipal Account Number (s) |
|---|---|---|---|---|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

**NB: PLEASE ATTACH CERTIFIED COPY(IES) OF IDENTITY DOCUMENT(S). Failure to comply will result in your bid being marked as non-responsive.**

**NB: PLEASE ATTACH COPY(IES) OF MUNICIPAL ACCOUNTS.**

| | |
|---|---|
| **NUMBER OF SHEETS APPENDED BY THE TENDERER TO THIS SCHEDULE (IF NUL, ENTER NIL).** | |

Therefore, hereby agrees and authorises the Karoo Hoogland Municipality to deduct the full amount outstanding by the Tenderer or any of its directors / members / partners from any payment due to the tenderer; and

| | | | |
|---|---|---|---|
| I further hereby certify that the information set out in this schedule and/or attachment(s) hereto is true and correct. The Tenderer acknowledges that failure to properly and truthfully complete this schedule may result in the tender being disqualified, and/or in the event that the tenderer is successful, the cancellation of the contract. | | | |
| NAME OF ENTERPRISE: | | | |
| NAME (PRINT): | | | |
| CAPACITY: | | | |
| SIGNATURE: | | DATE: | |

| | |
|---|---|
| **COMMISSIONER OF OATHS**<br><br>Signed and sworn to before me at _____, on this<br><br>_____ day of _____20__ 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.<br><br>COMMISSIONER OF OATHS:<br><br>Position: _____<br><br>Address: _____<br><br>Tel: _____ | **Apply official stamp of authority on this Page:** |