

**PART A : INVITATION TO BID**

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE ACADEMY OF SCIENCE OF SOUTH AFRICA</b>					
BID NUMBER:	RFQ/Admin/19Set/2022	CLOSING DATE:	3 October 2022	CLOSING	Online 23h00
<b>APPOINTMENT OF EXTERNAL AUDITORS FOR THREE YEARS</b>					
DESCRIPTION					
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>					
TO : SCM@ASSAF.ORG.ZA					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	Lebo Makgae		CONTACT PERSON	Morakeng Chiloane	
TELEPHONE NUMBER	076 306 3513		TELEPHONE NUMBER	082 779 2652	
FACSIMILE NUMBER	086 576 9514		FACSIMILE NUMBER	086 576 9516	
E-MAIL ADDRESS	lebo@assaf.org.za		E-MAIL ADDRESS	morakeng@assaf.org.za	
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		CENTRAL SUPPLIER DATABASE No:	MAAA	
<b>ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		<b>ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER BELOW]	
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?

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 BELOW.

**PART B**  
**TERMS AND CONDITIONS FOR BIDDING**

**1. BID SUBMISSION:**

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT EMAIL 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 IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
- 1.3. THIS BID IS SUBJECT TO THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM(SBD7).

**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 ASSAf TO VERIFY THE BIDDER'S PROFILE AND TAX STATUS.
- 2.3 BIDDERS MUST ALSO SUBMIT A COPY OF THEIR SARS TAX COMPLIANCE STATUS (TCS) PIN ISSUED BY SARS TOGETHER WITH THE BID DOCUMENT.
- 2.4 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TAX COMPLIANCE STATUS CERTIFICATE / PIN / CSD NUMBER.
- 2.5 BIDDERS MUST ALSO SUBMIT A COPY OF THEIR CENTRAL SUPPLIER DATABASE (CSD) REPORT

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

SIGNATURE OF BIDDER: .....

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

DATE: .....

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## **1. BACKGROUND ON ASSAf**

The Academy of Science of South Africa (ASSAf) aspires to be the apex organisation for science and scholarship in South Africa, recognised and connected both nationally and internationally. ASSAf was inaugurated in May 1996 in response to the need for an Academy of Science in South Africa with a mission of using science and scholarship for the benefit of society. ASSAf's mandate encompasses all scholarly disciplines that use an open-minded and evidence-based approach to build knowledge.

Through its Membership which represents the collective voice of the most active scholars in all fields of scholarly enquiry, ASSAf seeks to generate evidence-based solutions to the country's national diverse problems. The benefits that the Academy aspires to bring to the country and the wider society is the sustainable provision of a professionally managed organisation that is able to mobilise the best intellect, expertise and experience which are used to investigate and provide evidence-based scientific solutions for the benefit of society; the international connectedness at the highest level of knowledge and insight; and facilitation of public understanding of the nature, scope and value of the scientific and technological enterprise.

ASSAf is considered as a public entity even though it is not listed under the Public Finance Management Act (PFMA) and therefore not subjected to the prescripts thereof.

## **2. SERVICE DESCRIPTION**

ASSAf requires the services of Registered Auditors who will perform the annual statutory external audit in accordance with the Public Audit Act of South Africa for a period of three (3) years commencing with the 2022/23 financial year end.

### **NB:**

- The appointment will be subject to ASSAf obtaining a concurrence from the Office of the Auditor General of South Africa (AGSA) on an annual basis.
- Auditors who have served as ASSAf external or internal auditors for a period of five (5) consecutive years in the past ten (10) years will not be considered for appointment.

## **3. TERMS OF REFERENCE**

### **3.1 Scope of Work**

- 3.1.1 Perform statutory annual audit of the financial statements in terms of the applicable framework as may be contained in the Public Audit Act of South Africa, the International Standards on Auditing, the Independent Regulatory Board of Auditors of South Africa, the Accounting Standard Board of South Africa and specific directives issued by the National Treasury of the Republic of South Africa and the Auditor General of South Africa where applicable,
- 3.1.2 Express an audit opinion on the audited annual financial statements,
- 3.1.3 Provide auditor's report on the audited annual financial statements,
- 3.1.4 Provide a management report,
- 3.1.5 Provide a signed audit report by no later than 31 July of each year of serving as external auditors,
- 3.1.6 Review and express an opinion on the National Treasury's Consolidated Financial Statements Template for each year of serving as external auditors.
- 3.1.7 Attend meetings of the Audit and Risk Committee,
- 3.1.8 ASSAf operates from one single central office which is situated in Pretoria.
- 3.1.9 ASSAf does not fall within the ambit of the PFMA and is also not a registered company.
- 3.1.10 ASSAf is a small entity with a personnel component of 29 employees.

### **3.2 Independence and objectivity**

The successful bidder:

- 3.2.1 Must and will not be engaged in any non-audit related work,
- 3.2.2 Will be required to declare their independence,
- 3.2.3 Must provide details of any possible conflict of interest as well as other information where the independence and or objectivity may be compromised should such a possibility arise.

### **3.3 Experience**

- 3.3.1 Should be knowledgeable with the PAA,
- 3.3.2 Should be knowledgeable with the AGSA's audit requirements,
- 3.3.3 Should be knowledgeable with the National Treasury audit prescripts,
- 3.3.4 Should be knowledgeable with GRAP standards,
- 3.3.5 Should be knowledgeable with the PFMA but it should be noted that ASSAf does not fall within the ambit of this Act,
- 3.3.6 Should be knowledgeable in auditing a public sector,
- 3.3.7 Should have at least five (5) years of auditing in the public sector.

### **3.4 Reporting**

The external auditors will report administratively to the ASSAf Finance Manager and functionally to the ASSAf Audit and Risk Committee.

## **4 MANDATORY REQUIREMENTS**

- 4.1 Proposals will be disqualified or excluded under the following conditions:
  - 4.1.1 Submission after the deadline,
  - 4.1.2 Proposals submitted at incorrect location,
  - 4.1.3 Bidders who are not registered on the National Treasury's Central Supplier Database (CSD) ([www.csd.gov.za](http://www.csd.gov.za)),
  - 4.1.4 Bidders who's tax matters are not in order when applications are considered,
  - 4.1.5 Failure to provide proof of registration with the Independent Regulatory Board for Auditors (IRBA),
  - 4.1.6 Failure to provide proof of registration of the Engagement or audit partner with IRBA.
  - 4.1.7 Failure to submit completed and signed Standard Bidding Document (SBD 1 PART A and B, SBD 4, SBD 8, and SBD 9),
  - 4.1.8 Bidders who have served as ASSAf external or internal auditors for a period of five (5) consecutive years in the past ten (10) years,
  - 4.1.9 Bidders who have less than five (5) years of auditing in the public sector.

## **5 THE BIDDER MUST BE ABLE TO DEMONSTRATE THE FOLLOWING COMPETENCIES:**

- 5.1 Audit firm structure, indicating the firm's executives, number of partners, managers and clerks.
- 5.2 Dedicated resources in the form of personnel for the duration of the engagement including details about their qualifications and experience (attach their CV's).
- 5.3 CV's of the Engagement or Audit Partner and the Audit Manager clearly indicating the individual's designation, qualifications and client experience in the public sector.
  - Please provide the information requested in 5.2 and 5.3 above in a tabular form only for personnel who will be assigned to the project..

5.4 Independence and objectivity.

5.5 Track record and reputation from at least three (3) written references attesting to performing statutory audits in the public sector.

5.6 Minimum of five (5) years' experience in conducting audits in the public service.

## **6 GENERAL TERMS AND CONDITIONS**

6.1 The respondent to this request for proposals (RFQ) is responsible for all costs incurred in the preparation and submission of the proposal.

6.2 Copies of any affiliations, memberships and/or accreditations that support your submission must be included in the proposal.

### **6.3 Note that ASSAf is entitled to:**

6.3.1 Amend any conditions, validity period, specifications, or extend the closing date and/or time of the RFQ before the closing date.

6.3.2 Verify any information contained in the proposals submitted.

6.3.3 Not appoint any bidder.

6.3.4 Vary, alter, and/or amend the terms of this RFQP, at any time prior to the finalisation of its adjudication.

6.3.5 Disqualify proposals that have an omission of disclosure of material information, that is factually inaccurate, and/or contains a misrepresentation of facts. This could also lead to the cancellation of any subsequent contracts with ASSAf (if any).

- 6.3.6 Appoint the bidder who proves to be fully capable of handling the assignment and who's proposal is compliant with the terms of reference and/or financially affordable to ASSAf.
- 6.3.7 Appointment as a successful bidder shall be subject to the parties agreeing to mutually acceptable terms and conditions. In the event of the parties failing to reach such agreement, ASSAf shall be entitled to appoint the bidder who was rated second (2<sup>nd</sup>),
- 6.3.8 Cancel or withdraw from this RFQ as a whole or in part without furnishing reasons and without attracting any liability,
- 6.3.9 Ensure that the bidder renders the services as per the terms and conditions stipulated in this RFQ document.
- 6.3.10 Ensure that the proposals and its acceptance are subject to the terms and conditions contained in this RFQ document.



## 7 SUBMISSION AND DEADLINE FOR SUBMISSION

- Proposals should be labelled indicating the reference: RFQ/Admin/19 September 2022
- Proposals must be submitted at: [SCM@ASSAF.ORG.ZA](mailto:SCM@ASSAF.ORG.ZA).
- Closing date and time is: **3 October 2022 at 23h:00**.

**NB: Submissions that don't adhere to the above will automatically be disqualified.**

## 8 PRICING

Please provide your pricing as per the table below:

8.1 Pricing to be included in the bid amount as per the attached should only be for the first year of the audit, as this bid amount will be used for the evaluation.

8.2 Price escalation for the subsequent years of audit will be based on a negotiation process with ASSAf where factors such as cost escalation, change in audit scope, improved client efficiencies, improved audit efficiencies, knowledge of ASSAf by the auditor and changes in the environment will be considered. The fee for all the years will be subject to approval by the Audit and Risk committee of ASSAf who will not unreasonably withhold such approval where plausible reasons for escalation have been justifiably communicated and agreed upon with ASSAf management.

**BID PRICE SCHEDULE (SBD 3)**  
**All Sections - Statutory Audit**

Personnel		Hours	Rate per hour	Total Exclusive of VAT	Total Inclusive of VAT at 15%
<b>YEAR 1</b>					
1	Engagement or Audit Partner				
2	Audit Manager				
3	Supervisor				
4	3 <sup>rd</sup> Year Clerk				
5	2 <sup>nd</sup> Year Clerk				
6	1 <sup>st</sup> Year Clerk				
	<b>Total price for statutory audit</b>				
	<b>Non- Audit services (Provide Lump Sum)</b>				
	<b>NT-AFS Consolidation Template Total fee</b>				

## **9 COMMUNICATION**

- ASSAf may communicate with bidders for, among others, where bid clarity is sought in order to obtain information or to extend the validity period.
- Any communication either by facsimile, letter or electronic mail or any other form of correspondence to any representative of the bidders or a person acting in an advisory capacity for ASSAf in respect of this bid between the closing date and the award of the bid by the bidder is prohibited.

## **10 FRONTING**

- ASSAf supports the spirit of broad based black economic empowerment and recognises that real empowerment can only be achieved through individuals and businesses conducting themselves in accordance with the Constitution of the Republic of South Africa and in an honest, fair, equitable, transparent and legally compliant manner. Against this background ASSAf denounces any form of fronting.
- ASSAf, in ensuring that bidders conduct themselves in an honest manner will, as part of the bid evaluation processes, conduct or initiate the necessary enquiries/investigations to determine the accuracy of the representation made in bid documents. Should any of the fronting indicators as contained in the Guidelines on Complex Structures and Transactions and Fronting, issued by the Department of Trade and Industry be established during such enquiry/investigation, the onus will be on the bidder to prove that fronting does not exist. Failure to do so within a period of 14 days from date of notification may invalidate the bid and may also result in the restriction of the bidder to conduct business with ASSAf for a period not exceeding ten years, in addition to any other remedies ASSAf may have against the bidder concerned.

## **11 JOINT VENTURES, CONSORTIUMS AND TRUSTS**

- 11.1 Bidders must submit concrete proof of the existence of joint ventures and/or consortium arrangements. ASSAf will accept signed agreements as acceptable proof of the existence of a joint venture and/or consortium arrangement.
- 11.2 The joint venture and/or consortium agreements must clearly set out the roles and responsibilities of the Lead Partner and the joint venture and/or consortium party.
- 11.3 The agreement must also clearly identify the Lead Partner, who shall be given the power of attorney to bind the other party/parties in respect of matters pertaining to the joint venture and/or consortium arrangement.

## **12 CONFIDENTIALITY**

- 12.1 Except as may be required by operation of law, by a court or by a regulatory authority having appropriate jurisdiction, no information contained in or relating to this bid or a bidder's tender(s) will be disclosed by any bidder or other person not officially involved with ASSAf's examination and evaluation of the bid.
- 12.2 Part of the bid may be distributed, reproduced, stored or transmitted, in any form or by any means, electronic, photocopying, recording or otherwise, in whole or in part except for the purpose of preparing the bid. This bid and any other documents supplied by ASSAf remain proprietary to ASSAf and must be promptly returned to ASSAf upon request together with all copies, electronic versions, excerpts, or summaries thereof or work derived there from.
- 12.3 Throughout this bid process and thereafter, bidder(s) must secure ASSAf's written approval prior to the release of any information that pertains to:
- 12.3.1 the potential work or activities to which this bid relates; or

the process which follows this bid. Failure to adhere to this requirement may result in disqualification from the bid process and civil action.

**13 DECLARATION WITH REGARD TO THE COMPANY/FIRM**

13.1 Name of the company/firm:.....

13.2 VAT registration number (if any):.....

13.3 Company registration number:.....

**13.4 TYPE OF COMPANY/ FIRM**

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

[TICK APPLICABLE BOX]

**13.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

.....  
.....  
.....  
.....

**13.6 COMPANY CLASSIFICATION**

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

[TICK APPLICABLE BOX]

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

WITNESSES

1. ....
2. ....

.....  
SIGNATURE(S) OF BIDDERS(S)

DATE: .....

ADDRESS .....

.....

.....

**14 DECLARATION OF INTEREST (SBD 4)**

Any legal person, including persons employed by the State, or persons having a kinship with persons employed by the State, including a blood relationship, may make an offer or offers in terms of this invitation to Bid (includes an advertised competitive Bid, a limited Bid, a proposal or written price quotation). In view of possible allegations of favouritism, should the resulting Bid, or part thereof, be awarded to persons employed by the State, or to persons connected with or related to them, it is required that the Bidder or his/her authorised representative, declare his/her position in relation to the evaluating/adjudicating authority where:

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

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

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

<ul style="list-style-type: none"> <li>Position occupied in the Company/firm (director, trustee, shareholder<sup>2</sup>, member):</li> </ul>			
<ul style="list-style-type: none"> <li>Registration number of the company/firm:</li> </ul>			
<ul style="list-style-type: none"> <li>Tax Reference Number:</li> </ul>			
<ul style="list-style-type: none"> <li>VAT Registration Number (if any):</li> </ul>			
<ul style="list-style-type: none"> <li>The names of all directors/trustees/shareholders/members, their individual identity numbers, tax reference numbers and, if applicable, employee/PERSAL numbers must be indicated in a separate schedule including answering the following questions:</li> </ul>			
	Schedule attached with the above details for all directors/members/shareholders	Yes	No
<ul style="list-style-type: none"> <li>Are you or any person connected with the Bidder presently employed by the state? If so, furnish the following particulars in an attached schedule:</li> </ul>		Yes	No
	Name of person/director/trustee/shareholder/member:		
	Name of state institution at which you or the person connected to the Bidder is employed		
	Position occupied in the state institution		
	Any other particulars:		
<ul style="list-style-type: none"> <li>If you are presently employed by the State, did you obtain the appropriate authority to undertake remunerative work outside the employment in the public sector? If Yes, did you attach proof of such authority to the Bid document? If No, furnish reasons for non-submission of such proof as an attached schedule (Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the Bid.)</li> </ul>		Yes	No
<ul style="list-style-type: none"> <li>Did you or your spouse or any of the company's directors/ trustees /shareholders /members or their spouses conduct business with the State in the previous twelve months? If so, furnish particulars as an attached schedule:</li> </ul>		Yes	No
<ul style="list-style-type: none"> <li>Do you, or any person connected with the Bidder, have any relationship (family, friend, other) with a person employed by the State and who may be involved with the evaluation and or adjudication of this Bid? If so, furnish particulars as an attached schedule.</li> </ul>		Yes	No
<ul style="list-style-type: none"> <li>Are you, or any person connected with the Bidder, aware of any relationship (family, friend, other) between any other Bidder and any person employed by the State who may be involved with the evaluation and or adjudication of this Bid? If so, furnish particulars as an attached schedule:</li> </ul>		Yes	No
<ul style="list-style-type: none"> <li>Do you or any of the directors/ trustees/ shareholders/ members of the company have any interest in any other related companies whether or not they are bidding for this contract? If so, furnish particulars as an attached schedule:</li> </ul>		Yes	No

**15 DECLARATION OF BIDDER'S PAST SCM PRACTICES (SBD 8)**

<ul style="list-style-type: none"> <li>Is the Bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? If Yes, furnish particulars as an attached schedule:</li> </ul>	Yes	No
<ul style="list-style-type: none"> <li>Is the Bidder or any of its directors listed on the Register for Tender Defaulters in terms of Section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? If Yes, furnish/attach the details/particulars:</li> </ul>	Yes	No
<ul style="list-style-type: none"> <li>Was the Bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years? If Yes, furnish/attach the details/particulars:</li> </ul>	Yes	No
<ul style="list-style-type: none"> <li>Was any contract between the Bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract? If Yes, furnish/attach the details/particulars:</li> </ul>	Yes	No



**16 CERTIFICATE OF INDEPENDENT BID DETERMINATION (SBD 9)**

<p>I, the undersigned, in submitting this Bid in response to the invitation for the Bid made by the Academy of Science of South Africa, do hereby make the following statements that I certify to be true and complete in every respect:</p>		
<ul style="list-style-type: none"> <li>• I have read and I understand the contents of this Certificate;</li> </ul>	Yes	No
<ul style="list-style-type: none"> <li>• I understand that the Bid will be disqualified if this Certificate is found not to be true and complete in every respect;</li> </ul>	Yes	No
<ul style="list-style-type: none"> <li>• I am authorised by the Bidder to sign this Certificate, and to submit the Bid, on behalf of the Bidder;</li> </ul>	Yes	No
<ul style="list-style-type: none"> <li>• Each person whose signature appears on the Bid has been authorised by the Bidder to determine the terms of, and to sign, the Bid on behalf of the Bidder;</li> </ul>	Yes	No
<p>For the purposes of this Certificate and the accompanying Bid, I understand that the word "competitor" shall include any individual or organisation, other than the Bidder, whether or not affiliated with the Bidder, who:</p> <ul style="list-style-type: none"> <li>a) Has been requested to submit a Bid in response to this Bid invitation;</li> <li>b) Could potentially submit a Bid in response to this Bid invitation, based on their qualifications, abilities or experience; and</li> <li>c) Provides the same goods and services as the Bidder and/or is in the same line of business as the Bidder</li> </ul>		
<p>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<sup>3</sup> will not be construed as collusive bidding.</p>		
<p>In particular, without limiting the generality of paragraphs above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:</p> <ul style="list-style-type: none"> <li>a) Prices;</li> <li>b) Geographical area where product or service will be rendered (market allocation);</li> <li>c) Methods, factors or formulas used to calculate prices;</li> <li>d) The intention or decision to submit or not to submit, a Bid;</li> <li>e) The submission of a Bid which does not meet the specifications and conditions of the Bid; or</li> <li>f) Bidding with the intention not to win the Bid.</li> </ul>		
<p>In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity,</p>		

specifications and conditions or delivery particulars of the products or services to which this Bid invitation relates.

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

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

<sup>3</sup> 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.

17 STANDARD BIDDING DOCUMENTS DECLARATION

The following documents are deemed to form and be read and construed as part of this agreement even where integrated in this document:

Declaration of Interest (SBD4)
Declaration of Bidder's past SCM practices (SBD8);
Certificate of Independent Bid Determination (SBD9)
General Conditions of Contract

**The obligation to complete, duly sign and submit these declarations included in this SBD declaration pack cannot be transferred to an external authorised representative, auditor or any other third party acting on behalf of the legal entity.**

I declare that I have had no participation in any collusive practices with any Bidder or any other person regarding this or any other procurement.

I certify that the information furnished in the declarations ( SBD4,, SBD8, SBD9) is correct and I accept that ASSAf may reject the bid or act against me should these declarations prove to be false.

I confirm that I am duly authorised to sign this SBD declaration pack.

NAME (PRINT)	
CAPACITY	
SIGNATURE	
NAME OF FIRM	
DATE	

<b>WITNESSES</b>	
1	_____
2	_____
Date	_____