

TERMS OF REFERENCES AND SPECIAL CONDITIONS OF THE TENDER

GAAL/114/2025/2026

**APPOINTMENT OF A SUITABLE CIVIL ENGINEERING CONTRACTOR
FOR THE REHABILITATION OF RUNWAYS 05/23 AND 01/19 AT
POLOKWANE INTERNATIONAL AIRPORT FOR A PERIOD OF
FOURTEEN (14) MONTHS**

CLOSING DATE AND TIME OF TENDER

27 FEBRUARY 2026 AT 11H00

TENDER VALIDITY PERIOD: 150 DAYS FROM THE CLOSING DATE

LIST OF ABBREVIATIONS

AVOP	Airside Vehicle Operators' Permit
AVSEC	Aviation Security
COTO	Committee of Transport Officials
ECSA	Engineering Council of South Africa
GAAL	Gateway Airport Authority Limited
ICAO	International Civil Aviation Organisation
OHS	Occupational Health and Safety
PARTAC	Practical Airport Radio Telephony Airside Competency
RWY	Runway
SACPMP	South African Council for the Project and Construction Management Professions
SANS	South Africa National Standards

1. INTRODUCTION

1.1 This section of the Contract Document is to be read in conjunction with:

- a) Committee of Transport Officials (COTO) that approves standards for road and bridge projects in South Africa
- b) International Civil Aviation Organisation (ICAO) Annexure 14 (Aerodromes Design and Operational)
- c) International Civil Aviation Organisation (ICAO) doc 9157 Aerodrome design manual part 1 (Runways)
- d) International Civil Aviation Organisation (ICAO) Airport service manual part 2 (Pavement Surface Condition)
- e) South Africa National Standards SANS
- f) Occupational Health and Safety OHS Act 85 of 1993
- g) Drawings issued for Construction
- h) Other instructions/documentation issued by the Employer / Employer's Agent

2. DESCRIPTION OF THE WORKS

2.1 GAAL'S OBJECTIVES

- 2.1.1 The objective of the GAAL is to appoint an experienced Contractor for the execution of the Rehabilitation of Runways 01/19 (RWY 01/19) and Runway 05/23 (RWY 05/23) at the Polokwane International Airport. These upgrades are aimed at improving the overall operation of the airport runways, in order to protect and extend the life of the runway as well as reduce the risk to airside operations.

2.2 OVERVIEW OF THE WORKS

- 2.2.1 The description of the project contained in the scope of works is merely an outline of the contract works and shall not limit the work to be carried out by the contractor under this contract. The project section consists of two work zones located at Polokwane International airport within the Polokwane Municipality.

The runway measurements are presented in the Table below.

RWY Designation	Length (m)	Width (m)
RWY 01/19	2760	47
RWY 05/23	3250	48

The runway locality plan is presented in the Figure below.



3. SCOPE OF WORK

3.1 General

3.1.1 The scope of the works to be undertaken by the contractor includes the following, not limited to:

- Establishment.
- Excavation and removal of the existing in situ material.
- Pre-treatment of the existing G7 subgrade layer followed by the construction of a 150 mm G2 sub-base layer, 50 mm asphalt base and 20 mm UTFC asphalt surfacing.
- Rehabilitation of the joints on the concrete threshold area.
- Stormwater management.
- Traffic management.
- Provision of method statements on how the works will be carried out.

Establishment

Establishment includes, but not limited to:

- The establishment on site, including the provision of facilities for the GAAL's Agent, including a material testing laboratory facility (commercial laboratory).
- Completion of safety training including but not limited to AVSEC awareness, Airside Inductions, AVOP, PARTAC and Security Permits.
- The supply of plant, labour, tools, equipment and materials necessary to complete the work.
- Setting out of the Works.
- Completion of relevant OHS and labour requirements applications.
- Compliance with the GAAL Environmental Specifications
- Compile and submit a quality management plan for approval by the GAAL's Agent.
- Compile and submit a safety file for approval by the GAAL's Agent.
- Compile and submit a risk assessment for approval by the GAAL's Agent.
- Cleaning of the construction area after each work shift to the satisfaction of the morning staff.
- Undertaking of asphalt mix designs and trials in compliance with specifications.
- Programming the construction works

Excavation and removal of the existing in situ material

Excavation and removal of the existing in situ material includes, but not limited to:

- Clearing and grubbing
- Loading and hauling
- General requirements and trenching for services and drainage facilities
- Cut materials

Pre-treatment of the sub-grade layer followed by the construction

Pre-treatment of the sub-grade layer followed by the construction includes, but not limited to:

- The preparation of the sub-grade layer and construction of the sub-base, base and surfacing layers. 150 mm of the in situ G7 sub-grade layer will be ripped and recompacted, followed by the placement and compaction of a 150 mm G2 sub-base layer, followed by the construction of a 50 mm asphalt base and 20 mm UTFC asphalt surfacing.

Rehabilitation of the concrete threshold area

Rehabilitation of the concrete threshold area includes, but is not limited to:

- Removal of vegetation on the joints
- Resealing the joints

Stormwater management

Stormwater management includes, but not limited to:

- The implementation of a proper drainage system at the bell mouth of runway 05/23, which has been identified as a water ponding area.
- Ensuring proper stormwater management along the runways.

Traffic management

Traffic management includes, but is not limited to:

- Working on one runway, while the other remains operational.
- Ensuring safe distance when working closer to the operating runway.
- Putting in place the necessary runway evacuation measures, during landing and take-off.
- Identification of a suitable evacuation area
- Placement of signage and barricades

3.1.2 It shall also be the responsibility of the contractor to:

- Provide method statements on how the works will be carried out.
- Provide competent construction monitoring personnel on site should it be a necessity.
- Carry out inspections or physical verification of the site for assessing the scope of work.
- Ensure quality control by conducting all necessary tests.
- Ensure compliance with all regulation and legislation of construction.
- Provide Competent personnel preferably registered with professional affiliation or regulatory body (i.e. ECSA, SACMP, etc.)
- Issue certificate of works, as built drawings, manuals and close out reports

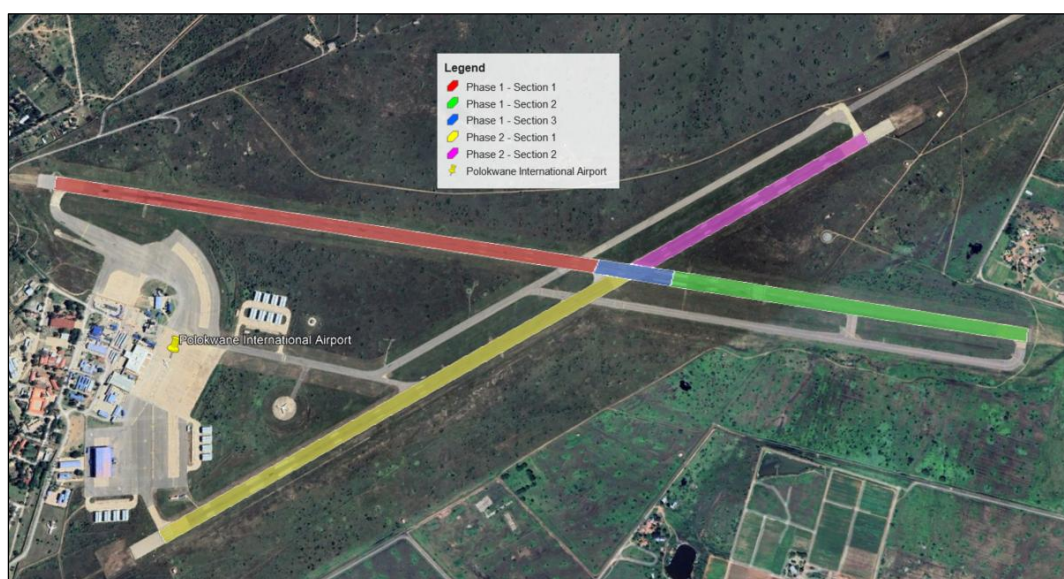
The construction period to cover the scope of the work is estimated for a duration of 14 months. The project will be executed in two phases. Phase 1 will include the rehabilitation of runway 05/23, which will be done in three sections. Phase 2 will include the rehabilitation of runway 01/19, which will be done in two sections. The estimated timeframes for the project are presented in the Table below.

Phase 1: Rehabilitation of runway 05/23		
Section	Length (m)	Duration (month)
1	1774	4
2	1151	3
3	250	1
Phase 2: Rehabilitation of runway 01/19		
Section	Length (m)	Duration (month)
1	1660	4
2	864	2

It should be noted that continuation of the works from one phase to the next or from one section to the next may not necessarily occur immediately after completion of the previous phase or section. Continuation of the works is mainly dependent on the availability of/access to funds. Furthermore, due to airport operational hours and traffic, it may prove challenging to perform

certain construction works during normal working hours which could necessitate working after hours, overnight, on weekends and during public holidays in some instances.

The construction phases and runway sections are presented in the Figure below.



3.2 Standard Specifications

The Standard Specifications on which this contract is based are the 'Standard Specifications for Road and Bridge Works for South African Road Authorities (COTO), Draft Standard (DS), October 2020'.

3.3 Project Specifications

This section contains variations, amendments and additions to the Standard Specifications and, if applicable, the Particular Specifications.

In the event of any discrepancy between a part or parts of the Standard or Particular Specifications and the Project Specifications, the Project Specifications shall take precedence. In the event of a discrepancy between the Specifications (including the Project Specifications) and the drawings and / or the Bill of Quantities, the discrepancy shall be resolved by the Employer's Agent before the execution of the work under the relevant item.

3.1.3 Amendments to the Standard Specifications

PROJECT SPECIFICATIONS RELATING TO THE STANDARD SPECIFICATIONS AND OTHER ADDITIONAL SPECIFICATIONS

In certain clauses in the Standard Specifications for Road and Bridge Works for South African Road Authorities (COTO), Draft Standard (DS), October 2020, allowance is made for a choice to be specified in the Project Specifications between alternative materials or methods of construction, and for additional requirements to be specified to suit a particular contract. Details of such alternatives or additional requirements applicable to this Contract are contained in this part of the Project Specifications. It also contains the necessary additional specifications required for this Contract.

The clauses and payment items dealt with in this part of the Project Specifications are numbered 'PS' with a number corresponding to the relevant clause or item number in the Standard Specifications for Road and Bridge Works for South African Road Authorities (COTO), Draft Standard (DS), October 2020.

New clauses and payment items not covered by clauses or items in the Standard Specifications for Road and Bridge Works for South African Road Authorities (COTO), Draft Standard (DS), October 2020 have been included here and have also been designated with the prefix 'PS'. Such clauses and items have been given a new number following upon the last number used in the particular chapter referred to in the Standard Specifications for Road and Bridge Works for South African Road Authorities (COTO), Draft Standard (DS), October 2020.

CHAPTER 1.5 ACCOMMODATION OF TRAFFIC

PART C: MEASUREMENT AND PAYMENT

Add the following new payment item.

PSC1.5 MEASUREMENT AND PAYMENT

Item	Unit
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PSC1.5.13 Penalties

- (a) Fixed penalties per occurrencenumber (No)
- (b) Time related penaltieshr
- (c) Road Closure not approved by the Engineerhr

Failure or refusal on the part of the contractor to take the necessary steps to ensure the safety and convenience of the travelling public, accommodation of traffic, plant and personnel in accordance with these specifications or as required by statutory authorities or ordered by the engineer, shall be sufficient cause for the engineer to apply penalties as follows:

(a) In sub item PSC 1.5.13 (a) a fixed penalty of R 5 000, 00 per occurrence shall be deducted for each and every occurrence of non-compliance with any of the requirements of chapter 1.5 of the standard specifications and chapter PS1.5 of the project specifications.

(b) In sub item PSC1.5.13(b) a time-related penalty of R 2 000,00 per hour over and above the fixed penalty shall be deducted for non-compliance to rectify any defects in the accommodation of traffic within the allowable time after the engineer has given an instruction to this effect. The engineer's instruction shall state the allowable time, which shall be the time in hours for reinstatement of the defects. Should the contractor fail to adhere to this instruction, the time-related penalty shall be applied from the time the instruction was given.

(c) In sub item PSC 1.5.13 (c) a road closure not approved by engineer (time related penalty) of R 1 000, 00 per occurrence shall be deducted for each and every occurrence of non-compliance.

CHAPTER 8.5 STANDARD CRACK SEALING

PART C: MEASUREMENT AND PAYMENT

Add the following new payment item.

PSC8.5 MEASUREMENT AND PAYMENT

Item	Unit
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PSC8.5.1 Standard crack sealing

PSC8.5.1.2 Apply herbicides for sealing cracks (cleaning joints on concrete panels)
.....litre (l)

PSC8.5.1.4 Sealing the cracks (sealing concrete joints)

(a) Sealing using (state crack sealant)litre (l)

The tendered rates shall include full compensation for cleaning and sealing the joints as specified.

CHAPTER 11.5 FENCING

PART C: MEASUREMENT AND PAYMENT

Add the following new payment item.

PSC11.5 MEASUREMENT AND PAYMENT

Item	Unit
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PSC11.5 Providing temporary fences and gates

PSC11.5.5.2 Temporary fencing for Construction Site(m)

PSC11.5.5.5 Temporary gates for Construction Site(No)

The temporary fencing for item PSC11.5.5.2 shall include the procurement, supply, delivery, installation, and removal of the fence upon completion of construction. The fence specifications shall comprise:

1.8 m high, 15 mm diamond mesh
30% density shade netting
Red studs every 20 m
Appropriate signage.

The temporary gates for item PSC11.5.5 shall include the procurement, supply, delivery, installation, and removal of the gates upon completion of construction.

CHAPTER 20 TESTING MATERIALS AND JUDGEMENT OF WORKMANSHIP

PART C: MEASUREMENT AND PAYMENT

Add the following new payment item.

PSC20.1 MEASUREMENT AND PAYMENT

Item	Unit
PSC20.1.6 Material Laboratory	
(a) Materials Laboratory for testing	Prov. Sum
(b) Handling costs and profit in respect of subitem PSC20.1.6 (a)	Percentage (%)

The item for PSC20.1.6 shall cover costs incurred for Material testing by the appointed Laboratory for Quality Acceptance Control.

4. EVALUATION CRITERIA

All tenders will be evaluated in terms of administrative & mandatory requirements, functionality, and preference point system.

Administrative (mandatory) Criteria (Gate 0)	Functionality Evaluation Criteria (Gate 1)	Price and Specific Goals Evaluation Criteria (Gate 2)
Tenderers must submit all documents as outlined in paragraph 4.1 (Table 1) below. Only tenderers that comply with all these criteria will proceed to Gate 1.	Tenderer(s) are required to achieve a minimum of 90 points out of 140 points to proceed to Gate 2 (Price and Specific goals).	Tenderer(s) will be evaluated on price (weighted price) and Specific goals claimed points

4.1 Gate 0: Administrative (mandatory) requirements

Tenderer (s) must submit the documents listed in **Table 1** below. All documents must be completed and signed in black ink by the duly authorised representative of the prospective tenderer(s). Correction fluid is not allowed and any cancellation on the tender document must be initialled by the authorized signatory. During this phase, Tenderers' responses will be evaluated based on compliance with the listed administration and mandatory tender requirements. The tenderer(s) quotation will be disqualified for non-submission of any of the documents.

Table 1: Documents that must be submitted for administrative/mandatory requirements.

Document that must be submitted	Non-submission will result in disqualification.	
Invitation to Tender – SBD 1	YES	Complete and sign the supplied pro forma document with a fixed physical address for their business operations for in-loco inspection.
Pricing Schedule – SBD 3.1	YES	Complete and sign the supplied pro forma document.

Bidder's Disclosure – SBD 4	YES	Complete and sign the supplied pro forma document.
Preference Point Claim Form – SBD 6.1	YES	Non-submission of below documents/information for verification will lead to a zero (0) score on Specific goals. <ul style="list-style-type: none"> ▪ Full CSD Report ▪ Medical certificate for disability ▪ Proof of address not older than three months.
Proof of registration on Central Supplier Database (CSD) (detailed CSD report) or MAAA.... on SBD1	YES	Tenderer must be registered as a service provider on the Central Supplier Database (CSD).
Contract Manager's Professional Affiliation with the Regulatory body	YES	Tenderer must provide the Contract Manager's proof of professional registration with the related regulatory body – ECSA and/or SACPCMP .
Construction Manager's Professional Affiliation with the Regulatory body	YES	Tenderer must provide key personnel registered Construction Manager's proof of professional registration with the related regulatory body ECSA and/or SACPCMP .
Compensation for Occupational Injuries and Diseases Act (COIDA) 130 of 1993	YES	Bidders must submit a letter of good standing with COIDA
It is estimated that tenderers must have CIDB contractor grading designation of 7CE or higher.	YES	Bidder must submit proof of registration Construction Industry Development Board of CIDB Grade 7CE or higher
Pricing Schedule	YES	Pricing structure must be completed in full for all service quotation. Where tenderer has omitted to put price for certain price categories the price offer will not be accepted and will be disqualified as it will not be comparable with others who have quoted for all service categories.

4.2 Gate 1: Functionality Evaluation Criteria

All tenderers are required to respond to the functionality evaluation criteria.

Only Tenderers that have met the Administrative and/or Mandatory Criteria in (Gate 0) will be evaluated in Gate 1 for functionality as per the table below:

Functionality Evaluation – Tenderers will be evaluated out of 140 points and are required to achieve minimum threshold of 90 points to proceed to Gate 2 for Price and Specific goals evaluations; and

As part of due diligence, the entity may conduct a site visit at the tenderers' place of business (as per the physical address provided by the tenderer on SBD1) and/or at client of the Tenderer (reference) for validation of the services previously rendered.

Evaluation Criteria for Functionality is as Follows:

Criteria	Sub-Criteria	Weight of Criterion	Tenderer Score
Contractors are expected to have executed similar projects and have a consistently satisfactory performance record Attach Contactable Signed / Stamped Reference Letters / Completion Certificates (Clearly indicating the start and end date of the contract)	Reference letters / completion certificates covering Construction Rehabilitation / Upgrade of Runway / Taxiway / Apron or Highways	Over 2 years = 25 Points Over 1 to 2 years = 20 Points Over 6 months to 1 year = 15 Points Less than 6 months = 10 Points No experience = 0 Points	
Number of projects completed for Similar Project.	Reference letters / completion certificates covering Construction / Rehabilitation / Upgrade of	5 or more Letters = 25 Points 4 Letters = 20 Points 3 Letters = 15 Points	

Attach Contactable Signed / Stamped Reference Letters / Completion Certificates (Clearly indicating the start and end date of the contract)	Runway / Taxiway / Apron or Highways.	2 Letters = 10 Points 1 Letter = 5 Points No Letter = 0 Points	
The contractor shall engage the following key personnel whose CV, qualifications and experience shall be evaluated, to form part of the support staff to carry out the works			
Contract Manager	<ul style="list-style-type: none"> • Must have a minimum BSc/BEng/BTech in Civil Engineering. • Must be professionally registered with ECSA (Pr Eng / Pr Tech Eng) and / or SACPCMP (Pr CPM / Pr CM). • Must have successfully managed similar construction projects. (Runway / Taxiway / Apron or Highways). • Must have a Project Management qualification / certification. <p>Ideal Knowledge on:</p> <ol style="list-style-type: none"> a) Pavements engineering b) Contract management c) Maintenance management d) Project management e) Engineering compliance management (i.e., OHS, 	<p>Over 10 years' experience = 25 Points</p> <p>Over 5 to 10 years' experience = 15 Points</p> <p>1 to 5 years' experience = 10 Points</p> <p>Less than 1 year experience = 5 Points</p> <p>0 experience = 0 Points</p>	

	PFMA, Aviation law, etc.) f) Airport engineering		
Construction Manager	<ul style="list-style-type: none"> • Must have a minimum BSc/BEng/BTech in Civil Engineering. • Must be professionally registered with ECSA (Pr Eng / Pr Tech Eng) and / or SACPCMP (Pr CPM / Pr CM). • Must have successfully managed similar construction projects (Runway / Taxiway / Apron or Highways). <p>Ideal Knowledge on:</p> <ol style="list-style-type: none"> a) Pavements engineering b) Contract management c) Maintenance management d) Project management e) Engineering compliance management (i.e., OHS, PFMA, Aviation law, etc.) 	<p>Over 10 years' experience = 25 Points</p> <p>Over 5 to 10 years' experience = 15 Points</p> <p>1 to 5 years' experience = 10 Points</p> <p>Less than 1 year experience = 5 Points</p> <p>0 experience = 0 Points</p>	
Foreman/Supervisor	<ul style="list-style-type: none"> • Must have a minimum NQF level 6 qualification (National Diploma) in Civil Engineering • Must have successfully managed / supervised 	<p>Over 5 years' experience = 20 Points</p> <p>Over 1 to 5 years' experience = 15 Points</p>	

	similar construction projects (Runway / Taxiway / Apron or Highways)	Less than 1 year experience = 10 Points No experience = 0 Points	
Financial Capacity	<ul style="list-style-type: none"> A stamped and/or signed confirmation letter or proof of funding from a recognized financial institution. 	Above R30m = 20 Points Above R20m to R30m = 15 Points Above R10m to R20m = 10 Points Less than R10m = 0 Point	
Total		140	

Gate 1: Preference Point System,

Preference Points System where the 90 points are awarded for the price and the 10 points are awarded for specific goals as follows.

FINAL EVALUATION CRITERIA	POINTS
Price	90
Specific goals	10
TOTAL	100

All tenders and supporting documents must be placed or couriered into the tender box on or before the stipulated closing date and time as indicated in the SBD1.

Tenders will only be considered if received by the entity on or before the closing date and time.

Suppliers are required to submit their quotations and supporting documents in a clearly marked envelopes as follows.

REQUIRED DOCUMENTS	PRICE & SPECIFIC GOALS
Exhibit 1: Administrative and mandatory documents <i>(Refer to Section 4.1 - Gate 0: Administrative requirements (Table 1))</i>	Exhibit 4: SBD 6.1: Preference Points Claim Form in terms of the Preferential Procurement Policy 2022.
Exhibit 2: Technical requirements criteria (Refer to section 4.2 – Gate 1: Functionality Evaluation criteria)	Exhibit 5: Pricing Schedule/Quotation
Exhibit 3: Electronic submission (USB/Memory card/External hard drive) – clearly marked	

5. SPECIAL CONDITIONS OF BIDDING AND BID SUBMISSION REQUIREMENTS

5.1. Terms and conditions:

- 5.1.1. The individuals proposed for professional work on the project shall remain on the project unless the airport grants permission to change the proposal. Such permission will only be granted in exceptional circumstances.
- 5.1.2. No material or information derived from the provision of the services under the Contract may be used for any purposes other than those of the airport, except where authorized in writing to do so. All information will be held strictly confidential. The successful service provider will be required to sign a confidentiality agreement with the airport.
- 5.1.3. Copyright of all documents and electronic aids, software programmes prepared or developed in terms of the appointment, shall vest in the airport.
- 5.1.4. The airport reserves the right to amend, modify or withdraw this TOR document or amend, modify or terminate any of the procedures or requirements set out herein at any time and from time to

time, without prior notice except where required by law, and without liability to compensate or reimburse any Prospective service providers.

- 5.1.5. Any briefing notes which may be issued by the airport to the Bidder/s should be considered as part of this TOR. Furthermore, in the event that the negotiations between the airport and the preferred Bidder/s fail with regard to the conclusion of a Service Level Agreement, the airport reserves its right not to appoint the Preferred Bidder/s without incurring any liability to compensate or reimburse the Preferred Bidder/s.
- 5.1.6. Neither the airport, nor any of its respective officers, or employees may make any representation or warranty, expressed or implied in this TOR document. And nothing contained herein is, or shall be relied upon as, a promise or representation, whether as to the past or the future.
- 5.1.7. A proposal submitted by a company, close corporation or other legal person must be accompanied by a resolution or agreement of the directors or members and be signed by a duly authorized person.
- 5.1.8. A proposal submitted by a partnership must be accompanied by a written partnership agreement.
- 5.1.9. A proposal submitted by a consortium of two or more parties must be accompanied by a signed memorandum of understanding between the parties to such consortium indicating:
- a) the conditions under which the consortium will function;
 - b) Its period of duration;
 - c) The persons authorized to represent it;
 - d) The participation of the several parties forming the consortium;
 - e) The benefits that will accrue to each party;
 - f) Any other information necessary to permit full appraisal of its functioning.
- 5.1.10. The costs of preparing proposals and of negotiating the contract will not be reimbursed.
- 5.1.11. The preferred Bidder will be required to enter into a Service Level Agreement (SLA) prior to appointment.
- 5.1.12. The airport is not bound to accept any of the proposals submitted and reserves the right to call for best and final offers from short-listed bidders before final selection. The airport also reserves the right to call interviews with short-listed bidders before final selection, and to negotiate price.

- 5.1.13. Bidders may ask for clarification on this TOR or any of its Annexures up to close of business seven (7) working days before the deadline for the submission of bids. Any request for clarification must be submitted by email to the contact person. Copies of questions and answers will be published on the entity's website, without revealing the identity of the source of the questions.
- 5.1.14. Bidders may not contact the airport on any matter pertaining to their bid from the time when bids are submitted to the time the contract is awarded. Any effect by the bidder to influence bid evaluation, bid comparisons or award decisions in any manner, may results in rejection of the bid concerned.
- 5.1.15. Bid submission requirements must be completed in sections and appendices provided in the bid document.

PART A
INVITATION TO TENDER

SBD 1

YOU ARE HEREBY INVITED TO TENDER FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
TENDER NUMBER:	GAAL/114/2025/2026		CLOSING DATE:	27 FEBRUARY 2026	
			CLOSING TIME:	11:00	
DESCRIPTION	RE-ADVERTISEMENT APPOINTMENT OF A SUITABLE CIVIL ENGINEERING CONTRACTOR FOR THE REHABILITATION OF RUNWAY 05/23 AND 01/19 FOR A PERIOD OF FOURTEEN (14) MONTHS.				
TENDER RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE TENDER BOX SITUATED AT (STREET ADDRESS)					
ADMIN BLOCK					
N1 NORTH TO MAKHADO					
GATEWAY WEG					
POLOKWANE, 0700					
TENDERING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	JULIUS RAMATJIE		CONTACT PERSON	CHRISTIAN MTSHWENI	
TELEPHONE NUMBER	087-291-1088		TELEPHONE NUMBER	087-291-1099	
FACSIMILE NUMBER	015-288-0125		FACSIMILE NUMBER	015-288-0122	
E-MAIL ADDRESS	scmgroupp@gaal.co.za		E-MAIL ADDRESS	christian.mtshweni@gaal.co.za	
SUPPLIER INFORMATION					
NAME OF TENDERER					
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:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO TENDERING FOREIGN SUPPLIERS					
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?	<input type="checkbox"/> YES <input type="checkbox"/> NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.	

PART B TERMS AND CONDITIONS FOR TENDERING

1. TENDER SUBMISSION:
1.1. TENDERS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE TENDERS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL TENDERS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE TENDER DOCUMENT.
1.3. THIS TENDER IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL TENDERER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2. TAX COMPLIANCE REQUIREMENTS
2.1 TENDERERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 TENDERERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 TENDERERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE TENDER.
2.5 IN TENDERS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE TENDERER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO TENDERS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF TENDERER:.....

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

DATE:.....

SBD 3.1

PRICING SCHEDULE – FIRM PRICES (PURCHASES)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder..... Bid number: **GAAL/114/2025/2026**

Closing Time **11:00**

Closing date: **27 FEBRUARY 2026**

OFFER TO BE VALID FOR **150 DAYS** FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY ** (ALL APPLICABLE TAXES INCLUDED)
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- Required by:
- At:
.....
- Brand and model
- Country of origin
- Does the offer comply with the specification(s)? *YES/NO
- If not to specification, indicate deviation(s)
- Period required for delivery

*Delivery: Firm/not firm

- Delivery basis

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable

BIDDER'S DISCLOSURE

SBD 4

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise,

employed by the state?

YES/NO

- 2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

3.1 I have read and I understand the contents of this disclosure;

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;



- 3.3 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 consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 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.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 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.

² 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Position

.....

Date

.....

Name of bidder



SBD 6.1

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

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

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 To be completed by the organ of state

a) The applicable preference point system for this tender is the **90/10** preference point system.

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	90
SPECIFIC GOALS	10
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 tender 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 90/10 PREFERENCE POINT SYSTEM:

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

90/10

$$P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where

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

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 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 claimed (90/10 system) (To be completed by the tenderer)
Enterprises with ownership of 51% or more by person/s who are black	4	
Enterprises with ownership of 51% or more by person/s who are women	2	
Enterprises with ownership of 51% or more by person/s who are youth	2	
Enterprises with ownership of 51% or more by person/s with disability	2	
Total	10	

DECLARATION WITH REGARD TO COMPANY/FIRM

- 4.3. Name _____ of
company/firm.....
- 4.4. Company _____ registration _____ number:
.....
- 4.5. 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]

4.6. 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 4.2, 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: