
Bid: NT 021/05

THE PROVISION OF A REVIEW OF THE TREATMENT OF CONTINGENT LIABILITIES INCURRED BY THE STATE THROUGH PPPS

Closing Time: 11H00

Closing date: 10 February 2006

Validity period of bid: 90 DAYS

GENERAL CONDITIONS

1. EVALUATION

Evaluation will be conducted on the following basis:

- 2.1 Special Conditions: Only bidders who comply 100% with this phase will be considered for further evaluation.
- 2.2 A minimum score of 25 out of the 40 technical points and 10 out of 15 points for the project execution plan must be achieved. The vendor who scores lower than 35 out of 55 points will be eliminated/disqualified from the evaluation process.

Price	35
Functionality –	55
Technical proposal	40
Project execution plan	15
Goals – HDI	5
Goals – Women	5

SPECIAL CONDITIONS

1. Rules Of Bidding

- 1.1 Each bid must be submitted by an individual or individuals or a corporation.
- 1.2 Submission of Tax clearance certificates dated within six months of the closing date, whether they are individuals or corporations.
- 1.3 Bids must be submitted in South African Rands, on a fixed price basis.
- 1.4 The cost of preparing bids will not be reimbursed.
- 1.5 National Treasury is not bound to accept any of the bids submitted.
- 1.6 The National Treasury reserves the right:
- 1.6.1 to withdraw or amend these terms of reference by notice in writing to all parties who have received the terms of reference;

1.6.2 to return late bid submissions unopened; and

- 1.7 Individuals or corporations may ask for clarification on these terms of reference up to close of business 48 hours before the deadline for the submission of bids. Any request for clarification must be forwarded to william.dachs@treasury.gov.za and will be replied accordingly.
- 1.8 Firms may not contact National Treasury on any matter pertaining to their bid from the time when bids are submitted to the time the contract is awarded. Any effort by a bidder to influence bid evaluation, bid comparisons or bid award decisions in any matter, may result in rejection of the bid concerned.

2. Registration

Proof of company registration must be submitted in the form of certified copies of the relevant registration documents.

3. Company Profile, Financial Information and BEE Shareholding

Company profile to be submitted with bid documentation.

Included in this profile is to be the BEE shareholding portfolio, as well as a company financial report or six months bank statement in order to ascertain stability.

4. Management and Contact details

The contact details of management need to be provided.

Resumes of all line management staff related to this contract should be submitted, in order for National Treasury to ascertain bidders' management capabilities with regards to a contract of this size. Focus should be on the management experience within the bidder's organisation and as well as his previous employer's organisation, if the latter is applicable.

Just prior to commencement of contract a complete list of all employees that are to participate in this project, is to be lodged with the Procurement manager of National Treasury or his designated representative.

5. Client Base

Bidders must have specific experience in the provision of the service for a minimum period of 2 years and must submit at least three (3) recent references of similar work undertaken.

6. Copies

One (1) original and **Five (5)** Hard copies of the bid document must be submitted.

CHECKLIST

Standardized Bidding Documents (SBD)

SBD 1 – Signed	*Yes/No
SBD 2 – <i>Valid</i> and <i>original</i> Tax Clearance Certificate	*Yes/No
SBD 4 – Signed	*Yes/No

SPECIAL CONDITIONS

1. Rules Of Bidding
Do you agree with the rules? ***Yes/No**

2. Registration documents
Did you provide a certified copy of your company registration documents? ***Yes/No**

3. Company Profile, Financial Information and BEE Shareholding Portfolio

Have you included a BEE Shareholding portfolio ***Yes/No**

4. Management and Contact details
Did you submit the details as mentioned in paragraph 4 of the Special Conditions? ***Yes/No**

5. Client Base
Do you have experience in the provision of the service for a minimum period of 2 years? ***Yes/No**

(Please include the names of three companies, tel. no's, cell no's, physical address and duration of contracts with individual clients, including start and end dates as well as reference letters)

6. Copies
Did you submit five (5) copies of the bid document? ***Yes/No**

7. BIDDER INFORMATION

1 Name of company: _____

2 Company registration no.: _____

3 Physical Address: _____

4 Postal Address: _____

5 Contact person:
 Name: _____
 Designation: _____
 Telephone No.: _____
 Fax No.: _____
 E-mail address _____

8 Names of Directors of the company:

<u>Name</u>	<u>Designation</u>

In case of a consortium/joint venture, full details on consortium/joint venture members:

Entity name	VAT registration number	Tax Clearance Certificate submitted	YES / NO
Entity name	VAT registration number	Tax Clearance Certificate submitted	YES / NO
Entity name	VAT registration number	Tax Clearance Certificate submitted	YES / NO

Name of contracting entity in case of a consortium/joint venture

Entity name:

Postal address:

Street address:

Contact details of responsible person who will act on behalf of the entity/consortium/joint venture for this bid

Name and Surname

Telephone number: Code Number

Cellular number:

Facsimile number: Code Number

e-Mail address:

Contact details of alternative responsible person who will act on behalf of the person above should he/she not be available

Name and Surname

Telephone number: Code Number

Cellular number:

Facsimile number: Code Number

e-Mail address:

9 Total number of employees:

10 Draw or attach the following:

- 8.1 the organisational structure of the company;
- 8.2 the ownership structure – i.e. the percentage of shareholding by major investors and controlling interest in affiliated companies; and
- 8.3 the basic functional structure – i.e. the administrative section of the company with which the National Treasury will be dealing on a day to day basis. (Please state the names of incumbents and designation).
- 8.4 Submit audited financial statements (i.e. Income Statements, Balance Sheets and Cash Flow statements) for the last 6 months.

11 Declaration:

The information supplied in this document is correct and complete to the best of my knowledge and accurately reflects the capability of:

Company Name: _____

Signature: _____

Date: _____

Name: _____

This Bid is signed in my capacity as: _____