

Eastern Cape

PARKS & TOURISM AGENCY

EXPRESSION OF INTEREST

EOI NO. E/02/24/25

EXPRESSION OF INTEREST TO SOLICIT SUITABLE CONSULTANTS TO DEVELOP A BANKABLE BUSINESS PLAN FOR GREAT FISH RIVER NATURE RESERVE

ADVERTISEMENT DATE:	
CLOSING DATE:	02 July 2024
ADDRESS:	ECPTA Offices 17-25 Oxford Street, East London
BIDDER NAME:	
CSD NUMBER:	

URGENT FRAUD ALERT

CRIMINAL CALLS TARGETING BIDDERS
NO PAY-OFFS TO SUBMIT OR SECURE TENDERS
STAY VIGILANT - REPORT FRAUD

*ECPTA will not ask any bidder for any monies



REPORT

Whistle Blowers
PRIVATE & CONFIDENTIAL
0800 611 085
ecpta@whistleblowing.co.za
www.whistleblowing.co.za



REQUEST FOR EXPRESSION OF INTEREST (CONSULTING SERVICES)

EOI NO. E/02/24/25

EXPRESSION OF INTEREST TO SOLICIT SUITABLE CONSULTANTS TO DEVELOP A BANKABLE BUSINESS PLAN FOR GREAT FISH RIVER NATURE RESERVE

The Eastern Cape Parks and Tourism Agency (ECPTA), established and mandated in terms of the Eastern Cape Parks and Tourism Agency Act (2 of 2010), is responsible for the management of certain protected areas in the Eastern Cape. This procurement is financed by P174097: South Africa Wildlife Conservation Bond Operation and the World Bank Procurement Regulation will be applicable.

The **ECPTA** invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required knowledge and experience to perform the Services. Interested firms must comply with the set of compliance requirements listed below. The compliance requirements stated below are project specific. Failure to meet any of the compliance requirements will lead to immediate disqualification of the bid.

TABLE 1: SUITABILITY CRITERIA

NO.	Suitability requirements
1.	<p>Company Profile</p> <p>Interested firms must submit a company profile describing the organisation, its primary business activity, work done/experience (particularly in developing commercialisation strategies, business development strategies/ plans and its clientele. The firms must demonstrate that:</p> <ul style="list-style-type: none">i. Their core business area shall be relevant to the assignment.ii. Must have strong technical, managerial, and financial status and must have a track record in the consulting industry.iii. Team Composition

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank’s “Procurement Regulations for IPF Borrowers” July 2016 [*November 2020*] (“Procurement Regulations”), setting forth the World Bank’s policy on conflict of interest.



Terms of Reference for the assignment are attached to this request and will be made available from Friday **07 June 2024** "**FREE OF CHARGE**". Documents can be downloaded from the ECPTA website: www.visiteasterncape.co.za/corporate/procurement/mini-bids

Sealed Quotations endorsed on the envelope with the Tenderer's name and the Quotation Number shall be deposited in the formal Tender Box situated in the ECPTA offices at 17-25 Oxford Street, Corner of Fleet and Oxford Street, East London CBD, East London or posted so as to reach The Chief Executive Officer, P.O. Box 11235, Southernwood, East London, 5213 in sufficient time for it to be placed in the Tender Box before the closing time of **11h00** on the closing date i.e. **2nd of July 2024**.

Enquiries regarding issue of bid documents may be directed by e-mail to Ms. Unathi Zinganto at Unathi.Zinganto@ecpta.co.za Technical enquiries may be directed to Mr. Bulelani Silangwe at Bulelani.Silangwe@ecpta.co.za

ECPTA has a zero tolerance on any acts of fraud and corruption. Please report any suspected acts of fraud and corruption to any of the contact details listed below: Hotline Number: Toll free number -0800 611 085; SMS: 33490 Email: ecpta@whistleblowing.co.za; Tip-offs Website: www.whistleblowing.co.za



MANDATORY RETURNABLE DOCUMENTS	SUBMITTED [Yes/No]
EOI Notice	
Invitation to Bid (SBD 1)	
Terms of Reference	
General Conditions of Bid	
Company Profile	
Bidders Disclosure (SBD 4)	
Central Supplier Database report	
Authority of Signatory	
Joint Venture Form (If applicable)	



PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE EASTERN CAPE PARKS & TOURISM AGENCY					
BID NUMBER:	E/02/24/25	CLOSING DATE:	2 nd July 2024	CLOSING TIME:	11H00 AM
DESCRIPTION	EXPRESSION OF INTEREST TO SOLICIT SUITABLE CONSULTANTS TO DEVELOP A BANKABLE BUSINESS PLAN FOR GREAT FISH RIVER NATURE RESERVE				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT					
17-25 Oxford Street, Crn. Oxford and Fleet Street					
East London					
5201					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Ms. Unathi Zinganto		CONTACT PERSON	Mr. Bulelani Silangwe	
TELEPHONE NUMBER	043 492 0871		TELEPHONE NUMBER	043 492 0868	
FACSIMILE NUMBER	-		FACSIMILE NUMBER	-	
E-MAIL ADDRESS	Unathi.Zinganto@ecpta.co.za		E-MAIL ADDRESS	Bulelani.Silangwe@ecpta.co.za	
SUPPLIER INFORMATION					
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:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA



B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No
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[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]
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QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA) YES NO

DOES THE ENTITY HAVE A BRANCH IN THE RSA? YES NO

DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? YES NO

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? YES 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:
<p>1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.</p> <p>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.</p> <p>1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.</p> <p>1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</p>
2. TAX COMPLIANCE REQUIREMENTS
<p>2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.</p> <p>2.2 BIDDERS 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.</p> <p>2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.</p> <p>2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.</p> <p>2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.</p> <p>2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.</p> <p>2.7 NO BIDS 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."</p>

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

NAME OF BIDDER:

SIGNATURE OF BIDDER:
.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:
.....

(Proof of authority must be submitted e.g., company resolution)

DATE:



TERMS OF REFERENCE

1. Background

Eastern Cape Parks and Tourism Agency (ECPTA) is responsible for developing and implementing commercial activities inside nature reserves by utilising the rich natural and heritage resources in the reserves. Through creating these activities and offering quality experiences to visitors, ECPTA will be able to enhance its revenue generation efforts and create socio-economic value for communities who are the landowners. Through the recently acquired Public Private Partnership for the operationalisation of the game drive vehicle and activation of nature-based tourism experiences at Great Fish River Nature Reserve (GFRNR), ECPTA wants to further advance heritage tourism development at the Reserve. A bankable business plan will support the Agency's efforts in attracting more private investment, which in turn support conservation and tourism mandates of ECPTA and offer possibilities for downstream ecotourism opportunities.

This process will assist in unlocking economic opportunities and increase the demand for the tourism products and services in GFRNR. This will also enable the development of sustainable eco-tourism products providing tangible benefits to communities through direct investment that will culminate in revenue generation and betterment of the GFRNR product mix. The project will enhance the competitiveness of the provincial reserves and will increase the supply of natural and cultural heritage experiences thus improving the rural product offering.

2. About Great Fish River Nature Reserve

The Great Fish River Nature Reserve is situated between Grahamstown and King Williams Town, connected in a loop of conservation by the Andries Vosloo Kudu Reserve, Double Drift Kudu Reserve and Double Drift Nature Reserve. Offering an authentic, malaria-free safari experience, visitors can expect to find prolific wildlife including cape buffalo, hippo and kudu, vast birding species and unspoilt African outdoors. The 45 000ha reserve is defined by significant plant biodiversity, ranging from sub-tropical thicket to savannah and grassland. It's a birder's paradise with 245 bird sightings. The Adam's Krantz viewpoint over the twisting Fish River canyon is one of the most iconic Eastern Cape landscapes.



Magnificent sunsets can be celebrated from a wooden deck perched on the cliff while the Double Drift picnic site alongside the river is the perfect spot for braais.

3. Objectives

The objective of these terms of reference is to invite service providers to submit their interest to bid for the development of a detailed business and implementation plan to direct immediate, medium, and long-term investment into the Great Fish River Nature Reserve.

4. Scope of Work

ECPTA places emphasis on tourism and business enterprises that are compatible with conservation and promote the value of Protected Areas by stimulating economic development opportunities. This can include the creation of conservation-friendly certified products and services to be offered for both local and international markets.

The appointed service provider will be expected to produce a comprehensive roadmap for ECPTA's heritage tourism growth and development through identification of economic opportunities that can be converted into financially viable opportunities. Great Fish Nature Reserve's value proposition must be clearly outlined, guided by the Heritage Management Plans and sustainable development principles. The service provider will be required to:

- a) Conduct a heritage tourism development needs analysis for the Great Fish River Nature Reserve using existing plans.
- b) Conduct assessment to determine the heritage tourism business value of the Great Fish River Nature Reserve.
- c) Develop a bankable business plan that can be used to solicit funding for further tourism development in the Reserve, using the existing natural heritage and nature-based tourism assets.
- d) Provide tactical insight and rational recommendations on how Great Fish River Nature Reserve can approach various actions to execute a coherent business case.
- e) Identify projects that are best suited for the Reserve context and needs of the stakeholders and partners working with ECPTA to manage Great Fish as a protected area.
- f) Confine identification of opportunities to heritage assets and nature-based/ eco-tourism initiatives only. Strictly no hunting related opportunities should be identified.



5. Assignment Delivery Timeframe

The work is scheduled to commence on 1 August 2024, should be completed, and invoice submitted before or by 31 January 2025 or such time agreed with the successful bidder.

6. Data, Services, and facilities to be provided by the Client

The Consultant will be provided with the Heritage Management plan for Great Fish, Commercialization Strategy and Reserve Management Plan.

7. Deliverables

The schedule of deliverables is listed below.

Main activities/deliverables	Outputs	Timeframe
Project initiation	Initiation Meeting	1 August 2024
Situation analysis for the Great Fish Nature Reserve	Submission of situation analysis report	30 August 2024
Final mission and presentation of the draft Business Plan with all comments incorporated	Presentation of draft business plan	2 October 2024
Submission of the publishable Summary of the Business Plan	Final draft for approval	31 October 2024
Finalisation of scope of works (Close-out report)		31 January 2025

The dates provided are estimated time frames, exact time frames will be communicated with the successful service provider.

The Firm Consultant will work with the Commercialisation Unit. The day-to-day reporting will be to the ECPTA Commercialisation Manager and accountability to the ECPTA Executive Director: Destination Development.

All reports must be in MS Office format (Word or Excel) and an electronic version of all reports must be submitted. All data and data products must be submitted to the ECPTA on completion of the project. Copyright will be retained by ECPTA.



8. Procurement Process

This procurement is financed by P174097: South Africa Wildlife Conservation Bond Operation and the World Bank Procurement Regulation will be applicable. A two-stage procurement process will be employed. In Phase 1 (stage 1), ECPTA will issue an Expression of Interest (EOI) to shortlist interested firms, the shortlisting will be done by evaluating the following:

- Consultants' Qualifications
- Experience Requirements; and
- Consultants' Team Composition.

CVs of Key experts will not be evaluated at this stage.

Interested firms who are qualified, and technically compliant will proceed to Phase 2 (Stage 2). In Stage 2 ECPTA will issue a Request for Proposal (RFP) from the shortlisted Consultants. The RFP will be evaluated based on technically and financially. Consultants who pass the technical evaluation will be evaluated on Price. Consultants will be ranked according to the lowest acceptable Price to the highest.

8.1. Phase 1: Expression of Interest

Interested firms must comply with the set of compliance requirements listed below. The compliance requirements stated below are project specific. Failure to meet any of the compliance requirements will lead to immediate disqualification of the bid.

TABLE 1: SUITABILITY CRITERIA

NO.	Suitability requirements
1.	<p>Company Profile</p> <p>Interested firms must submit a company profile describing the organisation, its primary business activity, work done/experience (particularly in developing commercialisation strategies, business development strategies/ plans and its clientele. The firms must demonstrate that:</p> <ul style="list-style-type: none">i. Their core business area shall be relevant to the assignment.ii. Must have strong technical, managerial, and financial status and must have a track record in the consulting industry. <p>iii. Team Composition</p>

ECPTA will issue a Request for Proposal (RFP) to shortlist interested firms, the shortlisting will be done by evaluating the Consultants' company profile.



Interested firms who are qualified, and technically compliant will proceed to Phase 2 (Stage 2). In Stage 2 ECPTA will issue a Request for Proposal (RFP) from the shortlisted Consultants. The RFP will be evaluated based on technically and financially. Consultants who pass the technical evaluation will be evaluated on Price. Consultants will be ranked according to the lowest acceptable Price to the highest.

BIDDERS SHALL TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- This procurement is financed by P174097: South Africa Wildlife Conservation Bond Operation and the World Bank Procurement Regulation Fraud and Corruption Clauses will be applicable.
- The Bank requires compliance with the Bank's Anti-Corruption Guidelines and its prevailing sanctions policies and procedures as set forth in the WBG's Sanctions Framework, as set forth in Section VI.
- In further pursuance of this policy, Bidders shall permit and shall cause their agents (where declared or not), subcontractors, subconsultants, service providers, suppliers, and personnel, to permit the Bank to inspect all accounts, records and other documents relating to any initial selection process, prequalification process, bid submission, proposal submission, and contract performance (in the case of award), and to have them audited by auditors appointed by the Bank.
- Bidders must be registered with the National Treasury Central Supplier Database (CSD)
- Eastern Cape Parks & Tourism Agency does not bind itself to accept the highest bid or any other bid and reserves the right to accept the whole or part of the bid.
- Bids which are late, incomplete, unsigned, or submitted by facsimile or electronically, will not be accepted.
- Bids submitted are to hold good for a period of 90 days.
- A service level agreement shall be signed with the successful service provider.
- ECPTA reserves the right to terminate the contract if not satisfied with the work produced by the service provider. Only bidders that have met the requirements of the proposal / specification shall be considered during the adjudication process.



- Companies that bid as joint venture must submit an official signed business agreement by both parties. If the service provider does not meet this requirement, it will be automatically disqualified.
- The ECPTA Bid Committee and the Supply Chain Management Unit may, before a bid is adjudicated or at any time during the bidding process, oblige a bidder to substantiate any claims it may have made in its bid documents.
- No bids will be considered if the bidder did not fully complete and sign all the relevant pages in the bid document. If the bidder does not meet this requirement, it will be automatically disqualified.



GENERAL CONDITIONS OF THE BID

1. Interpretation

The word "Bidder" in these conditions shall mean and include any firm or any company or body incorporated or unincorporated. The word "ECPTA" in these conditions shall mean the Eastern Cape Parks & Tourism Agency.

2. Extent of the bid

This contract is for the provision of the services as detailed in the attached Specification (page 9-10)

3. Mode of the Bid

All Bids shall be completed and signed: All forms, annexure, addendums, and specifications shall be signed and returned with the Bid document as a whole.

4. Quality

Should the specifications and / or descriptions not address any aspects of quality as specified, clarity should be provided to the ECPTA prior to the submission of a quotation.

5. Signing of Documents

Bidders are required to return the complete set of documents duly signed.

6. Period of Validity for Bids and withdrawal of Bid after Closing Date

All bids are to be held valid and binding for 90 days from the closing date of submissions (calculated from, but not including, the due date).

7. Penalty Provision

Should the successful Bidder:

- a. Withdraw the Bid during the afore-mentioned period of validity; or
- b. Advise the ECPTA of his / her / their inability to fulfil the contract; or
- c. Fail or refuse to fulfil the contract; or
- d. Fail or refuse to sign the agreement or provide any surety if required to do so.

Then, the Bidder will be held responsible for and is obligated to pay to the ECPTA:

- e. All expenses incurred by ECPTA to advertise for or invite and deliberate upon new Bids, should this be necessary.
- f. The difference between the original accepted Bid price and:



g. A less favourable (for the ECPTA) Bid price accepted as an alternative by the ECPTA from the Bids originally submitted; or (ii) A new Bid price.

8. Authority to Sign Bid Documents

In the case of a Bid being submitted on behalf of a company, close corporation or partnership, evidence must be submitted to the ECPTA at the time of submission of the Bid that the Bid has been signed by persons properly authorized thereto by resolution of the directors or under the articles of the entity.

9. Closing Date / Submitting of Proposals

Bids must be submitted in sealed envelopes clearly marked “**EXPRESSION OF INTEREST TO SOLICIT SUITABLE CONSULTANTS TO DEVELOP A BANKABLE BUSINESS PLAN FOR GREAT FISH RIVER NATURE RESERVE. E/02/24/25**” Quotations must be deposited in the Bid Box, 17-25 Oxford Street (Cnr of Fleet & Oxford Street), East London, by no later than 11:00 am on the 2nd of July 2024. *Bids which are not submitted in a properly sealed and marked envelope and/or deposited in the relevant bid box on or before the closing date and time will not be considered. Faxed or e-mailed Bids will not be considered.*

10. Bid Enquiries

Enquiries should be directed to the Supply Chain Management Unit. The following official can be contacted: Ms. Unathi Zinganto_at 043 492 0871 during normal office hours viz. 08:00 – 16:00 Mondays to Fridays-email: Unathi.Zinganto@ecpta.co.za

11. Control of The Contract

For the purposes of this contract ECPTA has appointed the Bid Committee for the adjudication, award, and management of the bid.



COMPANY PROFILE

Interested firms must submit a company profile describing the organisation, its primary business activity, work done/experience (particularly in developing commercialisation strategies, business development strategies/ plans and its clientele). The firms must demonstrate that:

- I. Their core business area shall be relevant to the assignment.
- II. Must have strong technical, managerial, and financial status and must have a track record in the consulting industry.
- III. Team Composition

ATTACH COMPANY PROFILE



BIDDER’S DISCLOSURE

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 interest 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.

2.2

Full Name	Identity Number	Name of State institution



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 consortium¹ 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

¹ 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.
EOI Bid Document | EOI E/02/24/25



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.

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 Date

.....
Position Name of bidder



FRAUD AND CORRUPTION

1. Purpose

1.1 The Bank's Anti-Corruption Guidelines and this annex apply with respect to procurement under Bank Investment Project Financing operations.

2. Requirements

2.1 The Bank requires that Borrowers (including beneficiaries of Bank financing); bidders (applicants/proposers), consultants, contractors and suppliers; any sub-contractors, sub-consultants, service providers or suppliers; any agents (whether declared or not); and any of their personnel, observe the highest standard of ethics during the procurement process, selection and contract execution of Bank-financed contracts, and refrain from Fraud and Corruption.

2.2 To this end, the Bank:

- a. Defines, for the purposes of this provision, the terms set forth below as follows:
 - i. "corrupt practice" is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
 - ii. "fraudulent practice" is any act or omission, including misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain financial or other benefit or to avoid an obligation;
 - iii. "collusive practice" is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;
 - iv. "coercive practice" is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
 - v. "obstructive practice" is:
 - (a) deliberately destroying, falsifying, altering, or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede a Bank investigation into allegations of a corrupt, fraudulent, coercive, or collusive practice; and/or threatening, harassing, or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or



- (b) acts intended to materially impede the exercise of the Bank's inspection and audit rights provided for under paragraph 2.2 e. below.
- b. Rejects a proposal for award if the Bank determines that the firm or individual recommended for award, any of its personnel, or its agents, or its sub-consultants, sub-contractors, service providers, suppliers and/ or their employees, has, directly or indirectly, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the contract in question;
- c. In addition to the legal remedies set out in the relevant Legal Agreement, may take other appropriate actions, including declaring mis procurement, if the Bank determines at any time that representatives of the Borrower or of a recipient of any part of the proceeds of the loan engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices during the procurement process, selection and/or execution of the contract in question, without the Borrower having taken timely and appropriate action satisfactory to the Bank to address such practices when they occur, including by failing to inform the Bank in a timely manner at the time they knew of the practices;
- d. Pursuant to the Bank's Anti- Corruption Guidelines, and in accordance with the Bank's prevailing sanctions policies and procedures, may sanction a firm or individual, either indefinitely or for a stated period of time, including by publicly declaring such firm or individual ineligible (i) to be awarded or otherwise benefit from a Bank-financed contract, financially or in any other manner;² (ii) to be a nominated³ sub-contractor, consultant, manufacturer or supplier, or service provider of an otherwise eligible firm being awarded a Bank-financed contract; and (iii) to receive the proceeds of any loan made by the Bank or otherwise to participate further in the preparation or implementation of any Bank-financed project;

² For the avoidance of doubt, a sanctioned party's ineligibility to be awarded a contract shall include, without limitation, (i) applying for pre-qualification, expressing interest in a consultancy, and bidding, either directly or as a nominated sub-contractor, nominated consultant, nominated manufacturer or supplier, or nominated service provider, in respect of such contract, and (ii) entering into an addendum or amendment introducing a material modification to any existing contract.

³ A nominated sub-contractor, nominated consultant, nominated manufacturer or supplier, or nominated service provider (different names are used depending on the particular bidding document) is one which has been: (i) included by the bidder in its pre-qualification application or bid because it brings specific and critical experience and know-how that allow the bidder to meet the qualification requirements for the particular bid; or (ii) appointed by the Borrower.



- e. Requires that a clause be included in bidding/request for proposals documents and in contracts financed by a Bank loan, requiring (i) bidders (applicants/proposers), consultants, contractors, and suppliers, and their sub-contractors, sub-consultants, service providers, suppliers, agents personnel, permit the Bank to inspect⁴ all accounts, records and other documents relating to the procurement process, selection and/or contract execution, and to have them audited by auditors appointed by the Bank.

Authorised By:

Signature: _____ Name: _____

Position: _____ Date: _____

Company:
.....
.....

⁴ Inspections in this context usually are investigative (i.e., forensic) in nature. They involve fact-finding activities undertaken by the Bank or persons appointed by the Bank to address specific matters related to investigations/audits, such as evaluating the veracity of an allegation of possible Fraud and Corruption, through the appropriate mechanisms. Such activity includes but is not limited to: accessing and examining a firm's or individual's financial records and information, and making copies thereof as relevant; accessing and examining any other documents, data and information (whether in hard copy or electronic format) deemed relevant for the investigation/audit, and making copies thereof as relevant; interviewing staff and other relevant individuals; performing physical inspections and site visits; and obtaining third party verification of information.



CENTRALISED SUPPLIER DATABASE (CSD) REPORT

It is a condition of bid that all Service Providers be registered on the Centralised Supplier Database (CSD). Bidders who are not yet registered can register on www.csd.gov.za.

- I. In order to meet this requirement bidders are required to complete the Registration Process which can be done online at the above-mentioned website. Upon completion of registration Bidders will receive a Supplier number which must be provided on the front cover of the document
- II. BIDDERS are required to submit their full CSD report for the month of June 2024

ATTACH CSD REPORT HERE



AUTHORITY TO SIGN BID DOCUMENTS

In the case of a bid being submitted on behalf of a company, close corporation or partnership, evidence must be submitted to ECPTA at the time of submission of the bid that the bid has been signed by persons properly authorized thereto by resolution of the directors or under the articles of the entity.

ATTACH RESOLUTION OF SIGNATORY



JOINT VENTURE DISCLOSURE FORM

GENERAL

- I) All the information requested must be filled in the spaces provided. If additional space is required, additional sheets may be used and attached to the original documents.
- ii) A copy of the joint venture agreement must be attached to this form, in order to demonstrate the Affirmable, Joint Venture Partner's share in the ownership, control, management responsibilities, risks and profits of the joint venture, the proposed joint venture agreement must include specific details relating to:
 - a) the contributions of capital and equipment
 - b) work items to be performed by the Affirmable Joint Venture Partner's own forces
 - c) work items to be performed under the supervision of the Affirmable Joint Venture Partner.
- iii) Copies of all written agreements between partners concerning the contract must be attached to this form including those, which relate to ownership options and to restrictions/limits regarding ownership and control.
- iv) ABE partners must complete ABE Declaration Affidavits.
- v) The joint venture must be formalised. All pages of the joint venture agreement must be signed by all the parties concerned. A letter/ notice of intention to formalise a joint venture once the contract has been awarded will not be considered.
- vi) should any of the above not be complied with, the joint venture will be deemed null and void and will be considered non-responsive.

1. JOINT VENTURE PARTICULARS

- a) Name.....
- b) Postal address
-
- c) Physical address
-
- d) Telephone.....
- e) Fax



2. IDENTITY OF EACH NON-AFFIRMABLE JOINT VENTURE PARTNER

2.1(a) Name of Firm
Postal Address.....
Physical Address.....
Telephone.....

Fax

Contact person for matters pertaining to Joint Venture Participation Goal requirements:

.....

2.2(a) Name of Firm
Postal Address.....
Physical Address.....
Telephone.....

Fax

Contact person for matters pertaining to Joint Venture Participation Goal requirements:

.....

(Continue as required for further non-Affirmable Joint Venture Partners)

IDENTITY OF EACH AFFIRMABLE JOINT VENTURE PARTNER

3.1(a) Name of Firm
Postal Address.....
Physical Address.....
Telephone.....

Fax

Contact person for matters pertaining to Joint Venture Participation Goal requirements:

.....

3.2(a) Name of Firm
Postal Address.....
Physical Address.....



Telephone.....

Fax

Contact person for matters pertaining to Joint Venture Participation Goal requirements:

.....

3.3(a) Name of Firm

Postal Address.....

Physical Address.....

Telephone.....

Fax

Contact person for matters pertaining to Joint Venture Participation Goal requirements:

.....

1. BRIEF DESCRIPTION OF THE ROLES OF THE AFFIRMABLE JOINT VENTURE PARTNERS IN THE JOINT VENTURE

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

5. OWNERSHIP OF THE JOINT VENTURE

a) Affirmable Joint Venture Partner ownership percentage(s)%

b) Non-Affirmable Joint Venture Partner ownership percentage(s)%

c) Affirmable Joint Venture Partner percentages in respect of: *

(i)

Profit and loss sharing

(ii)

Initial capital contribution in Rands

.....

.....



(*Brief descriptions and further particulars should be provided to clarify percentages).

(iii)

Anticipated on-going capital contributions in Rands

.....

(iv) Contributions of equipment (specify types, quality, and quantities of equipment) to be provided by each partner.

.....

5. RECENT CONTRACTS EXECUTED BY PARTNERS IN THEIR OWN RIGHT AS PRIME CONTRACTORS OR AS PARTNERS IN OTHER JOINT VENTURES

	NON-AFFIRMABLE JOINT VENTURE PARTNERS	PARTNER NAME
a)		
b)		
c)		
d)		
e)		

	AFFIRMABLE JOINT VENTURE PARTNERS	PARTNER NAME
a)		
b)		
c)		
d)		
e)		

7. CONTROL AND PARTICIPATION IN THE JOINT VENTURE

(Identify by name and firm those individuals who are, or will be, responsible for, and have authority to engage in the relevant management functions and policy and decision making, indicating any limitations in their authority e.g., co-signature requirements and Rand limits).

(a) Joint Venture cheque signing



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.....

(b) Authority to enter into contracts on behalf of the Joint Venture

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.....

(c) Signing, co-signing and/or collateralising of loans

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.....

(d) Acquisition of lines of credit

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.....

(e) Acquisition of performance bonds

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.....

(f) Negotiating and signing labour agreements

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



8. MANAGEMENT OF CONTRACT PERFORMANCE

(Fill in the name and firm of the responsible person).

- (a) Supervision of field operations.....
- (b) Major purchasing.....
- (c) Estimating
- (d) Technical management

9. MANAGEMENT AND CONTROL OF JOINT VENTURE

- (a) Identify the “managing partner”, if any,

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- (b) What authority does each partner have to commit or obligate the other to financial institutions, insurance companies, suppliers, subcontractors and/or other parties participating in the execution of the contemplated works?

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- (c) Describe the management structure for the Joint Venture’s work under the contract

MANAGEMENT FUNCTION / DESIGNATION	NAME	PARTNER*

(Fill in “ex Affirmable Joint-Venture Partner” or “ex non-Affirmable Joint-Venture Partner”



10. PERSONNEL

(a) State the approximate number of operative personnel (by trade/function/discipline) needed to perform the Joint Venture work under the Contract.

TRADE/FUNCTION/ DISCIPLINE	NUMBER EX AFFIRMABLE JOINT VENTURE PARTNERS	NUMBER EX NON- AFFIRMABLE JOINT VENTURE PARTNERS

(Fill in “ex Affirmable Joint-Venture Partner” or “ex non-Affirmable Joint-Venture Partner”).

(b) Number of operative personnel to be employed on the Contract who are currently in the employ of partners.

(i) Number currently employed by Affirmable Joint Venture Partners

.....

(ii) Number currently employed by the Joint Venture

.....

(a) Number of operative personnel who are not currently in the employ of the respective partner and will be engaged on the project by the Joint Venture

.....

(d) Name of individual(s) who will be responsible for hiring Joint Venture employees

.....

.....

(e) Name of partner who will be responsible for the preparation of Joint Venture payrolls

.....

11. CONTROL AND STRUCTURE OF THE JOINT VENTURE

Briefly describe the manner in which the Joint Venture is structured and controlled.

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.....



The undersigned warrants that he/she is duly authorised to sign this Joint Venture Disclosure Form and affirms that the foregoing statements are true and correct and include all material information necessary to identify and explain the terms and operations of the Joint Venture and the intended participation of each partner in the undertaking.

The undersigned further covenants and agrees to provide the Employer with complete and accurate information regarding actual Joint Venture work and the payment therefore, and any proposed changes in any provisions of the Joint Venture agreement, and to permit the audit and examination of the books, records and files of the Joint Venture, or those of each partner relevant to the Joint Venture, by duly authorised representatives of the Employer.

Signature.....

Duly authorized to sign on behalf of

Name

Address.....

Telephone

Date

Signature.....

Duly authorized to sign on behalf of

Name

Address.....

Telephone

Date

Signature.....

Duly authorized to sign on behalf of

Name

Address.....

Telephone

Date

