



INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR THE SUPPLY AND DELIVERY OF FABRIC FACE MASKS AND PLASTIC TRANSPARENT SHIELD

BID NUMBER: **NC/SOC/PROV-RFQ/02-2020**CLOSING DATE: **2020-05-20**CLOSING TIME: **11:00**VALIDITY PERIOD **120 DAYS**

The PREFERRED bidder(s) will be required to enter into a service level agreement with the Department

BID DOCUMENTS MAY BE POSTED TO: **Private Bag X 5042, Kimberley, 8300****OR**DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS): **Latlhi Mabilo Complex, Block C, 257 Barkly Road, Homestead, Kimberley.****Bidders should ensure that bids are delivered timely to the correct address. If the bid is late, it will not be accepted for consideration.**

The bid box is open 24 hours a day, 7 days a week.

ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS – (MAY NOT TO BE RE-TYPED) FAXED OR SCANNED DOCUMENT WILL NOT BE CONSIDERED

THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

THE FOLLOWING PARTICULARS MUST BE FURNISHED
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NAME OF BIDDER
POSTAL ADDRESS
STREET ADDRESS
TELEPHONE NUMBER CODE.....NUMBER.....
CELLPHONE NUMBER
FACSIMILE NUMBER CODE NUMBER.....
E-MAIL ADDRESS
VAT REGISTRATION NUMBER

HAS A VALID TAX CLEARANCE CERTIFICATE and SARS PIN LETTER [Tender – **NOT** Good Standing] BEEN SUBMITTED? (NCP 2) ☐ **YES** or ☐ **NO**HAS AN ORIGINALLY CERTIFIED COPY OF BIDDER'S B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE OR SWORN AFFIDAVIT BEEN SUBMITTED? (NCP 6.1) ☐ **YES** or ☐ **NO**

IF YES, WHO ISSUED THE B-BEE STATUS LEVEL VERIFICATION CERTIFICATE?

AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA)..... ☐A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS); OR..... ☐A REGISTERED AUDITOR ☐

[Tick Applicable Box]



INVITATION TO BID

(AN ORIGINAL OR ORIGINALLY CERTIFIED COPY OF BIDDERS' B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE OR SWORN AFFIDAVIT 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?

☐ YES or ☐ NO

IF YES, ENCLOSE PROOF – AN ORIGINALLY CERTIFIED COPY IS REQUIRED:

SIGNATURE OF BIDDER:

DATE:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

TOTAL BID PRICE: R

ENQUIRIES MAY BE DIRECTED TO:

Department: Social Development, Northern Cape Provincial Government

Contact Person for bid documents: Kedi Flatela

Tel: 053 874 9180

Fax: 086 581 8668

E-mail address: kflatela@ncpg.gov.za

PLEASE NOTE:

Corrections by correctional fluid are not allowed in a bid document. If correctional fluid is used it must be initialled to the correction. Failure to do so may result in such a bid being regarded as non- responsive.

If the correctional fluid is used to correct signatures, prices and descriptions it **shall** lead to a bid being regarded as non-responsive.



trade, industry
& competition

Department:
Trade, Industry and Competition
REPUBLIC OF SOUTH AFRICA

Recommended Guidelines – updated

Fabric Face Masks

Manufactured by South Africa's

Clothing and Textile Manufacturing Industry for General Public Use

Friday, 24 April 2020

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1 Overview

A ‘fabric/cloth’ face mask (non-medical mask) for the general public is only part of a broader solution to curb the spread of COVID-19¹ and it must always be used in combination with other hygienic methods of prevention². Such masks are not a replacement for other recommended precautionary measures. They should not provide a false sense of protection that lead to a lapse in the application of proper preventative measures like personal hand hygiene, respiratory hygiene and physical (social) distancing. Furthermore the design of fabric masks should be mindful of the thermo-physiological properties of fabrics which, if wrongly chosen, can lead to problems like skin irritation, the build-up of heat or moisture, or the incubation of bacteria etc, and may cause wearers to take off masks in situations when they should otherwise be wearing them. There has been much debate globally about the use of face masks for non-Health Care Professionals (non-HCP) during the Covid-19 pandemic. There is agreement in the recommendations that symptomatic individuals and those in healthcare settings should use face masks. But discrepancies and mixed messages exist in relation to the wearing of masks by the general public. By refining some of the lessons from various sources, it is possible to arrive at a set of interim guidelines for the use of masks by the general public in South Africa.

It is the intention of this document to distil these guidelines into a set of recommendations for the South African clothing and textile industry when making masks for use by the general public. These recommendations serve as suggested guidelines. They have been developed through engagements with publicly available research and recommendations from authorities like the World Health Organisation³ (WHO) as well as through insights provided by colleagues from the University of Stellenbosch⁴ (Dept of Chemistry and Polymer Science), University of Witwatersrand⁵ (School of Public Health, Industry Specialists⁶, the Southern African Clothing Textile and Workers Union⁷ (SACTWU), staff at the National Department of Health⁸ and the Department of Trade, Industry, and Competition⁹.

¹ <https://www.nicd.ac.za/diseases-a-z-index/covid-19/frequently-asked-questions/>

² <https://www.mcd.ac.za/diseases-a-z-index/covid-19/covid-19-prevention/>

³ <https://www.who.int/>

⁴ Ms. Adine Gericke, Department of Chemistry and Polymer Science, University of Stellenbosch:

<http://academic.sun.ac.za/polymer/agev.html>

⁵ Dr. Moreshnee Govender, <https://www.wits.ac.za/staff/academic-a-z-listing/g/moreshneegovender@wits.ac.za> : the School of Public Health, University of the Witwatersrand

⁶ Sma Ngcamu-Tukulula, Mr. Rob Stewart and Mr. Kyle Ballard.

⁷ www.sactwu.org.za

⁸ <http://www.health.gov.za/>

⁹ <http://www.dti.gov.za/>

Fabric or ‘cloth masks’ do not fall in the same category as surgical or medical masks. Fabric/Cloth masks cannot prevent the risk of contracting the virus in aerosol form (as found in a contaminated atmosphere) since this requires the presence of very fine and highly specialised filters capable of trapping microscopic viral particles. **The shortage of medical grade masks globally and in South Africa means members of the public should not use these critical resources at the expense of frontline health workers.** In this context, and given that evidence indicates that the virus appears to largely exit through the mouth of an infected individual in droplet form (during talking, coughing or sneezing) it is believed that if the fabrics and filters used in the manufacture of cloth masks are chosen suitably and designed to fit users accordingly, these masks can play an important role in reducing the community transmission of the virus and offer some degree of protection for the user. They further appear to lower the risk of contracting the virus from contaminated surfaces by acting as a barrier to touching one’s face. The function of such public masks may be enhanced or impeded by the usability of the design and the combination of products, although it is also believed that any mask may be better than not wearing a mask.

2 SA’s Localisation Objectives

- ⇒ In line with the Republic of South Africa’s Industrial Policy Acton Plan¹⁰ (IPAP) and the Clothing, Textile, Footwear and Leather (CTFL) Master Plan’s policy objectives it is highly recommended that manufacturers source textiles made locally, by local manufacturers, when making fabric/cloth face masks.
- ⇒ All textile/fabric quality recommendations for making fabric face masks, found within this document, are qualities found in textiles that are locally made in the Republic of South Africa.
- ⇒ It is imperative that fabric/cloth face mask manufacturers ensure that efforts to manufacturer masks are done within the boarder context of supporting South Africa’s Clothing and Textile Industry, and our government’s efforts to ensure localisation of value-chains and boarder economic prosperity – in keeping with our country’s developmental objectives and Industrial Policy.
- ⇒ A list of local textile manufacturers is found in the Appendix A of this document.

¹⁰ http://www.dti.gov.za/industrial_development/industrial_development.jsp

3 Basic Performance Requirements of Fabric/Cloth Face Masks

- a) The performance of fabric/cloth face masks varies greatly with the shape and fit of the mask¹¹ as well as the fabric structural properties and number of layers.¹²
- b) The objective of a fabric face mask is to act as a physical barrier to extremely small droplets generally upwards of 5 microns in size secreted during talking, sneezing or coughing (WHO 29/4/2020).
- c) The higher the performance of the mask with regard to barrier efficiency the better.
- d) Masks must be breathable.
 - i. Should the mask prevent one from breathing easily, this will present a serious danger to the health of the wearer - not only from becoming oxygen deprived but also because the mask will promote risky behavior like the need to touch the face and remove or adjust the mask during wear, increasing the risk of transmission of the virus.
- e) Masks must be designed to fit properly and be comfortable to wear.
 - i. Mask style and design features will contribute to user fit which should follow closely the contours of the face especially around the nose bridge and under the chin to reduce leakage out and into the mask.
- f) Mask style and design features will contribute to user fit which should follow closely the contours of the face especially around the nose bridge and under the chin to reduce leakage out and into the mask.
- g) Cleaning and disinfection of all the components should be easy to carry out at home.
- h) All components should be durable and should maintain their integrity during the full expected life span of the product or components.
- i) All masks should be accompanied by instructions clearly explaining how it should be worn and cared for what the limitations of a mask are and when the mask or its components must be replaced.

¹¹ Shakya, Kabindra M.; Noyes, Alyssa; Kallin, Randa; Peltier, Richard E. (May 1, 2017). "Evaluating the efficacy of cloth facemasks in reducing particulate matter exposure." (PDF). Journal of Exposure Science & Environmental Epidemiology.

¹² Chughtai, Abrar Ahmad; Seale, Holly; MacIntyre, Chandini Raina (June 19, 2013). "Use of cloth masks in the practice of infection control – evidence and policy gaps". International Journal of Infection Control.

4 Fabric Selection for Fabric Masks

- a) Tests have shown that at **least two layers** of fabric is sufficient for balancing performance and comfort (as indicated above).
- b) An increase in the number of layers will improve the barrier efficiency, but have the opposite effect on breathability.
- c) **Using three layers, selecting a non-woven (or similar) fabric with strong filtering capability (barrier efficiency) as the middle layer (with the accompanying inner and outer layers providing comfort, structure, and some additional protection) is recommended.**
- a) Ideally this middle layer (filter) should be inserted into the mask (or removed) via an 'envelope' style design to allow for improved cleaning and easy replacement filters when worn out.
- b) It is recommended that the pocket into which it fits be at least 120 mm by 100 mm to ensure compatibility between multiple masks and filters in production domestically.
- c) Clear markings or design options must be used to distinguish between the outside of the mask and the inside of the mask.

4.1 Guidelines for Fabric Selection

4.1.1 Inner Layer (next to face)

- a) The main purpose of this layer is to provide a smooth, soft, pleasant feel against the skin.
- b) The fabric should not irritate the skin in any way or allow the build-up of moisture or excessive heat in between the skin and the mask.
- c) Avoid water repellent fabric that inhibit the absorption of droplets. It must not wet easily or accumulate excessive moisture with breathing.
- d) The fabric should have very high air permeability and should not restrict normal breathing.
- e) Synthetic fibres are recommended for quick drying properties.
- f) If cotton, poly-cotton or viscose are used, care should be taken as these fabrics can be highly water absorbent and might become wet against the skin. They can also impact on heat generation, potential fibre/fluff shedding and drying time after washing.

- g) Options: Plain weaves (lightweight, low count), warp knit polyester 'mesh'; lightweight single jersey, spunbond nonwovens (providing air permeability is high and fabric is washable)

4.1.2 Middle Layer (optional filter layer)

- a) **The primary function of this layer is to trap or stop particles 5 micron and larger.**
- b) It should have a **barrier efficiency of at least 75%.**
- c) Filter fabric should not restrict air permeability or impede on the air permeability of the completed mask.
- d) It is suggested that the filter fabric should not block > 25 % of airflow through the fabric.
- e) Filter fabric should not shed fibres or disintegrate with use in any way, causing potential of fibre inhalation or failure to filter.
- f) It should not add or create unnecessary heat load.
- g) Filter should be replaceable via a pouch between inner and outer layer of mask (envelope).
- h) It must be possible to disinfect filter daily or wash with hot water [Minimum filter size 100mm x 120mmm]
- i) Ideal product – non-woven or similarly performing fabric that meets the recommended requirements.

4.1.3 Outer Layer (faces outwards)

- a) This layer can be woven, warp- knitted or made from a suitable nonwoven fabric.
- b) Fabrics should not allow liquids to move through them.
- c) Hydrophobic or water repellent properties are recommended to prevent wetting from external sources and improve soil repellence.
- d) Fabrics should not restrict normal breathing.
- e) Care should be taken that this layer does not ruin the breathability of the mask
- f) Fabric choice should be suitable for the design of the mask - some designs may require a firmer fabric while others may require fabrics with more drape.
- g) A firm finish will prevent the mask from collapsing with breathing.
- h) Outer and inner layers can potentially be of the same fabric.

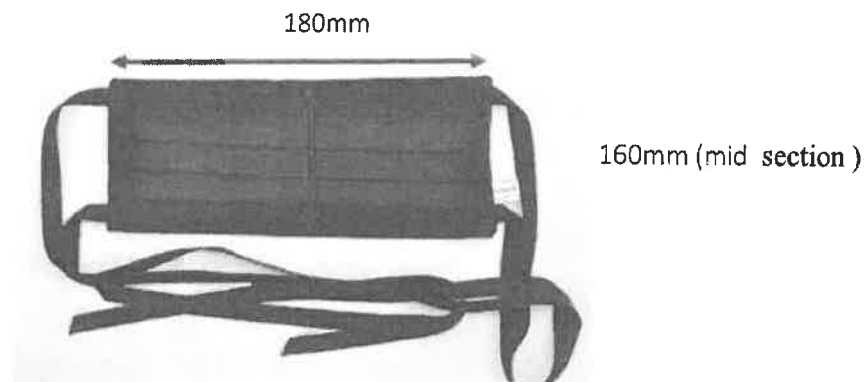
4.1.4 General Remarks

- a) Fabrics should not contain any toxic chemicals or excessive lint (especially the inner layer).
- b) The outward facing and inward facing of the mask must be clearly distinguished.
- c) **A new prototype can be easily tested for comfort by wearing it for at least 30 minutes.**
- d) Disinfection of all the components should be easy to carry out at home and components must not deteriorate with use/cleaning.
- e) Fabrics should be able to resist washing in hot water – not easily damaged.
- f) Components that are not removable should be resistant to at least 100 wash cycles.
- g) It must be ensured that proper airflow is achieved when all the layers are combined.
- h) One component with poor air permeability can cause a total failure in breathability
- i) **NOTE: If a filter layer is not used, the combination of the two layers must provide a 5 micron particle barrier efficiency of at least 75%.**

5 Designs for Fabric Masks

- a) Mask style and design features will contribute to user fit and should follow closely the contours of the face especially around the nose bridge and under the chin to reduce leakage out and into the mask.
- b) A wire insert, in middle of the mask that sits over the nose bridge area of mask, will allow the user to mould the shape of the mask around the nose bridge for a closer fit.
- c) Comfortable elastic bands/or cloth tie-straps of adequate size and shape for attachment either around the ears or the head should **facilitate comfortable fit**.
- d) Further adjustments to the dimension of this elastic/cloth tie-straps will enhance fit for more users permitting flexibility in the adjustment.
- e) The ties or elastics used to fit the mask to the face should not be designed to require that the wearer touches the front of the mask at all.
- f) Masks should be comfortable to wear. Fabrics selection should consider performance properties such as moisture management and thermal discomfort (guideline for fabric selection 4.1 above).
- g) Discomfort will undermine one's health by promoting the need to touch the face and remove or adjust the mask during wear.
- h) Bearing in mind that different fabric constructions and innovations allow for different properties and functions, there is merit in a mask designed from **at least two layers of**

- suitable fabric or three layers of such fabric** (two layers plus an extra third barrier/filtration layer in the centre).
- i) Masks must be designed to fit properly, ideally covering at least 50% of the length of the nose and fit to 25mm under the chin.
 - a. A guideline for the adult size of pleated mask designs is 180mm for the width and 160mm for the length (maximum unpeated length).
 - j) Additionally, manufacturers should indicate sizing of masks:
 - i. Adults: S/M/L/XL
 - ii. Children: S/M/L
 - k) Children sizes can be considered by downsizing the adult sizes until further anthropometric data is available to guide a more informed decision.
 - l) The suggested size for the removable filter is 120 x 100 mm.
 - m) The dimension for a simple pleated masks design is illustrated below:



- j) It is useful to provide markings or features that help the wearer to distinguish between the inner layer and outer layer of the mask in order to prevent wearers from placing the wrong side against their faces.
- k) **Special needs may arise within some groups of society** (such as hearing-impaired individuals who rely on lip reading) whose needs should also be considered when making masks.
- l) Other users such as children and those wearing spectacles should also be considered.
- m) Fabric Face Masks for different seasons and climates must also be considered.
- n) When adjusting to climate and seasonal needs, the fabric used should follow recommended guidelines – adjustments must not compromise fabric functionality as described in the guidelines.

6 Instructions for Using Fabric Masks

- a) Clear instructions should be provided to consumers about the capabilities and limitations of masks.
- b) At the very least guidance should be given that when re-usable fabric masks are worn:
- c) They do not constitute medical PPE nor are they a replacement for normal precautionary hygienic measures such as handwashing, not touching one's face, coughing or sneezing into a tissue or elbow and keeping a proper social distance of 1,5m from other people.
- d) The wearer should ensure the masks have been appropriately washed and disinfected before use
- e) Clear instructions must be provided around the proper protocol for wearing masks, including at a minimum that wearers should avoid touching the mask during use and that when putting on or taking off the mask, one's hands must have been cleansed after practicing appropriate hand hygiene;
- f) That re-usable masks or the components used within the masks may need to be replaced if they are damaged or worn out, or if they have exceeded their lifespans or use; and
- g) **That children should be supervised at all times when using a cloth mask**, and they are not recommended for infants who may struggle to breathe with a mask or even choke if they put parts in their mouths.
- h) **A user-guide MUST be supplied with a mask on how to wear and how to care for it.**
- i) A fabric face masks should generally not to be used by Health workers, working in a health care environment.

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7 Appendix A: Reference List of Local Textile Manufacturers.

Reference list of local manufacturers of nonwoven and woven textiles and elastics for inputs for fabric face masks for the public¹³.

7.1 Manufacturers of Nonwoven Textiles

Company	Key contacts	Province	Category/ies	Product/s that your company can offer clothing manufacturers for making masks, and practical description of how your product/s assist in protection
Beier Envirotec	Posh Moodley: 083 708 5378 pmoodley@beier.co.za	KZN	Fabrics	Manufacturer of: needle punched nonwovens. Can be used as the outer layer of masks. Their nonwovens provide dust loading capacity, comfort and a level of filtration and mouldability.
Brits Nonwovens	Dicky Coetzee: 082 901 4117 dicky.coetzee@brits.co.za	KZN	Filters	Manufacturer of: Polypropylene/ polyester combination filters. Can be used as filter in the middle of two layers of fabric. Can produce 50m per month
Feltex Nonwovens	Robert Gooch: 082 905 9958 rgbarg@feltex.co.za John Mauer: 082 909 4402 johnm@feltex.co.za	KZN	Fabrics	Manufacturer of: needle punched nonwovens. Could be used as inner or outer layer of masks. At the moment they do not supply products outside of the automotive industry, but they would be happy to work with mask manufacturers to try and meet the standards required for face masks.
Fibertex	Sefton Fripp: 082 903 6714 SEFR@fibertex.com Clive Hitchcock: 076 413 0899 cahi@fibertex.com	KZN	Filters	Manufacturer of: nonwovens and nanofiber treated products. Can be used as inner or middle (filter) fabrics and media. Functions include moulding support, particulate efficiency layers and barriers. Their adhetex product is made from PET/ PVDF fine fibres is a nano material most commonly used in High-Energy Particulate Arresting (HEPA) filters for masks, A/C units, automotive components and domestic filters i.e. vacuum cleaners. Their breathetex product is made from

¹³ This list is subject to available information and will be updated regularly. Please monitor the DTIC's website periodically for updates.

				polyester and is one of the components in FFP1 & 2 masks where it is used to mould and shape the masks. It sits adjacent to the melt-blown and outer spunbond layer
Filtafelt	Anil Chandran: 076 170 0702 Anil@iffgroup.com	Gauteng	Fabrics & Filters	<p>Manufacturer of: nonwovens that can be used as outer and inner layer of masks, and filters.</p> <p>Their 200 gram/m² weight, 300 gram/m² weight and 400 gram/m² weight Polypropylene nonwoven may be used to manufacture masks.</p>
Freudenberg Nonwovens	Fiona Shaw: 083 658 4095 Fiona.Shaw@freudenberg-pm.com	W. Cape	Fabrics & Filters	<p>Manufacturer of: nonwovens that can be used as outer and inner layer of masks, and filters.</p> <p>They can produce a dense polyester nonwoven filter layer, as well as hydrophobic and hydrophilic nonwovens as necessary.</p>
Inno Textiles	Oliver Wilhelm: 082 440 7021 oliver@innotextiles.co.za	KZN	Filters	<p>Manufacturer of: nonwoven fabric for outer or inner layer of mask and middle filter.</p> <p>They produce needled and heat-set or calendered filter media manufactured from 100% polyester in weight ranges from 120g/m² and up. Their products can be moulded, sewn or welded to make masks. Media could be used as the middle layer of a three layer mask, or if they produce a slightly heavier media at about 200g/m², this might be used for manufacturing a single layer mask. Can produce 5000m per day if required.</p>
Romatex Home Textiles	Helmut Höck, +27 (82) 566 7522, +27 (21) 933 9800, helmuth@romatex.co.za	KZN & Western Cape		<p>Manufacturer of: nonwoven fabric that can be used as the filler (middle layer) or the outer layer in a multi-layered mask.</p> <p>They manufacture 100% polyester non-allergenic non-woven fabric.</p>

Spunchem	<p>Gary Sweeney: 082 652 0463 garys@spunchem.co.za</p> <p>Thokozani Mbhamali thokozanim@spunchem.co.za</p> <p>Sandy Stewart: 074 999 7009 sandys@spunchem.co.za</p>	KZN	Fabrics & Filters	<p>Manufacturer of: nonwoven fabrics. Can be used as inner and outer layers, as well as middle filter.</p> <p>Spunbond can be produced to any gsm and can be used as a highly breathable outer and inner layer. Standard meltblown is produced to 25gsm to 50gsm and can be used as a middle layer filter. It has medium bacterial filtration properties and is breathable. They are in the process of developing electrostatic meltblown which can be used as a middle layer and forms a viable anti-viral filter.</p>
Vitafoam	<p>Aldrin John: 083 795 1085 aldrin.john@vitafoam.co.za</p> <p>Loren van Jaarsveld loren.vanjaarsveldt@vitafoam.co.za</p> <p>Johan Booysen johan.booysen@vitafoam.co.za</p>	Gauteng	Fabrics & Filters	<p>Manufacturer of: nonwoven fabric and nonwoven filters.</p> <p>Can be used for inner or outer layer (highly breathable hydrophobic spunbond of any gsm), and middle filter (presently running tests of whether their flexible polyurethane foam 4mm low density can be used as a filter)</p>

7.2 Manufacturers of Woven Textiles

Company	Key contacts	Province	Category/ies	Product/s that your company can offer clothing manufacturers for making masks, and practical description of how your product/s assist in protection
Aunde Tap	Sean Kennedy: 083 615 0298 sean.kennedy@aunde.co.za	KZN	Fabrics	Manufacturer of: Woven and warpknit 100% polyester fabrics. Can be used as the outer layers for masks.
Da Gama Textiles	Kelvyn Breetzke: 083 297 1485 kbreetzke@cowie.co.za	E. Cape	Fabrics	<p>Manufacturer of: cotton and polycotton woven fabrics. Can be utilised as the inner and outer layer of the mask</p> <p>Specifically supply: (1) CC484 (P48): 100% cotton sheeting, tight weave and can withstand high temp wash; (2) PCS7: 50/50 poly/cott sheeting, tight weave and can withstand high temp wash; (3) FT3: 100% cotton winter sheeting Flannel, comfort and tight weave; and (4) CJ54 (J54): 100% cotton twill excellent for outside layers, strong and tightly woven, would be able to last many washes</p>
Deslee Mattex	Michael Borchers 082 441 7305 michaelb@desleemattex.co.za Larry Unterhalter 082 447 4091 larryu@desleemattex.co.za	W. Cape	Fabrics	<p>Manufacturer of: Woven fabrics of Polyester, Polypropylene, Viscose and cotton. Their fabric can be utilized as both the inner and outer layers of the mask.</p> <p>Fabrics have the following properties: hydrophobic; breathable; washable; and do not contain toxic chemicals. Utilize high density yarns and can customize the fabrics pick count to ensure a pore size of 5 micron or less as per the guidelines. Capable of applying an antimicrobial and antibacterial finish to the woven fabrics which would also assist in reducing infection..</p> <p>Able to produce 21 000 meters of woven fabric per day..</p>
Finlam Textiles	Janice Roberts: 084 083 0404 jroberts@finlamtechnical.com	KZN	Fabrics	Manufacturer of: woven polyester fabrics, circular knitted polyester fabrics, specialised lamination (breathable hydrophilic membranes, PU membranes, PVC films etc, and coating, dyeing and finishing of woven fabrics. Can be used as outer and inner layers of mask

Gelvenor Textiles	<p>Thomas Adlam: 082 774 0758 tadlam@gelvenor.co.za</p> <p>Steve Fitzjohn: 066 264 4581 sfitzjohn@gelvenor.co.za</p>	KZN	Fabrics	<p>Manufacturer of: Woven polyester fabric. Can be used for outer and inner layers of masks.</p> <p>Produce hydrophobic finish, breathable to FFP rated mask standards – with option to do anti-bacterial/ microbial finish. The fabric is durable and has been tested to keep its functionality for up to 40 washes under specific conditions equivalent to a basic disposable face mask</p>
Imraan Textiles	<p>Imraan Bux : 083 325 3243 ibux@itmkn.co.za</p> <p>Andrew Broughton: 083 3006535 bwerdna@tiscali.co.za</p>	KZN	Fabrics	<p>Manufacturer of: woven polyester as well as poly-viscose fabrics. Can be used as inner and outer layer of masks.</p> <p>Customisable colours; minimised linting; can be easily washed without changing fabric properties.</p> <p>Materials and capacity for large volume production.</p>
Korteks Textiles	<p>Zayd Tayob: 082 900 5786 zayd@zaydtex.com</p> <p>Khabir Tayob khabir@zaydtex.com</p>	Gauteng	Fabrics	<p>Manufacturer of: 100% polyester woven and warpknit fabrics. Can be used for outer and inner layer of a mask. The warpknit could be used as a filter</p> <p>They have equipment to treat the fabric so that it is water resistant. The warp knitted fabric is a high density net like fabric which could be used as a filter fabric and can be washed and reused easily. It has no stretch.</p>
Nu-Mym Textiles	<p>Farhaad Vally 081 352 2225 Nuymymtex@telkomsa.net</p>	KZN	Fabrics	<p>Manufacturer of: 1. We can polyester, poly-cotton, cotton and poly-viscose fabrics. Can be used for inner or outer layers of mask.</p> <p>They produce 100% polyester, 65/35 poly-viscose, 100% cotton and 65/ 35 poly-cotton. They can add a blood guard, antibacterial agent and a water repellent finish</p>
Suntex	<p>Eddy Sun 082 333 3888 esun@suntex.co.za</p>	E. Cape	Fabrics	<p>Manufacturer of: woven fabrics. Can be used for outer layer and inner layer</p> <p>Outer layer can be +- 200 gsm woven fabrics in 100% texturized polyester yarns with water repellent finish. linner layer can be +- 70 gsm 100% texturized or non texturized polyester yarns</p>
Svenmill	<p>Brent Greenblatt: 083 995 8600 the_mill@svenmill.co.za</p>	W. Cape	Fabrics	<p>Manufacturer of: woven fabrics</p> <p>Can be used for inner and outer layers. Can supply 280cm wide fabrics, a mixture of polycotton (50:50) or 100% cotton. Fabric can be treated with anti-</p>

				bacterial nanotechnology silver proven to kill 99.99% of bacteria. Awaiting anti-viral results currently in lab testing.
Umzinto Textiles	Muhammad Paruk: 0827862623 mparuk45@outlook.com	KZN	Fabrics	Manufacturer of: woven fabrics Capable of weaving fabrics. Can do specialized finishes such as anti-microbial and anti-bacterial breathable finishes to various textiles up to a max width of 220cm .
Winelands Textiles	Peter Gaal: 082 441 2938 pgaal@winetex.co.za Juanita Wilkinson (Hextex office) jwilkinson@winetex.co.za Karen Bouwer (WC, EC) kbouwer@winetex.co.za Arif Cassim (GAUT) acassim@winetex.co.za Andrew Guy (KZN) McNair.Guy@telkomsa.net	W. Cape	Fabrics	Manufacturer of: woven fabrics. Can be used for inner or outer layer. Can supply range of polyester viscose, poly-cotton and cottons. Able to finish products with fluid resistant finishes



Department Social Development

NCP 3

H5.1.2.3.1

NOTE:

Only firm prices for rendering of supply and delivery of fabric face masks and plastic transparent shield will be accepted.

Name of Bidder:
RFQ Number: **NC/SOC/PROV-RFQ/02-2020**.
Closing date and time: **Wednesday, 20 May 2020 at 11:00**

Offers are to remain valid for **120 days** after official closing date.

Item Nr.	Quantity	Description of item	Unit cost	Total cost (Including VAT)
1	3400	Supply and delivery of fabric face masks <i>as per the attached specifications</i> SAMPLE is to be provided on the day and time of RFQ closure. Failure which shall render your offer invalid		
2	400	Plastic transparent shield with strip SAMPLE is to be provided on the day and time of RFQ closure. Failure which shall render your offer invalid		
Grant Total				



EVALUATION CRITERIA

- 1 Transport, administrative and labour costs must be included in the bid price.
- 2 The preferred bidder may not submit variation orders afterwards – prices offered must be firm.
- 3 Append a valid tax clearance certificate or SARS Pin letter.
- 4 Append an originally certified copy of CIPS previously known as CIPRO certificate. The original certification date may not be older than three (3) months at date of closure of bid.
- 5 Append an originally certified copy of the **BBBEE certificate or sworn affidavit** signed by the Exempted Micro Enterprise (EME) representative and attested by a Commissioner of Oath must be submitted at bid closing date and time. The original date of certification of the copy may not be older than three (3) months on date of closure of bid.
- 6 Bidders are to submit **originally certified copy of shareholders / members Identity Documents**. The original certification date may not be older than three (3) months on date of closure of bid.
- 7 Bidders are required to submit their detailed **Central Suppliers Database (CSD) registration report** (not the summary report) together with the bid document.
- 8 The Department reserves the right to award to more than one (1) bidder.
- 9 The Department is not obliged to accept the lowest quotation. The evaluation will also be based on the quality of the sample, as per specification.



Department Social Development

NCP 3

H5.1.2.3.1

I, the undersigned (full names & surname in print):

.....

Certify that the prices offered are correct and firm and that I have read directives 1 – 9 on this price schedule, NCP 3.

SIGNED AT.....ON THIS..... DAY OF (month) 2020

IN THE PRESENCE OF THE UNDER MENTIONED WITNESSES:

AS WITNESS

1.....

SIGNATURE: WITNESS

WITNESS: PRINT NAME & SURNAME

.....

2.....

SIGNATURE: WITNESS

WITNESS: PRINT NAME & SURNAME

.....



DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes an advertised competitive bid, a limited bid, a proposal or written price quotation). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

2.1 Full Name of bidder or his or her representative:

2.2 Identity Number:.....

2.3 Position occupied in the company (e.g. director, trustee, shareholder², member)
.....

2.4 Registration number of company, enterprise, close corporation, partnership agreement or trust:
.....

2.5 Tax Reference Number:

2.6 VAT Registration Number:

- 2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / PERSAL numbers must be indicated in paragraph 3 below.

"State" means:

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) provincial legislature;



- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

“Shareholder” means:

a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder presently employed by the state? ☐ YES or ☐ NO

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:

Name of state institution at which you or the person connected to the bidder is employed:

.....

Position occupied in the state institution:

Any other particulars:

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? ☐ YES or ☐ NO

If yes, did you attach proof of such authority to the bid document? ☐ YES or ☐ NO

2.7.2.1 (Note: Failure to submit proof of such authority, if applicable, shall result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof (to undertake remunerative work outside employment in the public sector):

.....
.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? ☐ YES or ☐ NO

2.8.1 If so, furnish particulars:

.....
.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? ☐ YES or ☐ NO



2.9.1 If so, furnish particulars.

.....

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid? ☐ YES or ☐ NO

2.10.1 If so, furnish particulars:

.....

2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? ☐ YES or ☐ NO

2.11.1 If so, furnish particulars:

.....

.....

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

Full Name	Identity Number	Personal Income Tax Reference Number	State Employee Number / Persal Number



4 DECLARATION

I, THE UNDERSIGNED (NAME &
SURNAME).....

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

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature of duly authorised representative
responsible for completion of bid documents

.....
Date

.....
Position / Designation in bidding company

.....
Name of bidder (Company)

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017**

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- 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 The value of this bid is estimated *to exceed/not exceed* R50 000 000 (all applicable taxes included) and therefore the 80/20 system shall be applicable.

1.3 Preference points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contribution.

1.3.1 The maximum points for this bid are allocated as follows:

	POINTS
1.3.1.1 PRICE	80
1.3.1.2 B-BBEE STATUS LEVEL OF CONTRIBUTION	20
Total points for Price and B-BBEE must not exceed	100
1.4 Failure on the part of a bidder to fill out and/or to sign this form and submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.	
1.5 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.	

2. DEFINITIONS

- 2.1.1 **"all applicable taxes"** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;
- 2.2 **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- 2.3 **"B-BBEE status level of contributor"** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 2.4 **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- 2.5 **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- 2.6 **"comparative price"** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;
- 2.7 **"consortium or joint venture"** 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;
- 2.8 **"contract"** means the agreement that results from the acceptance of a bid by an organ of state;
- 2.9 **"EME"** means any enterprise with annual total revenue of R5 million or less.
- 2.10 **"Firm price"** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- 2.11 **"functionality"** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- 2.12 **"non-firm prices"** means all prices other than "firm" prices;
- 2.13 **"person"** includes a juristic person;
- 2.14 **"rand value"** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- 2.15 **"sub-contract"** means the primary contractor's assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract;
- 2.16 **"total revenue"** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the *Government Gazette* on 9 February 2007;
- 2.17 **"trust"** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person;
- 2.18 **"trustee"** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person;

- 2.19 **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act; and
- 2.20 **“proof of B-BBEE status level of contributor”** means:
- (i) B-BBEE status level certificate issued by an authorized body or person;
 - (ii) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - (iii) Any other requirement prescribed in terms of the B-BBEE Act.

3. ADJUDICATION USING A POINT SYSTEM

- 3.1 The bidder obtaining the highest number of total points will be awarded the contract.
- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts;.
- 3.3 Points scored must be rounded off to the nearest 2 decimal places.
- 3.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 3.5 However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality.
- 3.6 Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

4. POINTS AWARDED FOR PRICE

4.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

80/20

or

90/10

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

P_s = Points scored for comparative price of bid under consideration

P_t = Comparative price of bid under consideration

P_{\min} = Comparative price of lowest acceptable bid

5. Points awarded for B-BBEE Status Level of Contribution

- 5.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8

6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

- 5.2 Bidders who qualify as EMEs in terms of the B-BBEE Act must submit proof of its B-BBEE status level of contributor.
- 5.3 Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Registered Auditor approved by IRBA or a Verification Agency accredited by SANAS.
- 5.4 A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity only, provided that the entity submits their B-BBEE status level contributor.
- 5.5 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- 5.6 Tertiary institutions and public entities will be required to submit their B-BBEE status level contributor in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 5.7 A person will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intends to sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract. The relevant EME must confirm its status with an original/ certified B- BBEE status level of contributor as contemplated in paragraph 1.4.
- 5.8 A person awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract. The relevant EME must submit proof of its B-BBEE status level of contributor as contemplated in paragraph 1.4.

6. BID DECLARATION

- 6.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

7. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3.1 AND 5.1

- 7.1 B-BBEE Status Level of Contribution: = (maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by relevant proof of B-BBEE status level of contributor. Certificate must be in the original or a **certified** copy.

8 SUB-CONTRACTING

- 8.1 Will any portion of the contract be sub-contracted? **YES / NO** (delete which is not applicable).

8.1.1 If yes, indicate:

- (i) what percentage of the contract will be sub-contracted?%
- (ii) the name of the sub-contractor?
- (iii) the B-BBEE status level of the sub-contractor?
- (iv) whether the sub-contractor is an EME or QSE? **YES / NO** (delete which is not applicable)

(Provide an original or certificate copy of sub-contractors B-BBEE status level of contribution certificate with quotation / bid.

(v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at least 51% owned by:	EME ✓	QSE ✓
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

9 DECLARATION WITH REGARD TO COMPANY/FIRM

9.1 Name of company/firm:

9.2 VAT registration number:

9.3 Company registration number:

9.4 TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

9.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

9.6 COMPANY CLASSIFICATION

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

[TICK APPLICABLE BOX]

9.7 Total number of years the company/firm has been in business?

9.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company / firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 1.3.1 & 5.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 paragraph 1.3.1 & 5.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- (iv) If the B-BBE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding 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 bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

WITNESSES:

1.
SIGNATURE

.....
PRINT SURNAME AND INITIALS

.....
SIGNATURE(S) OF BIDDER(S)

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

2.
SIGNATURE

.....
PRINT SURNAME AND INITIALS

DATE:

BIDDER'S ADDRESS:
.....
.....



DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Standard Bidding Document (NCP 6.2) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2011, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2011 (Regulation 9) makes provision for the promotion of local production and content.
- 1.2. Regulation 9.(1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for bids referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as indicated in paragraph 4.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.

1.6 A bid may be disqualified if –

- (a) this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation; and
- (b) the bidder fails to declare that the Local Content Declaration Templates (Annex C, D and E) have been audited and certified as correct.



2. Definitions

- 2.1. **"bid"** includes written price quotations, advertised competitive bids or proposals;
- 2.2. **"bid price"** price offered by the bidder, excluding value added tax (VAT);
- 2.3. **"contract"** means the agreement that results from the acceptance of a bid by an organ of state;
- 2.4. **"designated sector"** means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;
- 2.5. **"duly sign"** means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility(close corporation, partnership or individual).
- 2.6. **"imported content"** means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad (this includes labour or intellectual property costs), plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;
- 2.7. **"local content"** means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;
- 2.8. **"stipulated minimum threshold"** means that portion of local production and content as determined by the Department of Trade and Industry; and
- 2.9. **"sub-contract"** means the primary contractor's assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract.
3. **The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:**

<u>Description of services, works or goods</u>	<u>Stipulated minimum threshold %</u>
CLOTH / FABRIC	100%
_____	_____
_____	_____

4. Does any portion of the services, works or goods offered have any imported content?
(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

- 4.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.reservebank.co.za.



Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

5. Were the Local Content Declaration Templates (Annex C, D and E) audited and certified as correct?
(**Tick applicable box**)

YES		NO	
-----	--	----	--

5.1. If yes, provide the following particulars:

- (a) Full name of auditor:
- (b) Practice number:
- (c) Telephone and cell number:
- (d) Email address:

(Documentary proof regarding the declaration will, when required, be submitted to the satisfaction of the Accounting Officer / Accounting Authority)

6. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the DTI must be informed accordingly in order for the DTI to verify and in consultation with the AO/AA provide directives in this regard.

LOCAL CONTENT DECLARATION
(REFER TO ANNEX B OF SATS 1286:2011)

LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)

IN RESPECT OF:.....

ISSUED BY: (Procurement Authority / Name of Institution): Department Social Development: Northern Cape Province

NB

1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on http://www.thdti.gov.za/industrial_development/ip.jsp. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.** Declarations D and E should be kept by the bidders for verification purposes for a



period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),
do hereby declare, in my capacity as
of (name of bidder entity), the
following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
- (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
 - (ii) the declaration templates have been audited and certified to be correct.
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.

The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

(d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.

(e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Preferential Policy Framework Act (PPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____

DATE: _____

WITNESS No. 1 _____

DATE: _____

WITNESS No. 2 _____

DATE: _____

Local Content Declaration - Summary Schedule

(C7) Specified local content 75 - 100%

Note: VAT to be excluded from all calculations

GBP

[illegible][illegible]

Signature of bidder on Annex B in NCP 6.2

Date: _____

(C20) Total tender value

(C21) Total Exempt imported content

value net of exempt imported content

(C23) Total

(c24)

(C25) Average local content % of tender

1

Annex D

Imported Content Declaration - Supporting Schedule to Annex C

(D1) Tender No. NC/SOC/PRO-RFQ/02-2020

(D2) Tender description: Supply & Delivery of Fabric face masks

(D3) Designated Products: Cloth / fabric

(D4) Tender Authority:

(D5) Tendering Entity name:

(D6) Tender Exchange Rate:

Pula

EU R 9.00

GBP R 12.00

Note: VAT to be excluded from all calculations

A. Exempted imported content

Calculation of imported content

Summary

Tender item no's	Description of imported content	Local supplier	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Exchange Rate	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Exempted imported value
(D7)	(D8)	(D9)	(D10)	(D11)	(D12)	(D13)	(D14)	(D15)	(D16)	(D17)	(D18)

(D19) Total exempt imported value R 0

This total must correspond with Annex C - C 21

B. Imported directly by the Tenderer

Calculation of imported content

Summary

Tender item no's	Description of imported content	Unit of measure	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Total imported value
(D20)	(D21)	(D22)	(D23)	(D24)	(D25)	(D26)	(D27)	(D28)	(D29)	(D30)	(D31)

(D32) Total imported value by tenderer R 0

C. Imported by a 3rd party and supplied to the Tenderer

Calculation of imported content

Summary

Description of imported content	Unit of measure	Local supplier	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Quantity Imported	Total imported value
(D33)	(D34)	(D35)	(D36)	(D37)	(D38)	(D39)	(D40)	(D41)	(D42)	(D43)	(D44)

(D45) Total imported value by 3rd party R 0

D. Other foreign currency payments

Calculation of foreign currency payments

Summary of payments

Type of payment	Local supplier making the payment	Overseas beneficiary	Foreign currency value paid	Tender Rate of Exchange	Local value of payments
(D46)	(D47)	(D48)	(D49)	(D50)	(D51)

(D52) Total of foreign currency payments declared by tenderer and/or 3rd party

(D53) Total of imported content & foreign currency payments - (D32), (D45) & (D52) above R 0

This total must correspond with Annex C - C 23

Signature of bidder on Annex B in NCP 6.2

Date:

Annex E

Local Content Declaration - Supporting Schedule to Annex C

(E1) Tender No. NC/SOC/PROV-RFQ/02-2020
 (E2) Tender description: Supply & Delivery of Fabric face masks
 (E3) Designated products: Cloth / fabric 100% local content
 (E4) Tender Authority:
 (E5) Tendering Entity name:

Note: VAT to be excluded from all calculations

Local Products (Goods, Services and Works)	Description of items purchased	Local suppliers	Value
	(E6)	(E7)	(E8)
(E9) Total local products (Goods, Services and Works)			R 0

(E10) **Manpower costs** (Tenderer's manpower cost) R 0

(E11) **Factory overheads** (Rental, depreciation & amortisation, utility costs, consumables etc.) R 0

(E12) **Administration overheads and mark-up** (Marketing, insurance, financing, interest etc.) R 0

(E13) **Total local content** R 0

This total must correspond with Annex C - C24

Signature of bidder on Annex B in NCP 6.2

Date: _____

**DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES**

- 1 This standard bidding document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
- 4 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied). The Database of Restricted Suppliers now resides on the National Treasury's website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		



CERTIFICATION

I, THE UNDERSIGNED (FULL NAME & SURNAME)
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS
DECLARATION PROVE TO BE FALSE.

.....
Signature of duly authorised representative
responsible for completion of bid documents

.....
Date

.....
Position / Designation in bidding company

.....
Name of bidder (Company)



CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (NCP) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This NCP serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (NCP 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by: **Department Social Development, Northern Cape Provincial Government**
do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ (Name of Bidder) that:



1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder.
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.



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

.....
Signature of duly authorised representative
responsible for completion of bid documents

.....
Date

.....
Position / Designation in bidding company

.....
Name of bidder (Company)

(Purchases up to an estimated value of R500 000-00)

CLOSING TIME 11:00 ON: **PRICE QUOTATION NO.:**

ITEM	QTY	DESCRIPTION	PRICE IN RAND CURRENCY INCLUSIVE OF VAT
1	R

Country of origin:

YES OR NO

ISSUING AGENCY _____

(4) Company/Close Corporation registration number:

(5)	Income tax reference number: (Original of Income Tax Clearance Certificate to be attached)	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>															
(6)	VAT registration number (if applicable):	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>															
(7)	PAYE employer's registration number (if applicable)	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>															

Bank Details (if applicable):

Bank Name:

Bank Branch Code:

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Account Holder:

Bank Account number:

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Bank account type:

Contact person:

Signature: Name in print:

Telephone No.: Code: No.

Fax No.: Code: No.

E-mail address:

Address:

Postal code:

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SIGNATURE

SURNAME & INITIALS

DATE