

## BA-PHALABORWA MUNICIPALITY

# PROVISION OF CONSULTANCY FOR UPGRADING OF ROAD FROM GRAVEL TO BLOCK PAVING FROM NKATEKO TO PONDO IN LULEKANI

TENDER NUMBER: 12/24/25 (TENDER)

Closing Date: 26/02/2025

Time: 10h00

Venue: Tender Box (Main Office)

Tender Documents are available from the municipal website and the E-tender portal.

Ba-Phalaborwa Municipality	Ba-Phalaborwa Municipality		
Budget and Treasury Office:	Technical Services Office:		
Contact: Selepe NW	Contact: Mawela K		
Manager: Supply Chain	Manager: PMU		
Tel: (015) 780 6300	Tel: (015) 780 6300		
Name of Tenderer:			
Type of service to be rendered:			
TOTAL PERCENTAGE RATE TENDERED (All Inclusive) %:			

**TENDER NO: 12/24/25** 

#### 1. Tender Notice and Invitation to bid



#### **BA- PHALABORWA MUNICIPALITY**

Ba-Phalaborwa Municipality hereby invites suitable professional services providers to render service), for the below listed project in the Ba-Phalaborwa Municipality of the Mopani District in Limpopo Province.

Tender documents are obtainable from the municipal website and E-tender portal. Below are the significant details per project:-

TENDER NUMBE R	CIDB GRADING	DESCRIPTION	COMPULS SESSION	SORY BRIEF	FING	FUNCTIONALIT Y	EVALUATION CRITERIA	CLOSING DATE AND TIME	Minimum Score for functionality	CONTACT PERSON
			DATE	VENUE	COST					
12/24/25					Free at municipal website and E- tender portal	Consultancy: Company Experience (60) Experience of key personnel (40)	80/20	26/02/2025 @10H00		Mawela K (015) 780 6300

A compulsory briefing session will be held on the dates and times specified above at Activity Hall, Ba-Phalaborwa Municipality

Main Office, CNR Mandela and Sealene Street.

The bids are to be deposited in the tender box of Ba-Phalaborwa Municipality Offices situated at CNR Mandela Drive & Sealene Street in Phalaborwa, by the closing date and time as above mentioned, where after they be opened in public. No late, telefaxed or Document found

in any other place or proposal from service providers who have not attended the compulsory briefing session will not be considered.

Bidders should take note of the following bidding conditions:

- 1. Ba-Phalaborwa Municipality Supply Chain Management Policy shall apply in the evaluation and awarding of the Tender.
- 2. Ba-Phalaborwa Municipality does not bind itself to accept the lowest tender, reserves the right to accept the whole or part of the Tender and reserves the right not to appoint.
- 3. The Bid validity shall be 90 (Ninety) days from the date of closure.
- 4. Bidders must provide proof of the following to avoid disqualification: CSD report not older than 3 months, SAPS certified ID Copies of all directors, statement of municipal rates and taxes for both company and director (s) (not older than 3 months)/letter from traditional authority not older than 3 months/ lease agreement, key personnel/service team's experience (attach certified copies of qualifications and CV; CK/Company registration, Valid tax pin, proof of work experience (attach relevant appointment letter). All the relevant returnable documents are attached to the tender document,
- 5. The minimum score for functionality will be as stated above and bidders who score below will not be evaluated further on price and specific goals specified for the tender.

MS JB SELEPYANE ACTING MUNICIPAL MANAGER Notice No. 41 /24 Ba-Phalaborwa Municipality through Technical Service Department hereby request appointment of consulting engineer/professional service provider for upgrading of gravel to block paving road from Nkateko High School to Pondo Primary School.

#### 1. SCOPE OF WORK

The successful professional service provider shall execute and not be limited to the following:

#### **Proposed Works**

- During feasibility studies, it is expected that you liaise and consult with communities and various stakeholders to obtain additional feed-back and inputs prior planning and establishing of scoping and / or planning report;
- Present various solutions, alternative and/ or options that address the engineering problems encountered during the initial stage of feasibility studies;
- Joint selection of the most economic and sustainable option with low cost maintenance implication that is in line with national standards and meets the specific circumstances and needs within each community.
- The feasibility study and investigation exercise should address relocation of services if there
  are any and further make engagements with relevant stakeholders such as Eskom, Telkom,
  etc.
- Expected to quantify and conclude estimation to execute and complete the works/project (Bill of Quantities) at fair market competitive prices with transparency;
- Conduct presentations prior submission and approval of every report (scoping, preliminary and detailed design) to the municipality's technical service department and other relevant stakeholders;
- Provision of quality assurance program;
- Preparation and attending of monthly inspection, progress, technical and financial reports including programs of works with projected cash flow;
- Documentation, site supervision and monitoring of the works applying the EPWP principles as per guideline;
- Enforcing compliance of OHS and environmental issues throughout project implementation.
- Facilitate and monitor relevant and appointed sub consultants.
- Attending of monthly consultants and other necessary meeting invited by the client.

#### 2. PROJECT REPORTING

The following reports will be required (as minimum) and approved in writing by the employer at each stage before progressing to the next reporting stage.

- Scoping report
- Preliminary design report and drawings with bill of quantities (BOQ)
- Detail design report and drawings with bill of quantities (BOQ)
- Presentation and submission of draft tender documents
- Submission of final ender documents

- Monthly progress and technical reports
- Project close-out report
- Soft copy of as-built drawings
- Hard copy of A1 as-built drawings on sepia paper scale 1:2500

#### 3. EVALUATION CRITERIA

#### **EVALUATION OF RESPONDED BIDDERS**

The committee agreed that bidders should meet the requirements for the First Stage of Compliance before qualifying to the next or second stage of Evaluation Criteria

#### A. FIRST STAGE: COMPLIANCE / RETURNABLE DOCUMENTS

- All bidders must attend the compulsory briefing session
- Bidders must attach signed declaration forms attached to the bid document
- Company registration certificate
- · Letter from SARS with a tax valid pin
- Power of attorney/ letter of authority for signatory if applicable
- Signed Joint venture agreements where applicable
- Certified ID copies of the directors/ members/ proprietors not older than six months
- Valid Indemnity Insurance
- Proof of company registration with relevant professional council e.g. ECSA, SABTACO, SAICE, SAIEE etc.
- Statement of Municipality Accounts as proof of residential address not in arrears
  for than 90 days, if leasing, provide the lease agreement and copy of the owner's
  statement of municipality account not in arrears for than 90 days or the proof of
  residential address by a traditional authority in case of a non-ratable area for the
  business and all company directors (Not older than three months)
- Terms of reference fully completed and each page to be initialed.
- Latest registration report of Central Supplier Database (CSD) with valid reference number.
- A minimum of 51% ownership should be held by someone with professional ECSA registration of Pr Eng or Pr Tech(in case of more than two directors, majority shareholders should be ECSA registered)
- Project Management certificate NQF level 8 (company should have at least one key personnel who holds qualification with Project Management NQF level 8. The proof of qualification should be attached).
- In case of qualifications obtained abroad, SAQA verification should be attached.

#### **B. SECOND STAGE: EVALUATION CRITERIA**

- Responsive bids will be evaluated using a point system which awards on the basis set out in the table below:
- The minimum score for functionality will be 70%
  - Note: Organogram submission is compulsory and non-submission will result in zero scoring of key staff qualification. Duplication of qualifications/personnel with other bidders will result in tender disqualification. CV's of all proposed team must be accompanied by signed consent letter from incumbent and certified by commission of Oath

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ITE	Functionality criteria		Α	В
М				
No.				
			Bid rating	Wei
			(score 1-5)	ghti ng
1.	Company Experience	60 points		
	Previous experience of	5 appointments and completion	60	
	Roads and Structural	certificates in related projects		
	Engineering Projects, (Attach Appointment letters and completion	4 appointments and completion certificates in related projects	40	60
	certificates with the project of the past 10	3 appointments and completion certificates in related projects	30	
	years.)	2 appointments and completion certificates in related projects	20	
		1 appointment and completion certificate in related projects	10	
		No appointment letters	0	
2.	Key Personnel Experience	40 points		
	2.1 Company Director  With BTech/Degree in Civil Engineering, Professional Registered with ECSA as Pr	11 and more years of experience with the company while registered with ECSA	10	10
	Technologist or Pr Engineer	1-10 years of experience with the company	6	
		No company Director experience	0	
	2.2 Design Engineer	6 and more years' experience as Design Engineer registered with ECSA	10	10

With BTech/Degree in Civil Engineering and	1 to 5 years' experience as Design Engineer	6	
Professional Registered with ECSA as Pr Technologist or Pr Engineer, proof with the design certificate of the software	If no proof of qualification attached as Design Engineer	0	
2.3 PROJECT ENGINEER	Over Every and every every experience		10
	Over 5 years' experience as Project Engineer	10	10
With BTech/Degree in Civil Engineering, Professional Registered with ECSA as Pr Technologist or Pr Engineer, and SACPCPMP Certificate	3 to 5 years' experience as Project Engineer	6	
	1 to 5 years' experience as Project Engineer	4	
	If no proof of qualification attached as Project Engineer	0	
2.4 RESIDENTIAL	7 and above years of residential engineer	10	10
ENGINEER	experience		
With National Diploma in Civil Engineering, Professional	4-6 years of residential engineer experience	6	
Registered with ECSA and NQF Level 7: Develop and Promote Labor Intensive	1-3 years of residential engineer experience	4	
Construction Strategies accredited with SETA.	If no proof of qualification attached as	0	
Originally certified copies of qualifications along with Detailed CV of personnel to be attached. Certificates not certified will score ZERO points.	Residential Engineer.		
TOTAL			100

### C. THIRD STAGE: SPECIFIC GOALS POINTS SYSTEM

	Number of points allocated	Verification
Specific Goal		documents
	2.5	CSD Report/ ID
Black		copies
Women	2.5	ID copies/CSD report
Youth	10	IC Copies/CSD report
Disability	5	Medical Certificate
	20	

## D. Fourth stage pricing

Adjustment percentage offered based on project	
construction value	%
(Inclusive of professional fees, Supervision and disbursement)	70

# COMPULSORY MUNICIPAL BID DOCUMENTS

#### **INVITATION TO BID**

(a)	YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE BA-PHALABORWA LOCAL
	MUNICIPALITY

BID NUMBER:	CLOSING DATE:	CLOSING TIME:
DESCRIPTION		
DESCRIPTION		
The successful bidder will be requ	ired to fill in and sign a written Contract	Form (MBD 7).

BID DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT:

Cnr Nelson Mandela & Sealane Street Phalaborwa 1390

Bidders should ensure that bids are delivered timeously to the correct address inside the relevant bid box. If the bid is late or not inside the correct bid box, it will not be accepted for consideration.

- (b) The bid box is generally open 24 hours a day, 7 days a week.
- (c) ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS (NOT TO BE RE-TYPED)

THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

(d) NB: NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE (as defined in Regulation 1 of the Local Government: Municipal Supply Chain Management Regulations)

# THE FOLLOWING PARTICULARS MUST BE FURNISHED (FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)

NAME OF BIDDER	
POSTAL ADDRESS	
STREET ADDRESS	
TELEPHONE.NUMBER CODENUMBER	
CELLPHONE.NUMBER	
FACSIMILE NUMBER CODE	
E-MAIL ADDRESS	
VAT REGISTRATION NUMBER	
HAS AN ORIGINAL AND VALID TAX CLEARANCE CERTIFICATE BEEN ATTACHED? (MBD 2) YES/NO	
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS/SERVICES/WORKS OFFERED?  YES/I	NO
(IF YES ENCLOSE PR	OOF)
SIGNATURE OF BIDDER	
DATE	
CAPACITY UNDER WHICH THIS BID IS SIGNED	
TOTAL BID PRICE	
TOTAL NUMBER OF ITEMS OFFERED	

#### TAX CLEARANCE CERTIFICATE

It is a condition of bid that the taxes of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Service (SARS) to meet the bidder's tax obligations.

- 1. In order to meet this requirement bidders are required to complete in full form TCC001 "Application for a Tax Clearance Certificate" and submit it to any SARS branch office nationally. The Tax Clearance Certificate Requirements are also applicable to foreign bidders / individuals who wish to submit bids. Copies of form TCC 001 are available from any SARS branch office nationally or on the website www.sars.gov.za.
- 2. SARS will then furnish the bidder with a Tax Clearance Certificate that will be valid for a period of 1 (one) year from the date of approval.
- 3. The original Tax Clearance Certificate must be submitted together with the bid. Failure to submit the original and valid Tax Clearance Certificate will result in the invalidation of the bid. Certified copies of the Tax Clearance Certificate will not be acceptable.
- 4. In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must submit a separate Tax Clearance Certificate.
- 5. Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za.
- 6. Exemption to the provision of a Tax Clearance Certificate will be granted provided that:
  - a) The bidder is registered on the vendor database of the municipality and a valid tax clearance certificate was submitted together with the application for registration
  - b) If the closing date of the price quotation or bid falls within the expiry date of the tax clearance certificate that is in the municipality's possession.

#### **DECLARATION OF INTEREST**

- 1. No bid will be accepted from persons in the service of the state<sup>1</sup>.
- 2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favoritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorized representative declare their position in relation to the evaluating/adjudicating authority.

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

3.1	Full Name of bidder or his or her representative:	
3.2	Identity Number:	
3.3	Position occupied in the Company (director, trustee, shareholder):	
3.4	Company Registration Number:	
3.5	Tax Reference Number:	
3.6	VAT Registration Number:	
3.7	The names of all directors / trustees / shareholders members, their individual and state employee numbers must be indicated in paragraph 4 below.	ll identity numbers
3.8	Are you presently in the service of the state?	YES / NO
3	.8.1 If yes, furnish particulars.	

<sup>1</sup>MSCM Regulations: "in the service of the state" means to be –

- (a) a member of -
  - (i) any municipal council;
  - (ii) any provincial legislature; or
  - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of 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); (e) a member of the accounting authority of any national or provincial public entity; or (f) an employee of Parliament or a provincial legislature.

<sup>&</sup>lt;sup>2</sup> Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

	3.9	Have you been in the service of the state for the past twelve months?	YES / NO
3	3.9.1 If	yes, furnish particulars	
	3.10	Do you have any relationship (family, friend, other) with persons In the service who may be involved with The evaluation and or adjudication of this bid?	
		3.10.1 If yes, furnish particulars.	
3.11	Are	you, aware of any relationship (family, friend, other) between	
		Any other bidder and any persons in the service of the state who	
		May be involved with the evaluation and or adjudication of this bid?	YES / NO
		3.11.1 If yes, furnish particulars	
	3 12	Are any of the company's directors, trustees, managers,	
	0.12	Principle shareholders or stakeholders in service of the state?	YES / NO
		3.12.1 If yes, furnish particulars.	
	3.13	, , , , , , , , , , , , , , , , , , , ,	
		Trustees, managers, principle shareholders or stakeholders In service of the state?	YES / NO
		3.13.1 If yes, furnish particulars.	
	3.	14 Do you or any of the directors, trustees, managers,	
		Principle shareholders, or stakeholders of this company Have any interest in any	
		other related companies or	
		Business whether or not they are bidding for this contract.	YES / NO
		3.14.1 If yes, furnish particulars:	

(a) 4.	Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	State Employee
		Number

Signature	Date
Capacity	Name of Bidder

#### **MBD 6.1**

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

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

#### 1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to invitations to tender:
  - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
  - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

#### 1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the 90/10 preference point system.
- b) The applicable preference point system for this tender is the 80/20 preference point system.
- c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.
- 1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:
  - (a) Price; and
  - (b) Specific Goals.

#### 1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	
SPECIFIC GOALS	
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

#### 2. **DEFINITIONS**

- (a) "tender" means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) "tender for income-generating contracts" means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) "the Act" means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

#### 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

#### 3.1. **POINTS AWARDED FOR PRICE**

#### 3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

80/20

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

$$Ps = 80\left(1 - rac{Pt - P\,min}{P\,min}
ight)$$
 or  $Ps = 90\left(1 - rac{Pt - P\,min}{P\,min}
ight)$ 

90/10

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

# 3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

#### 3.2.1. POINTS AWARDED FOR PRICE

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

$$Ps = 80\left(1+rac{Pt-P\,max}{P\,max}
ight)$$
 or  $Ps = 90\left(1+rac{Pt-P\,max}{P\,max}
ight)$ 

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

#### 4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
  - (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
  - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)	
100% black owned					
woman					
Youth					
Directors with disability					

#### **DECLARATION WITH REGARD TO COMPANY/FIRM**

4.3.	Name of company/firm					
4.4.	Company registration number:					
4.5.	TYPE OF COMPANY/ FIRM					
	<ul> <li>Partnership/Joint Venture / Consortium</li> <li>One-person business/sole propriety</li> <li>Close corporation</li> <li>Public Company</li> <li>Personal Liability Company</li> <li>(Pty) Limited</li> <li>Non-Profit Company</li> <li>State Owned Company</li> <li>[TICK APPLICABLE BOX]</li> </ul>					

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have
  - (a) disqualify the person from the tendering process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
  - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
  - (e) forward the matter for criminal prosecution, if deemed necessary.

	SIGNATURE(S) OF TENDERER(S)
SURNAME AND NAME:	
DATE:	
ADDRESS:	

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

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

#### 1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to invitations to tender:
  - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and

#### 1.2 To be completed by the organ of state

- a) The applicable preference point system for this tender is the 80/20 preference point system.
- 1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:
  - (a) Price; and
  - (b) Specific Goals.

#### 1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

#### 2. **DEFINITIONS**

- (a) "tender" means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) "price" means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes:
- (d) "tender for income-generating contracts" means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal
  - of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) "the Act" means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

#### 3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

#### 3.1. POINTS AWARDED FOR PRICE

#### 3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

$$Ps = 80 (1 = \frac{Pt-P \min}{})$$

Pmin

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

#### 4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
  - (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

The 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	allocated (80/20 system) (To be	Number of points claimed (80/20 system)  (To be completed by the tenderer)
<ul> <li>100% company owned/director/s/shareholders by people who are black</li> <li>Woman</li> <li>Youth</li> <li>Directors with disability</li> </ul>		

#### **DECLARATION WITH REGARD TO COMPANY/FIRM**

4.3.	Name of company/firm						
4.4.	Company registration number:						
4.5.	TYPE OF COMPANY/ FIRM						
0000	Partnership/Joint Venture / Consortium One-person business/sole propriety Close corporation Public Company Personal Liability Company (Pty) Limited Non-Profit Company [TICK APPLICABLE BOX]						
4.6.	I, the undersigned, who is duly authorized to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:						
	i) The information furnished is true and correct.						
	<ul><li>ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form.</li></ul>						
	iii) In the event of a contract being awarded as a result of points claimed as shown paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to satisfaction of the organ of state that the claims are correct.						
	iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –						
	(a) disqualify the person from the tendering process.						
	(b) recover costs, losses, or damages it has incurred or suffered as a result of that person's conduct.						
	(c) cancel the contract and claim any damages which it has suffered as a result of having to make less favorable arrangements due to such cancellation.						
	(d) recommend that the tenderer or contractor, its shareholders and						

directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

forward the matter for criminal prosecution, if deemed necessary.

	SIGNATURE(S) OF TENDERER(S)
SURNAME AND NAME:	
DATE:	
ADDRESS:	

(e)

#### 1. CONTRACT FORM - PURCHASE OF GOODS/SERVICES

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SUCCESSFUL BIDDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SUCCESSFUL BIDDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

## 2. PART 1 (TO BE FILLED IN BY THE BIDDER)

- 2. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (i) Bidding documents, viz
    - Invitation to bid;
    - Proof of Tax Compliance Status;
    - Pricing schedule(s);
    - Technical Specification(s);
    - Preference claim form for Preferential Procurement in terms of the Preferential Procurement Regulations;
    - Declaration of interest:
    - Declaration of bidder's past SCM practices;
    - Certificate of Independent Bid Determination;
    - Special Conditions of Contract;
  - (ii) General Conditions of Contract; and
  - (iii) Other (specify)
- 3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the goods and/or works specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
- 4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.

NAME (PRINT)	
( ,	WITNESSES
CAPACITY	 1
SIGNATURE	 2
NAME OF FIRM	 DATE:
DATE	

I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

I confirm that I am duly authorised to sign this contract.

5.

6.

### **CONTRACT FORM - PURCHASE OF GOODS/SERVICES**

3. F	PART 2 (TO BE FILLED IN BY THE PURCHASER)								
а	Idatedfor the supply o goods/services indicated hereunder and/or further specified in the annexure(s).								
3. I	undertake to	make	cating delivery in payment for the ntract, within 30	goods/	servic	es delivered i			
ITEM NO.	PRICE (APPLICA TAXES INCLUDE	BLE	BRAND	DELIV PER		TOTAI PREFERE POINT CLAIME	NCE S	POINTS CLAIMED FOR EACH SPECIFIC GOAL	
4. I	confirm that I	am d	uly authorized to	sign thi	s conti	act.			
SIGNED	AT			ON					
							WITN	ESSES	
NAME (I	PRINT)						1.		
SIGNAT	URE						2.		
OFFICIA	AL STAMP						DATE		

#### 4. CONTRACT FORM - RENDERING OF SERVICES

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

5.	PART 1	(TO BE FILLED IN BY THE SERVICE PROVID	DER
----	--------	--	-----

- 8. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (iv) Bidding documents, viz
    - Invitation to bid;
    - Proof of tax compliance status;
    - Pricing schedule(s);
    - Filled in task directive/proposal;
    - Preference claim form for Preferential Procurement in terms of the Preferential Procurement Regulations;
    - Declaration of interest;
    - Declaration of Bidder's past SCM practices;
    - Certificate of Independent Bid Determination;
    - Special Conditions of Contract;
  - (v) General Conditions of Contract; and
  - (vi) Other (specify)
- 9. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
- 10. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
- 11. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
- 12. I confirm that I am duly authorised to sign this contract.

	WITNESSES
NAME (PRINT)	
CAPACITY	 1
SIGNATURE	 2
NAME OF FIRM	DATE:

**MBD 7.2** 

### **CONTRACT FORM - RENDERING OF SERVICES**

6.	PART 2 (TO BE FIL	LED IN BY THE	E PURCHASER)					
4.	accept your bid	d under refe	rence number .	my capacity as. da ther specified ir	ted		for the	 rendering
5. 6.	I undertake to n	nake payme	nt for the servic	r instructions is es rendered in a receipt of an ir	accord	dance with	n the terms and	conditions
	DESCRIPT SERVI		PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	PRE P	TOTAL FERENCE OINTS LAIMED	POINTS CLAIMED FOR EACH SPECIFIC GOAL	
4.	I confirm that I	am duly aut	horized to sign	this contract.				
SIGNE	ED AT			ON				
NAME	(PRINT)				[	WITNESS	SES	
SIGNA	TURE					1		
OFFIC	IAL STAMP				2	2		
OFFIC	IAL STAMP					DATE: 		

# 7. CONTRACT FORM - TENDER FOR INCOME-GENERATING CONTRACTS<sup>1</sup>

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SUCCESSFUL BIDDER (PART 1) AND THE LESSOR/ SELLER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SUCCESSFUL BIDDER AND THE LESSOR/ SELLER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

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- 14. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (vii) Bidding documents, viz
    - Invitation to bid;
    - Proof of tax compliance status;
    - Pricing schedule(s);
    - Preference claim form for Preferential Procurement in terms of the Preferential Procurement Regulations;
    - Declaration of interest;
    - Declaration of Bidder's past SCM practices;
    - Special Conditions of Contract;
  - (viii) General Conditions of Contract; and
  - (ix) Other (specify)
- 15. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) quoted covers the leased property/ all the goods and/or services specified in the bidding documents; that the price(s) cover all my obligations and I accept that any mistakes regarding price(s) and calculations will be at my own risk.
- 16. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.
- 17. I undertake to make payment for the leased property/ goods/services as specified in the bidding documents.
- 18. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
- 19. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)	 WITNESSES
CAPACITY	 1
	2
SIGNATURE	 DATE:

<sup>&</sup>lt;sup>1</sup> "Tender for income-generating contracts" has the same meaning as defined in the Preferential Procurement Regulations, 2022.

	NAME OF	FIRM						
	DATE							
							МВ	BD 7.3
CON	TRACT FO	ORM - TENDER	FOR INCO	ME-GEN	NERATI	NG CONTRA	ACTS	
9.	PΔRT	2 (TO BE F	ILLEDIN	JRYT	THEI	ESSOR/	SELLER)	
7.	1 / (1 ( 1	2 (10 DL1		• • •			OLLLLIN)	
7.	I		in	my cap	acity as		accept	your
3.	of goods/s	services indicated	hereunder a	nd/or furt	ther spec	ified in the an	sing of property/ pur nexure(s). accordance with the	
<i>.</i>		tions of the contra	ict.					
	ITEM	DESCRIPTIO	PRICE (ALI APPLICAB			OTAL ERENCE	POINTS CLAIMED FOR	
	NO.	N	TAXES INCLUDED	)	POINTS	S CLAIMED	EACH SPECIFIC GOAL	
4.	I confirm t	hat I am duly auth	orized to sig	າ this cor	ntract.			
SIGNE	D AT		C	)N				
NAME	(PRINT)					WITNESSE	S	
SIGNA	TURE					3		
OFFIC	IAL STAM	F				4		
						DATE		
					l			
		1						

# DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Municipal Bidding Document must form part of all bids invited.
- It serves as a declaration to be used by municipalities and municipal entities 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.
- The bid of any bidder may be rejected if that bidder, or any of its directors have:
  - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system:
  - b. been convicted for fraud or corruption during the past five years;
  - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
  - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 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	Yes	No
	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 audi alteram partem rule was applied).		
	The Database of Restricted Suppliers now resides on the National		
	Treasury's website( <u>www.treasury.gov.za</u> ) and can be accessed by		
	clicking on its link at the bottom of the home page.		
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 ( <a href="www.treasury.gov.za">www.treasury.gov.za</a> ) by clicking on its link at the bottom of the home page.	Yes	No 🗆
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 of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes	No 🗆
4.3.1	If so, furnish particulars:		
ltem	Question	Yes	No
Item 4.4	Question  Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes Yes	No No
	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other		
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?  If so, furnish particulars:  Was any contract between the bidder and the municipality / municipal entity		
4.4.1	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?  If so, furnish particulars:	Yes	No

#### **CERTIFICATION**

	Position	Name of Bidder
	Signature	Date
	CEPT THAT, IN ADDITION TO CANCELLATION HOULD THIS DECLARATION PROVE TO BE	ON OF A CONTRACT, ACTION MAY BE TAKEN AGAINST FALSE.
THE	INFORMATION FURNISHED ON THIS DECLA	ARATION FORM TRUE AND CORRECT.
I, THE	E UNDERSIGNED (FULL NAME)	CERTIFY THAT

#### CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Municipal Bidding Document (MBD) must form part of all bids<sup>1</sup> invited.
- 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).<sup>2</sup> Collusive bidding is a *pe* se prohibition meaning that it cannot be justified under any grounds.
- Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
  - a. take all reasonable steps to prevent such abuse;
  - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
  - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- This MBD 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.
- In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:
  - <sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.
  - <sup>2</sup> 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.

#### CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:	
(Bid Number and Description)	
in response to the invitation for the bid made by:	
(Name of Municipality / Municipal Entity)	
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 consortium<sup>3</sup> 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.
  - <sup>3</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.
- 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	Date
Position	Name of Bidder



### **BA-PHALABORWA MUNICIPALITY**

### **Fraud and Corruption Declaration Form**

I (Name)	duly authorized to act on behalf of (Company name)
	hereby declare to Ba-Phalaborwa Municipality that the company:

- a. it has declared to Ba-Phalaborwa Municipality any circumstances that could give rise to a conflict of interest or potential conflict of interest in relation to the current procurement action;
- b. None of the directors of the company is employed by the state;
- c. The company is not blacklisted by the national treasury;
- d. Has not negotiated or tried to negotiate with any municipal official to try to gain information or preference to win the bid, if found the bidder's details will be submitted to national treasury for blacklisting of the company;
- e. it has not granted and will not grant, has not sought and will not seek, has not attempted and will not attempt to obtain, and has not accepted and will not accept any direct or indirect benefit (financial or otherwise) arising from a procurement contract or the award thereof;
- f. all the information submitted in the bid is truthful and there is no misrepresentation;
- g. it adheres to the Prevention and Combating of Corrupt Activities Act 12 of 2004;
- h. it is solvent and in a position to continue doing business for the period stipulated in the contract after contract signature, if awarded a contract by Ba-Phalaborwa Municipality;
- i. it has zero tolerance to Fraud and Corruption and has appropriate procedures in place to prevent and respond to Fraud and Corruption in line with the legislation.

The Company understands that a false statement or failure to disclose any relevant information.

which may impact upon Ba-Phalaborwa Municipality's decision to award a contract may result in the disqualification of the company from the bidding exercise and/or the withdrawal of any offer of a contract with Ba-Phalaborwa Municipality. Furthermore, in case a contract has already been awarded, Ba-Phalaborwa Municipality shall be entitled to rescind the contract with immediate effect, in addition to any other remedies which the municipality may have by contract or by law.

Company Name:			
Name and Title of duly authorized representative.			
Name:			
Date:	Title:		
Signature:			
Witness			
Name:	. Signature	Date:	