South African
NATIONAL PARKS

TERMS OF REFERENCE

APPOINTMENT OF A SERVICE PROVIDER FOR THE MAINTENANCE OF COOLING, REFRIGERATION & FREEZING EQUIPMENT INCLUDING REPLACEMENTS OF PARTS FOR A PERIOD OF THREE (3) YEARS

RFQ NO:

22134/GGHNP/2026-27

REQUEST FOR QUOTATION

You are hereby invited to submit proposal / price quotation for:

Appointment of a service provider for the maintenance of cooling, refrigeration and freezing equipment including replacement of parts for a period of three (3) years

RFQ NUMBER	**22134/GGHNP/2026-27**
ADVERTISEMENT DATE	**22 October 2026**
Non-Compulsory Site Briefing **Venu:** **Time:**	**30 October 2026** **Golden Gate Highlands National Park Free State Conference Room** **10h00am**
CLOSING DATE	**06 November 2026**
CLOSING TIME	**16:00 PM**
BID DOCUMENT DELIVERY ADDRESS	**GoldenGate_SCM@sanparks.org (Submissions sent to any other email address will not be considered).**
BID VALIDITY PERIOD	**84 days (commencing from the RFQ Closing Date)**
ENQUERIES	**Email: GoldenGate_SCM@sanparks.org Contact no: 058 255 1019**
OFFERS SUBMITTED	**No alternative offers/ options will be accepted.**

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

Bidders shall submit proposal responses in accordance with the prescribed manner of submissions as specified above. Bids received after the time stipulated shall not be considered.

Where applicable, the successful bidder will be required to fill in and sign a written Contract Form (SBD 7).

Bidders are not allowed to contact any other SANParks staff in the context of this RFQ other than the indicated officials under SBD 1 or as indicated above.

NB: **No proposal shall be accepted by SANPARKS if submitted in any manner other than as prescribed above.**

PART A
INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN NATIONAL PARKS					
BID NUMBER:	**22134/GGHNP/2026-27**	CLOSING DATE:	**06 November 2026**	CLOSING TIME:	**16:00 PM**
DESCRIPTION	**Appointment of a service provider for the maintenance of cooling, refrigeration, and freezing equipment including replacements of parts for a period of three (3) years**				

BID RESPONSE DOCUMENTS MAY BE SENT TO THE BELOW EMAIL
GoldenGate_SCM@sanparks.org

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO		TECHNICAL ENQUIRIES MAY BE DIRECTED TO:	
CONTACT PERSON	**Vuyiswa Makhathini**	CONTACT PERSON	
TELEPHONE NUMBER	**058 255 1019**	TELEPHONE NUMBER	
E-MAIL ADDRESS	GoldenGate_SCM@sanparks.org	E-MAIL ADDRESS	

SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		**OR**	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] ☐ Yes ☐ No	

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐Yes ☐No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR **THE GOODS /SERVICES /WORKS OFFERED?**	☐Yes ☐No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO

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

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

PART B
TERMS AND CONDITIONS FOR BIDDING

1.	**BID SUBMISSION:**
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	**ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4.	**THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**
2.	**TAX COMPLIANCE REQUIREMENTS**
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6	WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7	NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF BIDDER: ……

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

DATE: ……..

1. PURPOSE

The purpose of this request is for the appointment of a service provider for the **maintenance of cooling, refrigeration, and freezing equipment including parts for a period of three (3) years** at R712 Golden Gate Highlands National Park, Between Clarens & Qwaqwa, Free State, 9707

2. BACKGROUND

South African National Parks (SANParks) is a public entity functioning under National Environmental Management: Protected Areas Act 57 of 2003 (Act 57 of 2003); with the mandate to conserve; protect; control; and manage national parks and other defined protected areas and their biological diversity (Biodiversity). As a public entity, SANParks is also governed by the Public Finance Management Act, Act 1 of 1999 (as amended by Act 29 of 1999), and it is listed as Schedule 3 Part A: public entity.

The primary mandate of SANParks is to expand, protect, conserve, and control the system of national parks, terrestrial and marine, that it is assigned to manage. SANParks currently manages over 4 million hectares of terrestrial and 369 657 ha marine protected biodiversity through a system of 21 National Parks and 10 Marine Protected Areas: (MPAs), representing approximately 67% of state owned terrestrial protected areas and 22% of State Managed MPAs. This places SANParks in an ideal position to not only meaningfully contribute to the protection and sustainable use of the megadiverse biodiversity of South Africa, but also to be a key player in building climate resilience through ecosystem-based mitigation and adaptation.

3. SCOPE OF WORK

The purpose of this RFQ is to appoint a suitable service provider for the appointment of a service provider for the **maintenance of cooling, refrigeration, and freezing equipment including parts for a period of three (3) years** as per the below specification requirements:

Specification requirements					
Item No.	**Quantity**	**Location**	**Description**	**Model/ Series Numbers**	**Asset Number**
Maintenance of cooling, refrigeration, and freezing equipment including parts					
Food & Beverage					
1.	3	Masutsa Restuarant	walk in freezer		700469, 624734, 624733
2.	3		Fridge: Under bar st silver	Coolline	624758, 624768, 624763
3.	3	Brandwag Lounge	Fridge: Under bar st silver	Cool line	624759, # 3430 & # 3433
Hotel & Chalets					
4.	1	Hotel Manager	Bar Fridge	Defy / 04 11806908	608749
5.	51	Hotel rooms (Room 1	Midea Bar fridge 43 L silver		3733144 - 3733194

Specification requirements					
Item No.	**Quantity**	**Location**	**Description**	**Model/ Series Numbers**	**Asset Number**
Maintenance of cooling, refrigeration, and freezing equipment including parts					
Food & Beverage					
6.	2	Room (10 &15)	Mora 90L Bar fridge White		3733195 & 3733196
7.	1	Chalets 41		Defy	3731433
8.	3	Chalet 42 - 44		Defy	3731426, 3731427,3731428
9.	4	Chalet 45, 46, 47 & 48	Silver & white	Defy & Defy /model c240	3731431, 641979 & 3731432, 611656
10.	2	Chalet 49, 52	221 L white,	KIC	3731048, 3731042
11.	2	Chalet 50, 51	White	Defy	2006482, 3731434
12.	2	Chalet 53	White	Defy white	3732113
13.	1	Chalet 55	White	KIC	3731046
14.	3	Chalet 57, 58 & 63	White &2x 228L	Defy	373283& 373281, 3732821
15.	1	Chalet 56	White	Defy	705933,
16.	1	Chalet 59			
17.	6	Chalet 60,61, 65, 66 & 67	2X White, &, silver, 2x white 240L	Defy	3732282, 3731426 &, 3732820, 3731851 & 3731048
18.	1	Chalet 68	White	KIC	625950
19.	6	Chalet 54, 62, 64,70, 71, 74	3x 250L White, 3x 250L Metallic,	Defy	3732135, 3732133, 3732136, 3732134, 3731429, 3732137
Wilgenhof					
20.	1	Wilgenhof Pantry	Coolroom/freezer		No asset no
21.	1	Wilgenhof kitchen	Side by side fridge	Hisense	3731445
22.	1	Wilgenhof kitchen	Chest freezer	Defy	705950

NB: Equipment will be required to be serviced on a quarterly basis

4. COMPLIANCE AND GOVERNANCE VERIFICATION DOCUMENTS (Standard Bidding Documents) - RETURNABLES

SANParks has set out the minimum administrative criteria that must be met by a bidder. The below administrative documents must be completed and signed by the authorized representative of a bidder. If a bidder fails to fully comply with the criteria, SANParks reserves the right at its sole discretion to allow such bidder an opportunity to submit and/or supplement the information and/or documentation submitted within a grace period of (seven) 7 calendar days prior to disqualifying the bidder.

SANParks will disqualify (where non-submission is indicated below to result in disqualification) a bidder who does not achieve full compliance with the criteria within the seven (7) calendar days grace period.

Documents	Instruction	Will non-submission result in disqualification?
Submission of fully completed SBD1 (Invitation to Bid),	Bidders to complete and sign	Yes
Submission of the pricing schedule in the RFQ document	Bidders to submit a completed pricing schedule	Yes
Submission of fully completed SBD 4 (Declaration of Interest),	Bidders to complete and sign	Yes
Submission of fully completed SBD 6.1 (Preference Claim Certificate), accompanied by an original or certified B-BBEE Status Level Verification Certificate or B-BBEE Sworn Affidavit.	Bidders to complete and sign	No
Proof of registration with National Treasury Central Supplier Database (CSD).	Bidders must be registered on CSD prior to submitting quotation. Bidders are required to submit proof of such registration	No. A bidder must be registered on CSD to be eligible for award.
Tenderers with a CIDB grading of 1 ME or higher are eligible to apply. Proof of CIDB grading registration must be submitted.	Bidders to submit proof of registration	Yes
Valid COIDA Letter of Good Standing.	Bidders to submit a valid certificate	Yes
Red seal Trade Test Certificate must be attached to this bid.	Bidders to submit a valid certificate	Yes
Service provider must be registered with SARACCA (South African Refrigeration and Air Conditioning Contractors Association).	Bidders to submit a valid certificate	Yes
Compulsory Enterprise Questionnaire	Bidders to complete and sign	Yes

5. CENTRAL SUPPLIER DATABASE INFORMATION

Bidders are required to be registered on the Central Supplier Database (CSD) of National Treasury. Failure to submit the requested information may lead to disqualification. (Please provide proof of registration on the Central Supplier Database).

6. Evaluation Phase: MANDATORY REQUIREMENTS

NO	CRITERIA	COMPLY	NOT COMPLY
1.	Tenderers with a CIDB grading of 2 ME or higher are eligible to apply. Proof of CIDB grading registration must be submitted.		
2.	Valid COIDA Letter of Good Standing.		
3.	Red seal Trade Test Certificate must be attached to this bid.		
4.	Service provider must be registered with SARACCA (South African Refrigeration and Air Conditioning Contractors Association).		
5.	Compulsory Enterprise Questionnaire		

7. PRICING SCHEDULE

NB: No alternative offers/ options will be accepted.

Appointment of a service provider for the maintenance of cooling, refrigeration and freezing equipment including replacements of parts for a period of three (3) years

No	Quantity	Location	Description	Model/ Serial Number	Unit Price in Rand (R) Excl. VAT	Price in Rand(R) Excl. VAT
Food & Beverage						
1.	3	Masutsa Restuarant	Walk in freezer			
2.	3		Fridge: Under bar st silver	Coolline		
3.	3	Brandwag Lounge	Fridge: Under bar st silver	Cool line		
Hotel & Chalets						
4.	1	Hotel Manager	Bar Fridge	Defy / 04 11806908		
5.	51	Hotel rooms (Room 1	Midea Bar fridge 43 L silver			
6.	2	Room (10 &15)	Mora 90L Bar fridge White			
7.	1	Chalets 41		Defy		
8.	3	Chalet 42 - 44		Defy		
9.	4	Chalet 45, 46, 47 & 48	Silver & white	Defy & Defy /model c240		
10.	2	Chalet 49, 52	221 L white,	KIC		

No	Quantity	Location	Description	Model/ Serial Number	Unit Price in Rand (R) Excl. VAT	Price in Rand(R) Excl. VAT
11.	2	Chalet 50, 51	White	Defy		
12.	2	Chalet 53	White	Defy white		
13.	1	Chalet 55	White	KIC		
14.	3	Chalet 57, 58 & 63	White &2x 228L	Defy		
15.	1	Chalet 56	White	Defy		
16.	1	Chalet 59				
17.	6	Chalet 60,61, 65, 66 & 67	2X White, &, silver, 2x white 240L	Defy		
18.	1	Chalet 68	White	KIC		
19.	6	Chalet 54, 62, 64,70, 71, 74	3x 250L White, 3x 250L Metallic,	Defy		
Wilgenhof						
20.	1	Wilgenhof Pantry	Coolroom/freezer			
21.	1	Wilgenhof kitchen	Side by side fridge	Hisense		
22.	1	Wilgenhof kitchen	Chest freezer	Defy		
23.	**Delivery Cost to SANParks Golden Gate Highlands National Park, R712, Between Clarens & Qwaqwa, Free State, 9707**					

No	Quantity	Location	Description	Model/ Serial Number	Unit Price in Rand (R) Excl. VAT	Price in Rand(R) Excl. VAT
Sub-total Excl. VAT						
VAT @ 15% (For VAT registered vendors only)						
Total Incl. VAT T1						
% Increase for 2nd Year						
Total Including 2nd Year Increase T2						
% Increase for 3rd Year						
Total Including 3rd Year Increase T3						
Grand-total (VAT Incl.) (T1 + T2 + T3)						

8. EVALUATION CRITERIA AND WEIGHTING

FUNCTIONALITY CRITERIA	POINTS	MAXIMUM POINTS TO BE AWARDED
Reference Letters (Experience of bidder) The bidder must submit proof in the form of reference letters to demonstrate experience in the maintenance of cooling, refrigeration and freezing equipment. NB: Only signed reference letters which complies with the below listed requirements will be considered. Reference letters not complying with ALL the following requirements will not be considered for evaluation: Reference letter must be on the a) Client Company letterhead demonstrating experience in the maintenance of cooling, refrigeration and freezing equipment. b)Signed by the client,	**100**	0 = No submission of Reference Letters 60 = 1 letter in the maintenance of cooling, refrigeration and freezing equipment. 80 = 2 letters in the maintenance of cooling, refrigeration and freezing equipment. 100 = 3 letters in the maintenance of cooling, refrigeration and freezing equipment.

8.2. Elimination of quotations based on functionality

Quotations that score less than 60% will be eliminated for further consideration

9. PROTECTION OF PERSONAL INFORMATION ACT, 4 OF 2013 (POPIA)

SANParks adheres to the Protection of Personal Information Act, 4 of 2013 (POPIA) requirements regarding personal information which came into effect 1 July 2021.

As SANParks, we are committed to protecting your privacy and ensuring that personal information collected is used properly, lawfully, and transparently.

10. TIMELINES

The bidder is expected to start the service immediately after PO is issued.

11. FINANCIAL PAYMENT

Payment will be effected in accordance with the PFMA (within 30 days of receipt of invoice) after delivery of goods.

12. FINAL AWARD

SANParks recommends the bidder who has quoted on all the items as required in terms of the RFQ for the contract award subject to the bidder having supplied the relevant administrative documentation and complied in all aspects with the terms and conditions and requirements of the RFQ.

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

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

YES / NO

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

Full Name	**Identity Number**	**Name of State institution**

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution?

YES / NO

2.2.1 If so, furnish particulars:

……

……

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

2.3.1 If so, furnish particulars:

……..

……..

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

3 DECLARATION

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

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

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

3.3.1 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[2] will not be construed as collusive bidding.

3.3.2 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

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

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE

…… ……

Signature Date

…… ……

Position Name of bidder

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

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

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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 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).

2.1 FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

POINTS AWARDED FOR PRICE

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**

$$Ps = 80\left(1 - \frac{Pt - P\,min}{P\,min}\right) \text{ or } \qquad Ps = 90\left(1 - \frac{Pt - P\,min}{P\,min}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

2.2 FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

POINTS AWARDED FOR PRICE

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**

$$Ps = 80\left(1 + \frac{Pt - P\,max}{P\,max}\right) \text{ or } \qquad Ps = 90\left(1 + \frac{Pt - P\,max}{Pmax}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

3 POINTS AWARDED FOR SPECIFIC GOALS

3.1 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:

3.2 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	Source Documents to be used for Evaluation. (To qualify for the points, bidders must provide the below proof)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Local for Golden Gate Highlands National Park is Thabo Mofutsanyane District Municipality, bidders outside this zoning would be allocated 0 points	• Municipal rates bill in the name of the bidder company or name of directors of the company (not older than 3 months); or • Local municipality confirming business address (not older than 3 months); or, • Signed and valid Lease agreement (Submit proof of latest rental payment - not older than three months (bank proof, EFT slips or receipts that match the landlords' details on the lease agreement) • NB. The municipality rates bill provided must be where the business operates (Where a supplier is a tenant, they must submit a copy of the municipal bill plus a letter of consent from the landlord tying the business to the address).	10 points	(number only)
Promotion of enterprises owned by black people with at least 51% shareholding or more	• In order to claim points, service providers must submit an original or certified copies (B-BBEE certificates) with SANAS accreditation or a certified copy of an affidavit.	90% to 100% = 10 points 70% to 89% = 8 points 51% to 69% = 6 points 0% to 50% = 0 points	(number only)

4 DECLARATION WITH REGARD TO COMPANY/FIRM

4.1. Name of company/firm…….

4.2. Company registration number: ……...

4.3. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.4. 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 3.2, **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 forward the matter for criminal prosecution, if deemed necessary.
(e) forward the matter for criminal prosecution, if deemed necessary

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

Compulsory Enterprise Questionnaire

The following particulars must be furnished. In the case of a joint venture, separate enterprise questionnaires in respect of each partner must be completed and submitted.

Section

Name of sole proprietor, partner, director, manager, principal shareholder or stakeholder	**Name of institution, public office, board or organ of state and position held**	**Status of service (tick appropriate column)**	
		Current	**Within last 12 months**

1: Name of enterprise:

Section 2: VAT registration number, if any:

Section 3: CIDB registration number, if any:

Section 4: CSD Number:

Section 5: Particulars of sole proprietors and partners in partnerships

Name*	Identity number*	Personal income tax number*

** Complete only if sole proprietor or partnership and attach separate page if more than 3 partners*

Section 6: Particulars of companies and close corporations

Company registration number:

Close corporation number:

Tax reference number:

Section 7: SBD 1 issued by National Treasury must be completed for each tender and be attached as a tender requirement.

Section 8: SBD4 issued by National Treasury must be completed for each tender and be attached as a tender requirement.
Section 9: SBD6 issued by National Treasury must be completed for each tender and be attached as a tender requirement.

The undersigned, who warrants that he / she is duly authorised to do so on behalf of the enterprise:

i) Authorises the Employer to obtain a tax clearance certificate from the South African Revenue Services that it is in order.

ii) Confirms that the neither the name of the enterprise or the name of any partner, manager, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;

iii) Confirms that no partner, member, director or other person, who wholly or partly exercises, or may exercise, control over the enterprise appears, has within the last five years been convicted of fraud or corruption;

iv) Confirms that I / we are not associated, linked or involved with any other tendering entities submitting tender offers and have no other relationship with any of the tenderers or those responsible for compiling the scope of work that could cause or be interpreted as a conflict of interest; and

iv) Confirms that the contents of this questionnaire are within my personal knowledge and are to the best of my belief both true and correct.

Name	Position	Signed

Enterprise name	Date

CONTRACT FORM - PURCHASE OF GOODS/WORKS

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.

PART 1 (TO BE FILLED IN BY THE BIDDER)

1. I hereby undertake to supply all or any of the goods and/or works described in the attached bidding documents to (name of institution)……..……. in accordance with the requirements and specifications stipulated in bid number……..…….. at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the purchaser during the validity period indicated and calculated from the closing time of bid.

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;
   - Tax clearance certificate;
   - Pricing schedule(s);
   - Technical Specification(s);
   - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
   - 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.

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

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

NAME (PRINT) …….

CAPACITY …….

SIGNATURE …….

NAME OF FIRM …….

DATE ……..

WITNESSES

1 ……

CONTRACT FORM - PURCHASE OF GOODS/WORKS

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I…… in my capacity as……..…..
accept your bid under reference number ……dated……for the supply of goods/works indicated hereunder and/or further specified in the annexure(s).

2. An official order indicating delivery instructions is forthcoming.

3. I undertake to make payment for the goods/works delivered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice accompanied by the delivery note.

ITEM NO.	PRICE (ALL APPLICABLE TAXES INCLUDED)	BRAND	DELIVERY PERIOD	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

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

SIGNED AT ……ON……..

NAME (PRINT) …….

SIGNATURE …….

OFFICIAL STAMP

WITNESSES

1. ……..

ANNEXURE A – STANDARD BIDDING DOCUMENTS SBD 7.2

SBD 7.2: CONTRACT FORM – 22134/GGHNP/2026-27- APPOINTMENT OF A SERVICE PROVIDER FOR THE MAINTENANCE OF COOLING, REFRIGERATION AND FREEZING EQUIPMENT INCLUDING REPLACEMENT OF PARTS FOR A PERIOD OF THREE (3) YEARS

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.

PART 1 (TO BE FILLED IN BY SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to South African National Parks (SANParks) – **Golden Gate Highlands National Park** in accordance with the requirements and task directives / proposals specifications stipulated in **Request for bid (RFB)** at the price/s quoted. My offer/s remains binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid.
2. The following documents shall be deemed to form and be read and construed as part of this agreement:

   (i) Bidding documents, *viz*
   - **Request for Quotation.**
   - **Tax compliance status verification.**
   - **Pricing schedule(s);**
   - **Approved Terms of reference.**
   - **Preference claims for specific goals.**
   - **Declaration of interest.**
   - **Special Conditions of Contract.**

   (ii) General Conditions of Contract; and
   Other (specify): Purchase Order

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 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.

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 fulfilment of this contract.

SBD 7.2: CONTRACT FORM – 22134/GGHNP/2026-27- APPOINTMENT OF A SERVICE PROVIDER FOR THE MAINTENANCE OF COOLING, REFRIGERATION AND FREEZING EQUIPMENT INCLUDING REPLACEMENT OF PARTS FOR A PERIOD OF THREE (3) YEARS

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

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

NAME (PRINT) …….

CAPACITY …….

SIGNATURE …….

NAME OF FIRM …….

DATE …….

OFFICIAL STAMP OR PHYSICAL ADDRESS

WITNESSES

1 …….

2

SBD 7.2: CONTRACT FORM – APPOINTMENT OF A SERVICE PROVIDER FOR THE MAINTENANCE OF COOLING, REFRIGERATION AND FREEZING EQUIPMENT INCLUDING REPLACEMENT OF PARTS FOR A PERIOD OF THREE (3) YEARS

PART 2 (TO BE FILLED IN BY SANParks)

I, **……..,** in my capacity as **……** of **South African National Parks** accept your bid under reference number **22134/GGHNP/2026-27** for the rendering of services as indicated hereunder.

1. An official order indicating service delivery instructions is forthcoming.
2. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

DESCRIPTION OF SERVICE	**PRICE (VAT INCL.)**
APPOINTMENT OF A SERVICE PROVIDER FOR THE MAINTENANCE OF COOLING, REFRIGERATION AND FREEZING EQUIPMENT INCLUDING REPLACEMENT OF PARTS FOR A PERIOD OF THREE (3) YEARS	

Commencement date	**Completion date**

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

SIGNED AT ……ON……..

NAME (PRINT) ……

SIGNATURE ……

OFFICIAL STAMP

WITNESSES

1 ……

2 ……

SANLAM SANPARKS PARTNERSHIP

The fund is a dedicated interest free loan that provides short-term Purchase Order finance to local SMME's that have purchase orders from SANParks. SANParks will run its normal procurement processes and once awarded with a purchase order, an SMME can apply for the fund.

Fund Requirements

- Interest-Free Loan
- SMME must be within 100kms radius of the park
- Black-Owned SMMEs
- Maximum application amount R1 000 000
- Must have a purchase order from SANParks
- Fund application link https://sanlamsanparks.co.za/

Enquiries:

Regional Manager: Enterprise and Supplier Development - Northern Region

wandisiwe.marhaya@sanparks.org

I AM AN ENTREPRENEUR

Sanlam