



FREE STATE DEVELOPMENT CORPORATION

BID NUMBER: FDC BID NO. 003/2024

COMPULSORY BRIEFING SESSION: 08 NOVEMBER 2024 AT 12:00

CLOSING DATE: 26 NOVEMBER 2024 AT 12:00 PM

PREPARED BY:

FREE STATE DEVELOPMENT CORPORATION

33 KELLNER STREET

WESTDENE BLOEMFONTEIN

9301

TECHNICAL CONTACT PERSON: EDGAR KGAILE (INVESTMENT PROPERTIES) AND MATEE MOKHETHI (SECURITIES)

SUPPLY CHAIN MANAGEMENT CONTACT PERSON: KELEBOGILE MOKOPI

REQUESTS FOR BIDS

YOU ARE HEREBY INVITED TO SUBMIT A BID TO MEET THE REQUIREMENTS OF FREE STATE DEVELOPMENT CORPORATION	
BID NUMBER:	FDC BID NO. 003/2024
DATE OF ADVERTISING	01 NOVEMBER 2024
COMPULSORY BRIEFING SESSION DATE:	08 NOVEMBER 2024
COMPULSORY BRIEFING SESSION TIME:	12:00
CLOSING DATE:	26 NOVEMBER 2024
CLOSING TIME:	12:00
BID ENQUIRIES	All enquiries must be directed to edgar@fdc.co.za (investment properties) / mateem@fdc.co.za (securities)
CLOSING DATE FOR BID ENQUIRIES	19 NOVEMBER 2024
PERIOD FOR WHICH BIDS ARE REQUIRED TO REMAIN OPEN FOR ACCEPTANCE:	120 days (submissions must be valid for 120 days after the closing date)
DESCRIPTION OF BID:	VALUATION OF INVESTMENT PROPERTIES, OWNER-OCCUPIED PROPERTIES AND REGISTERED (IMMOVABLE PROPERTIES) SECURITIES ON LOANS FOR THE FREE STATE DEVELOPMENT CORPORATION
BID DOCUMENTS DELIVERY ADDRESS:	FDC BUILDING 33 KELLNER STREET WESTDENE BLOEMFONTEIN
NAME OF BIDDER:	
CONTACT PERSON:	
E-MAIL ADDRESS:	
TELEPHONE NUMBER:	
FAX NUMBER:	
BIDDER'S STAMP OR SIGNATURE	

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (FREE STATE DEVELOPMENT CORPORATION)					
BID NUMBER:	FDC BID NO. 003/2024	CLOSING DATE:	26 NOVEMBER 2024	CLOSING TIME:	12:00
DESCRIPTION	VALUATION OF INVESTMENT PROPERTIES, OWNER-OCCUPIED PROPERTIES AND REGISTERED (IMMOVABLE PROPERTIES) SECURITIES ON LOANS FOR THE FREE STATE DEVELOPMENT CORPORATION				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT					
FDC BUILDING, 33 KELLNER STREET, WESTDENE, BLOEMFONTEIN					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	KELEBOGILE MOKOPI		CONTACT PERSON	EDGAR KGAILE AND MATEE MOKHETHI	
TELEPHONE NUMBER	051 400 1500		TELEPHONE NUMBER	051 400 1500	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	kele@fdc.co.za		E-MAIL ADDRESS	edgar@fdc.co.za and mateem@fdc.co.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	
[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 AC-CREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
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QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	<input type="checkbox"/> YES <input type="checkbox"/> NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	<input type="checkbox"/> YES <input type="checkbox"/> 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, 2022, 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:.....

VALUATION OF INVESTMENT PROPERTIES, OWNER-OCCUPIED PROPERTIES AND REGISTERED (IMMOVABLE PROPERTIES) SECURITIES ON LOANS FOR THE FREE STATE DEVELOPMENT CORPORATION

1. Introduction

The Free State Development Corporation (FDC) is a public entity established in terms of the FDC Act 6 of 1995. In terms of the Public Finance Management Act, it is classified as a schedule 3D entity.

The mandate of the FDC is to establish and develop sustainable SMMEs in the Free State Province by providing both financial and non-financial support services.

FDC Mission

To provide financial and business support services to SMME's and Cooperatives; to undertake the development and management of properties; and to facilitate and promote investments and exports in the Free State Province.

FDC Vision

To be the development and investment agency of choice in contributing to the economic growth of the Free State Province.

NOTE: For the purpose of comparison and in order to ensure a meaningful evaluation, bidders must submit detailed information in substantiation of compliance to the evaluation criteria mentioned.

A bidder/s that score less than **80 points** out of 100 in respect of functionality will be regarded as submitting a non-responsive bid.

Bidder/s that meets the minimum required percentage or minimum points, will be evaluated in terms of price and preference as per the PPPFA Act, No.5 of 2000 and its associated Regulations issued by the National Treasury 2022.

1. Background and motivation

FDC has a property portfolio in various districts within the borders of the Free State Province. As a result, it is required by its Asset Management policy to evaluate both its investment properties and owner-occupied properties on annual basis to ensure that such properties are disclosed at fair values as at year end.

2. Scope of work

2.1. To perform valuation of investment properties as well as owner occupied properties and registered securities (immovable properties) on loans for the year ending 31 March 2023, 31 March 2024 and 31 March 2025 in the following districts:

Lejweleputswa

Thabo Mofutsanyana

Fezile Dabi

Mangaung Metro

Xhariep

Each property must be individually assessed, with a separate report prepared for each building or site prior to the completion and submission of a comprehensive valuation report. The service provider is required to utilize the SG diagram or an equivalent tool, which will aid in identifying consolidated ERFs. Additionally, the service provider must reconcile their deeds search with the investment property register and include their own measurements for each property in the reports and investment property register. The service provided must submit a new investment property register accompanied by the individual valuation report to the corporation, the individual valuation report must be easily referenced on the investment property register.

3. Types of Properties

3.1. Residential Properties

3.2. Commercial Properties

3.3. Industrial Properties

3.4. Vacant Sites

3.5. Properties that appear on property search engines but not on the list provided by the FDC.

3.6. Securities pledged (Immovable)

4 . Requirements for the proposal

4.1. The FDC would like to appoint professional property valuers to physically value properties as per above list.

4.2. Project costs should be inclusive of travel, accommodation, valuation and any other related costs.

4.3. Clear demonstration of valuation experience (list of references with valid contacts, attach testimonials from references)

4.4. The valuation reports shall include assumptions (basis for calculation and motivation for choice of assumption) used in reaching the determined values.

4.5. Project leader and CV of proposed team to be assigned for this project including short indication of relevant experience.

4.6. The team should be available for interaction and assistance to answer audit queries based on the valuations that they have performed.

4.7. Company profile, Professional Registration documents (recognized for property valuers) and BBEE Certificate or sworn affidavit, Proof of registration on CSD

4.8. Valid tax compliance status pin

4.9. Earliest date to commence the assignment.

4.10 Timelines of project and submission dates of interim reports must be clearly stated on proposal.

5. Functionality score (Evaluation Criteria)

CRITERIA	WEIGHT	SCORE
Past experience (attach testimonials and references)	(40 points)	
1-2 reference letters	10 points	
3-4 reference letters	20 points	
5 -6 reference letters	30 points	
7 references or more	40 points	
Key personnel experience: Project Manager Qualified (Professional registration as a valuator)	(50 points)	
1-2 years of experience	10 points	
3-4 years of experience	20 points	
5-6 years of experience	30 points	
7- 8 years or more	40 points	
9 years or more	50 points	

Free State based companies (attach municipal account (not more than 3 months old) or valid lease agreement	10 points	
Total	100 points	

Note: The Minimum qualifying score for functionality is 80. All Proposals that fail to achieve the minimum qualifying score on functionality shall not be considered for further evaluation.

Preference Point System

All proposals that will achieve the minimum qualifying score will be evaluated in terms of the preference point system as follows:

Price 80
Specific goals 20

Submission date of final report 31 March 2025

6. Costing model

SECTION 1: Cost Proposal

1. Please indicate your Total Price here: R..... (compulsory)
 2. **NOTE: All prices must be VAT inclusive and must be quoted in South African Rand (ZAR).**
- | | |
|-----|----|
| YES | NO |
|-----|----|
3. Are the rates quoted firm for the full period of the contract?

Important: If not firm for the full period, provide details of the basis on which adjustments shall be applied e.g. CPI, and also details of the cost breakdown.

6.1 Valuation of Investment property and owner occupied properties

Activity/ Deliverable	Number of Resource(s)	Rate/Hour per Resource	Number of hours	Total Cost (VAT incl.)
Sub -Total (A)				

6.2 Technical Review of Investment Property Valuation Report for 2021/2022, 2022/2023 and 2023/2024

Activity/ Deliverable	Number of Resource(s)	Rate/Hour per Resource	Number of hours	Total Cost (VAT incl.)
Sub-Total (B)				

6.3. Support during audit of the Investment Property by the Auditor General (Attending to audit queries related to financials and year end procedures.)

Activity/ Deliverable	Number of Resource(s)	Rate/Hour per Resource	Number of hours	Total Cost (VAT incl.)
Sub-Total (C)				
Total Bid Price (A+B+C) (VAT incl)				

Price Declaration Form

Dear Sir,

Having read through and examined the Request For Quotation (RFQ) Document and terms of reference, the requirement and all other Annexures to the RFQ Document, we offer to perform valuation of investment properties as well as owner occupied properties and registered securities (immovable properties) on loans for the year ending 31 March 2023, 31 March 2024 and 31 March 2025 to the Free State Development Corporation for an amount of:

R.....(including VAT) In

words(including VAT)

We confirm that this price covers all activities associated with the project management and consulting service, as called for in the Terms of reference document. We confirm that FDC will incur no additional costs whatsoever over and above this amount in connection with the provision of this service.

We undertake to hold this offer open for acceptance for a period of 120 days from the date of submission of offers. We further undertake that upon final acceptance of our offer, we will commence with the provision of service when required to do so by the FDC.

We understand that you are not bound to accept the lowest or any offer and that we must bear all costs which we have incurred in connection with preparing and submitting this document.

We hereby undertake for the period during which this proposal remains open for acceptance not to divulge to any persons, other than the persons to whom the proposal is submitted, any information relating to the submission of this tender or the details therein except where such is necessary for the submission of this proposal.

SIGNED

DATE

(Print name of signatory)

Designation

FOR AND ON BEHALF COMPANY

OF:

NAME

Tel No

Fax No

Cell No

SBD 4 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:
.....
.....

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:

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.

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide 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.
- 3.7

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.

SBD 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

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.

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 (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)	Supporting documents to be submitted with the tender document.
Pricing (80 Points)	80		
100% Black Women Ownership	10		BBBEE Certificate/ sworn affidavit
100% Black Youth Ownership	10		BBBEE Certificate/ sworn affidavit
Total 100 Points	100		

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. 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]

4.6. 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:

