AIDC Eastern Cape SOC Ltd

THE APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF ELECTRIC CAR BATTERY MANAGEMENT SYSTEM TRAINING BOARD FOR WALTER SISULU UNIVERSITY (WSU) (RE-ADVERTISEMENT). BID NUMBER: RFQ1013/2026.

BIDDER:

CLOSING DATE: 30 October 2026

BRIEFING: 23 October 2026 (COMPULSORY)

Microsoft Teams meeting
https://teams.microsoft.com/meet/3555772394578132?p=UcWvGakPSnW6w0JUBH

Meeting ID: 355 577 239 457 813 2
Passcode: 3Nu64Cv7

PRICE OFFER:

CSD NUMBER:

ETHICS & FRAUD HOTLINE REPORTING CHANNELS - HOTLINE DETAILS	
Hotline Name:	AIDC-EC Ethics & Fraud Hotline
Contact Number:	0800 116 665
WhatsApp Number:	0860 004 004
Dedicated Email Address:	aidc-ec@thehotline.co.za
SMS Number:	48691
Free Post	BNT165, Advance Call Pty (Ltd), Brooklyn Square, 0075
Website Link	www.behonest.co.za

AIDC Eastern Cape SOC Ltd

REQUEST FOR QUOTATION

BID NUMBER: RFQ1013/2026

Bids are hereby invited for **THE SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF ELECTRIC CAR BATTERY MANAGEMENT SYSTEM TRAINING BOARD FOR WALTER SISULU UNIVERSITY.**

The Automotive Industry Development Centre Eastern Cape (AIDC-EC), a wholly owned company by ECDC, is the province's institutional mechanism that is mandated to promote and facilitate the automotive industry growth and development by supporting the government's industrial policy and other strategic initiatives that will contribute towards the provincial economic growth. As a developmental institution, AIDC-EC has positioned itself to contribute to the growth of the South African automotive industry; support the government's automotive-related objectives; contribute to the government and industry's goals of continuous growth and sustainable job creation, and support ECDC's macro development plan and consequently contribute to the provincial growth and development plans.

With the head office based in Gqeberha within the Nelson Mandela Bay economic hub and with a branch office in East London, AIDC-EC is working hard to establish a strong presence throughout the Eastern Cape Province.

	Activity	Date	Time
1	Issuing of a Request for Quotation (RFQ) to Service Providers	**16 October 2026**	N/A
2	Briefing Date	**23 October 2026**	11:00 am
3	Date of submission quotation	**30 October 2026**	11:00 am

Quotations must be Emailed to the emails stated below, by not later than 11h00 am on Friday, 30th October 2026.

AIDC Eastern Cape SOC Ltd

For all enquiries regarding the bid document please contact SCM office at 041 393 2100, e-mail: procurement@aidcec.co.za during working normal hours.

1. SCOPE OF WORKS

AIDC-EC is currently seeking the services of a reputable and reliable service provider for the following requirements.

1.1. Deliverables

Electric car Battery Management System (BMS) training board

Product description:

This advanced training board simulates the core functions of an electric vehicle battery management system, offering hands-on learning for students, technicians and engineers. It covers the theory, operation and maintenance of EV power battery systems and is designed to meet the needs of modern EV education.

The board must provide a safe, interactive platform for users to understand, diagnose and optimise battery performance. It must accurately replicate the real-world behaviour of an EV battery pack and its management system, enabling a variety of controlled experiments, including diagnostics, charging and discharging all within a secure and educational environment.

Spec:

Technical parameter:

- Dimension: 1380 mm x 600 mm x 1800 mm (LxWxH)
- Power supply: single-phase, AC220V/50Hz.

Product composition:

- Battery pack: 20pcs lithium iron phosphate batteries 3.2V/20AH.
- Battery protector.
- Emergency switch.
- Intelligent charging device: Output 73V/5A, automatic charging recognition.
- Two sets of battery temperature sensors: for monitoring battery temperature.
- BMS management module.
- BMS information display.
- Motor drive controller.
- DC brushless motor: DC60V/500W, speed 0~3000rpm.
- Accelerator pedal assembly.
- Ignition switch.
- Charging switch.
- Cabinet.
- Oscilloscope.
- Leakage protection switch.
- Test cables.

1.2 Delivery location

This engineering machinery and equipment will be delivered at Walter Sisulu University in East London at Potsdam campus (Shop 25).

1.3 Installation and Commissioning

- Delivery, offloading, positioning, and full installation of all equipment at Walter Sisulu University's designated laboratories.
- Electrical and mechanical connections must be completed and tested by qualified personnel.
- Perform commissioning tests to confirm functionality and compliance with specifications.
- Provide a commissioning report signed by both the supplier and the WSU representative.

1.4 User Training and Capacity Building

- Conduct hands-on training sessions for lecturers and technicians (3 participants per equipment/machine type).
- Training to cover (but not limited to):
- Operation and safety procedures
- Routine maintenance
- Troubleshooting and calibration
- Software usage (where applicable)
- Provide training materials (manuals, guides, or digital content).

1.5 Documentation and Certification

Suppliers must provide:

- Guarantee and warranty certificates
- Original operation and maintenance manuals for each equipment item.
- Warranty certificates must hold a period of no less than 12 months.
- In a case where the warranty has expired, the machine owner (WSU) reserves the right to extend the warranty.
- Calibration certificates (where applicable).
- Certificate of Compliance with international or national standards (e.g., ISO, SABS, SANS).
- Software licenses and access credentials (for programmable equipment).

1.6 Project Management and Reporting

Submit a delivery and installation schedule upon contract award.

Provide progress reports to AIDC-EC and WSU during supply and installation.

Completion report, including:

- List of delivered equipment
- Serial numbers
- Training attendance register
- Warranty details
- Guarantee details

1.7 Compliance and Quality Assurance

The service provider must comply with all applicable safety regulations and adhere to the occupational health and safety requirements of WSU.

1.8 Payment conditions

- **40%** – Paid on delivery of equipment to site at Walter Sisulu University and submission of a delivery note.
- **55%** – Paid upon successful commissioning and WSU acceptance of the machinery.
- **5%** – Paid 2 months after commissioning and upon submission and approval of the final project report, including as-built documentation, operating manuals, training records, guarantee and warranty details.

All prices must be quoted in South African Rand and must be firm and fixed for the full contract period. Prices must include foreign-exchange exposure, forward exchange cover, customs duties, freight, insurance, clearing, delivery, installation, commissioning, training and Value-Added Tax. The supplier shall be responsible for arranging any required forward exchange cover. No price adjustment resulting from exchange-rate fluctuations will be permitted.

NB: The service provider will be required to submit proof of functionality pre-shipment before invoicing for the 40% payment.

1.9 Delivery timelines

The Service Provider shall complete delivery, installation, and commissioning of the electric car battery management system training board within **18 weeks** from the date of contract signing.

The final report shall be submitted within 20 business days following successful commissioning and client acceptance.

2. EVALUATION CRITERIA

A Three (3) Stage evaluation process will be employed. In Stage one, all bids received will be evaluated against bid requirements. Only those service providers who meet all the compliance criteria will proceed to stage 2 where bids will be assessed for functionality. Bidders who obtain a minimum score of **85** points and above on functionality will be assessed during Stage 3 for Price and Specific goals in accordance with the Preferential Procurement Regulations of 2022 utilising 80/20 preference point system.

2.1 STAGE 1: COMPLIANCE REQUIREMENTS

Bidders must comply with the set of compliance requirements listed below. Failure to meet the compliance requirements listed below will lead to immediate rejection of the bid.
Stage 1: Compliance Requirements

A. Compulsory Briefing: Bidders must attend the compulsory briefing meeting.

B. Compliance: The company must submit proof of the following:

1. Original equipment manufacturer (OEM) or, if not an OEM, proof of status as an authorised distributor.
2. Compliance with SABS or SANS, International Electrotechnical Commission (IEC) or ISO standards must be provided.

STAGE 2: FUNCTIONALITY

Failure for bidders to obtain the minimum required score of **85** out of 100, they will not proceed to stage 3 of Price and Specific Goals.

CRITERIA	POINTS
COMPANY EXPERIENCE Bidders must submit proof of experience in the supply, delivery, installation, and commissioning of electric car battery management system training board. Bidders are required to submit references/ written proof of experience to obtain the requisite points below, on projects undertaken in the last 4 years. The Project List must be in the below table format: Project Description Value Period Client Name **Measure** Four or more references = 50 points Three references = 40 points Two references = 30 points One reference = 10 points No references = 0 points **NB: Proof of experience must be obtained from clients whom the bidder has successfully implemented services listed in the scope of work. Proof of experience must be submitted in ANY of the following documents:** Written testimonial letters by the clients previously/currently serviced, or Letters must be written on the clients' letterhead. Reference Forms attached to the bid documents	50

CRITERIA	POINTS
- Reference forms must be signed and stamped by the clients previously/currently serviced **Failure to provider written proof of experience in any of the above-listed documents will lead to zero points allocated. No partial points will be awarded for partial information submitted.**	
KEY PERSONNEL **Bidders must provide information of personnel in each of the following expertise:** **Technical Competence** The company must have or contracted qualified technical personnel capable of: Installing, calibrating and maintaining the specified machinery & equipment. CVs of 2 key technical staff must be submitted. Submit CVs and certified proof of qualifications in Mechatronics or Electrical or Mechanical Engineering. Minimum qualification level is NQF 6.	45
Project Management Plan Bidders must submit a detailed project management plan including but not limited to the following: Comprehensive project management plan detailing all activities, timelines, resources, project milestones, risk mitigation factors Product specifications, model numbers and international certifications	5
TOTAL	**100**

2.3 STAGE 2- PRICE & SPECIFIC GOALS

CRITERIA	POINTS
Price	80
Specific goals	20
Total	**100**

Price and specific goals points will be calculated as described in the Preferential Procurement Regulations of 2022. SBD 6.1 form must be used to claim points for specific goals for the company.

A copy of CSD report and Proof of Address must be submitted as proof of specific goals. When the above documentation is not provided as proof the company will automatically score zero.

POINTS FOR SPECIFIC GOALS			
Specific Goals Category	**Weighting (of 20 Points)**	**Number of points**	**Acceptable Evidence**
Locality (Enterprises located in the Eastern Cape Province) Enterprise located outside the Eastern Cape	60%	12 0	Proof of address
>51% Women Ownership <50% Women Ownership	20%	4 0	CSD report.
>51% Youth Ownership <50% Youth Ownership	20%	4 0	CSD report.
TOTAL	**100%**	**20**	

BIDDERS SHALL TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- The Automotive Industry Development Centre Eastern Cape Supply Chain Management Policy will apply.
- Bidders must be registered with the National Treasury Central Supplier Database (CSD) and provide a copy of the CSD full report for October 2026.
- Automotive Industry Development Centre Eastern Cape does not bind itself to accept the highest bid or any other bid and reserves the right to accept the whole or part of the bid.
- Bids which are late, incomplete, or unsigned will not be accepted.
- Bids submitted are to hold good for a period of 90 days.
- A service level agreement shall be signed with the successful service provider.

- AIDC-EC reserves the right to terminate the contract if not satisfied with the work produced by the service provider. Only bidders that have met the requirements of the proposal/specification shall be considered during the adjudication process.
- Companies that bid as a joint venture must submit an officially signed business agreement by both parties. If the service provider does not meet this requirement, it will be automatically disqualified.
- The AIDC-EC Bid Committee and the Supply Chain Management Unit may, before a bid is adjudicated or at any time during the bidding process, oblige a bidder to substantiate any claims it may have made in its bid documents.

The following documents must be submitted with the tender document:

- Proof of registration with the Treasury Central Supplier Database (CSD)
- Company Registration Documents and shareholders' certificate showing ownership details of the Company.
- Proof of address
- SBD 4, 6.1 and Annexure C.
- Bidders are advised to pay attention to the contents of SBD 4 particularly 2.4.1, should the space provided on the table not be sufficient to list the companies, it is advised that bidders provide an additional page as failure to list all companies may lead to disqualification of the bid.
- Companies that bid as a joint venture must provide supporting documents for both companies and a JV agreement.

CONDITIONS SPECIFIC TO THIS BID

1. RESPONSIBILITIES AND DUTIES

Notwithstanding the fact that a description of the services has been provided above, AIDC-EC shall be entitled to request additional services related to deliverables required to ensure the successful completion of the services set out above on such further terms and conditions as may be agreed between the parties in writing.

The service provider shall always faithfully and timeously carry out and perform the Services and shall use its best endeavours to properly conduct, improve, extend and develop the business of AIDC-EC in the provisioning of the services.

The Services shall as part of his duties, attend such meetings as may be required by AIDC-EC from time to time and submit weekly or monthly progress reports on the services as may be required and requested by AIDC-EC.

2. OBLIGATION TO PERFORM AND SUB-CONTRACTING

The bidder shall notify AIDC-EC in writing of all subcontracts awarded under this contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the bidder from any liability or obligation under the contract.

The bidder shall not assign, in whole or in part, its obligations to perform under the contract, except with AIDC-EC's prior written consent.

3. PERFOMANCE GUARANTEE

Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to AIDC-EC the performance security of the amount specified above.

The proceeds of the performance security shall be payable to AIDC-EC as compensation for any loss resulting from the bidder's failure to complete his obligations under the contract.

The performance security shall be denominated in the currency of the contract or in a freely convertible currency acceptable to AIDC-EC and shall be in one of the following forms:

A bank guarantee or an irrevocable letter of credit issued by a reputable bank located in South Africa, acceptable to AIDC-EC, in the form provided in the bid documents or another form acceptable to AIDC-EC; or A cashier's or certified cheque

The performance security will be discharged by AIDC-EC and returned to the bidder not later than thirty (30) days following the date of completion of the bidder's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

Notwithstanding the provisions above, the bidder shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

4. ANTI-DUMPING AND COUNTERVAILING DUTIES

When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, AIDC-EC is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to AIDC-EC or AIDC-EC may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him.

5. AIDC-EC FACILITIES

Unless otherwise agreed in writing by AIDC-EC, the Service Provider will work from its own office and provide its own facilities, such as transport, telephone, cell phone, fax and computer facilities to perform the services.

The service provider may use certain facilities made available by AIDC-EC to assist in performing the services, including but not limited to computer facilities, telephone and fax facilities and stationery. In this regard the service provider agrees to:

Abide by the health, safety and security measures as prescribed by AIDC-EC from time to time;

To use such accommodation and facilities entirely at his own risk and AIDC-EC shall not be liable for any loss or damage whatsoever and howsoever caused arising out of or in connection

with the use of these items, other than loss or damage caused because of AIDC-EC's own wilful misconduct.

6. FORCE MAJEURE

If a force majeure situation arises, the bidder shall promptly notify AIDC-EC in writing of such condition and the case thereof. Unless otherwise directed by AIDC-EC in writing, the bidder shall continue to perform its obligations under the contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

7. RESPONSIBILITY TO BE PERFORMED

Delivery of the goods and performance of services shall be made by the bidder in accordance with the time schedule prescribed by AIDC-EC in the contract.

If at any time during performance of the contract, the bidder or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the bidder shall promptly notify ECDC in writing of the fact of the delay, it's likely duration and its cause(s). As soon as practicable after receipt of the bidder's notice, AIDC-EC shall evaluate the situation and may at his discretion extend the bidder's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.

AIDC-EC reserves the right to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the bidder's point of supply is not situated at or near the place where the supplies are required, or the bidder's services are not readily available.

A delay by the bidder in the performance of its delivery obligations may render the bidder liable to the imposition of penalties, unless an extension of time is agreed upon without the application of penalties.

AIDC-EC shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or

unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. AIDC-EC may also consider termination of the contract.

8. DURATION OF THE CONTRACT

It is anticipated that the appointment will made during November 2026. The service provider will be expected to be available and start immediately as soon as a Service Level Agreement is signed.

9. PAYMENTS AND TAX

Payments shall only be made in accordance with the fees as quoted in this documentation. Prices charged by the bidder for goods delivered and services performed under the contract shall not vary from the prices quoted by the bidder in this bid, with the exception of any price adjustments authorized at AIDC-EC's request for bid validity extension, as the case may be.

- ✓ Payments shall only be made in accordance with the fees as quoted in this documentation. Prices charged by the bidder for goods delivered and services performed under the contract shall not vary from the prices quoted by the bidder in this bid/RFQ, with the exception of any price adjustments authorized at AIDC-EC's request for bid validity extension, as the case may be.
- ✓ AIDC-EC will re-imburse the service provider for expenses and disbursements incurred subject to the submission of satisfactory proof that such expenses and disbursements have been incurred and subject to it being within the budget as indicated in this documentation.
- ✓ The service provider shall from time to time during this contract duration furnish AIDC-EC with a VAT compliant tax invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract. Each invoice must be accompanied by a detailed timesheet and expense claim forms substantiating the amount claimed.
- ✓ Payments shall be made promptly by AIDC-EC in Rand, but in no case later than thirty (30) days after submission of a VAT compliant tax invoice and supporting documentation by the service provider if the services have been properly executed as agreed.
- ✓ The service provider shall retain all proof of expenditure and maintain such accounts and records as are reasonably necessary, claimed above, should AIDC-EC require an audit to

substantiate that expenditure and allows AIDC-EC's own personnel or an independent auditor access to those records.

- ✓ Should the above audit reveal that AIDC-EC has been overcharged, the Service Provider will re-imburse the AIDC-EC the amount overcharged within 30 days inclusive of interest calculated at prime plus 2% per annum;
- ✓ A foreign bidder shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the Republic of South Africa.
- ✓ A local bidder shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to AIDC-EC.

10. EXTENT OF THE BID

This contract is for the provision of the services as detailed in the attached Specification (page 03).

11. CONTRACT TO BE BINDING

The formal acceptance of the Purchase Order by the AIDC-EC will constitute a contract binding on both parties. A service level Agreement will be signed by both parties.

12. MODE OF THE BID

All Bids shall be completed and signed: All forms, annexure, addendums and specifications shall be signed and returned with the Bid document as a whole. ***The lowest or any Bid will not necessarily be accepted.*** The AIDC-EC wishes to deal on a prime contractual basis with the successful Bidder being responsible and accountable for all aspects of the entire solution or service offered.

13. QUALITY

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

14. PERIOD OF VALIDITY FOR BIDS AND WITHDRAWAL OF BID AFTER CLOSING DATE

All bids must remain valid for a period of 90 (ninety) days from the closing date as stipulated in the Bid document.

15. AUTHORITY TO SIGN DOCUMENTS

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

16. DURATION OF THE WORKS: The service is for a period of 18 weeks.

17. AGREEMENT

The successful bidder undertakes to be bound by all terms and conditions contained in this bid document. The successful bidder will be awarded a Purchase Order which serves as the binding contract with AIDC-EC.

18. VALUE ADDED TAX (VAT)

- ✓ **Prices quoted by VAT Vendors MUST be inclusive of VAT** and as such any price charged by the vendor in respect of any taxable supply of goods or services shall for the purposes of the VAT Act Section 64(1) be deemed to include any tax payable in terms of section 7(1) (a) in respect of such supply, whether or not the vendor has included tax in quote/bid price

- ✓ In all instances where bidders (including VAT Vendors) have excluded VAT from the prices quoted , such prices must be evaluated excluding VAT and if the bidder is successful , the letter of award of contract will state that the price at which the contract is awarded is exclusive of VAT and the VAT will not be added on at any stage . **The successful bidder will have to absorb the adverse financial implications of not including VAT in the price quoted.**

- ✓ **Prices quoted by non-VAT Vendors MUST <u>NOT</u> include VAT**. However Non-VAT vendors who submit bids for contracts that would, if successful, take their annual turnover to be above the threshold of R1 million are obliged to include VAT in the prices quoted and must therefore immediately upon award of the contract, register with the South African Revenue Services (SARS) as VAT Vendors. **The award of such a contract would be conditional pending the successful Bidder submits proof of registration as a VAT Vendor with SARS.**

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SUPPLIER INFORMATION **Note:** Mandatory Requirement. Failure to complete and Sign this document will result in the bid being non responsive.	
Legal Name of Bidder: (Same as CSD)	
Trading Name of Bidder: (Same as CSD)	
Registration Number (Same as CSD)	
Physical Address	
Postal Address	
Contact Person	
Title/Position in the Firm	
Mobile Number	
Bidder Telephone Number	
Facsimile Number	
Email Address of Contact Person	
Email Address of Bidder	
VAT Registration Number (Same as CSD)	
Central Supplier Database Number	**MAAA**

Are 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)

QUESTIONAIRE 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

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 (SARS) and if not register

VERY IMPORTANT
Directors/Employees in the Service of State

Where a person within the Bidding Entity is an Employee of the State, Bidder should

a) submit a signed letter on a letter head from their Accounting Officer/Accounting Authority (AO/AA of the Government Institution where they are employed) stating that they are not prohibited from conducting business with the State in terms of Section 8 of the Public Administration Management Act, 2012 (Act No.11 of 2014- "the PFMA")

b) submit a signed letter on a letter from their AO/AA granting permission to perform other remunerative work outside of their employment where the PAMA does not apply to such an employee

ECDC reserves the right to verify such information from their AO/AA

AIDC Eastern Cape SOC Ltd

SERVICE PROVIDER ACKNOWLEDGEMENT OF REQUEST AND TERMS AND CONDITIONS:

I..... (NAME) HEREBY ACCEPT THE TERMS OF THIS REQUEST FOR BID AND ACKNOWLEDGE

THAT I AM APPROPRIATELY DELEGATED TO RESPOND ON BEHALF OF (ATTACH DELEGATION OF AUTHORITY)

.....

(NAME OF BIDDER).

Print Name	Date
Designation	Signature

AIDC Eastern Cape SOC Ltd

SBD 3.1: Pricing Schedule

Note: Mandatory Requirement. Failure to complete and Sign this document will result in the bid being non-responsive.

Bidders are required to expressly cover their proposed fee/price and disbursement structure based on the activities they propose undertaking to provide the services requested in this call for proposals.

The AIDC-EC reserves the right to negotiate any aspect of the proposed fees/pricing and disbursements with the preferred Bidder and shall not be bound to the fees/pricing and disbursements submitted by any Bidder.

The Bid Fees/Prices must remain valid for a period of 90 days from date of closure of bid.

AIDC-EC reserves the right to request the Bidder's latest audited financial statements in order to ascertain financial stability of the Bidder prior to award of the bid. Failure by the Bidder to provide the latest audited financial statements may invalidate the bid.

Prices will be fixed and firm for the duration of the project.

KINDLY NOTE THAT A FAILURE TO EXPRESSLY COVER THIS IN YOUR PROPOSAL WILL RESULT IN YOUR PROPOSAL BEING REJECTED WITHOUT FURTHER CONSIDERATION

Bidders are required to quote as per the specification contained on this document.
The AIDC-EC reserves the right to negotiate any aspect of the proposed fees/pricing and disbursements with the preferred Bidder and shall not be bound to the fees/pricing and disbursements submitted by any Bidder.
The Bid Fees/Prices must remain valid for a period of 90 days from date of closure of bid:

Description	Amount (R)
supply, delivery, installation and commissioning of electric car battery management system training board for Walter Sisulu University	
Sub Total	
Add: 15% Value Added Tax	
TOTAL	

SIGNATURE of the DELEGATED AAUTHAUTHORITY (Attach Delegation of Authority)		**DATE**	

All prices must be quoted in South African Rand and must be firm and fixed for the full contract period. Prices must include foreign-exchange exposure, forward exchange cover, customs duties, freight, insurance, clearing, delivery, installation, commissioning, training and Value-Added Tax. The supplier shall be responsible for arranging any required forward exchange cover. No price adjustment resulting from exchange-rate fluctuations will be permitted.

SBD 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

1.1 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, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

1.2 If a person is 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. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution?
YES/NO

2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	**Identity Number**	**Name of organ of state**

2.3 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.3.1 If so, furnish particulars:

……
……
……

2.4 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

2.4.1 If so, indicate **all companies registered in the CSD** in the table below:

Supplier registration number (MAAA)	**Status (active/inactive/deleted)**

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification.

3 GENERAL DECLARATION

I, ……....., the undersigned, 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 to be false.

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.

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.

3.5 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.

3.6 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.

3.7 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, 1998 (Act No. 89 of 1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

I CERTIFY THAT THE ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

……	……
Signature	Date
……	……...
Designation	Name of bidder

SBD 6.1 Preference Point Claim in terms of the Preferential Procurement Regulations 2022

SBD 6.1: Complete in full and sign
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 **Principle applicable for this tender /quotation is:**

a) The value of this bid is estimated not to exceed R1 000 000 (all applicable taxes included) and therefore the applicable preference point system for this tender is the **80/20** preference point system.

1.3 Points for this tender shall be awarded for:
(a) Price; and
(b) Specific Goals.

1.4 The maximum points for this tender are allocated as follows:

Above R50K – R1Mil	
	POINTS
PRICE	80
SPECIFIC GOALS	20
Eastern Cape based supplier.	12
51 % and above women owned enterprises.	04
51 % and above youth owned enterprises.	04

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 regarding 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

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

80/20 **or** **90/10**

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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:

80/20 **or** **90/10**

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

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)
Locality (Enterprises located in the Eastern Cape Province)	12	
>51% Youth Ownership	04	
>51% Women Ownership	04	
Total	**20**	

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: …… …… ……

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This form must be completed by the authorized person of the bidder's current or previous clients. The form must be fully completed, signed, and stamped. Forms which are neither complete, nor signed nor stamped will not be considered for evaluation.

1. REFERENCE FOR THE BIDDER

Name of Institution (Client)	
Contract/Tender Number	
Contract Description	
Name of Service Provider (Bidder)	
Value of project	
Commencement Date	
Contractual Completion Date	
Bidder's Completion Date	

1.1 Please score the performance of the above-mentioned company by marking the relevant box

Performance Rating			**Comments**
Work performed in compliance with contract terms.	Excellent	5	
	Good	4	
	Fair	3	
	Poor	2	
	Very Poor	1	
Financial Status of the bidder in relation to the work to be performed.	Excellent	5	
	Good	4	
	Fair	3	
	Poor	2	
	Very Poor	1	
Timelines of work are met.	Excellent	5	
	Good	4	

	Fair	3	
	Poor	2	
	Very Poor	1	
Customer services.	Excellent	5	
	Good	4	
	Fair	3	
	Poor	2	
	Very Poor	1	
Quality of Service.	Excellent	5	
	Good	4	
	Fair	3	
	Poor	2	
	Very Poor	1	
Communication and accessibility.	Excellent	5	
	Good	4	
	Fair	3	
	Poor	2	
	Very Poor	1	
Documentation records, receipts, invoices and computer-generated reports received in a timely manner and in compliance with contract specification	Excellent	5	
	Good	4	
	Fair	3	
	Poor	2	
	Very Poor	1	
Would you recommend using this service provider in future?	Yes	No	If no, provide reasons:

OVERALL PERFORMANCE

Excellent		Good		Fair		Poor		Very Poor	

Name of Authorized Person _____ Designation_____

Signature_____ Date_____

Official Stamp ……

2. REFERENCE FOR THE BIDDER

Name of Institution (Client)	
Contract/Tender Number	
Contract Description	
Name of Service Provider (Bidder)	
Value of project	
Commencement Date	
Contractual Completion Date	
Bidder's Completion Date	

1.2 Please score the performance of the above-mentioned company by marking the relevant box

Performance Rating			**Comments**
Work performed in compliance with contract terms.	Excellent	5	
	Good	4	
	Fair	3	
	Poor	2	
	Very Poor	1	
Financial Status of the bidder in relation to the work to be performed.	Excellent	5	
	Good	4	
	Fair	3	
	Poor	2	
	Very Poor	1	
Timelines of work are met.	Excellent	5	
	Good	4	
	Fair	3	
	Poor	2	
	Very Poor	1	

Customer services.	Excellent	5	
	Good	4	
	Fair	3	
	Poor	2	
	Very Poor	1	
Quality of Service.	Excellent	5	
	Good	4	
	Fair	3	
	Poor	2	
	Very Poor	1	
Communication and accessibility.	Excellent	5	
	Good	4	
	Fair	3	
	Poor	2	
	Very Poor	1	
Documentation records, receipts, invoices and computer-generated reports received in a timely manner and in compliance with contract specification	Excellent	5	
	Good	4	
	Fair	3	
	Poor	2	
	Very Poor	1	
Would you recommend using this service provider in future?	Yes	No	If no, provide reasons:

OVERALL PERFORMANCE

Excellent		Good		Fair		Poor		Very Poor	

Name of Authorized Person _____ Designation_____

Signature_____ Date_____

Official Stamp ……

AIDC Eastern Cape SOC Ltd

AUTHORITY TO SIGN BID DOCUMENTS

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

Please attach proof to the next page.

ATTACH RESOLUTION OF SIGNATORY

AIDC Eastern Cape SOC Ltd

PROOF OF ADDRESS

ATTACH PROOF OF ADDRESS HERE

AIDC Eastern Cape SOC Ltd

ATTACH CERTIFICATION

AIDC Eastern Cape SOC Ltd

CSD REPORT

ATTACH CSD

AIDC Eastern Cape SOC Ltd

JOINT VENTURE DISCLOSURE FORM

GENERAL

i) All the information requested must be filled in the spaces provided. If additional space is required, additional sheets may be used and attached to the original documents.

ii) A copy of the joint venture agreement must be attached to this form, in order to demonstrate the Affirmable, Joint Venture Partner's share in the ownership, control, management responsibilities, risks and profits of the joint venture, the proposed joint venture agreement must include specific details relating to:

a) the contributions of capital and equipment
b) work items to be performed by the Affirmable Joint Venture Partner's own forces
c) work items to be performed under the supervision of the Affirmable Joint Venture Partner.

iii) Copies of all written agreements between partners concerning the contract must be attached to this form including those, which relate to ownership options and to restrictions/limits regarding ownership and control.

iv) ABE partners must complete ABE Declaration Affidavits.

v) The joint venture must be formalised. All pages of the joint venture agreement must be signed by all the parties concerned. A letter/ notice of intention to formalise a joint venture once the contract has been awarded will not be considered.

vi) should any of the above not be complied with, the joint venture will be deemed null and void and will be considered non-responsive.

1. JOINT VENTURE PARTICULARS

a) Name .....

b) Postal address .....

.....

.....

c) Physical address.....

.....

.....

d) Telephone.....

e) Fax.....

2. <u>IDENTITY OF EACH NON-AFFIRMABLE JOINT VENTURE PARTNER</u>

2.1(a) Name of Firm .....

Postal Address .....

Physical Address.....

Telephone .....

Fax .....

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

.....

2.2(a) Name of Firm .....

Postal Address .....

Physical Address.....

Telephone .....

Fax .....

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

.....

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

IDENTITY OF EACH AFFIRMABLE JOINT VENTURE PARTNER

3.1(a) Name of Firm .....

Postal Address .....

Physical Address .....

Telephone .....

Fax .....

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

.....

3.2(a) Name of Firm .....

Postal Address .....

Physical Address .....

Telephone .....

Fax .....

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

.....

3.3(a) Name of Firm .....

Postal Address .....

Physical Address .....

Telephone .....

Fax .....

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

.....

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

.....

.....

.....

5. OWNERSHIP OF THE JOINT VENTURE

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

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

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

(i) .....

Profit and loss sharing .....

(ii) .....

Initial capital contribution in Rands.....

.....

.....

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

(iii) .....

Anticipated on-going capital contributions in Rands .....

.....

.....

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

.....

.....

.....

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

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

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

7. CONTROL AND PARTICIPATION IN THE JOINT VENTURE

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

(a) Joint Venture cheque signing

.....

.....

.....

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

.....

.....

.....

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

.....

.....

.....

(d) Acquisition of lines of credit

.....

.....

.....

(e) Acquisition of performance bonds

.....

.....

.....

(f) Negotiating and signing labour agreements

.....

.....

.....

8. MANAGEMENT OF CONTRACT PERFORMANCE

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

(a) Supervision of field operations.....

(b) Major purchasing.....

(c) Estimating …….....

(d) Technical management .....

9. MANAGEMENT AND CONTROL OF JOINT VENTURE

(a) Identify the "managing partner", if any,

.....

.....

.....

.....

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

.....

.....

.....

.....

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

MANAGEMENT FUNCTION / DESIGNATION	NAME	PARTNER*

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

10. PERSONNEL

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

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

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

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

(i) Number currently employed by Affirmable Joint Venture Partners

.....

(ii) Number currently employed by the Joint Venture

.....

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

.....

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

.....

.....

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

.....

11. CONTROL AND STRUCTURE OF THE JOINT VENTURE

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

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

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

each partner relevant to the Joint Venture, by duly authorised representatives of the Employer.

Signature .....

Duly authorised to sign on behalf of .....

Name .....

Address.....

Telephone.....

Date .....

Signature .....

Duly authorised to sign on behalf of .....

Name .....

Address.....

Telephone.....

Date .....

Signature .....

Duly authorised to sign on behalf of .....

Name .....

Address.....

Telephone.....

Date .....

Signature .....

Duly authorised to sign on behalf of .....

Name .....

AIDC Eastern Cape SOC Ltd

JOINT VENTURE AGREEMENT

Bidders who tender as a Joint Venture must submit a Joint Venture Agreement here.