

# BRIEFING SESSION PRESENTATION

**RT47-1-2022: APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF REFLECTIVE MARKING OF VEHICLES FOR THE STATE FOR THE PERIOD ENDING 31 MARCH 2025**

PRESENTED BY:

**NTOMBI SIDINILE**

*Division: OCPO*

Date: 16 NOVEMBER  
2023 @10H00



**national treasury**

Department:  
National Treasury  
REPUBLIC OF SOUTH AFRICA



**STAY  
SAFE**

VACCINATE TO SAVE SOUTH AFRICA

## **RT47-1-2022: APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF REFLECTIVE MARKING OF VEHICLES FOR THE STATE**

### **AGENDA**

- 1. Opening, welcome and Introductions
- 2. Purpose of the RFP
- 3. Duration of the Contract
- 4. Bid Timelines
- 5. How to access the Tender Document
- 6. Technical Specification and Scope of Work
- 7. Evaluation Criteria as per clause 7 of the SCC
- 8. SUBMISSION OF BIDS
- 9. LATE BIDS
- 10. Question and Answers
- 11. Closure

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1. Opening, welcome and Introductions
2. Purpose of the RFP
  - The purpose of this request for proposal (RFP) is to solicit bids from interested parties (“Respondents”) to enable National Treasury to appoint service provider(s) for the provision of marking of vehicles for the State.
  - The RFP consists of the Special Conditions of contract( SCC), Technical Specification, GCC, Pricing Schedule and other Standard Bidding Documents ( SBD).
  - To obtain market related Price and to ensure that Government benefits from the economic of scale.
3. Duration of Contract – One (1) years / Twelve (12) months

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### 5. How to Access bid document

- Where bid documents can be obtained:

National Treasury website

<http://www.treasury.gov.za/divisions/ocpo/ostb/CurrentTenders.aspx>

Etenders: <https://www.etenders.gov.za/>

- NOTE: Bidders are required to submit (upload) the bid on [www.etenders.gov.za](http://www.etenders.gov.za) by the closing date and time.
- Bidders to adhere to all the rules for the bid submission on or before **29 November 2023 at 11:00am.**

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### 4. Bid Timelines

ACTIVITY	DUE DATE
RFP Upload on e-Tenders Portal – Tender Document	The tender was advertised on e-Tender Portal & National Treasury website on 3 November 2023.
Non-compulsory briefing session	16 November 2023 at 10:00 – 12:00 ( Online session: MS Teams) Link to join: <a href="#">Click here to join the meeting</a>
Bid Validity period	180 Days from the closing date of the bid
Bid Closing date and Time	<b>29 November 2023 at 11:00am</b>
Communication channels	Attention: Contract Manager Email: Demand.Acquisition3@treasury.gov.za
Deadline for Queries, Question and Answers	<b>20 November 2023 at 16:00</b>

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### 6. Technical Specification and Scope of Work

- Bidders must be able to mark vehicles for the State for the period of 12 months as per the **Technical Specifications. (clause 5 of the Special Conditions of Contract )**
- All items are supported by detailed specifications. Items must comply with the specification as stated in the bid document of each item.

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### 7. Evaluation Criteria as per clause 7 of the SCC

Phase 1	Phase 2	Phase 3	Phase 4
<b>Mandatory Requirements</b>	<b>Legislation and other standard bidding Requirements</b>	<b>Technical Evaluation and Sample Evaluation</b>	<b>Price and Specific Goals</b>
Compliance with mandatory bid requirements	Compliance with legislative and other bid requirement	Compliance with technical specifications and requirements	Bids evaluated in terms of the 90/10 preference system

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- Kindly refer to paragraph 7 of the Special Conditions of Contract for detailed Phases 1 to 4
- **PHASE 1: MANDATORY REQUIREMENTS**
- Bidders will be evaluated based on the documents submitted at the closing date and time of the bid. Only bidders who have complied with Phase 1 pre-qualification requirements will be evaluated on Phase 2.
- Bidders are advised to refer to Bid Document checklist and returnable documents table on pages 7 and 8 of the SCC to ensure all required documents are submitted with the bid.
- The State may conduct due diligence during any of the evaluation phases to confirm the information submitted by the bidder and any misrepresentation by the bidder may disqualify the bid thereof.



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### OTHER STANDARD BIDDING DOCUMENTS

#### ▪ **Company Registration and Organogram , CIPC Documents**

Shareholding portfolio by proof of registration of the company with Companies Intellectual Property Commission. An additional document detailing the shareholding of the bidder in an organogram format in support of the proof of company registration must be submitted by bidders at the closing date and time.

#### ▪ **Conditions of Contract**

**General Condition of Contract** which are fully signed and initialed on every page to indicate that the bidder has read and understood the terms and conditions.

**Special Conditions of Contract** which are fully signed and initialed on every page to indicate that the bidder has read and understood the terms and conditions.

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### **Draft Master Transversal Agreement**

A Master Transversal Agreement (MTA) will be signed between National Treasury and the successful bidders on acceptance of an unconditional award letter. This document will be issued only to successful bidders.

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### PHASE 2: TECHNICAL REQUIREMENTS AND SAMPLE EVALUATION (CLAUSE 5 OF THE SCC)

#### TCD 13 Authorization Declaration

- All bidders must complete the Authorisation Declaration (TCD 13 to 13.1) for all relevant goods or service
- Any bidder who is sourcing goods or services from a third party must submit a valid Third-Party Undertaking (template provided as TCD 13.2) in full for all relevant goods or services. The letter of undertaking must include but not limited to the following:
  - a) List of item(s) number, item description and brand/model name and number,
  - b) Letter must be on the original manufacturer's and or third-party undertaking letter head, dated and signed,
  - c) Letter must not be older than 30 days at the closing date and time of the bid,
  - d) Have contact person's name, physical and postal address, telephone, and email details, and
  - e) All information on the letter must be in English.
- The State reserves the right to verify any information supplied by the bidder in the Authorisation Declaration and should the information be found to be false or incorrect, the State will exercise any of the remedies available to it in the bid documents.
- The bidder must ensure that all financial and supply arrangements for goods or services have been mutually agreed upon between the bidder and the third party. No agreement between the bidder and the third party will be binding on the State.

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- The letter of undertaking must be from an Original Equipment Manufacturer (OEM) or an authorised importer/distributor. In the case where the letter of undertaking is from an authorised importer/distributor, the bidder must submit in addition to the letter of undertaking, documentary proof from OEM, that the authorized importer/distributor is authorized by the OEM. The letter of undertaking and supporting documents must be submitted with the bid at the closing date and time of the bid.
- Failure to submit a duly completed and signed Authorisation Declaration, with the required annexure(s), in accordance with the above provisions will invalidate the bid for such goods or services offered.

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### **PHASE 3: PRICE AND SPECIFIC GOALS**

#### **Preference Point System**

- Prices quoted for all categories must be furnished based on supply, delivery and application.
- The pricing schedule provided in this bid forms an integral part of the bid document and bidders must ensure that it is completed without changing the structure thereof.
- Bidders are required to complete a mandatory Pricing Schedule as a response on how much the items offered will be charged. Non submission of the Pricing Schedule will invalidate the bid response.
- Prices submitted for in this bid must be filled in on the field provided on the pricing schedule supplied with the bid. Price structures that do not comply with this requirement may invalidate the bid.

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1.1.1.1 The following formula will be used to calculate the points for price:

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

Where,

$P_s$  = Points scored for comparative price of bid under consideration

$P_t$  = Comparative price of bid under consideration

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

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### • Items Grouped as a Series :

- Where applicable, items that are grouped in a series as per item technical specifications will be evaluated and awarded accordingly. Allocation of points will be as per the total value of the series group.
- Bidders are required to offer prices for all units of measure specified in the series, and for all items within a group series
- **Objective of the bid is to award to HDI and subcontracting bidders**
- The specific goal objective criteria for this bid is to award to a tender who is subcontracting at least 30% of the value of the contract to an EME or QSE which is at least 51% owned by black people.
- a. In terms of section 2(1) (f) of the PPPFA Act, the state may award a contract to a tenderer that did not score the highest points.
- b. With the above provision, a tender may be awarded to a bidder who is subcontracting at least 30% of the value of the contract to an EME or QSE which is at least 51% owned by black people than the tenderer scoring the highest points.

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### Points Scored for Specific Goals

1. The following formular will be used to calculate the points for price:

$$\bullet \text{ PSSG} = \text{MPA} \times \frac{\text{POE}}{100}$$

Where,

PSSG = Points scored for specific goals

MPA = Maximum points allocated for a specific goal

POE = Percentage of equity ownership by an HDI



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SPECIFIC GOALS	POINTS ALLOCATED OUT OF 10	FORMULA TO CALCULATE THE POINTS OUT OF 10
<p>Preference points for equity ownership by historically disadvantaged Individuals who, due to the apartheid policy that had been in place had no franchise in national elections before the introduction of the Constitution of the RSA, 1983 (Act 110 of 1983) or the Constitution of the RSA, 1993 (Act 200 of 1993), ("the Interim Constitution") and or</p>	5	$\text{PSSG} = \text{MPA} \times \frac{\text{PEO}}{100}$ <p>Where:  PSSG = Points scored for a specific goal  MPA = Maximum points allocated for a specific goal  PEO = Percentage of equity by an HDI</p>
<p>Who is Sub-contracting 30% of the contract value to EME or QSE which is at least 51% owned by black people  Youth or people with disability</p>	5	
<b>POINTS</b>	<b>10</b>	

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### **Counter Conditions**

- Bidders' attention is drawn to the fact that amendments to any of the bid conditions or setting of counter conditions by bidders may result in the invalidation of such bids.
- The National Treasury reserves the right to change or supplement any information or to issue any addendum to this bid before the closing date and time. The National Treasury and its officers, employees and advisors will not be liable in connection with either the exercise of, or failure to exercise this right.
- If the National Treasury exercises its right to change or supplement information in terms of the above clause, it may seek amended bid documents from all bidders.

### **Fronting**

- The National Treasury supports the spirit of broad based black economic empowerment and recognizes that real empowerment can only be achieved through individuals and businesses conducting themselves in accordance with the Constitution and in an honest, fair, equitable, transparent, and legally compliant manner. Against this background the National Treasury does not support any form of fronting.

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### Right Of Award

#### The State reserves its following rights -

- a) To award the bid in part or in full,
- b) Not to make any award in this bid or accept any bids submitted,
- c) Request further technical information from any bidder after the closing date,
- d) Verify information and documentation of the bidder(s),
- e) Not to accept any of the bids submitted,
- f) To withdraw or amend any of the bid conditions by notice in writing to all bidders prior to closing of the bid and post award, and
- g) If an incorrect award has been made to remedy the matter in any lawful manner it may deem fit.

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### SUBMISSION OF BIDS

#### PHYSICAL AND HARDCOPY BID SUBMISSION

- Bidders must submit one (1) original hard replica copy as the online submission by the closing date and time at the Tender Information Centre (TIC) situated at corner 240 Thabo Sehume and Madiba Streets, Pretoria.
- Bidders to adhere to all the rules for the bid submission.
- Bidders' attention is drawn to the sequential submission format as per the checklist on Table 1.
- The Technical Specifications and Pricing Schedule (Annexure 2) should be in an XLSX excel sheet format and not any other format.
- Non-compliance with the bid submission WILL invalidate the bidder's response.
- Bid Enquiries: - All enquiries should be in writing to [demand.acquisition3@treasury.gov.za](mailto:demand.acquisition3@treasury.gov.za) The closing date for receipt of all enquiries is **20 November 2023**. All enquiries beyond the closing date will not be considered.

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### TRANSVERSAL CONTRACT PRICE ADJUSTMENT

#### Refer to paragraph 16 of the SCC:

Transversal Contract Price adjustments shall be applied on an annual basis. Transversal Contract Price adjustment period will be as follows:

Adjustment	Application date	End Index Date	Date from which adjusted prices will become effective
1 <sup>st</sup> Adjustment	1 February 2024	December 2023	1 March 2024

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- Questions and Answers

# Thank You