

BRIEFING SESSION PRESENTATION

RT70-02-2021

**SUPPLY AND DELIVERY OF PETROL, AUTOMOTIVE
DIESEL FUEL, ILLUMINATING PARAFIN, MARINE
GAS OIL, HEAVY FURNANCE OIL, POLAR DIESEL
AND AVIATION FUEL FOR THE PERIOD OF TWENTY-
FIVE (25) MONTHS**

PRESENTED BY:

NTOMBI SIDINILE

Division: OCPO

**Date: 21 FEBRUARY
2024 @10H00**



national treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA



**STAY
SAFE**

VACCINATE TO SAVE SOUTH AFRICA

SUPPLY AND DELIVERY OF PETROL, AUTOMOTIVE DIESEL FUEL, ILLUMINATING PARAFIN, MARINE GAS OIL, HEAVY FURNANCE OIL, POLAR DIESEL AND AVIATION FUEL FOR THE PERIOD OF TWENTY-FIVE (25) MONTHS

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 6 of the SCC
- 8. SUBMISSION OF BIDS
- 9. LATE BIDS
- 10. Question and Answers
- 11. Closure

SUPPLY AND DELIVERY OF PETROL, AUTOMOTIVE DIESEL FUEL, ILLUMINATING PARAFIN, MARINE GAS OIL, HEAVY FURNANCE OIL, POLAR DIESEL AND AVIATION FUEL FOR THE PERIOD OF TWENTY-FIVE (25) MONTHS

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 supply and deliver petrol, automotive diesel fuel, illuminating paraffin, marine gas oil, heavy furnace oil, polar diesel and aviation fuel to 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 – Twenty-five (25) months

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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 12 February 2024.
Non-compulsory briefing session	21 February 2024 at 10:00 – 12:00 (Online session: MS Teams) Link to join: Click here to join the meeting
Bid Validity period	180 Days from the closing date of the bid
Bid Closing date and Time	5 March 2024 at 11:00am
Communication channels	Attention: Contract Manager Email: Demand.Acquisition3@treasury.gov.za
Deadline for Queries, Question and Answers	26 February 2024 at 16:00

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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 bid documents at the Tender Information Centre (TIC) as per paragraph 7.3 of the SCC by the closing date and time.
- Bidders to adhere to all the rules for the bid submission on or before **5 March 2024 at 11:00am.**

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Technical Specification

- Bidders must be able to supply and deliver petrol, automotive diesel fuel, illuminating paraffin, marine gas oil, heavy furnace oil, polar diesel and aviation fuel for the period of 25 months as per the **Technical Specifications. (paragraph 5 of the Special Conditions of Contract)**
- The State requires to appoint a contractor/supplier to supply and deliver petrol, automotive diesel fuel, illuminating paraffin, marine gas oil, heavy furnace oil, polar diesel and aviation fuel to the state for the period ending 31 May 2026.

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7. Evaluation Criteria as per clause 6 of the SCC

Phase 1	Phase 2	Phase 3	Phase 4
Mandatory Requirements	Administrative and Legislative Requirements	Technical Requirements	Price and Specific Goals
Compliance with mandatory bid requirements	Compliance with legislative and other bid requirement	Compliance to the item technical specifications	Bids evaluated in terms of the 90/10 preference system

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- **Phase 1: Mandatory requirements**

- Bidders must submit all required documents hereunder with the bid document at the closing date and time of the bid.
- During this evaluation phase, bidders' responses will be evaluated based on the document submitted under mandatory requirements. Any bid that does not meet these mandatory requirements will be considered non-responsive and will be disqualified.

Pricing Schedule

- Bidders are required to submit responsive bids by completing all pricing and item information on the provided pricing schedule for the individual items and all required forms.
- Non-submission of the pricing schedule will invalidate the bid.
- Only bidders who have complied with Phase 1 mandatory requirements will be evaluated in Phase 2
- 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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PHASE 2: ADMINISTRATIVE AND LEGISLATIVE REQUIREMENTS

Legislative Requirements

- Bidders are required to submit the other legislative documents as detailed below:
- SBD 1 invitation form to bid.
- SBD 4 bidder's disclosure.
- SBD 6.1 preference points claim form.

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OTHER STANDARD BIDDING DOCUMENTS

▪ Company Registration and Organogram

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.

Draft Participation Agreement

A Participation Agreement (PA) which is linked to the MTA, will be signed between the Participants and the successful bidders.

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PHASE 3: TECHNICAL SPECIFICATION COMPLIANCE

TCD 13 Authorization Declaration

- All bidders must complete the Authorisation Declaration (TCD 13 to 13.1) for all relevant goods or services.
- 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:
 - List of item(s) number, item description and brand/model name and number,
 - Letter must be on the original manufacturer's and or third-party undertaking letter head, dated and signed,
 - Have contact person's name, physical and postal address, telephone, and email details, and
 - 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.
- **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.**

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- The State reserves the right to verify any information supplied by the bidder in the Authorization Declaration and should the information be found to be false or incorrect, the State reserves its right to exercise any of the remedies available to it, including disqualifying the bidder and or restricting the bidder.
- 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. Failure to render the service in line with the contractual terms of this transversal contract may lead to the contract being terminated and the bidder being restricted from doing business with the State.
- Failure by a bidder, other than a manufacturer or licensed importer to provide the letter confirming supply arrangements as per the specifications above, will invalidate the bid.
- The authorization declaration (TCD 13) and the letter from the manufacturer confirming supply arrangements as set out in paragraphs 6.4.1 must be applicable and cover the full transversal contract period.

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Manufacturing/Wholesale Licence (clause 6.4 of the SCC)

- In case of a manufacturer, bidder must submit a confirmation letter on their letterhead to confirm that they are a manufacturer with the bid at the closing date and time of the bid.
- In case of a Non-Refining Wholesaler, bidder must submit a certified copy of a wholesale licence in case of a wholesaler with the bid at the closing date and time of the bid.
- Failure to comply with the above will invalidate the bid.

Proof of Funding

- Bidders must submit proof of access to funding of R 6 000 000 and above with the bid at the closing date and time of the bid. The bank guarantee letter should include a contactable person, telephone number and email address.

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PHASE 4: PRICE AND SPECIFIC GOALS

Preference Point System

- Prices quoted for all categories must be furnished based on supply, delivery and offloading nationally.
- 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. **No 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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- **Multiple Award:**

The State reserves the right to award the same item to more than one (1) bidder to address item availability and compatibility.

Due diligence will be applied to ensure that pricing is affordable, market related and aligned to end-user requirements.

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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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GOALS	POINTS
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”)	5
Woman / disability	5

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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 are required to submit hard copies and USB /memory stick at the National Treasury, 240 Madiba Street, TIC, and Deposit the bid in the tender box.
- 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 B) 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 The closing date for receipt of all enquiries is **26 February 2024**. All enquiries beyond the closing date will not be considered.

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TRANSVERSAL CONTRACT PRICE ADJUSTMENT

Refer to paragraph 22 of the SCC:

Contract Price Adjustments will be processed in accordance with the monthly published media statement fuel prices as announced by the Department of Energy. Unless prior approval has been obtained from National Treasury, Transversal Contracting, no adjustment in contract prices will be made.

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- Questions and Answers

Thank You