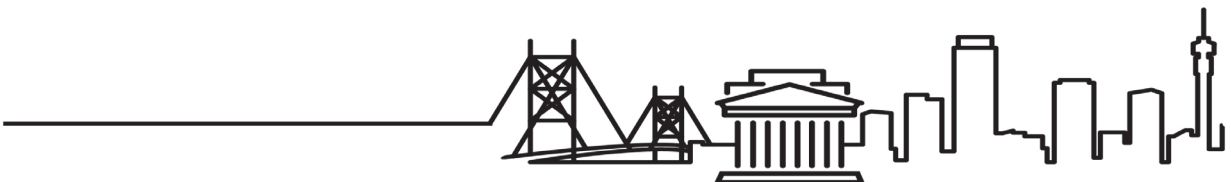


UNIVERSITY OF THE WITWATERSRAND, JOHANNESBURG

PROCUREMENT DOCUMENT



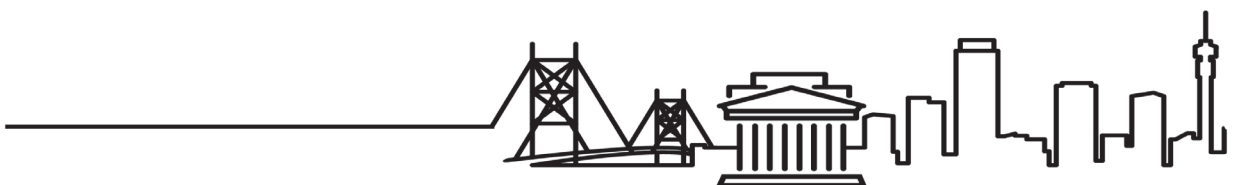
REQUEST FOR PROPOSAL (RFP)

REQUEST FOR PROPOSAL (RFP) TITLE: PROPERTY & INFRASTRUCTURE MANAGEMENT DIVISION (PIMD) UNIVERSITY OF THE WITWATERSRAND, JOHANNESBURG (WITS)	BULK DIESEL SUPPLY CONTRACT FOR UNIVERSITY OF THE WITWATERSRAND
RFP REFERENCE NUMBER -	PIMD-DSL-T2301.A
RFP ISSUE DATE -	Monday, 03 April 2023
RFP CLOSING DATE -	Monday, 03 May 2023
DISTRIBUTION CHANNEL -	Wits Website / Sunday Times

<u>ISSUED BY:</u>	PROPERTY & INFRASTRUCTURE MANAGEMENT DIVISION (PIMD) PRIVATE BAG 3, WITS 2050 1 JAN SMUTS AVE; BRAAMFONTEIN JOHANNESBURG
CONTACT:	011 717 9012 / Jacobie.Tollemache@wits.ac.za
CONTACT PERSON:	Jacobie Tollemache

Tenderers have the option to tender for both Components or indicate their preferred option/s below:

Indicate which Bulk Diesel Supply and Delivery Component is being tendered for:	
Component 1: Tanker Deliveries	
Component 2: Bowser Deliveries	



Contents

Number Heading

THE TENDER

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THE CONTRACT

Part C1: Agreements and Contract Data

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- C2.1 Pricing assumptions
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Part C3: Scope of work

- C3.1 Scope provided by the *Purchaser*

Part C4: Site Information

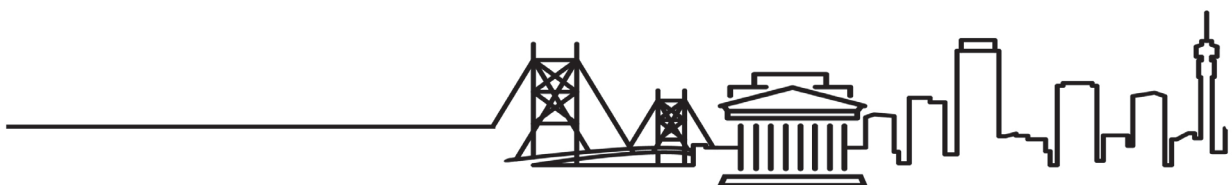
Appendix A – Procurement Returnables Schedule

Annexure 1 – Drawings

Annexure 2 – Access to and performing works and services on the University precinct

Annexure 3 – Generic Occupational Health and Safety Environmental Specification for Service Providers

Annexure 4 – Electronic Tender Submission Protocol



T1.1 Tender Notice and Invitation to Tender

(i) Invitation

The **Property & Infrastructure Management Division** (“PIMD”) Department, which is part of the Systems and Operations Division of University of the Witwatersrand, Johannesburg (“WITS”) (the **Purchaser**) invites you to submit a Proposal in response to this **Request for Proposal** (hereafter referred to as “RFP”).

Your response must comply with all the aspects of this RFP and be submitted in strict accordance with the instructions provided herein.

(ii) Contract Award:

The *Purchaser* has elected the **Contract [NEC4 Supply Contract, June 2017 Edition]** - as amended and amplified in **Contract Data** included under Part C1.2 - to be the most appropriate and ultimate form of Contract to govern the Bulk Diesel Fuel Supply to WITS.

The *Supplier* will review the NEC4 Supply Contract’s Standard Terms and Contract Data; and will be permitted to submit its reasonable qualifications (if applicable) for the *Purchaser’s* consideration.

(iii) Overall requirements

The *Purchaser’s* objective is to ensure that there is sufficient supply of quality Diesel for its generator fleet to be able to manage power outages and to minimise the impact of the academic programme. To meet this requirement, *the Supplier* must be able to supply diesel fuel which has a low Sulphur content of ≤50 ppm to all standby power generators on all of the *Purchaser’s* premises. This will include the large centralised generator stations as well as the smaller standalone generator units.

This RFP will cover a period of 3-years from 01st July 2023 until 30th of June 2026. The supply includes sourcing of diesel, all logistics related to the transportation of diesel to the *Purchaser’s* premises, and delivery of diesel into the specified diesel storage vessels (both bulk and smaller tanks). Safe handling and transportation of diesel fuel must be a consideration and all regulations applicable to such must be obeyed. The supply of diesel will be executed under specific Batch Orders, which will be issued on an as required basis and will contain information about place, time and quantities of Diesel to be supplied. The estimated quantity of diesel required per month is 100 000 – 150 000 litres and this volume may fluctuate depending on usage and load shedding frequency.

Various sites requiring bulk Diesel supply and their location are listed below:

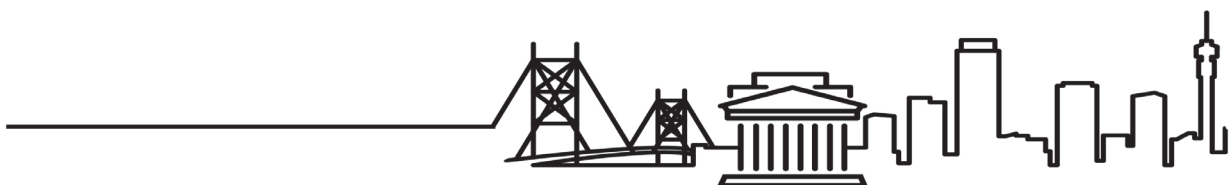


SUMMARY OF LARGER GENERATOR SYSTEMS:

Campus:	Total Capacity
• Braamfontein East Campus generator Farm;	25,000 litres
• Braamfontein West Campus generator Farm:	25,000 litres
• Parktown Education Campus:	15,000 litres
• Parktown Health Sciences Campus:	9,000 litres
• Tshimologong Precinct Braamfontein:	9,000 litres
• Parktown Management Campus:	4,500 litres

TOTAL PORTFOLIO OF MACHINERY:

Count	Description	Location
1	East Campus Generator - Gate House - Generator no 1 - 2500 kVA	East Campus
2	East Campus Generator - Gate House - Generator no 2 – 2500 kVA	East Campus
3	East Campus Generator - Gate House - Generator no 3 – 2500 kVA	East Campus
4	Gatehouse – 100 kVA - Generator	East Campus
5	Tshimologong Precinct – 630 kVA Generator	Tshimologong
6	West Campus Generator - Raikes Road 01 – 2500 kVA	West Campus
7	West Campus Generator - Raikes Road 02 – 2500 kVA	West Campus
8	Health Sciences Campus Generator - no 1 – 1000 kVA	Health Sciences Campus
9	Health Sciences Campus Generator - no 2 – 1000 kVA	Health Sciences Campus
10	Linder Auditorium – 400 kVA	Education Campus
11	WITS Junction Generator – No 1 – 350 kVA	WITS Junction
12	WITS Junction Generator - No 2 – 400 kVA	WITS Junction
13	WITS Junction Generator – No 3 – 450 kVA	WITS Junction
14	WITS Junction Generator - No 4 – 570 kVA	WITS Junction
15	WITS Junction Generator - No 5 – 680 kVA	WITS Junction
16	Parktown Education Campus Generator – 1000 kVA	Education Campus
17	Parktown Education Campus Generator – 1000 kVA	Education Campus
18	Noswall Hall – 150 kVA	Braamfontein
19	Albert Wessels Building – 300 kVA	Management Campus
20	Donald Gordon Medical Centre – 350 kVA	Parktown
21	Oppenheimer Life Sciences Building – 65 kVA	Braamfontein
22	Mwalimu House – 125 kVA	Management Campus
23	Esselen Street Residence – 100 kVA	Hillbrow
24	Medhurst Residence – 650 kVA	Education Campus
25	Jubilee Hall of Residence – 300 kVA	East Campus
26	Sturrock Park - 300 kVA	West Campus
27	Mobile Machine (PIMD), East Campus – 100 kVA	Mobile
28	Mobile Machine (PIMD), West Campus – 100 kVA	Mobile
29	Origins Centre – 220 kVA	East Campus
30	Commerce, Law & Management Building – 275 kVA	West Campus
31	Ithemba Labs – 70 kVA	East Campus
32	Solomon Mahlangu House – 800 kVA	East Campus
33	Convocation Dining Hall – 125 kVA	West Campus
34	EOH Dining Hall - 125 kVA	Management Campus
35	Knockando Residence Kitchen – 125 kVA	Parktown
36	Highfield Kitchen/Dining Hall – 150 kVA	Education Campus
37	Matrix Kitchen/Dining Hall – 250 kVA	East Campus
38	Phillip Tobias Health Sciences Building – 250 kVA	PV Tobias Building



39	Baragwanath Hospital – 100 kVA	Soweto
40	Mathematical Sciences Building – 100 kVA	West Campus
41	Knockando Residence – 400 kVA	Parktown
42	3&5 Jubilee Road – 50 kVA	Parktown
43	13 Jubilee Road – 65 kVA	Parktown
44	Health Sciences Campus - Ford fire engine	Health Sciences Campus
45	Oppenheimer Life Sciences - Ford fire engine	East Campus

(iv) Policies, Procedures and Regulatory Standards:

In general WITS executes this tender process; and incorporates tender conditions that are in accordance with the latest editions of SANS 10845-3. As such WITS prohibits anti-competitive practices and requires that all *Suppliers* submits a formal conflict of interest declaration as per the submittal in Appendix A.

(v) Tender Terminology:

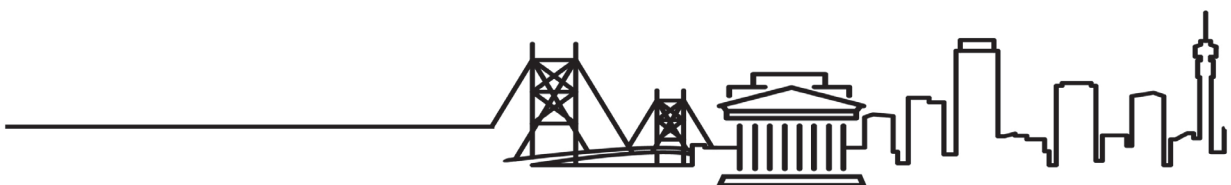
In consideration of SANS, CIDB and NEC4 and respective standard definitions, there is discrepancy in terminology. To clarify this, words *The Purchaser* and the *Employer* and the *Client* will be used interchangeably having reference to University of the Witwatersrand, Johannesburg (WITS). Similarly, the *Supply Information* and/or the *Scope of Works* and the *Scope* may be used interchangeably.

Further Definitions:

- For the purpose of this RFP document ‘**University**’ and ‘**WITS**’ shall mean: **The University of Witwatersrand, Johannesburg**, being the entity to which goods and service will be supplied.
- **Supplier** and/or **bidder** shall refer interchangeably to the party receiving this RFP and submitting a Proposal.
- **Proposal** means the submission *Suppliers* will submit in response to this RFP, and any Annexes thereto.
- **Contract** means the **NEC4 Supply Contract, June 2017 Edition** - in the **Contract Data** detailed in this RFP.
- **Delivery Place** means The University of the Witwatersrand, Johannesburg- places where the generators are based as per the **Scope** document
- **Sourcing Process** means the RFP process that the *Purchaser* is embarking on to select and appoint capable **Suppliers** to supply goods and services as defined in the **Scope** document.
- **Supplier** means the successful tender participant being awarded the ultimate NEC4 Supply Contract (“SC4”) for a 3-year bulk diesel supply subsequent to successful completion of the Procurement Sourcing Process.

(vi) Non-Compulsory Registration of Intent to Bid:

All *Suppliers* are requested to confirm whether they intent to respond to this RFP via email by **10h00, Monday, 17 April 2023**. Please note the following:



- Return an email with your intention to bid; or a decline to bid to:
Attention: Jacobie Tollemache
To: admin.tenders@wits.ac.za
Cc: jacobie.tollemache@wits.ac.za
- Please note that all correspondence and clarifications during the RFP period will **only** be communicated to *Suppliers* that confirmed their intention to bid within the prescribed time except the information session that will be available to all invited.
- Ensure the correct **contact details** are provided in your intent to submit a bid. This will ensure that correspondence during the RFP phase will be issued to the correct individuals / email address.

(vii) RFP Clarifications

- Should any part or parts of this RFP or the Sourcing Process described herein below require further explanation, be ambiguous or contradictory, clarification prior to submission of your Proposal can be obtained in writing to the Tender Administrator.
- Email will be used for clarifications during the RFP period. The *Supplier* shall in all written correspondence identify itself by complete company name and RFP reference number.
- Telephonic clarifications are discouraged, but if it does occur, it must promptly be confirmed by email by the enquiring party for acknowledgement by the responding party.
- Upon receipt of any request to clarify elements of the RFP, an email to clarify the points in question shall be issued by WITS to all *Suppliers* that submitted an Intent to Bid, provided that the clarification is not of a confidential nature, broadly applicable and justified.
- All RFP clarifications or addenda shall be issued formally to *Suppliers* by means of a Tender Bulletin unless the information is of a confidential nature.
- No *Supplier* may communicate with any person connected with this document on any matter affecting this document between initial date of issue of the document and the dispatch of the written notification of the selected *Suppliers*, except via the contact person listed above.
-

(viii) Non-Compulsory Information Session

- WITS will host an Information session as detailed below for all *Suppliers*.
- WITS will limit the number of participants per company to two (2).
- Participants will be requested to submit clarification questions before the Information Session (details of which will be included in the invitation email); thus, to ensure that answers are prepared



to the most pertinent questions and addressed during the Information Session.

- Due to the number of anticipated participants the Information Session will not be interactive. The participants will be provided with a presentation with background and relevant technical information, as well as clarification answers to all the questions received from participants prior to the session. Additional questions must to emailed to the Tender Administrator.

QUERIES PERTAINING TO THIS RFP CAN BE DIRECTED TO -			
Tender Administrator	Jacobie Tollemache	E-MAIL	To: admin.tenders@wits.ac.za Cc: jacobie.tollemache@wits.ac.za
		TEL	011 717 9012

The **Information Session** with representatives of WITS will take place **via webinar** on Tuesday, **18 April 2023 at 10:00**.

The information to access the webinar will be communicated to all *Suppliers* who have registered their Intent to Bid.

Only two (2) participant logins per *Supplier*. All participants shall be confirmed in the attendance register prior to the webinar.

(ix) Sourcing Process

WITS conducts business in a manner that encourages good *supplier* relations within an environment that promotes competition and is compliant with WITS' policies and the law.

This RFP is part of the Sourcing Process.

- The invited Tenders participating in this RFP are required to comply in all respects with the RFP instructions and requirements.
- The *Supplier's* Proposal will consist of a formal, binding bid relative to the information contained in the RFP, which will be used for a possible appointment using the NEC4 Supply Contract. However, the supply of diesel will be executed under specific Batch Orders, which will be issued on an as required basis and will contain information about place, time and quantities of Diesel to be supplied.
- The *Purchaser* intends to appoint a panel of up to six (6) *Suppliers*.
- The *Purchaser* will evaluate and score each tender submission against a pre-determined Evaluation Criteria; to determine an award to the successful *Supplier*.



T1.2 Tender Data

The conditions of tender are those contained in the latest edition of SANS 10845-3, Construction Procurement – Part 3: Standard conditions of tender.

SANS 10845-3 makes several references to the Tender Data for details that apply specifically to this tender. The Tender Data shall have precedence in the interpretation of any ambiguity or inconsistency between it and the provisions of SANS 10845-3.

Each item of data given below is cross-referenced to the clause in SANS 10845-3 to which it mainly applies.

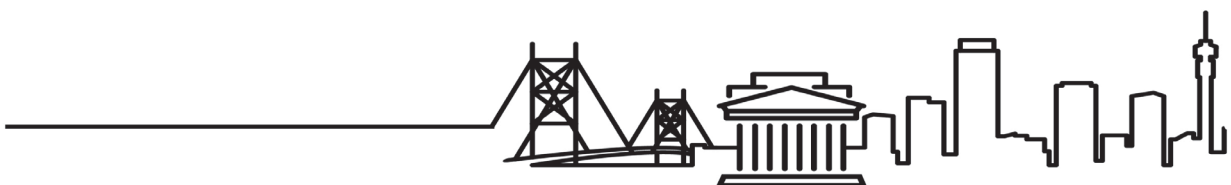
Clause number	Tender Data
3.1	The <i>Purchaser</i> is the University of the Witwatersrand, Johannesburg, acting through its Property & Infrastructure Management Division
3.2	The tender documents issued by The <i>Purchaser</i> comprise the documents listed on the contents page
3.4	The <i>Purchaser's</i> agent (Tender Administrator) is: Ms. Jacobie Tollemache 011 717 9012 jacobie.tollemache@wits.ac.za & admin.tenders@wits.ac.za
3.4	The language for communications is English
3.5.1	In addition, The <i>Purchaser</i> reserves the right at any time to: <ul style="list-style-type: none"> • Request further information should the <i>supplier</i> submit insufficient detail • Contact any <i>supplier</i> during the evaluation process, to clarify any information, without informing any other <i>supplier</i>, • Award only a portion of the tender, • Award portions of the tender to more than one <i>Supplier</i>, • Withdraw, defer, suspend or reissue the tender in whole or in part at any time, • Share all information and findings with any other higher education entities worldwide, provided such information has not been marked as confidential, for benchmarking purposes, and, • Audit the awarded contracts from time to time.
3.6	The competitive negotiation procedure shall be applied.



4.1	<ul style="list-style-type: none"> a) provided a Signed Submission which has been signed by a duly authorised representative. b) provide proof of legal entity’s registration documentation (e.g. CIPC) indicating the date of registration/incorporation, and a list of directors, partners, and members. c) provide proof of valid SARS Tax Pin. d) provide a VAT Registration Certificate e) the <i>supplier</i> submits a valid Tax Clearance Certificate with a tax pin issued by the South African Revenue Services. f) provide a set of the latest three (3) years signed Annual Financial Statements. g) submit a current, valid B-BBEE certificate issued by a SANAS accredited verification agency unless the <i>Supplier</i> is an exempted micro enterprise (EME) or a qualifying small enterprise (QSE), in which case the <i>Supplier</i> may submit a sworn affidavit in accordance with the B-BBEE Act: Codes of Good Practice published in Government Gazette No. 36928. The University is only considering B-BBEE Levels insert. h) provide proof of the following insurance coverage or confirmation of commitment to meet the following insurance requirements: <ul style="list-style-type: none"> i. Public Liability with a minimum value of R 50 million per claim, with no limit to the number of claims with an annual aggregate of R 250 million. ii. General and commercial liability insurance which includes defective workmanship, cyber risk insurance, products and equipment liability, bodily injury and death, and property damage Public Liability with a minimum value of R 2 million per claim, with no limit to the number of claims with an annual aggregate of R 10 million. iii. SASRIA Special Risk Insurance i) Provide a letter confirming commitment to meeting the performance bond requirement to the value of R500 000.00. j) provide proof of <ul style="list-style-type: none"> i. bank rating and/or letter of good standing. <p>The letter should include:</p> <ul style="list-style-type: none"> i. The <i>Supplier’s</i> bank account name and number; ii. A statement that engagements and accounts with the bank have always been properly and satisfactorily conducted; and iii. The <i>Supplier</i> has access to lines of credit with the bank, they have the resources to meet their commitments, and the bank considers the <i>Supplier</i> a counterparty of good risk and good for business. k) provide proof of possession of a letter of good standing from the Compensation Fund or a licensed compensation insurer as contemplated in the Compensation for Occupational Injuries and Disease Act No. 130 of 1993. The proof must be valid at the time of close of the Tender and a valid certificate must be produced at the time of award if the certificate expires between the close of Tender and award. l) the <i>supplier</i> or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; m) the <i>supplier</i> has not: <ul style="list-style-type: none"> i. abused The <i>Purchaser’s</i> Supply Chain Management System; or ii. failed to perform on any previous contract and has been given a written notice to this effect n) the <i>supplier</i> has completed the Compulsory Declaration and there are no conflicts of interest which may impact on the <i>supplier’s</i> ability to perform the contract in the best interests of The <i>Purchaser</i> or potentially compromise the tender process;
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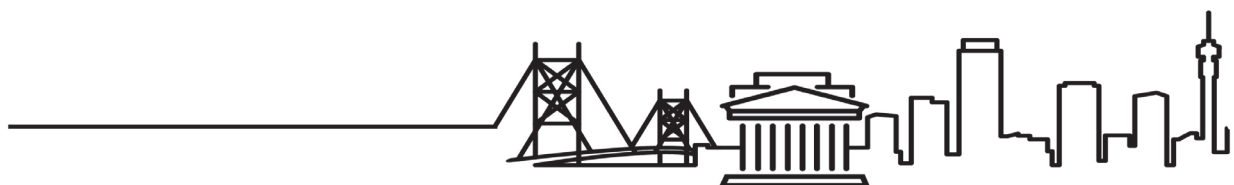
	<p>o) the <i>supplier</i> must have their logistics depot within a 50km radius from the Purchaser’s Braamfontein and Parktown precincts.</p> <p>p) the <i>suppliers</i> must provide proof of experience of the following for the supply option(s) they wish to tender for:</p> <ul style="list-style-type: none"> i. at least two (2) contracts where they have provided at minimum 300 000 litres over a 12-month period, delivered through diesel tanker trucks with a storage capacity of at least 15 000 litre capacity within the past five (5) years.; and/or ii. at least two (2) contracts where they have provided at minimum 60 000 litres over a 12-month period, delivered through smaller vehicles fitted diesel bowsers with a storage capacity of at least 500 litres within the past five (5) years. <p>q) the <i>suppliers</i> must provide proof of ownership of the following for the supply option(s) they wish to tender for:</p> <ul style="list-style-type: none"> i. at least four (4) diesel tanker trucks with at least 15,000 litre capacity, of which at least two (2) diesel tanker trucks are owned by the Supplier; and/or ii. at least three (3) light vehicles fitted or towing with diesel bowsers with at least 500 litre capacity, of which at least two (2) light vehicles are owned by the Supplier. <p><i>Suppliers</i> must further provide all supporting documents for vehicle and truck compliance, as well as dangerous goods handling certification; and</p> <p>r) The <i>suppliers</i> must provide proof of employment of the following for the supply option(s) that they wish to tender for:</p> <ul style="list-style-type: none"> i. at least four (4) qualified and relevantly certified drivers and supporting staff for diesel deliveries via tanker trucks with at least 15,000 litre capacity, of which at least two (2) drivers are directly employed by the Supplier; and/or ii. at least three (3) qualified and relevantly certified drivers and supporting staff for diesel deliveries via smaller vehicles fitted with diesel bowsers with at least 500 litre capacity, of which at least two (2) drivers are directly employed by the Supplier.
<p>4.7</p>	<p>The Information Session with representatives of WITS will take place via webinar on Tuesday, 18 April 2023 at 10:00.</p> <p>The information to access the webinar will be communicated to all registered <i>Suppliers</i>.</p> <p>Only two (2) participant logins per <i>Supplier</i>. All participants shall be confirmed in the attendance register prior to the webinar.</p>
<p>4.10</p>	<p><i>Suppliers</i> are required to state the rates and currencies in South African Rand.</p>
<p>4.11</p>	<p>An item against which no rate or price is entered by the <i>Supplier</i> shall be considered to be covered by other rates or prices detailed in the tender offer.</p>



<p>4.12</p>	<p>Main tender offers are required to be submitted together with alternative tenders.</p> <p>If a <i>supplier</i> wishes to submit an alternative tender offer, the only criteria permitted for such alternative tender offer is that it demonstrably satisfies The <i>Purchaser's</i> standards and requirements, the details of which may be obtained from The <i>Purchaser's</i> agent.</p> <p>A <i>supplier</i> must submit a compliant tender offer (clearly marked and annotated as "COMPLIANT OFFER") for an alternative tender offer to be considered. The alternative offer shall be marked and annotated as "ALTERNATE OFFER".</p>
<p>4.13.4</p>	<p>An officer or director of the <i>supplier</i> who is legally authorised by the <i>supplier</i> to enter into a binding agreement must sign the tender offer. WITS may request proof of the authorisation document at any time.</p>
<p>4.13.5 4.15</p>	<p><u>Only Electronic Submissions allowed:</u></p> <p>The <i>Supplier</i> will be required to submit Electronic proposals in strict accordance with WITS' Electronic Tender Submission Protocol & Terms and Conditions (Annexure 4) outlining the requirements from WITS. The <i>Supplier</i> shall:</p> <ul style="list-style-type: none"> - Avoid emailing Submissions in the last 60 (sixty) minutes that the Invitation to Tender is open; - <i>Suppliers</i> must use the following identification format: [Number of Email Sent Tender Reference Number Tender Short Description Suppliers Company Name]; - The University will only accept the following file extensions: .zip - Zip compressed file, .doc and .docx - Microsoft Word file, .pdf - PDF file, .xls - Microsoft Excel file and .mp4 - MPEG4 video file; - The University's server cannot accept emails containing zip files or attachments that exceed 20 MB. If the total size of the submission is in excess of 20 MB, <i>Suppliers</i> must separate the submission into parts less than 20 MB and note the number of emails sent accordingly. - <i>Suppliers</i> must ensure that all emails are sent with a read and delivery receipt request from an Outlook or Gmail server. - Email Proposal addressed to, with the following details in the covering mail:



<p>4.13.5 4.15</p>	<p>Attention: Jacobie Tollemache (Tender Administrator)</p> <p>E-Mail Addresses: admin.tenders@wits.ac.za & jacobie.tollemache@wits.ac.za</p> <p>Subject Matter: Request for Proposal</p> <p style="text-align: right;">RFP Tender No.: PIMD-DSL-T2301 RFP Tender Title: Request for Proposal: Bulk Diesel Supply to the University of the Witwatersrand.</p>
<p>4.15</p>	<p>The closing time for submission of tender offers is at 23:59 pm on Monday, 03 May 2023</p>
<p>4.16</p>	<p>The tender offer validity period is 90 (Ninety) days.</p>
<p>4.20</p>	<p>The <i>supplier</i> is required to submit with its tender a letter of intent from an approved insurer undertaking to provide the Performance Bond.</p>
<p>4.22</p>	<p>All returnable documents, certificates and schedules must be current and valid and returned with the tender's offer submission.</p>
<p>5.1</p>	<p>The <i>Purchaser</i> will respond to requests for clarification received up to 2 (two) working days before the tender closing time.</p>
<p>5.2</p>	<p>The <i>Purchaser</i> shall issue addenda until 3 (three) working days before tender closing time.</p>
<p>5.11.1</p>	<p>The financial offer will be reduced to a comparative basis using the Tender Assessment Schedule included below:</p>



5.11.5

The tender submissions will be evaluated in terms of Method 4: Financial offer, Quality and preferences. Tenderers must score a minimum 70%, i.e. 14 of 20 points, in the quality evaluation for their offers to be further evaluated. The evaluation criteria and maximum score in respect of each of the criteria are as follows:

Financial Offer	60 Points
Comparative Financial Offer	60 Points
Quality	20 Points
Track record and experience of the <i>Supplier</i> - <i>Suppliers</i> must provide proof of experience of the following for the supply option(s) they wish to tender for: <ul style="list-style-type: none"> i. at least two (2) contracts where they have provided at minimum 300 000 litres over a 12-month period, delivered through diesel tanker trucks with a storage capacity of at least 15 000 litre capacity within the past five (5) years.; and/or ii. at least two (2) contracts where they have provided at minimum 60 000 litres over a 12-month period, delivered through smaller vehicles fitted diesel bowsers with a storage capacity of at least 500 litres within the past five (5) years. 	8 Points
Logistics capability and capacity of the <i>Supplier</i> – the <i>Suppliers</i> must provide proof of access to the following for the supply option(s) they wish to tender for: <ul style="list-style-type: none"> i. at least four (4) diesel tanker trucks with at least 15,000 litre capacity, of which at least two (2) diesel tanker trucks are owned by the <i>Supplier</i>; and/or ii. at least three (3) light vehicles fitted or towing with diesel bowsers with at least 500 litre capacity, of which at least two (2) light vehicles are owned by the <i>Supplier</i>. <p>Suppliers must further provide all supporting documents for vehicle and truck compliance, as well as dangerous goods handling certification; and</p>	6 Points
The human resources of the <i>Supplier</i> – The <i>suppliers</i> must provide proof of access to the following for the supply option(s) that they wish to tender for: <ul style="list-style-type: none"> i. at least four (4) qualified and relevantly certified drivers and supporting staff for diesel deliveries via tanker trucks with at least 15,000 litre capacity, of which at least two (2) drivers are directly employed by the <i>Supplier</i>; and/or ii. at least three (3) qualified and relevantly certified drivers and supporting staff for diesel deliveries via smaller vehicles fitted with 	6 Points



diesel bowsers with at least 500 litre capacity, of which at least two (2) drivers are directly employed by the <i>Supplier</i> .	
Preference	20 Points
Tendering Company's B-BBEE Level	10 Points
Tendering Company is at least 51% Black owned	10 Points
Total	100 Points



5.11.8

Wits Preferential Procurement Goals

WITS recognised the need to participate meaningfully in the socio-economic transformation of South Africa and has identified specific principles that will address business and wealth creation imperatives with its dedicated preferential procurement philosophy.

To this end, WITS will use the 80/20 preference points system. The allocation of the points will be as follows:

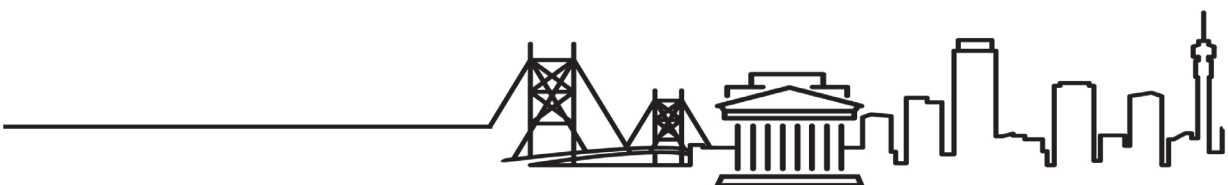
10 of 100 evaluation points (10%) to the below criterion yes/no criteria:

- Tendering company’s B-BBEE Level

B-BBEE status level of contributor	Number of preference points	
	90/10 preference points system	80/20 preference points system
Contract Value Threshold (Including VAT)	>R50 million	R30 000 to R50 million
Non-complaint contributor	0	0
Level 8 contributor	1	2
Level 7 contributor	2	4
Level 6 contributor	3	6
Level 5 contributor	4	8
Level 4 contributor	5	12
Level 3 contributor	6	14
Level 2 contributor	9	18
Level 1 contributor	10	20

A further 10 of 100 evaluation points (10%) to the following yes/no criterion:

- Tendering company is at least 51% Black owned



5.13	<p>Tender offers will only be accepted if:</p> <ul style="list-style-type: none"> a) provided a Signed Submission which has been signed by a duly authorised representative. b) provide proof of legal entity's registration documentation (e.g. CIPC) indicating the date of registration/incorporation, and a list of directors, partners, and members. c) provide proof of valid SARS Tax Pin. d) provide a VAT Registration Certificate e) the <i>supplier</i> submits a valid Tax Clearance Certificate with a tax pin issued by the South African Revenue Services. f) provide a set of the latest three (3) years signed Annual Financial Statements. g) submit a current, valid B-BBEE certificate issued by a SANAS accredited verification agency unless the <i>Supplier</i> is an exempted micro enterprise (EME) or a qualifying small enterprise (QSE), in which case the <i>Supplier</i> may submit a sworn affidavit in accordance with the B-BBEE Act: Codes of Good Practice published in Government Gazette No. 36928. The University is only considering B-BBEE Levels insert. h) provide proof of the following insurance coverage or confirmation of commitment to meet the following insurance requirements:: <ul style="list-style-type: none"> i. Public Liability with a minimum value of R 50 million per claim, with no limit to the number of claims with an annual aggregate of R 250 million. ii. General and commercial liability insurance which includes defective workmanship, cyber risk insurance, products and equipment liability, bodily injury and death, and property damage Public Liability with a minimum value of R 2 million per claim, with no limit to the number of claims with an annual aggregate of R 10 million. iii. SASRIA Special Risk Insurance i) Provide a letter confirming commitment to meeting the performance bond requirement to the value of R500 000.00 j) provide proof of <ul style="list-style-type: none"> i. bank rating and/or letter of good standing. <p>The letter should include:</p> k) The <i>Supplier's</i> bank account name and number; <ul style="list-style-type: none"> i. A statement that engagements and accounts with the bank have always been properly and satisfactorily conducted; and ii. The <i>Supplier</i> has access to lines of credit with the bank, they have the resources to meet their commitments, and the bank considers the <i>Supplier</i> a counterparty of good risk and good for business. l) provide proof of possession of a letter of good standing from the Compensation Fund or a licensed compensation insurer as contemplated in the Compensation for Occupational Injuries and Disease Act No. 130 of 1993. The proof must be valid at the time of close of the Tender and a valid certificate must be produced at the time of award if the certificate expires between the close of Tender and award. m) the <i>supplier</i> or any of its directors/shareholders is not listed on the Register of Tender Defaulters in terms of the Prevention and Combating of Corrupt Activities Act of 2004 as a person prohibited from doing business with the public sector; n) the <i>supplier</i> has not: <ul style="list-style-type: none"> i. abused The <i>Purchaser's</i> Supply Chain Management System; or ii. failed to perform on any previous contract and has been given a written notice to this effect
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	<p>o) the <i>supplier</i> has completed the Compulsory Declaration and there are no conflicts of interest which may impact on the <i>supplier's</i> ability to perform the contract in the best interests of The <i>Purchaser</i> or potentially compromise the tender process;</p> <p>p) the <i>supplier</i> must have their logistics depot within a 50km radius from the <i>Purchaser's</i> Braamfontein and Parktown precincts.</p> <p>q) the <i>suppliers</i> must provide proof of experience of the following for the supply option(s) they wish to tender for:</p> <ul style="list-style-type: none"> i. at least two (2) contracts where they have provided at minimum 300 000 litres over a 12-month period, delivered through diesel tanker trucks with a storage capacity of at least 15 000 litre capacity within the past five (5) years.; and/or ii. at least two (2) contracts where they have provided at minimum 60 000 litres over a 12-month period, delivered through smaller vehicles fitted diesel bowsers with a storage capacity of at least 500 litres within the past five (5) years. <p>r) the <i>suppliers</i> must provide proof of ownership of the following for the supply option(s) they wish to tender for:</p> <ul style="list-style-type: none"> i. at least four (4) diesel tanker trucks with at least 15,000 litre capacity, of which at least two (2) diesel tanker trucks are owned by the <i>Supplier</i>; and/or ii. at least three (3) light vehicles fitted or towing with diesel bowsers with at least 500 litre capacity, of which at least two (2) light vehicles are owned by the <i>Supplier</i>. <p><i>Suppliers</i> must further provide all supporting documents for vehicle and truck compliance, as well as dangerous goods handling certification; and</p> <p>s) The <i>suppliers</i> must provide proof of employment of the following for the supply option(s) that they wish to tender for:</p> <ul style="list-style-type: none"> i. at least four (4) qualified and relevantly certified drivers and supporting staff for diesel deliveries via tanker trucks with at least 15,000 litre capacity, of which at least two (2) drivers are directly employed by the <i>Supplier</i>; and/or <p>t) at least three (3) qualified and relevantly certified drivers and supporting staff for diesel deliveries via smaller vehicles fitted with diesel bowsers with at least 500 litre capacity, of which at least two (2) drivers are directly employed by the <i>Supplier</i>.</p>
5.17	<i>Supplier</i> to provide an electronic copy of the signed Contract
5.18	<p>Variation to the standard conditions of tender:-</p> <ul style="list-style-type: none"> 1. Notwithstanding the provisions of clause 5.18, The <i>Purchaser</i> shall provide upon written request only the outcomes of tender process.

Part T2: Returnable documents
T.2.1 List of returnable documents

Refer to Appendix A for all returnable documents and schedules.

