

## REQUEST FOR PROPOSAL (RFP)

Framework Contract for supply, delivery, installation, and commissioning of new Heating, Ventilation, and Air Conditioning (HVAC) Services.

|                                                         |                                                                                                                                                        |
|---------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>RFP Reference Number</b>                             | CPP.FC.26-29. HVAC                                                                                                                                     |
| <b>Contract Type</b>                                    | <b>NEC4 Engineering and Construction Framework Contract (FC4)</b>                                                                                      |
| <b>Contract Duration</b>                                | Three (3) Years                                                                                                                                        |
| <b>Issue Date</b>                                       | Monday, 13 July 2026                                                                                                                                   |
| <b>Reconvened Compulsory Online Information Session</b> | <b>Tuesday, 11 August 2026 @ 10:00</b>                                                                                                                 |
| <b>Revised - Closing Date and Time</b>                  | <b>Monday, 31 August 2026 @ 23:59</b>                                                                                                                  |
| <b>Contact Email</b>                                    | <a href="mailto:dept-tenders.cpd@wits.ac.za">dept-tenders.cpd@wits.ac.za</a><br><a href="mailto:Admin.tenders@wits.ac.za">Admin.tenders@wits.ac.za</a> |

**Important Notice:**

This RFP document incorporates the amendments issued under Addendum No. 1 relating to the functionality evaluation scoring criteria.

Tenderers are further advised to refer to Addendum No. 2 issued in respect of this RFP, which provides details of the reconvened compulsory information session and revised tender closing date.

All other terms, conditions, requirements, and evaluation criteria remain unchanged.

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### Appendix A: NEC4 Framework Contract

- Part C1.1 Form of Offer and Acceptance – Completed and signed
- Schedule of deviations to be completed and signed (if there are no deviations strike through the table. complete and sign the page).
- Fee Percentage – Completed
- Part C1.2.2 The Contractor's Contract Data - Completed

### Appendix B: ECC4 Package Order

### Appendix C: Contactable Client References – Completed

### Appendix D: Company Capacity and Staff Experience

### Annexure 1: Bill of Quantities for the Model Projects – Completed

- Must be completed and submitted in both Excel and PDF formats

### Annexure 2: Model Projects Specifications Documents

### Annexure 3: Model Projects Drawings

### Annexure 4: Specification for Access to and Performing Works and Services on a University Precinct

### Annexure 5: Generic Occupational Health and Safety Environmental Specification.

### Annexure 6: Electronic Submission Protocol.

### Annexure 7: Tender Terms and Condition

### Annexure 8: Specification & Pricing Instruction

## PART 1: PREAMBLE AND GENERAL INFORMATION

### 1. Definitions

- 1.1 Unless otherwise defined in the Tender Data, terms defined in **SANS 10845-3:2015** shall have the meanings assigned to them in that standard.
- 1.2 Terms specific to the NEC4 contract suite shall have the meanings assigned to them in the applicable NEC4 contract identified in the Tender Data.
- 1.3 Additional project-specific definitions, if any, are set out in the Tender Data.

|                    |                                                                                                                                           |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Employer</b>    | The person identified in the Tender Data for purposes of communication in terms of clause 3.4 of <b>SANS 10845-3:2015</b> .               |
| <b>RFP</b>         | This Request for Proposal, including all annexures, schedules and addenda issued.                                                         |
| <b>Tender Data</b> | The section of this RFP which supplements or amends the Standard Conditions of Tender contained in <b>SANS 10845-3:2015</b>               |
| <b>Tenderer</b>    | A person or entity submitting a tender in response to this RFP.                                                                           |
| <b>HVAC</b>        | Heating, Ventilation, and Air Conditioning systems, including all associated mechanical, electrical, control, and integration components. |

### 2. Governing Provisions

This RFP is issued with reference to **SANS 10845-3:2015** Standard Conditions of Tender. In the event of any conflict between the provisions of this RFP and **SANS 10845-3:2015**, the University's policies and procurement procedures shall take precedence.

### 3. Financial Risk and Assessment

- 3.1 **Submission Requirement:** The Tenderer must submit signed Annual Financial Statements for the past three (3) financial years, including the most recent financial year, prepared in accordance with the Companies Act, where applicable.
- 3.2 **Financial Assessment:** The Employer will review the submitted financial statements to evaluate the Tenderer's financial standing and overall financial health. This assessment will inform the risk evaluation and support the determination of the Tenderer's capacity to successfully execute the contract.
- 3.3 **Non-Compliance:** Failure to provide the required financial statements may result in disqualification from the tender process.

### 4. Purpose and Scope

The purpose of this RFP is to establish a Framework Contract for the supply, delivery, installation and commissioning of HVAC systems across the University of the Witwatersrand precincts. The framework will operate for a period of three (3) years, without any guarantee of the volume of work, during which qualified contractors may be appointed on an ad-hoc, project-by-project basis to execute installation and upgrade projects as required.

The contract will be a [NEC4 Framework Contract FC4]. There will be two (2) package order types for this contract being the Engineering Construction Contract [ECC4] or Engineering Construction Short Contract [ECSC4].

The Employer intends to award to multiple contractors.

**The contract will cover but is not limited:**

- a) Supply and delivery of all equipment and materials.
- b) Installation of the complete HVAC system.
- c) Testing and commissioning.
- d) Integration with the Building Management System (BMS), if applicable.
- e) Documentation and handover manuals.
- f) Training for user personnel.
- g) 12 months maintenance post-commissioning (or other specified warranty period).

**Full air conditioning and HVAC systems**

- a) Associated electrical reticulation
- b) Associated Building Works

**5. Model Projects and Tender Pricing Basis**

The model projects included in this Request for Proposal (RFP) have been developed to provide Tenderers with representative examples of the types of HVAC projects anticipated under the Framework Contract. The model projects are intended solely for tender evaluation and pricing purposes and do not constitute a commitment by the Employer to execute these specific projects.

Tenderers are required to price each model project based on the drawings, specifications, Bills of Quantities (BoQs), and associated tender documentation provided. These submissions will be used to evaluate the Tenderer's pricing methodology, technical capability, and overall commercial competitiveness for appointment to the Framework Contract.

**The model projects comprise:**

- 1. WITS Origins Centre
- 2. WITS CLM Data Centre
- 3. WITS SMH Data Centre
- 4. WITS Faculty of Health Sciences Building (FHS)

The Employer reserves the right to appoint one or more Contractors to the Framework Contract. Work packages awarded during the contract period may differ in size, complexity, location, and scope from the model projects but will generally comprise similar HVAC installation, refurbishment, replacement, and associated works.

The model projects should therefore be regarded as representative examples only and should not be interpreted as limiting or defining the full extent of services that may be required under the Framework Contract.

**6. Contract Framework**

The contract form applicable to this RFP is the **NEC4 Engineering and Construction Framework Contract (FC4)**.

## PART 2: T1.2 - TENDER DATA

The Tender Data supplements the Standard Conditions of Tender contained in SANS 10845-3:2015 and establishes project-specific requirements. Each item of data given below is cross-referenced to the clause in SANS 10845-3:2015 to which it mainly applies.

| Clause No          | Tender Data                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |             |                  |                    |                      |              |                             |           |                          |                 |         |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|------------------|--------------------|----------------------|--------------|-----------------------------|-----------|--------------------------|-----------------|---------|
| 3.1                | The Employer is the University of the Witwatersrand, Johannesburg (Wits), acting through its Campus Planning and Development Department.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |             |                  |                    |                      |              |                             |           |                          |                 |         |
| 3.2                | <p>The documents issued by the Employer for the purpose of this tender offer are:</p> <ol style="list-style-type: none"> <li>1. T1.1 – Tender Notice and Invitation to Tender</li> <li>2. T1.2 – Tender Data</li> <li>3. T2 – Returnable Documents</li> <li>4. Scope of Work</li> <li>5. Pricing Document</li> <li>6. NEC4 Contract Data (Part One &amp; Two)</li> <li>7. Annexures listed</li> <li>8. Addenda issued</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |             |                  |                    |                      |              |                             |           |                          |                 |         |
| 3.3                | <p>The Tender Data and additional requirements contained in the Tender Schedules included in the returnable documents are deemed to be part of the Standard Conditions of Tender for the purposes of this tender.</p> <p>In accordance with clause 3.3 of <b>SANS 10845-3:2015</b>, the Standard Conditions of Tender, the Tender Data, and Tender Schedules required for evaluation purposes shall not form part of any contract arising from this invitation to tender.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |             |                  |                    |                      |              |                             |           |                          |                 |         |
| 3.4                | <p>The Employer's Agent for the purposes of clause 3.4 is:</p> <table> <tr> <td><b>Name</b></td><td>Charmaine Layton</td></tr> <tr> <td><b>Designation</b></td><td>Tender Administrator</td></tr> <tr> <td><b>Email</b></td><td>Dept-tenders.cpd@wits.ac.za</td></tr> <tr> <td><b>CC</b></td><td>admin.tenders@wits.ac.za</td></tr> <tr> <td><b>Language</b></td><td>English</td></tr> </table> <p>All communications between the Employer and a Tenderer shall be in writing and transmitted in a form that can be read, copied and recorded.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Name</b> | Charmaine Layton | <b>Designation</b> | Tender Administrator | <b>Email</b> | Dept-tenders.cpd@wits.ac.za | <b>CC</b> | admin.tenders@wits.ac.za | <b>Language</b> | English |
| <b>Name</b>        | Charmaine Layton                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |             |                  |                    |                      |              |                             |           |                          |                 |         |
| <b>Designation</b> | Tender Administrator                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |             |                  |                    |                      |              |                             |           |                          |                 |         |
| <b>Email</b>       | Dept-tenders.cpd@wits.ac.za                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |             |                  |                    |                      |              |                             |           |                          |                 |         |
| <b>CC</b>          | admin.tenders@wits.ac.za                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |             |                  |                    |                      |              |                             |           |                          |                 |         |
| <b>Language</b>    | English                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |             |                  |                    |                      |              |                             |           |                          |                 |         |
| 3.5                | <p>In addition, the Employer reserves the right to:</p> <ol style="list-style-type: none"> <li>1. Award the contract in whole or in part.</li> <li>2. Appoint more than one Contractor under a framework arrangement.</li> <li>3. Request clarification of any aspect of a tender submission, provided that such clarification does not result in a material change to the tender offer.</li> <li>4. Audit the performance of any contract awarded pursuant to this tender (subject to the provisions of the resulting NEC4 contract).</li> <li>5. Share non-confidential benchmarking information with other higher education institutions, subject to applicable legislation.</li> <li>6. The Client reserves the right to reject any or all bids received in response to this tender invitation. Additionally, the Client reserves the right to reject the lowest responsive bid if it is determined that such a bid does not meet the requirements specified in the tender documents or is assessed as not offering value for money. The Client's decision in this regard shall be final. While the Client may not provide detailed reasons for rejection, feedback may be provided upon request at the Client's discretion.</li> </ol> |             |                  |                    |                      |              |                             |           |                          |                 |         |
| 3.6                | The competitive negotiation procedure shall be applied.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |             |                  |                    |                      |              |                             |           |                          |                 |         |

| Clause No | Tender Data                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
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| 4.1       | <p>Only Tenderers who meet the pre-qualification criteria outlined in the table below are eligible to submit a Tender Submission.</p> <p>Failure to meet the pre-qualification criteria will result in disqualification.</p> <p>Despite the above, The Employer reserves the right to request clarification or additional supporting documentation in respect of any eligibility requirement. Such information shall be provided within the timeframe stated by the Employer, failing which the tender may be declared non-responsive.</p> <p><b>Procurement eligibility and Pre-Qualification criteria is listed below:</b></p> <p><b>1. Compulsory Clarification Meeting</b></p> <ul style="list-style-type: none"> <li>a) Tenderers shall attend the compulsory clarification meeting as stated in the Tender Data under Clause 4.7.</li> <li>b) Attendance shall be by a full-time employee of the tendering entity.</li> <li>c) Failure to attend shall render the tender non-responsive.</li> </ul> <p><b>2. Company Registration</b></p> <ul style="list-style-type: none"> <li>a) Tenderers shall submit proof of company registration issued by the Companies and Intellectual Property Commission (CIPC).</li> <li>b) Tenderers shall submit a current list of directors, members or partners.</li> </ul> <p><b>3. Tax Clearance.</b></p> <ul style="list-style-type: none"> <li>a) Tenderers Must submit an original, valid Tax Clearance PIN issued by the South African Revenue Service (SARS).</li> <li>b) In the case of a joint venture or partnership, each member shall comply individually with this requirement.</li> <li>c) Tenderers who have outstanding tax obligations <b>Must</b> demonstrate arrangements to meet them.</li> </ul> <p><b>4. VAT Registration.</b></p> <ul style="list-style-type: none"> <li>a) Where applicable, Tenderers Must submit a VAT Registration Certificate.</li> <li>b) Where VAT registration is not applicable, a written explanation shall be provided.</li> </ul> <p><b>5. Annual Financial Statements</b></p> <ul style="list-style-type: none"> <li>a) Tenderers <b>Must</b> submit signed Annual Financial Statements for the past three (3) years, including the most recent financial year, in line with the Companies Act.</li> </ul> <p><b>6. CIDB Grading</b></p> <ul style="list-style-type: none"> <li>a) Tenderers Must hold a CIDB grading of 5ME or higher. PE grading will not be considered.</li> <li>b) Only tenderers with suitable experience in similar works will have their submissions evaluated.</li> </ul> <p><b>7. Compensation Fund / COIDA Letter of Good Standing</b></p> <ul style="list-style-type: none"> <li>a) Tenderers <b>Must</b> provide proof of a valid letter of good standing from the Compensation Fund or a licensed compensation insurer as contemplated in the Compensation for Occupational Injuries and Disease Act (COIDA), Act No. 130 of 1993.</li> </ul> <p>The proof <b>Must</b> be valid at the close of tender. If the certificate expires before the award, a valid certificate <b>Must</b> be provided at the time of award</p> |

| Clause No | Tender Data                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
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| 4.1       | <p><b>8. Tenderer Integrity</b></p> <ul style="list-style-type: none"> <li>a) The Tenderer or any of its directors/shareholders Must not be listed on the Register of Tender Defaulters under the Prevention and Combating of Corrupt Activities Act of 2004.</li> <li>b) A tenderer, or any of its principals, Must not be under any restriction to do business with the Employer.</li> <li>c) The Tenderer Must not have: <ul style="list-style-type: none"> <li>– Abused the University’s Supply Chain Management system</li> <li>– Failed to perform on any previous contract with written notice of non-performance.</li> </ul> </li> </ul> <p><b>9. Joint Ventures and Partnerships</b></p> <ul style="list-style-type: none"> <li>a) Only incorporated joint ventures or registered partnerships are permitted to submit a tender. Unincorporated joint ventures are not allowed.</li> <li>b) For any joint venture or partnership: <ul style="list-style-type: none"> <li>i. A formal agreement <b>Must</b> be in place clearly defining each partner’s roles and responsibilities.</li> <li>ii. For partnerships, the agreement <b>Must</b> ensure the partnership can continue to function automatically in the event of the death or withdrawal of a partner.</li> <li>iii. Each partner <b>Must</b> individually meet the eligibility criteria.</li> <li>iv. Any experience or capability requirements apply specifically to the partner performing the relevant work.</li> </ul> </li> <li>c) The evaluation team will assess the roles, responsibilities, and risk associated with the proposed structure. If the risk is deemed too high, the tender may be disqualified.</li> </ul> <p><b>10. Insurance Coverage</b></p> <ul style="list-style-type: none"> <li>a) <b>Contractors Liability Insurance:</b> with a minimum value of R15 million per claim with no limit to the number of claims, with an annual aggregate R 75 million.</li> <li>b) <b>Professional Indemnity Insurance:</b> with a minimum value of R 5 million per claim, with no limit to the number of claims, and R 25 million in annual aggregate.</li> <li>c) <b>General and commercial liability</b> insurance which includes defective workmanship, public liability, cyber risk insurance, products and equipment liability, bodily injury and death, and property damage Public Liability with a minimum value of R 30 million per claim, with no limit to the number of claims with an annual aggregate of R 150 million.</li> <li>d) SASRIA (Special Risk Insurance) with deductibles as per the Contractor’s insurance policies</li> </ul> <p>In the event that the Tenderer's insurance coverage does not meet the requirements specified above, the Tenderer <b>Must</b> provide a written commitment from their insurer confirming that the necessary coverage will be increased or upgraded to meet the contract requirements if the tender is awarded, with no impact on the Tenderer's submitted pricing.</p> |

| Clause No | Tender Data                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
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| 4.1       | <p><b>11. Bank Rating / Letter of Good Standing.</b></p> <p>a) Tenderers <b>Must</b> provide proof of bank rating and/or a letter of good standing.</p> <p>b) The letter <b>Must</b> include:</p> <ul style="list-style-type: none"> <li>- The service provider's bank account name and number.</li> <li>- A statement confirming that engagements and accounts with the bank have always been properly and satisfactorily conducted.</li> </ul> <p>Where applicable, tenderers may provide confirmation from their bank that they have access to appropriate financial facilities or other resources to meet their commitments.</p> <p><b>12. Technical / Functional Mandatory Criteria</b></p> <p><b>a) OEM Accreditation Requirement</b></p> <ul style="list-style-type: none"> <li>- Tenderers are required to hold valid, current accreditation from the Original Equipment Manufacturer (OEM) of the brand(s) they propose in their submission. Accreditation must be specific to the equipment offered and shall confirm that the tenderer is authorised to supply, install, commission, and maintain the proposed system(s) on behalf of the OEM.</li> <li>- Proof of valid OEM accreditation must be submitted as part of the tender bid. Submissions that do not include valid accreditation documentation for the proposed brand(s) may be deemed non-responsive and disqualified from further evaluation.</li> <li>- This requirement is not applicable where the Tenderer is the OEM.</li> </ul> <p><b>b) Local Presence</b></p> <ol style="list-style-type: none"> <li>i. Tenderers <b>Must</b> be South African entities or have a local presence within South Africa.</li> <li>ii. Tenderers <b>Must</b> provide proof of a local presence, with an office or operational base situated in the greater Johannesburg region. The proximity of the tenderer's office or operational base to the project site will be taken into consideration during evaluation, with distance measured from the project location up to a maximum of 80 km.</li> <li>iii. Tenderers must submit supporting documentation confirming their local presence, such as a utility bill, lease agreement, or equivalent, as part of their tender submission.</li> </ol> <p><b>13. Client References</b></p> <p>a) Tenderers <b>Must</b> provide at least three (3) contactable client references for projects completed within the last three (3) years, each valued at R5 million or above.</p> <p>b) Projects <b>Must</b> involve similar requirements in scope; The references should demonstrate the Tenderer's ability to deliver projects of similar or greater technical capacity and complexity to the requirements of this Tender.</p> <p>c) For each reference, tenderers <b>Must</b> attach:</p> <ul style="list-style-type: none"> <li>- A Completion Certificate, for all projects.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>- A written testimonial/confirmation of completion from the client, detailing scope, successful delivery, and any post-completion support (on client letterhead, dated within the required period).</li> </ul> <p>d) Tenderers <b>Must complete Appendix C: Contactable Client References</b>. References will be assessed for relevancy and acceptability.</p> |

| Clause No | Tender Data                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
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| 4.1       | <p><b>14. Key Personnel</b></p> <p>a) <b>The Tenderer shall nominate the following key personnel for this contract:</b></p> <ul style="list-style-type: none"> <li>i. <b>Project Manager:</b> ECSA (Pr Eng or Pr Tech Eng) or SACPCMP (Pr CPM), or equivalent (advantageous)</li> <li>ii. <b>Electrician:</b> Registered with the Department of Employment and Labour (Electrical Installation Regulations), or equivalent</li> <li>iii. <b>HVAC Technician:</b> Registered with SAIRAC or holding a valid certificate issued by the Department of Employment and Labour, or equivalent</li> <li>iv. <b>Health and Safety Officer / Agent:</b> SACPCMP (CHSA) or equivalent professional registration</li> </ul> <p>b) <b>Tenderers must submit the following for all key personnel proposed for this contract:</b></p> <ul style="list-style-type: none"> <li>i. Certified copies of qualifications and certificates</li> <li>ii. A comprehensive CV for each individual</li> <li>iii. The full name of the individual assigned to each role</li> <li>iv. Proof of <b>current and valid</b> professional registration, where applicable</li> </ul> <p>c) Tenderers <b>Must complete Appendix D:</b> Company Capacity and Staff Experience.</p> <p><b>15. Assets</b></p> <p>Tenderers Must provide proof of assets e.g., equipment and property. The University reserves the right to inspect the locations where the assets are based.</p> <p><b>16. Framework Contract (FC4), (ECSC4) &amp; (ECC4) — Mandatory Criteria</b></p> <ul style="list-style-type: none"> <li>a) Tenderers <b>Must</b> complete the Schedule of Deviations in the RFP document if applicable.</li> <li>b) Contractors Tenderers <b>Must</b> complete and sign the Form of Offer and Acceptance.</li> <li>c) Tenderers <b>Must</b> complete the Data provided by the Contractor section in the Contract document</li> <li>d) Tenderers <b>Must</b> complete the Price list information.</li> <li>e) Tenderers <b>Must</b> complete the fee percentage</li> <li>f) Tenderers <b>Must</b> ensure that their pricing is submitted to the University in accordance with the pricing requirements set out in the Tender Documents.</li> </ul> <p><b>17. Project Programme &amp; Methodology</b></p> <p>Tenderers Must submit, <b>only for the WITS Faculty of Health Sciences (FHS) model project</b>, a comprehensive Project Programme, clearly labelled "Schedule 2", presented in Gantt chart format. The programme shall, as a minimum, include:</p> <ul style="list-style-type: none"> <li>- Project timeline,</li> <li>- Resource allocation,</li> <li>- Coordination and communication plan,</li> <li>- Risk management plan,</li> <li>- Monitoring and reporting plan, and</li> </ul> <p><b>Methodology:</b> A detailed methodology outlining the tenderer's proposed approach to the execution of the works, demonstrating a clear understanding of the project scope, sequencing of activities, and the measures to be employed to ensure quality, safety, and timely delivery.</p> <p><b>18. Other Elements that are non-mandatory but considered as part of the evaluation include:</b></p> <ul style="list-style-type: none"> <li>a) Submission of a current, valid B-BBEE certificate issued by a SANAS-accredited verification agency. If the Tenderer is an EME or QSE, a sworn affidavit under the B-BBEE Act: Codes of Good Practice is acceptable.</li> </ul> |

| Clause No | Tender Data                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
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| 4.7       | <p>A reconvened compulsory information session will be held on:</p> <p><b>Date:</b> Tuesday, 11 August 2026<br/> <b>Time:</b> 10:00<br/> <b>Platform:</b> Microsoft Teams (online)</p> <p>Attendance at the reconvened compulsory information session is mandatory for all prospective Tenderers, including those who attended the original information session. Attendance will be recorded and will constitute the official attendance register for this tender.</p> <p>Failure to attend the compulsory information session will render the tender submission non-responsive and it will not be considered for evaluation.</p> <p>The link to join the session will be made available on the Wits Tenders website.</p>                                                                                                                                                                                                                                                                                                                                                                      |
| 4.8       | <p>The Client will respond to requests for clarification received up to five (5) working days before the tender closing time.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 4.10      | <p>Tenderers are required to state the rates and currencies in South African Rands (ZAR).</p> <p>An item against which no rate or price is entered by the Tenderer shall be covered by other rates or prices detailed in the tender offer.</p> <p><b>The following pricing assumptions apply to the pricing of the Bills of Quantities:</b></p> <ol style="list-style-type: none"> <li>1. Information in the Bill of Quantities is not Works Information/ Scope or Site Information. Accordingly, instructions to do work or how it is to be done are not included in the Bill, but in the Works, Information/ Scope as the Contractor provides the Works in accordance with the Works Information/ Scope. The Bill of Quantities is only a pricing document.</li> <li>2. The prices in the itemised price list include risk allowances.</li> </ol> <p>An item against which no price is entered will be considered to be covered by the other prices or rates in the Bills of Quantities. A single lump sum will apply should a number of items be grouped together for pricing purposes.</p> |
| 4.11      | <p>Do not make any alterations or additions to the tender documents.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 4.12      | <p>Alternative tender offers: <b>Not applicable.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 4.13.2    | <p>An officer or director of the Tenderer who is legally authorised by the Tenderer to enter into a binding agreement <b>Must</b> sign the tender offer. WITS may request proof of the authorisation document at any time.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 4.13.4    | <p>All returnable documents, certificates and schedules <b>Must</b> be current and valid and returned with the tender's offer submission.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

|          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4.13.6.1 | <p>The Tenderer is required to submit electronic proposals in strict accordance with WITS' Email Tender Submission Protocol and Terms and Conditions (Annexure 7), which outline WITS' requirements. Email submissions are mandated to ensure proper control over access.</p> <p><b>The Tenderer shall:</b></p> <ul style="list-style-type: none"> <li>i. <b>Avoid</b> emailing submissions in the last sixty (60) minutes that the Invitation to Tender is open.</li> <li>ii. <b>Use the following identification format:</b> [Number of Emails Sent   Tender Reference Number   Tender Short Description   Tenderer's Company Name].</li> <li>iii. <b>Ensure</b> that only the following file extensions are used: .zip, .doc / .docx, .pdf, .xls, .mp4.</li> <li>iv. Ensure the University's server limits are adhered to: <b>emails</b> containing ZIP files or attachments <b>exceeding 20 MB will not be accepted</b>. Submissions exceeding this limit <b>Must</b> be split into separate emails under 20 MB each and numbered accordingly.</li> <li>v. Ensure all emails are sent with a read and delivery receipt request from an Outlook or Gmail server.</li> <li>vi. <b>Not submit via any cloud-based file-sharing platforms.</b> This includes, but is not limited to, Google Drive, SharePoint, OneDrive, Dropbox, WeTransfer, or any similar cloud-sharing services. These submissions will not be accepted.</li> </ul> <p><b>Not</b> include the information annexures in the submission.</p> |
| 4.15     | The closing time for submission of tender offers is on <b>Monday, 31 August 2026 at 23h59</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 4.16.1   | The tender offer validity period is one hundred and eighty (180) days                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 4.17     | The Employer reserves the right to request clarification or additional supporting documentation in respect of any eligibility requirement. Such information shall be provided within the timeframe stated by the Employer, failing which the tender may be declared non-responsive.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 5.1      | The Client will respond to requests for clarification received up to five (5) working days before the tender closing time.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 5.2      | The Client shall issue addenda until three (3) working days before tender closing time.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 5.5      | <b>Only Electronic Submissions are allowed.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

### PART 3: EVALUATION CRITERIA

| Clause No                                    | Tender Data                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |           |             |           |    |                                   |           |    |                              |          |    |                                         |          |    |                                  |          |       |  |           |  |  |  |                 |     |    |                                              |     |    |            |     |    |
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| 5.11.5                                       | <p>The applicable evaluation model for this tender is: (Price / Quality / Preference)</p> <p>✓ <b>Model A – 60 / 20 / 20</b></p> <p><input type="checkbox"/> Model B – 60 / 30 / 10</p> <p><input type="checkbox"/> Model D – Price + Preference Only</p> <p>The evaluation components and their respective weightings are as stated in the Tender Data.:</p> <p><b>1. Phase 1: Compliance / Pre-Qualification</b></p> <p>Assessment of mandatory returnable documents and eligibility requirements as stated in Part 2, Clause 4.1.</p> <p>Tenderers failing to meet mandatory requirements will not proceed to Phase 2.</p> <p><b>2. Phase 2: Functionality (Quality)</b></p> <p>Functionality will be evaluated out of a maximum of 30 points.</p> <p>Tenderers must achieve a minimum score of 70% (14 out of 20 points) to proceed to Phase 3.</p> <p>The functionality criteria and allocation of points are:</p> <table><tr><th>Criterion</th><th>Description</th><th>20 Points</th></tr><tr><td>1.</td><td>Company Experience &amp; Track Record</td><td>10 Points</td></tr><tr><td>2.</td><td>Team experience &amp; competency</td><td>5 Points</td></tr><tr><td>3.</td><td>Programme, Methodology &amp; Execution Plan</td><td>4 Points</td></tr><tr><td>4.</td><td>Proximity to University Location</td><td>1 Points</td></tr><tr><td colspan="2">Total</td><td>20 Points</td></tr></table> <p><b>5. Phase 3: Final Evaluation and Weighted Scoring</b></p> <p>Tenderers who achieve the minimum functionality threshold will be evaluated based on the following weighted criteria:</p> <table><tr><td></td><td></td><td></td></tr><tr><td>Financial Offer</td><td>60%</td><td>60</td></tr><tr><td>Functionality (pro-rated from Phase 2 score)</td><td>20%</td><td>20</td></tr><tr><td>Preference</td><td>20%</td><td>20</td></tr></table> <p>The functionality score obtained in Phase 2 will be proportionally converted to a score out of 20 points for purposes of final ranking</p> | Criterion | Description | 20 Points | 1. | Company Experience & Track Record | 10 Points | 2. | Team experience & competency | 5 Points | 3. | Programme, Methodology & Execution Plan | 4 Points | 4. | Proximity to University Location | 1 Points | Total |  | 20 Points |  |  |  | Financial Offer | 60% | 60 | Functionality (pro-rated from Phase 2 score) | 20% | 20 | Preference | 20% | 20 |
| Criterion                                    | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 20 Points |             |           |    |                                   |           |    |                              |          |    |                                         |          |    |                                  |          |       |  |           |  |  |  |                 |     |    |                                              |     |    |            |     |    |
| 1.                                           | Company Experience & Track Record                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 10 Points |             |           |    |                                   |           |    |                              |          |    |                                         |          |    |                                  |          |       |  |           |  |  |  |                 |     |    |                                              |     |    |            |     |    |
| 2.                                           | Team experience & competency                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 5 Points  |             |           |    |                                   |           |    |                              |          |    |                                         |          |    |                                  |          |       |  |           |  |  |  |                 |     |    |                                              |     |    |            |     |    |
| 3.                                           | Programme, Methodology & Execution Plan                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 4 Points  |             |           |    |                                   |           |    |                              |          |    |                                         |          |    |                                  |          |       |  |           |  |  |  |                 |     |    |                                              |     |    |            |     |    |
| 4.                                           | Proximity to University Location                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 1 Points  |             |           |    |                                   |           |    |                              |          |    |                                         |          |    |                                  |          |       |  |           |  |  |  |                 |     |    |                                              |     |    |            |     |    |
| Total                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 20 Points |             |           |    |                                   |           |    |                              |          |    |                                         |          |    |                                  |          |       |  |           |  |  |  |                 |     |    |                                              |     |    |            |     |    |
|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |             |           |    |                                   |           |    |                              |          |    |                                         |          |    |                                  |          |       |  |           |  |  |  |                 |     |    |                                              |     |    |            |     |    |
| Financial Offer                              | 60%                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 60        |             |           |    |                                   |           |    |                              |          |    |                                         |          |    |                                  |          |       |  |           |  |  |  |                 |     |    |                                              |     |    |            |     |    |
| Functionality (pro-rated from Phase 2 score) | 20%                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 20        |             |           |    |                                   |           |    |                              |          |    |                                         |          |    |                                  |          |       |  |           |  |  |  |                 |     |    |                                              |     |    |            |     |    |
| Preference                                   | 20%                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 20        |             |           |    |                                   |           |    |                              |          |    |                                         |          |    |                                  |          |       |  |           |  |  |  |                 |     |    |                                              |     |    |            |     |    |

| Clause No                 | Tender Data                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |  |                     |    |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                           |   |  |  |                   |    |               |   |
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| 5.11.8                    | <p><b>Wits Preferential Procurement Goals</b></p> <p>Wits is committed to contributing meaningfully to the socio-economic transformation of South Africa through its preferential procurement philosophy, which supports business and wealth creation imperatives.</p> <p>In addition to the standard RFP requirements, Wits will apply the 80/20 preference points system, allocate points as follows:</p> <p><b>(a) B-BBEE Status Level of Contributor – 10 Points (10%) to the below criterion related to the B-BBEE level.</b></p> <table> <tr> <th></th><th></th></tr> <tr> <td>Level 1 Contributor</td><td>10</td></tr> <tr> <td>Level 2 Contributor</td><td>9</td></tr> <tr> <td>Level 3 Contributor</td><td>7</td></tr> <tr> <td>Level 4 Contributor</td><td>6</td></tr> <tr> <td>Level 5 Contributor</td><td>4</td></tr> <tr> <td>Level 6 Contributor</td><td>3</td></tr> <tr> <td>Level 7 Contributor</td><td>2</td></tr> <tr> <td>Level 8 Contributor</td><td>1</td></tr> <tr> <td>Non-compliant contributor</td><td>0</td></tr> </table> <p><b>(b) Ownership Criterion – 10 Points</b></p> <p>Tendering company is at least 51% Black-owned.</p> <table> <tr> <th></th><th></th></tr> <tr> <td>≥ 51% Black-owned</td><td>10</td></tr> <tr> <td>Less than 51%</td><td>0</td></tr> </table> <p>Ownership will be verified against submitted B-BBEE certificate or sworn affidavit.</p> |  |  | Level 1 Contributor | 10 | Level 2 Contributor | 9 | Level 3 Contributor | 7 | Level 4 Contributor | 6 | Level 5 Contributor | 4 | Level 6 Contributor | 3 | Level 7 Contributor | 2 | Level 8 Contributor | 1 | Non-compliant contributor | 0 |  |  | ≥ 51% Black-owned | 10 | Less than 51% | 0 |
|                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |                     |    |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                           |   |  |  |                   |    |               |   |
| Level 1 Contributor       | 10                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |                     |    |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                           |   |  |  |                   |    |               |   |
| Level 2 Contributor       | 9                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |  |                     |    |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                           |   |  |  |                   |    |               |   |
| Level 3 Contributor       | 7                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |  |                     |    |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                           |   |  |  |                   |    |               |   |
| Level 4 Contributor       | 6                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |  |                     |    |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                           |   |  |  |                   |    |               |   |
| Level 5 Contributor       | 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |  |                     |    |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                           |   |  |  |                   |    |               |   |
| Level 6 Contributor       | 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |  |                     |    |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                           |   |  |  |                   |    |               |   |
| Level 7 Contributor       | 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |  |                     |    |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                           |   |  |  |                   |    |               |   |
| Level 8 Contributor       | 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |  |                     |    |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                           |   |  |  |                   |    |               |   |
| Non-compliant contributor | 0                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |  |                     |    |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                           |   |  |  |                   |    |               |   |
|                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |                     |    |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                           |   |  |  |                   |    |               |   |
| ≥ 51% Black-owned         | 10                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |                     |    |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                           |   |  |  |                   |    |               |   |
| Less than 51%             | 0                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |  |                     |    |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                     |   |                           |   |  |  |                   |    |               |   |

5.11.9

**Criterion 1: Company Experience & Track Record**

**Minimum Requirements:**

1. Submission of three (3) contactable client references
2. Projects **Must** have been completed within the last three (3) years
3. Projects **Must** be of similar scope and complexity

| Quality criteria                  | Requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Maximum number of points | Scoring:                                                                                                                                           |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| Company Experience & Track Record | <ul style="list-style-type: none"> <li>- References <b><u>Must</u></b> have similar or greater technical capacity and include a Completion Certificate or testimonial from the client.</li> <li>- Letters <b><u>Must</u></b> be on client letterhead, include site name, scope, project duration, date, client signature, and contact details.</li> <li>- The Client reserves the right to verify any information, certificates, qualifications, references, or supporting documentation submitted by the Tenderer through electronic means and/or direct verification with the relevant issuing authority, client, or other appropriate entity.</li> </ul> | <b>10 Points</b>         | <p>≥ 5 projects: <b>10 Points</b></p> <p>4 projects: <b>9 Points</b></p> <p>3 projects: <b>7 Points</b></p> <p>2 projects: <b>Disqualified</b></p> |

5.11.9

**Criterion 2: Key Personnel (Experience & Competency)**

The capability of the Tenderer's proposed team will be evaluated based on:

1. Qualifications and general experience, and
2. Knowledge relevant to the scope of works under this contract

Equal weighting will be applied to both aspects.

**Key Personnel to be Evaluated:**

1. Minimum qualification, experience, and current/valid professional registration requirements for each role are specified in the scoring table under this criterion.
2. Failure to comply with these requirements, including non-current or invalid registrations, may result in a score of zero for the affected role.

**Key Personnel Changes:** Tenderers are advised that the named personnel submitted at tender stage are expected to be the individuals deployed upon award of contract. Any substitution of key personnel post-award will require prior written approval from the University. Replacement personnel Must have equal or higher qualifications and relevant experience, and current/valid registration where applicable.

| Quality criteria                                                                | Requirements                                                                                                                                                                                                                                                                                                                                                  | Maximum number of points | Scoring:                                                                                              |
|---------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-------------------------------------------------------------------------------------------------------|
| Team experience & competency<br><br><b>Maximum points for this criterion: 5</b> | <b>Project Manager</b> <ul style="list-style-type: none"> <li>- <b>Qualification:</b> BSc/BEng/BTech in Mechanical Engineering or equivalent</li> <li>- <b>Experience:</b> ≥ 10 years HVAC project management experience</li> <li>- <b>Registration:</b> with ECSA (Pr Eng or Pr Tech Eng) or SACPCMP (Pr CPM) or equivalent — advantageous.</li> </ul>       | <b>2 Points</b>          | Qualifications: <b>0.8 Points</b><br>Experience: <b>0.8 Points</b><br>Registration: <b>0.4 Points</b> |
|                                                                                 | <b>Electrician</b> <ul style="list-style-type: none"> <li>- <b>Qualification:</b> national Diploma Electrical Engineering / Trade Test (Electrician)</li> <li>- <b>Experience:</b> ≥ 8 years</li> <li>- <b>Registration:</b> Registered with the Department of Labour or equivalent</li> </ul>                                                                | <b>1.5 Points</b>        | Qualifications: <b>0.6 Points</b><br>Experience: <b>0.6 Points</b><br>Registration: <b>0.3 Points</b> |
|                                                                                 | <b>HVAC Technician</b> <ul style="list-style-type: none"> <li>- <b>Qualification:</b> National Diploma Mechanical Engineering / Trade Test (Air-conditioning /Refrigeration)</li> <li>- <b>Experience:</b> ≥ 8 years</li> <li>- <b>Registration:</b> SAIRAC or holding a valid RACHP certificate issued by the Department of Labour, or equivalent</li> </ul> | <b>1 Points</b>          | Qualifications: <b>0.4 Points</b><br>Experience: <b>0.4 Points</b><br>Registration: <b>0.2 Points</b> |
|                                                                                 | <b>Health and Safety Officer / Agent</b> <ul style="list-style-type: none"> <li>- <b>Qualification:</b> Accredited Health and Safety qualification at NQF Level 5 or relevant diploma. SAMTRAC or a NEBOSH</li> <li>- <b>Experience:</b> ≥ 8 years</li> <li>- <b>Registration:</b> SACPCMP (CHSA) or equivalent.</li> </ul>                                   | <b>0.50 Points</b>       | Qualifications: <b>0.2 Points</b><br>Experience: <b>0.2 Points</b><br>Registration: <b>0.1 Points</b> |



### 5.11.9 Criterion 3: Programme, Methodology & Execution Plan (including Occupational Health & Safety).

#### The Tenderer must submit:

1. A project programme clearly labelled "Schedule 2", presented in Gantt chart format, for the WITS Faculty of Health Sciences (FHS) model project only.  
**Note:** A project programme is not required for the WITS Origin Centre, WITS CLM Data Centre, or WITS SMH Data Centre model projects.
2. A written methodology and execution plan addressing the Approach to planning, execution, coordination, and delivery of HVAC projects.
3. Occupational Health & Safety (OHS) information relevant to the scope of works.

#### Required Content

#### The Tenderer must submit the following:

1. **Project Programme (Timeline & Milestones):** A logical and achievable timeline with key activities and milestones.
2. **Resource Allocation:** Appropriate allocation of labour, plant, and specialist services.
3. **Coordination and Communication:** Clear arrangements for stakeholder coordination and information flow.
4. **Risk Management:** Identification of key risks and corresponding mitigation measures.
5. **Monitoring and Reporting:** Processes for tracking progress and managing programme performance.
6. **Occupational Health & Safety (OHS):** Compliance with applicable legislation, including hazard identification, training, emergency procedures, and PPE.

Failure to submit the above will result in a score of zero for this criterion.

| Quality criteria                        | Requirements                                                                                   | Maximum number of points | Scoring:                                                                                                                                                                                                                                                                        |
|-----------------------------------------|------------------------------------------------------------------------------------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Programme, Methodology & Execution Plan | Tenderers submitted a programme and methodology containing the required criteria listed above. | 4 Points                 | All criteria submitted: <b>4 Points</b><br>5 of 6 criteria submitted: <b>3.6 Points</b><br>4 of 6 criteria submitted: <b>3.2 Points</b><br>3 of 6 criteria submitted: <b>2.8 Points</b><br>2 of 6 criteria submitted: <b>1.6 Points</b><br>1 or none submitted: <b>0 Points</b> |

**5.11.9 Criterion 4: Proximity to University Location****Evaluation Approach**

This criterion assesses how close the Tenderer's operational location is to the University's Braamfontein precinct. Points will be awarded based on the distance between the Tenderer's declared address and the University. Proximity is considered to evaluate accessibility and responsiveness in service delivery.

**Minimum Requirements**

1. Tenderers Must declare the location of their operational base from which services under this contract will be delivered.
2. Scoring will be based on predefined distance ranges.
3. Failure to provide location information may result in a score of zero for this criterion.

| Quality criteria                 | Requirements                                                                                                       | Maximum number of points | Scoring:                                                                                                                                                                                                                                           |
|----------------------------------|--------------------------------------------------------------------------------------------------------------------|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Proximity to University Location | Proof of local presence in the Greater Johannesburg area (e.g., utility bill or lease agreement) Must be provided. | <b>1 Point</b>           | $\leq 10$ kilometres: <b>1 Point</b><br>$\geq 10$ & $\leq 30$ kilometres: <b>0.9 Points</b><br>$\geq 30$ & $\leq 50$ kilometres: <b>0.7 Points</b><br>$\geq 50$ & $\leq 80$ kilometres: <b>0.4 Points</b><br>$\geq 80$ kilometres: <b>0 Points</b> |

**5.13** Tender offers will only be accepted if all the requirements in clause 4.1 are met.

**5.17** The tenderer is to submit a **completed and signed** electronic copy of the contract with their submission

**PART 4: 1a: SIGNED TENDER SUBMISSION**

|                                    |  |
|------------------------------------|--|
| <b>Name of Tenderer:</b>           |  |
| <b>Entity registration number:</b> |  |
| <b>Contact person:</b>             |  |
| <b>Email:</b>                      |  |
| <b>Telephone &amp; Mobile no:</b>  |  |
| <b>Physical address:</b>           |  |

**Section 2a: Declaration**

The undersigned, who warrants that he/she is duly authorised to do so on behalf of the service provider and confirms that the contents of this **Section 2: Declaration** to my personal knowledge, and save where stated otherwise in an attachment hereto, are to the best of my belief both true and correct, furthermore, this individual is authorised to sign and execute *the NEC4 contract* on behalf of the service provider, and:

- i. The Tenderer acknowledges and accepts that:
- ii. the University reserves the right to reject a Tender Submission if during the past five (5) years, the Tenderer has a documented history of poor/unsatisfactory performance on a previous contract or project/s with the University. Poor/unsatisfactory performance may include but is not limited to failure to meet contractual obligations, substandard quality of work, or repeated breaches of terms and conditions.
- iii. Neither the name of the Tenderer or any of its Personnel appear on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004 (applicable to South African entities).
- iv. Neither the Tenderer or any of its Personnel has within the last 5 (five) years been convicted of fraud or corruption by a court of law (including a court outside of the Republic of South Africa).
- v. The Tenderer is not associated, linked, or involved with any other tendering entities submitting a Tender Submission.
- vi. The Tenderer has not engaged in any prohibited restrictive horizontal practices including consultation, communication, agreement, or arrangement with any competing or potential tendering entity regarding prices, geographical areas in which goods and services will be rendered, approaches to determining prices or pricing parameters, intentions to submit a response or not, the content of the submission (specification, timing, conditions of contract etc.) Or intention to not win a tender.
- vii. The Tenderer has no other relationship with any of the Tenderers or those individuals responsible for compiling the Tender Documents that could cause or be interpreted as a conflict of interest.
- viii. The Tenderer, its Personnel, and its subcontractors (where applicable) do not have any relationship (family, friend or other) with any person employed by the University and/or who may be involved with the evaluation and/or adjudication of this Tender (if the statement is considered true, the Tenderer undertakes to immediately disclose the applicable information to the University as part of its Tender Submission).
- ix. The Tenderer, its Personnel and any other person connected with the Tenderer is not employed by the University (if the statement is considered not true, the Tenderer undertakes to immediately disclose the applicable information to the University as part of its Tender Submission).
- x. The Tenderer has satisfied itself as to the correctness and validity of its Tender Submission, that the price(s) and rate(s) quoted cover all the goods and/or services in the Tender Documents; and that the price(s) and rate(s) cover all its obligations under a resulting Contract. Further, the Tenderer accepts that any mistakes regarding price(s) and calculations will be at its risk and confirm that the University will incur no additional costs whatsoever, over and above the amount submitted as part of its Tender Submission; and
- xi. The Tenderer agrees to be bound to the Tender Documents.

By signing below, the Tenderer agrees with all the conditions, statements and terms contained the Tender Documents.

|                                                              |  |
|--------------------------------------------------------------|--|
| <b>Full Name of person signing on behalf of the Tenderer</b> |  |
| <b>Capacity:</b>                                             |  |
| <b>Signature</b>                                             |  |
| <b>Date:</b>                                                 |  |

### Schedule 1b: Declaration Of Interest By The Tenderer

All Tenderers are required to complete this Declaration of Interest form to ensure compliance with our procurement policies and to promote transparency. The University requires full disclosure from all Tenderers regarding any existing or potential conflicts of interest. Failure to disclose such information will be considered a significant breach of the Tender Terms and Conditions or any subsequent Contract awarded by the University.

The disclosure **Must** include any affiliations between the Tenderer, its personnel, shareholders, subcontractors, or other associated entities, and the University and/or its personnel.

I, \_\_\_\_\_, acting on behalf of the Tenderer, declare as follows:

1. The following questionnaire **Must** be completed on behalf of the Tenderer and returned to the University. Tick the relevant box.

| Declarations                                                                                                                                                                                                                                 | Yes | No |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| 1.1 Does the Tenderer have an existing relationship with the University?                                                                                                                                                                     |     |    |
| 1.2 Is the Tenderer or is there any person connected with the Tenderer employed by the University?                                                                                                                                           |     |    |
| 1.3 Does the Tenderer, or any person connected with the Tenderer, have any relationship (family, friend, or other) with a person employed by the University and who may be involved with the evaluation and/or adjudication of this tender?? |     |    |
| 1.4 Does the Tenderer, its sub-contractors, or other associated persons:<br>been convicted of any criminal offence; and<br>made reasonable inquiries and to the best of its knowledge and belief, is not or has not been the subject of any: |     |    |
| a. pending disputes?                                                                                                                                                                                                                         |     |    |
| b. investigations?                                                                                                                                                                                                                           |     |    |
| c. inquiry by a regulatory body regarding any offence, or alleged offence, in connection with slavery and human trafficking?                                                                                                                 |     |    |
| 1.5 Does the Tenderer share an address, resources, or personnel with any other entity or company that has submitted a bid for this tender?                                                                                                   |     |    |
| 1.6 Do any of the Tenderer's directors, shareholders, personnel, or subcontractors have a familial, business, or other relationship with directors, shareholders, or personnel of another Tenderer?                                          |     |    |
| 1.7 Has the Tenderer entered into any joint venture, partnership, or subcontracting arrangement with another entity also bidding for this tender?                                                                                            |     |    |
| If yes to any of the above (1.5–1.7), please provide details below, including the nature of the relationship, potential conflict of interest, and any pertinent information:                                                                 |     |    |
| If No, to all of the above, the Tenderer is assumed to have no current, no future possible conflict of interest in the Tenderer becoming a supplier to the University and with respect to this Tender.                                       |     |    |

|                                                       |  |
|-------------------------------------------------------|--|
| Full Name of person signing on behalf of the Tenderer |  |
| Capacity:                                             |  |
| Signature                                             |  |
| Date:                                                 |  |

## PART 5: T2: TENDER SUBMISSION DOCUMENT SCHEDULE

Tenderers **Must** submit all mandatory documents listed below as part of their tender submission.

Failure to submit any mandatory document, or submission of incomplete or unsigned documents where required, may result in the tender being deemed non-responsive and may lead to disqualification.

| Item No. | Document / Information Required            | Reference / Description                                                                                               | Format        | Mandatory |
|----------|--------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|---------------|-----------|
| 1.       | Signed Tender Submission                   | Schedule 1a                                                                                                           | PDF           | Yes       |
| 2.       | Declaration of Interest                    | Schedule 1b                                                                                                           | PDF           | Yes       |
| 3.       | Bills of Quantities                        | Annexure 1                                                                                                            | Excel and PDF | Yes       |
| 4.       | <b>Appendix A: NEC Contracts</b>           | Part C1.1 – Form of Offer and Acceptance (completed and signed)                                                       | PDF           | Yes       |
| 5.       |                                            | Schedule of Deviations (completed and signed; strike through if none)                                                 | PDF           | Yes       |
| 6.       |                                            | Fee Percentage (failure to complete will result in disqualification)                                                  | PDF           | Yes       |
| 7.       |                                            | Part C1.2.2 – Contractor's Contract Data (completed)                                                                  | PDF           | Yes       |
| 8.       | Appendix B                                 | ECC Package Order                                                                                                     | PDF           | Yes       |
| 9.       | Appendix C                                 | Contactable Client References - Minimum 3 references as per evaluation criteria.                                      | PDF           | Yes       |
| 10.      | Appendix D:                                | Company Capacity and Staff Experience                                                                                 | PDF           | Yes       |
| 11.      | Proposed Programme                         | Schedule 2 (Gantt Chart format)                                                                                       | PDF           | Yes       |
| 12.      | Insurance Coverage Proof                   | As per Part 2: T1.2 - Tender Data                                                                                     | PDF           | Yes       |
| 13.      | OEM Accreditation / Manufacturer Approvals | Proof of authorisation to install and maintain proposed equipment — failure to submit will result in disqualification | PDF           | Yes       |
| 14.      | Equipment Warranties                       | Warranties for all major equipment and systems, effective from handover.                                              | PDF           | Yes       |
| 15.      | Proof of Legal Entity Registration         | CIPC or equivalent                                                                                                    | PDF           | Yes       |
| 16.      | Valid SARS Tax PIN                         | SARS                                                                                                                  | PDF           | Yes       |
| 17.      | VAT Registration Certificate               | SARS                                                                                                                  | PDF           | Yes       |
| 18.      | Annual Financial Statements                | Financial statements for the past three years.                                                                        | PDF           | Yes       |
| 19.      | B-BBEE Certificate                         | Valid and current                                                                                                     | PDF           | Yes       |
| 20.      | Bank Rating / Letter of Good Standing      | Financial Institution – Bank Rating                                                                                   | PDF           | Yes       |
| 21.      | Letter of Good Standing (COIDA)            | Department of Labour — valid and current                                                                              | PDF           | Yes       |
| 22.      | Proof of Local Presence                    | Physical address documentation                                                                                        | PDF           | Yes       |
| 23.      | CIDB Grading                               | Valid and current                                                                                                     | PDF           | Yes       |
| 24.      | Key Personnel CVs and Qualifications       | As per Part 2: T1.2 - Tender Data                                                                                     | PDF           | Yes       |
| 25.      | Proof of Professional Registration         | Current and valid, where applicable                                                                                   | PDF           | Yes       |
| 26.      | Proof of Assets                            | As per Part 2: T1.2 - Tender Data                                                                                     | PDF           | Yes       |