



TENDER NO. 04/2024-2025

The Cacadu District Development Agency (CDDA) hereby invites prospective service providers to submit bids for **“The Provision of Training Services for Food and Beverages MSME’s in the Blue Crane Route Municipality”**.

Bids should be submitted in a sealed envelope, clearly marked **TENDER NO: 04/2024-2025 REQUEST FOR BIDS – THE PROVISION OF TRAINING SERVICES FOR FOOD AND BEVERAGES IN BLUE CRANE ROUTE MUNICIPALITY** and must be placed in the tender box, 4th floor, Sarah Baartman District Municipality, 32 Govan Mbeki Avenue, Port Elizabeth. The closing date for submission is Monday, 17 March 2025 no later than 12h00.

FULLY DETAILED REQUIREMENTS AND DELIVERABLES ARE SET OUT IN THE RETURNABLE TENDER DOCUMENT.

The electronic bid document and full advert, outlining requirements is available for download by interested parties from the CDA website, www.cacadudevelopment.co.za.

For further information contact Mr. Nceba Gomba on 041 508 7070 or email at ngomba@cacadudevelopment.co.za or Mr Siya Ngubo on 041 508 7143 or email at sngubo@cacadudevelopment.co.za. Please quote reference number in the subject line.

No late, facsimile, or emailed proposals will be accepted for consideration.

NOTICE No 16 of 2024-2025 dated 05 February 2025

Dr E. Uithaler

Chief Executive Officer

Cacadu Development Agency

P O Box 318

PORT ELIZABETH

6000



TENDER 04/2024-2025

PROVISION OF TRAINING SERVICES FOR FOOD AND BEVERAGES MSME'S IN BLUE CRANE ROUTE MUNICIPALITY.

NAME OF BIDDER : _____

BIDDERS CSD NO : MAAA _____

CONTACT PERSON : _____

TELEPHONE NO. : _____

EMAIL ADDRESS : _____

PHYSICAL ADDRESS : _____

: _____

: _____

: _____

Closing date: Monday, 17 March 2025 at 12:00



TENDER 04/2024-2025

**PROVISION OF TRAINING SERVICES FOR FOOD AND
BEVERAGES MSME'S IN BLUE CRANE ROUTE
MUNICIPALITY.**

The Cacadu District Development Agency (CDA) hereby calls for bidders with proven experience to submit bids for the **PROVISION OF TRAINING SERVICES FOR FOOD AND BEVERAGES MSME'S IN BLUE CRANE ROUTE MUNICIPALITY.**

Compulsory requirements:

- The service provider must provide the proof of accreditation with the recognised relevant body.

EVALUATION CRITERIA

Bids will be evaluated on compliance with specifications and functionality as follows (the detailed requirement matrix is set out in the returnable document).

FUNCTIONALITY ASSESSMENT	POINTS
Company Experience	30
Qualifications and Experience of Key Personnel	30
Facilities	40
TOTAL	100

FULLY DETAILED REQUIREMENTS AND DELIVERABLES ARE SET OUT IN THE RETURNABLE TENDER DOCUMENT.

1. Prices must be valid for at least ninety (90) days from the closing date.
2. Prices quoted must be firm and must, where applicable, be inclusive of VAT.
3. A detailed course outline should be provided for all the parts of trainings that will be provided.
4. Cacadu Development Agency does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid.
5. Proof of Tax Compliance Status must be provided. Tax status will also be verified against the Central Supplier Database (CSD)
6. Evidence of registration of company on the Central Supplier Database must be provided (CSD "MAAA" number).
7. Bidders must complete the following forms, which are included in the returnable document:
 - o Declaration of Interest (MBD4).
 - o Declaration of Bidder's Past Supply Chain Management Practices (MBD8).
 - o Certificate of Independent Bid Determination (MBD9).
8. Bidders who wish to claim for preferential points for Specific Goals in terms of the Preferential Procurement Policy of Council and the Preferential Procurement Regulations, 2022, must submit a completed form **MBD 6.1** (included in the returnable document) as well as a **certified copy** of the proof of B-BBEE status level of contribution as follows:
 - o In the case of an **Affidavit**, both the Commissioner of Oaths stamp for the Affidavit itself (the "commissioning") AND a "true copy" stamp (which certifies the document as being a true copy of the original) are required i.e. **TWO stamps are required**.
 - o In the case of a **B-BBEE Certificate**, only a "true copy" stamp and signature (which certifies the document as being an accurate copy) is required i.e. **ONE stamp is required**.
9. A Municipal Billing Clearance Certificate, which covers, if applicable, both the company and its directors, must accompany all bids (included in the returnable document).
10. It should be noted that the 80/20 preferential points system will be applied, 80 being for price and 20 for Specific Goals as defined in the Preferential Procurement Policy.
11. The award will be made in terms of the Agency's Preferential Procurement and Supply Chain Management Policies.
12. Documents are to be completed in full and in accordance with the conditions and bid rules contained in the bid documents.

BIDS MAY ONLY BE SUBMITTED ON THE BID DOCUMENTATION ISSUED BY THE CACADU DEVELOPMENT AGENCY.

Late submitted, unmarked, faxed, falsified, incomplete or e-mailed bids will not be considered and will be disqualified. Completed Tender documents, supporting documents and externally endorsed documents must be placed in a sealed envelope marked **"T04/2024-2025 PROVISION OF TRAINING SERVICES FOR FOOD AND BEVERAGES MSME'S IN BLUE CRANE ROUTE MUNICIPALITY"** and deposited in the Tender Box, 4th Floor, Sarah Baartman District Municipality, 32 Govan Mbeki, Port Elizabeth not later than 12h00 on **17 March 2025**. Tenders will be opened at next to the box at 12h05 on the same day.

N.B. ENVELOPES NOT MARKED AS INDICATED ABOVE WILL NOT BE OPENED AND SUCH BIDS WILL BE DISQUALIFIED.

For further information contact Mr Nceba Gomba on 041 508 7070 or email ngomba@cacadudevelopment.co.za. Alternatively, Mr Siya Ngubo on 041 508 7143 or email snugbo@cacadudevelopment.co.za. Please quote reference number in the subject line.

SPECIFICATION DOCUMENT

REQUEST FOR BIDS – MSME Training for Entrepreneurs in the Food and Beverages Sector in Blue Crane Route Municipality.

To:	ALL PROSPECTIVE SERVICE PROVIDERS
Project Name:	MSME Training for Entrepreneurs in the Food and Beverages Sector in Blue Crane Route Municipality.
Requestor:	Cacadu Development Agency (CDA)
TENDER NO.	04/2024-2025
NOTICE NO.	16 of 2024-2025
Bids to be Delivered by:	17 March 2025 at 12:00

TERMS OF REFERENCE

INTRODUCTION

The Cacadu Development Agency (CDA) is a municipal-owned entity whose mandate is to facilitate socio-economic development in the Sarah Baartman District Area with a clear vision of inclusive economic growth. The Eastern Cape Development Corporation (ECDC), in partnership with the Cacadu Development Agency (CDA), is implementing the Food and Beverage Incubator in the Blue Crane Route Municipality. This initiative aims to support emerging entrepreneurs, and MSMEs in the food and beverage sector by providing shared facilities, mentorship, coaching, and business support.

The program is structured into three phases: Pre-Incubation, Incubation, and Post-Incubation, ensuring entrepreneurs receive full-cycle support from idea validation to business sustainability.

Invitation to submit bids.

Service providers are invited to submit bids to fulfil key roles in each phase of this programme. Service providers must have the necessary skills and capacity to deliver services and expertise across the three program phases.

Scope of work:

Training of **14** MSME's in the food and beverages sector in the Blue Crane Route Municipality.

1. Pre-Incubation Phase (1 Month)

The Pre-Incubation Phase will assess the capabilities of the 14 MSMEs. This includes assessing whether their businesses are registered and what type of registration is required if they are not, and confirmation of the training needs as identified by the CDA.

Required services and deliverables in Phase 1:**Business, Product and Capability Opportunity Assessment:**

- Assess the capabilities of each of the 14 MSMEs and their business product capabilities.
- Identify gaps and developed tailored solutions to each.
- Assess business registration status and assist in preferred registration process.
- Assess training needs and developed tailored solutions or interventions specific to the products being processed.

2. Incubation Phase (3 Months)

This phase focuses on actual training and will include amongst other the following:

2.1 Theoretical training:

- Training needs identified in Phase 1.
- Business fundamentals, including financial literacy and risk management.
- Legal and regulatory requirements (food labelling, health codes, business registration).
- Recipe development and optimization for shelf stability and taste.
- Sensory analysis and food safety testing (e.g., pH testing, microbial analysis).
- Packaging, branding and market trends.
- Compliance with labelling regulations (nutrition facts, ingredient lists, allergen warnings).
- Preservation techniques (e.g., pasteurization, freezing, dehydration).
- HACCP, ISO 22000, and organic certifications.

2.2 Practical Training

- Provide access to shared commercial kitchen facilities and equipment where participants gain firsthand experience of the food value chain at an operational incubator.
- Illustrate sustainable production practices (waste reduction, eco-friendly packaging and production, energy efficiency, resource management and innovation).
- Development of brand identities, logos, and packaging designs for each MSME
- Assist each MSME with digital marketing and e-commerce strategies.
- Assist with the establishment of retail partnerships with grocery stores and online food delivery platforms.

3. Post-Incubation Phase (2 Months)

The Post-Incubation Phase focuses on Coaching and Mentoring related to scaling and long-term business sustainability. Required services and deliverables in phase 3:

- Assist MSMEs in securing distribution partnerships.
- Assist MSMEs with strategies for retail negotiations and product placement.
- Arrange an investment pitch with invited Businesses in the municipality and other relevant stakeholders.
- Assist with information for financial planning, including cash flow management and pricing models.
- Assist with strategies for franchising, licensing, and product diversification (if not concluded in phase 1).
- Provision of a Comprehensive Report of the Incubation Programme that can assist the CDA for expansion of such a programme to other areas.

Minimum Criteria

The prospective service provider bidding for this project shall have a proven track record of working and understanding the nature of this bid. The prospective service provider must provide a team that will be able to demonstrate a proven record of work of this nature and ensure that this minimum criterion is met:

Compulsory Requirements:

- **Proof of accreditation with the relevant recognised accreditation body.**

Functionality Assessment

The bid will be subject to a functionality evaluation, to determine the technical capacity of the bidder. Bidders must obtain a minimum score of 80 points out of 100 points to proceed to the Price and Specific Goals evaluation stage. Bidders failing to achieve the minimum score stated above, will be disqualified from further evaluation.

No	Description	Points	Total Points
	Company Experience Bidder is to submit relevant works conducted in training services by the bidder to demonstrate the technical ability of the bidder to execute the scope of works in this project: 5 or more relevant training projects successfully completed in the last 10 years (30 points). 3-4 relevant training projects successfully completed in the last 10 years (20 points). 1-2 relevant training projects successfully completed in the last 10 years (15 points).		30
	Qualifications and Experience of Key Personnel The bidder is to submit the CVs and relevant qualifications of their team to demonstrate the ability to facilitate the project. 1. Training Program Manager- 5+ years relevant experience (15 points) 2. Trainers/Facilitators- 3+ relevant experience (10 points). 3. Assessors- 3+ relevant experience (5 points)		30

	Facilities The bidder is to submit documentation to demonstrate their access to relevant facilities needed to facilitate the scope of this project: - Proof of access to the facility through ownership, valid lease agreement. (40 points)		
			100

PRICE SCHEDULE

A pricing template below is provided below:

Description	Total contract price (excluding VAT)	Vat Portion	Total contract price (including VAT)
Phase 1	R	R	R
Phase 2	R	R	R
Phase 3	R	R	R
Disbursements			
Total			

Evaluation Criteria: The bids will be evaluated on an 80/20 preference points system as per the Preferential Procurement Regulations, 2022, where 80 will be used for price and 20 for specific goals. Only those qualifying bids will be evaluated in terms of the 80/20 preference points systems, where 80 will be used for price (VAT inclusive) and a maximum of 10 points allocated for locality and a maximum of 10 points allocated for B-BBEE status level of contribution as follows:

B-BBEE Status Level of Contributor	Number of Points
1	10
2	9
3	8
4	6
5	4
6	3
7	2

8	1
Non-Compliant Contributor	0

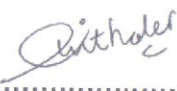
Points allocated for Locality.

Locality	Procurement under 80/20
	Points
Within the Eastern Cape	10
Within South Africa	5

NB: In order to claim points for locality, prospective bidders are required to submit proof of address of office dealing with the project. A valid lease agreement/municipal account in the name of the bidder must be submitted. Failure to submit proof will result in preference points not being allocated.

Payment For Services

Payment will be issued after the service has been rendered and within the legislated 30 days after receipt of an invoice. The CDA does not provide for any advance payments.

APPROVED: 
CHIEF EXECUTIVE OFFICER (CDA)

DATE: 12/02/2024

RESOLUTION OF AUTHORITY TO SIGN DOCUMENTS

Indicate the status of the tenderer by ticking the appropriate box hereunder. The tenderer must complete the certificate set out below for the relevant category.

A Company	B Partnership	C Joint Venture	D Sole Proprietor	E Close Corporation	F Other (Specify)

I/We, the undersigned, am/are* duly authorised to sign the Tender Form for this contract on behalf of(bidding entity) acting in the capacity of (Position in the Enterprise), and will sign as follows....., the Bid/Tender, and all documents and/or correspondence of this tender and any contract resulting from it on behalf of the company.

Witness 1 Signature: _____
Witness 2 Signature: _____
Chairperson’s Signature: _____
Date: _____

Name of Directors/Members or Partners	Capacity	Signature	Date

Note:
This resolution must be signed by all the Directors/Members/Partners of the Bidding Enterprise.
Should the number of Directors/Members/Partners exceed the space available above, additional names and signatures must be supplied on a separate page.

An alternative resolution taken by the parties to the bidding entity may be attached to this bid, authorizing a signatory for THIS bid.

DECLARATION OF INTEREST FORM - MBD 4

1. No bid will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

3 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name of bidder or his or her representative:

3.2 Identity Number:

3.3 Position occupied in the Company (director, trustee, shareholder²):

3.4 Company Registration Number:

3.5 Tax Reference Number:

3.6 VAT Registration Number:

3.7 The names of all directors / trustees / shareholders members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below.

3.8 Are you presently in the service of the state? **YES / NO**

3.8.1 If yes, furnish particulars.

.....

¹MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

² Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

3.9 Have you been in the service of the state for the past twelve months?YES / NO

3.9.1 If yes, furnish particulars.....

.....

3.10 Do you have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?YES / NO

3.10.1 If yes, furnish particulars.

.....

.....

3.11 Are you, aware of any relationship (family, friend, other) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid? YES / NO

3.11.1 If yes, furnish particulars

.....

.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in service of the state? YES / NO

3.12.1 If yes, furnish particulars.

.....

.....

3.13 Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders in service of the state? YES / NO

3.13.1 If yes, furnish particulars.

.....

.....

3.14 Do you or any of the directors, trustees, managers, principal shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract. YES / NO

3.14.1 If yes, furnish particulars:

.....

.....

1. Full details of directors / trustees / members / shareholders:

Full Name	Identity Number	State Employee Number

.....
Signature

.....
Date

.....
Capacity

.....
Name of Bidder

PREFERENCE POINTS CLAIM FORM – MBD 6.1

SPECIFIC GOALS PREFERENTIAL POINTS CLAIM FORM IN TERMS OF THE MUNICIPALITY'S PREFERENTIAL PROCUREMENT POLICY, 2023 AND THE PREFERENTIAL PROCUREMENT REGULATIONS OF 4 NOVEMBER 2022 (Gazette 47452)

This specific goals preferential points claim form is submitted with bids invited where the estimated procurement amount exceeds R30 000. It contains general information and serves as a claim form for points for **specific goals** as follows:

- Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution, and
- Bidder Locality

1. GENERAL CONDITIONS

- 1.1. The following preference point systems are applicable to all bids:
 - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
 - the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).
- 1.2. Points shall be awarded for:
 - 1.2.1. Price;
 - 1.2.2. B-BBEE Status Level of Contributor (Specific Goal 1); and
 - 1.2.3. Locality of bidder (Specific Goal 2)
- 1.3. The formulae and methodologies to be applied in calculating price and specific goal points shall be those as set out in the 2022 PPPFA Regulations (the Preferential Procurement Regulations made by the Minister on 4 November 2022) 4 to 7, which formulae and methodologies are subject to amendment by the Minister from time to time.
- 1.4. The maximum points for this bid are allocated as follows:

#	Component	Maximum Points – value up to R50 million	Maximum Points – value above R50 million
1	Price	80	90
2	Specific goals	20	10
2.1	Locality	10	5
2.4	B-BBEE	10	5
	Total points	100	100

- 1.5. Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6. Failure on the part of a bidder to submit proof for items 2.1 – 2.4 with the bid, will be interpreted to mean that preference points for these goals are not claimed.
The CSD report of the bidder will be used to confirm the points claimed for items 2.1 – 2.4. Where required the CDA reserves the right to request further information to substantiate the allocation of these points.
- 1.7. Cacadu Development Agency reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to specific goals, in any manner required by the municipality.

2. DEFINITIONS

- (a) "B-BBEE" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) "B-BBEE status level of contributor" means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) "bid" means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) "Broad-Based Black Economic Empowerment Act" means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) "functionality" means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) "prices" includes all applicable taxes less all unconditional discounts;
- (h) "proof of B-BBEE status level of contributor" means:
- 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (j) "specific goals" means specific goals as contemplated in Para 4 of Cacadu Development Agency's Preferential Procurement Policy.

3. BID DECLARATION – SPECIFIC GOALS

3.1 Bidders who wish to claim points in respect of B-BBEE Status Level of Contribution must complete the following:

B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4

B-BBEE Status Level of Contributor: = _____ Points claimed = _____ (see below)

N.B. B-BBEE Certificate or Affidavit to be attached.

3.2 Bidders who wish to claim the below points must complete the following:

#	Component	Maximum Points – value below R50 million	Please tick the relevant block to claim the points
2	Specific goals	20	
2.1	Locality	10	
	Eastern Cape Province	10	
	South Africa	5	
2.2	B-BBEE	5	
	Level 1	5	
	Level 2	4	
2.4	Level 3	3	
	Level 4	2	
	Level 5	1	
	Total points	20	

DECLARATION WITH REGARD TO COMPANY/FIRM

- 4.1 Name of company/firm: _____
- 4.2 VAT registration number (if a VAT Vendor) _____
- 4.3 CSD (Central Supplier Database) number: MAAA _____
- 4.4 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES _____

4.5 MUNICIPAL INFORMATION

Municipality where business is situated: _____

Registered Account Number: _____

Stand Number: _____

4.6 I/we, the undersigned, who is/are duly authorized to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor and Locality in paragraphs 1.4 and 3 of the foregoing certificate, qualifies the company/firm for the preference(s) shown and I/we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 3, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have -
 - (a) disqualify the person from the bidding process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution.

WITNESSES

1.....

2.....

SIGNATURE(S) OF BIDDERS(S)

DATE:

ADDRESS

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES – MBD 8

- 1 This Municipal Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - a. abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - b. been convicted for fraud or corruption during the past five years;
 - c. willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
- 1 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied). The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.	Yes ☐	No ☐
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	Yes ☐	No ☐
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes ☐	No ☐
4.3.1	If so, furnish particulars:		
Item	Question	Yes	No
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes ☐	No ☐
4.4.1	If so, furnish particulars:		
4.5	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes ☐	No ☐
4.7.1	If so, furnish particulars:		

CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME)
CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION**

FORM TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT,
ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE
TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION– MBD 9

- 1 This Municipal Bidding Document (MBD) must form part of all bids¹ invited
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
- a. take all reasonable steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
- 4 This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Municipality / Municipal Entity)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

CERTIFICATE FOR MUNICIPAL SERVICES

Information required in terms of Cacadu Development Agency's Supply Chain Management Policy

Tender Reference or Description:

TENDER 04/2024-2025 PROVISION OF TRAINING SERVICES FOR FOOD AND BEVERAGES MSME'S IN BLUE CRANE ROUTE MUNICIPALITY

Name of Bidder:

FURTHER DETAILS OF THE BIDDER/S: Proprietor/Director(s)/Partners, etc:

Physical Business address of the Bidder	Municipal Account Number(s)

If there is not enough space for all the names, please attach the additional details to the Tender documents.

Name of Director/Member/ Partner	Identity Number	Physical residential address of Director/Member/ Partner	Municipal Account number(s)

I, _____, the undersigned,

(full name in block letters) certify that the information furnished on this declaration form is correct and that I/we have no undisputed commitments for municipal services towards a municipality or municipal entity in respect of which payment is overdue for more than 30 days.

Signature

THUS DONE AND SIGNED for and on behalf of the Bidder/Contractor

at _____ on the _____ day of

Please note:

Even if the requested information is not applicable to the Bidder, the table above should be endorsed NOT APPLICABLE and THIS DECLARATION MUST STILL BE SIGNED.