PART A

INVITATION TO BID

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF ISLAMIC RELIEF SOUTH AFRICA** | | | | | | | | | | | |
| BID NUMBER: | **RFP #2023/Sept/RANOWF** | | | CLOSING DATE: | | 22 September 2023 | | | CLOSING TIME: | | 12:00pm |
| DESCRIPTION | **RANOWF BOREHOLE PROGRAM** | | | | | | | | | | |
| **SELECT THE APPLICABLE REGIONS:**   |  | | --- | | **KWA-ZULU NATAL** | | | | | | | | | | | | |
| **BID RESPONSE DOCUMENTS TO BE SUBMITTED TO - Tenders@islamic-relief.org.za** | | | | | | | | | | | |
| **BIDDING PROCEDURE AND TECHNICAL ENQUIRIES MAY BE DIRECTED TO** | | | | | | | | | | | |
| E-MAIL ADDRESS | | | [**Tenders@islamic-relief.org.za**](mailto:Tenders@islamic-relief.org.za) | | | | | | | | |
| **SUPPLIER INFORMATION** | | | | | | | | | | | |
| NAME OF BIDDER | |  | | | | | | | | | |
| POSTAL ADDRESS | |  | | | | | | | | | |
| STREET ADDRESS | |  | | | | | | | | | |
| TELEPHONE NUMBER | | CODE | |  | | NUMBER | | | |  | |
| CELLPHONE NUMBER | |  | | | | | | | | | |
| E-MAIL ADDRESS | |  | | | | | | | | | |
| VAT REGISTRATION NUMBER | |  | | | | | | | | | |
| SUPPLIER COMPLIANCE STATUS | | TAX COMPLIANCE SYSTEM PIN: | |  |  | |  |  | | | |
| B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE | | TICK APPLICABLE BOX]  Yes  No | | |  | | | | |  | |
| ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED? | | Yes No  [IF YES ENCLOSE PROOF] | | | ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED? | | | | | Yes No  [IF YES, ANSWER THE QUESTIONNAIRE BELOW ] | |
| **QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS** | | | | | | | | | | | |
| IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?  YES  NO  DOES THE ENTITY HAVE A BRANCH IN THE RSA?  YES  NO  DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?  YES  NO  DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?  YES  NO  IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?  YES  NO  **IF THE ANSWER IS “NO” TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.** | | | | | | | | | | | |

PART B

TERMS AND CONDITIONS FOR BIDDING

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| 1. **BID SUBMISSION:** |
| * 1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT EMAIL ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.   2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**   3. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT AND A SERVICE LEVEL AGREEMENT.**   4. BANK LETTER TO VALIDATE FINANCIAL DATA   5. BUSINESS REGISTRATION DOCUMENTS   6. FINANCIAL STATEMENTS – PREFERABLY AUDITED FOR THE LAST 2 YEARS   7. CERTIFIED COPY OF ID OR PASSPORT OF DIRECTORS (if business is a sole proprietor without a business registration number)   8. PROOF OF CERTIFICATION AND AFFILIATIONS WITH THE RELEVANT BODIES/AUTHORITIES   9. COMPLETED STANDARD BIDDING DOCUMENTS   10. REFERENCE LETTERS AS PER STIPULATIONS IN THE TOR   11. FEE PROPOSAL FOR EITHER OR BOTH REGIONS AS PER FEE PROPOSAL TABLES IN THE TOR   12. CONSORTIA / JOINT VETURES AND SUB-CONTRACTING ARE ENCOURAGED |
| 1. **BID DOCUMENTS ATTACHED** |
| 1. CALL FOR PROPOSALS/APPLICATIONS 2. TERMS OF REFERENCE INCLUDING PRICING SCHEDULE AND ASSESSMENT CRITERIA 3. BIDDING DOCUMENT – DECLARATION OF INTEREST 4. BIDDING DOCUMENT – INDEPENDENT BIDDING DECLARATION |

**NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID**.

SIGNATURE OF BIDDER: ……………………………………………

CAPACITY UNDER WHICH THIS BID IS SIGNED: ……………………………………………

(Proof of authority must be submitted e.g. company resolution)

DATE: …………………………………………...