



HOUSING COMPANY TSHWANE
affordable housing solutions

Housing Company Tshwane; Townlands Social
Housing, 374 Cowie Street 0001
+27 (0) 12 358-4469
Reg. no. 2001/029821/08 | VAT No. 4090249030

QUOTE DOCUMENT

SUPPLY CHAIN MANAGEMENT UNIT

DESCRIPTION: APPOINTMENT OF A SERVICE PROVIDER TO DEVELOP A STAKEHOLDER ENGAGEMENT STRATEGY.

QUOTE NO: HCT-SCMUQ 24/2025/26

NAME OF COMPANY:

AMOUNT R VAT incl.


AMOUNT IN WORDS:

.....RAND

CLOSING DATE: 15 SEPTEMBER 2025 @ 12H00



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ADVERT

PART A: MBD1

SUPPLY CHAIN MANAGEMENT UNIT

DEPARTMENT: MARKETING AND COMMUNICATION DEPARTMENT

QUOTE DESCRIPTION: APPOINTMENT OF A SERVICE PROVIDER TO DEVELOP A STAKEHOLDER ENGAGEMENT STRATEGY.

QUOTE NO: HCT-SCMUQ 24/2025/26

Quotations are hereby invited from interested service providers for: Appointment of a service provider to develop a stakeholder engagement strategy. Documents are obtainable from Housing Company Tshwane website hct.tshwane.gov.za free of charge.

Interested bidders must attach proof of the following documents:

- CSD report (not older than 3 months).
- Original certified copies of IDs for all directors of the company (not older than 3 months).
- Statement of municipal rates and taxes for both company and directors appearing in the CK or (not older than 3 months) not owing for more than 3 months.
- Copy of Lease Agreement with 1 Month proof of payment only for both director & company.
- Certified copies of Permission to occupy (PTO's) land for bidders residing in Tribal authority's areas of jurisdiction for both director & company not older than 3 months.
- Original signed letter from Councillor for bidders/company residing in informal settlements accompanied by original sworn affidavit.
- Valid tax pin or tax clearance.
- Proof of similar work experience (one or more Orders / Appointment letters).
- Valid signed joint venture agreements in case of a joint venture companies.

Completed documents with attachments (supporting documents) must be wrapped in a sealed envelope and be deposited into the tender box. Housing Company Tshwane box, Housing Company Tshwane; Townlands Social Housing, 374 Cowie Street 0001, marked as Quote No: **HCT-SCMUQ 24/2025/26 appointment of a service provider to develop a stakeholder engagement strategy. The document will be available on Housing Company Tshwane's website - hct.tshwane.gov.za free of charge from the date of advert.**

Closing date: 15 September 2025 @ 12h00 at Housing Company Tshwane; Townlands Social Housing, 374 Cowie Street, Marabastad 0001.



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The quote will be evaluated on 80/20 points scoring system and returnable documents.

Target Goals:

80/20 system Scoring point system as per PPPFA

- 80 for pricing
- **20 Points for Specific Targets**
 - At least 51% Women owned companies - 5 Points
 - At least Youth owned companies – 4 Points
 - At least companies owned by People with disability – 4 Points
 - Locality – 7 Points

The Bidder shall take note of the following Quote conditions:

- a) Housing Company Tshwane Supply Chain Management Policy will apply on this quote.
- b) Specific goals points scored.
- c) The entity reserves the right not to appoint.
- d) No Quote der will be appointed if not registered on Central Supplier Database.
- e) Contract period of this quote is – once off procurement.
- f) Late, incomplete, unsigned, faxed, or emailed documents will not be accepted.
- g) All pages must be initialed, and all forms must be completed in full and signed.
- h) The quote document must be hand completed with a black pen.

Technical enquiries should be directed to Mr. P Moseamedi 067 788 9344.

Administrative enquiries must be directed to Mr. T Mthethwa (012) 358 4469 / hct-scm@tshwane.gov.za.



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PART B.1
FORM OF OFFER

Quote for contract number: HCT-SCMUQ 24/2025/26

I/We, the undersigned:

Quote for an amount % (vat inclusive) and.

- a) Quote to supply and deliver to Housing Company Tshwane all or any of the supplies of goods described in both Specification and Scheduled of this Contract.
- b) Agree that we will be bound by the specifications, prices, terms and conditions stipulated in those Schedules attached to this document, regarding delivery and execution.
- c) Declare that all information provided in respect of the bidder as well as the quote documents submitted are true and correct.

Signed atthis Day of20.....

Signature

Name of Firm: _____

Address: _____, _____, _____

State in cases where the bidder is a Company, Corporation of Firm by what authority the person signing does so, whether by Articles of Association, Resolution, Power of Attorney or otherwise.

I/We the undersigned am/are authorized to enter this contract on behalf of:

By virtue of _____

Dated _____ a certified copy of which is attached to this quote.

Signature of authorized person: _____

Name of Firm: _____

Postal Address: _____

Please Note: The prices at which quote are

prepared to supply the goods and materials or perform the services must be placed in the column on the form provided for that purpose.

Failure to sign the form of offer and initialing each page of the document will result in disqualification of the bidder.



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Part B. 2

Quote Information

Details of person responsible for the quote process

Name: _____

Contact number: _____

Address of office submitting quote: _____

Telephone: _____

Fax no: _____

E-mail address: _____

Authority for signatory

Signatories for close corporation and companies shall confirm their authority by attaching to this form a duly signed and dated copy of the relevant resolution of their members or their board of directors, as the case may be.

An example for a company is shown below:

“By resolution of the board of director(s) passed on ___/___/20___

Mr/ Mrs. _____

Has been duly authorized to sign all documents in connection with the quote for

Contract _____ **No** _____

And any contract, which may arise there from on behalf of

Signed on behalf of the company: _____

In his capacity as: _____ **Date:** ___/___/___

Signature of signatory



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1. BACKGROUND

The Housing Company Tshwane (HCT) was established by the City of Tshwane in 2001. HCT is a municipal entity as envisaged in Section 9(2) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), under the exclusive jurisdiction and ownership control of the City of Tshwane and is duly registered in terms of the Companies Act, 2008 (Act 71 of 2008). The City of Tshwane, its sole shareholder, established HCT to develop and manage social housing, which is recognized as a pivotal tool in restructuring Tshwane. HCT is mandated to act as a long-term institutional platform through which the City can promote the business of procuring, developing, owning, letting, maintaining and managing residential accommodation (primarily for the low- and middle-income brackets in terms of the National Housing Code). In terms of Section 86(C) of the Municipal Systems Act, 2000, the City must assist HCT to achieve the aforesaid affordable housing development goals through HCT undertaking affordable housing developments and making affordable housing units and supporting infrastructure available to qualifying households within the City's area of jurisdiction. The City of Tshwane acknowledges that HCT is a business entity and, as such, requires maximum degree of autonomy to allow it to fulfil its business operations (subject to the checks and balances of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003)). To this end the parties agree that all financial obligations to HCT by the City will be transferred within 60 days of approval of the annual budget of the City.

2. OBJECTIVE

The purpose of this Request for Quotation (RFQ) is to appoint a capable company to assist in the development of a comprehensive stakeholder strategy and implementation plan for HCT (Housing Company Tshwane). The selected company will work closely with HCT's teams and relevant HCT divisions to design a robust stakeholder engagement strategy and action plan that aligns with HCT's objectives, enhances its visibility, and promotes its sustainable partnerships with all stakeholders.

3. SCOPE OF WORK

The service provider shall inter-alia perform the following functions:

a. Technical Requirements

The Service provider must do the following:

i. Discovery and Planning:

- Conducting a thorough analysis to identify and define all key stakeholders in the HCT value chain. Develop a stakeholder engagement strategy.
- Conduct stakeholders need and expectation analysis through interviews and questionnaires.
- Plan and design stakeholder workshops and working sessions to facilitate the necessary information gathering.



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ii. Stakeholder Identification and Prioritization:

Based on stakeholder input and HCT focus areas, develop a detailed approach that includes the following elements:

- Develop HCT Stakeholder strategy.
 - Outline the stakeholder management framework.
 - Identify and define opportunities for engagement.
 - Identifying and manage relationships between role players in the sector.
- Stakeholder Mapping
 - Visualizing stakeholders to understand how they interact and influence each other.
- Prioritization
 - Determining who the most critical stakeholders are, and aligning a plan to keep them engaged.
- Engagement and Activities
 - Setting up activities that will involve stakeholders, working sessions, workshops, events surveys that allow a two-way conversation channel.
- Communication strategy
 - Setting up an approach that will govern how and when to communicate with the various stakeholder groups.
- Engagement Plan
 - Setting up specific, measurable, relevant, achievable, time sensitive goals and targets for all the stakeholder groups.
- Roles and Responsibility
 - Develop a workflow programme that has clearly defined roles and responsibilities for all stakeholder engagement activities.



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3.1. Implementing the Strategy

The service provider to develop an implementation strategy, which will be followed to execute the plans as proposed:

- Collaboration
 - Working HCT and the identified stakeholders to find solutions that will address their needs.
- Listening
 - Active listening and creating opportunities for stakeholders give feedback and their concerns.
- Transparency
 - Creating a platform to allow for provision of timeous and clear information to stakeholders.
- Feedback and Adjustments
 - Regular gathering of feedback and evaluation of engagements to allow with the aim to make changes or incorporate suggestions/inputs from stakeholders.

3.2. Monitoring and Evaluation:

- Measuring Success
 - Evaluating the Impact of the strategy on stakeholder project outcomes, satisfaction and the overall goals.
- Tracking Engagements Efforts
- 3.2.1. Tracking the effectiveness of engagement activities and monitoring interactions
- Reporting
 - 3.2.2. Providing updates on all stakeholder engagements regularly.



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4. EVALUATION CRITERIA

HCT needs to be satisfied, in all respects, that the service provider selected has the necessary resources, qualifications and abilities to deliver the required Service. All submissions will be regarded in a fair manner in terms of evaluation criteria and process. The evaluation will be in accordance with HCT SCM Policy, the HCT Preferential Procurement Policy, and Preferential Procurement Regulations 2022 issued in terms of the Preferential Procurement Policy Framework Act No. 5 of 2000), whereby the 80/20 preference point system will be applied to evaluate the received proposals. A total of **80 points** will be allocated on **Price** and **20 points** on **Specific Goals**, using SBD 6.1 to claim the points.

The evaluation will be conducted in the following three phases:

Stage 1: Administrative Compliance

This Phase will be conducted to confirm compliance and completeness of documents, e.g. completed standard bidding documents as per the tender document and other documentation that might have been required for the tender. The administrative documents are found in the list of returnable documents.

	Administrative Compliance	Yes	No
4.1.1	Company Registration Documents (CIPC)		
4.1.2	If there is a joint venture, please submit the Letter of Good Standing from the Department of Employment and Labour (COIDA) for each member of the joint venture		
4.1.3	Bidders CSD (Central Supplier Database) Report.		
4.1.4	Joint Venture Agreement, if applicable.		
4.1.5	Valid B-BBEE Certificate (issued by a SANAS accredited entity) or duly completed and commissioned B-BBEE Affidavit (SMEs and QSEs).		
4.1.6	Original certified copies of IDs of all directors/members.		
4.1.7	Share certificate of all shareholders (not compulsory).		
4.1.8	General conditions of contract [fully signed on the last page and initial on each page]		
4.1.9	All MBD Forms are fully completed and signed		
4.1.10	Tax Pin issued by SARS. If Joint venture, tax Pin for each member.		



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Please Note:

Bidders won't be disqualified for not submitting the required documents during the evaluation and adjudication process, however, if recommended for the award, the bidder will be given an opportunity to submit prior to finalization of the award of the contract. Failure to submit the required documentation within the time allocated by HCT may result in disqualification.

Stage 2: Functionality Evaluation

The minimum qualifying score for functionality is **80 points**. All bids that fail to achieve the minimum qualifying score on functionality shall not be considered for further evaluation of price and specific goals.

5. FUNCTIONALITY EVALUATION CRITERIA

All proposals will be evaluated with the following criteria indicated below:

No.	FUNCTIONALITY	CRITERIA (Points allocation Guide)	POINTS ALLOCATION	WEIGHT (Maximum points)
1	Company Experience			
	Bidders must demonstrate relevant experience in providing similar work performed.	Bidders must have done work for local government or the Human Settlement environment. Bidders must have done stakeholder related work which incorporated a level of research	45	
		Reference or proof of work must be attached:	Proof of work must be attached.	
		<ul style="list-style-type: none"> Name of the organization and nature of work (bidders full company name). Contact people with details. (reference details: full name, designation, contact number, email address and signed). Scope of Work performed. 	2 to 3 Proof of work & reference = 30 points and 3 of the letters must be from a public entity. 1 proof of work	




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			and reference =10 points. 0 Proof of work and Reference Letters = 0 points.	
		HCT reserves the right to verify the validity of the Customer reference letters.		
2	Qualifications and Experience of the Project Team			
	Bidders must demonstrate that the Stakeholder engagement team possesses the relevant skills, experience and qualifications in implementing similar contracts in the public sector.	Submit CVs with contactable references demonstrating experience in marketing and comms across various sectors and certified copies of qualifications and any other related qualifications.		25
		Director / Partner:	10 points	
		• Marketing qualification with Must have at least Five (5) years' experience		
		Senior	10 points	
		Project Lead/ Consultant:		
		A marketing qualification with relevant experience in stakeholder engagement work Must have at least five (5) years communication experience or more.		
		Workflow Coordinator/Consultant:	5 points	
		• Completed relevant communications qualification Must have at least one (2) year stakeholder communications experience or more.		
		HCT reserves the right to verify the validity of the CV references, qualifications, and professional memberships.		
3	Implementation Plan			
	Bidders must demonstrate an understanding of the	Bidders must submit an Implementation Plan describing the provision of the required services which must include an approach and methodology that addresses the following key aspects:		30



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Scope of Work. (Refer Section 3.1)	Identification and analysis of the key stakeholders	20 points	
	• Understanding of how to engage with the various stakeholders	20 points	
	• Understanding of the HCT strategy, and how all the key stakeholders fit into the HCT broader plans	5 points	
	The adequacy of the response for each aspect of the Implementation Plan will be evaluated in terms of the below criteria:		
	Technical approach and methodology	Score	
	The technical approach and / or methodology is poor is unlikely to satisfy project objectives or requirements. The bidder has misunderstood certain aspects of the scope of work and does not deal with the critical aspects of the project.	Poor (Score 0)	
	The approach is specifically tailored to address the specific project objectives and methodology and is sufficiently flexible to accommodate changes that may occur during execution. The quality plan and approach to managing risk as described in the Scope of Work is specifically tailored to the critical characteristics of the project.	Adequate (Allocate points accordingly)	
TOTAL POINTS			100

Please Note:

The minimum qualifying score for functionality is **80 points**. All bids that fail to achieve the minimum qualifying score on functionality **shall not** be considered for further evaluation of **Price and specific goals**.

In the last stage, bids will be evaluated on the **Price and Specific Goals** scored on those bids that meet the minimum threshold for functionality. In accordance with the Preferential Procurement Regulations 2022 pertaining to the Preferential Procurement Policy Framework Act (Act No. 5 of 2000), the 80/20-point system will be applied in evaluating proposals that qualify for further consideration, where price constitutes 80 points, and 20 points will be awarded based on specific goals.



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6. RICE AND SPECIFIC GOALS

a. The Price quotation must be valid for a minimum of **a hundred and twenty (120) days** after the closing date.

All bids that meet the mandatory and functionality requirements will be evaluated further on the Price and Specific Goals, as follows:

80/20 system Scoring point system as per PPPFA			POINTS
CRITERIA			
Price			80
Specific target goals:			20
Criteria Points			
	At least 51% Women owned companies	5	
	At least Youth owned companies	4	
	At least companies owned by People with disability	4	
	Locality – 7 Points	7	
TOTAL			100

7. PRICING SCHEDULE

The following quote requirements must be included in the proposals.

4. A detailed breakdown by activity type and seniority level of the stakeholder management team indicates the hourly fee rate for each person must be included as part of the quotation.
5. A table of disbursement rates must be included as part of the quotation.
6. All prices must be inclusive of VAT.
7. The cost quoted excludes costs that relate to disbursements.
8. Compliance, however, is required to follow National Treasury Guidelines that are also applicable to service providers of public entities.
9. Quoted prices to be valid for hundred and twenty (120) days and no variation to the accepted quote will be allowed unless the service provider has obtained prior written approval from HCT.



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PART D

MBD 4

DECLARATION OF INTEREST

1. No quote will be accepted from persons in the service of the state*.
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 quote, 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 and/or take an oath declaring his/her interest.

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

- 3.1 Full Name:
- 3.2 Identity Number:
- 3.3 Company Registration Number:
- 3.4 Tax Reference Number:
- 3.5 VAT Registration Number:

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

3.6.1 If so, furnish particulars.....

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

If so, furnish particulars.

3.7 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 Quote?
YES / NO

3.7.1 If so, furnish particulars.....

3.8 Have you been in the State service for the past twelve months?
YES / NO



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3.8.1 If yes, furnish particulars.....

MSCM 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.

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

3.9.1. If so, furnish particulars.....

3.10 Are any of the company’s directors, managers, principal shareholders or stakeholders in service of the state? YES / NO

3.10.1 If so, furnish particulars.....

3.11 Are any spouse, child or parent of the company’s directors, managers, principal shareholders or stakeholders in service of the state?

YES / NO

3.11.1 If so, furnish particulars.....



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4. Full details of directors / trustees / members / shareholders

Full Name	Identity Number	State Employee Number

Signature

Date

Capacity

Name of Bidder(s)



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PART E

MBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- 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 **To be completed by the organ of state**

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.



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1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed. The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).



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3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc}
 \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\
 \\
 \mathbf{Ps = 80 \left(1 + \frac{Pt - P_{min}}{P_{min}} \right)} & \mathbf{or} & \mathbf{Ps = 90 \left(1 + \frac{Pt - P_{min}}{P_{min}} \right)}
 \end{array}$$

Where

Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration
Pmin = Price of highest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc}
 \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\
 \\
 \mathbf{Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)} & \mathbf{or} & \mathbf{Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)}
 \end{array}$$

Where

Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration
Pmax = Price of highest acceptable tender



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4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

Specific goals	80/20 preference point system	Evidence	Tick
		BBBEE Certificate CIPC BEE Certificate EME Affidavit	
At least 51% Women owned companies	5 Points		
At least Youth owned companies	4 Points		
At least companies owned by People with disability	4 Points		
Locality within Tshwane	7 Points		



HOUSING COMPANY TSHWANE
affordable housing solutions

Housing Company Tshwane; Townlands Social
Housing, 374 Cowie Street 0001
+27 (0) 12 358-4469
Reg. no. 2001/029821/08 | VAT No. 4090249030



DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I 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 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering 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 tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted 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, if deemed necessary.



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.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:
DATE:
ADDRESS:
.....
.....

CERTIFICATION

I, the undersigned (name).....

Certify that the information furnished on this declaration form is correct. I accept that the state may act against me should this declaration prove to be false.

.....
Signature

.....
Date

.....
Designation

.....
Name of Bidder