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Zikhali Bongani - ?



KZN Health Intranet

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AdvertQuote

KWAZULU-NATAL PROV HEALTH REPUBLIC OF SOUTH AFRICA	Quotation Advert	
Opening Date:	2021-02-02	
Closing Date:	2021-02-09	10000
Closing Time:	11:00	tatas
INSTITUTION DETAILS		
Institution Name:	Nseleni CHC	
Province:	KwaZulu-Natal	
Department or Entity:	Department of Health	
Division or section:	Central Supply Chain Management	
Place where goods / services is required	NSELENI CHC	
Date Submitted	2021-02-01	#000000W
ITEM CATEGORY AND DETAILS		
Quotation Number:	ZNQ:	
	635.20.21	
Item Category:	Goods	
Item Description:	HIGH DENSIT 4 BAY UNIT 2340X2450X1100	
Quantity (if supplies)	04	
COMPULSORY BRIEFING SESSION	I / SITE VISIT	
Select Type:	Not Applicable	>
Date :		20000000
Time:		
Venue:		
, **		
QUOTES CAN BE COLLECTED FROM:	FROM INTERNET	
QUOTES SHOULD BE DELIVERED TO:	NSELENI COMMUNITY CENTRE TENDER BOX	
ENQUIRIES REGARDING THE ADVE	ERT MAY BE DIRECTED TO:	
Name:	MISS H. KHUMALO	
Email:	Hlengiwe.khumalo@kznhealth.gov.za	
Contact Number:	035 795 1124	
Finance Manager Name:	MR S.CELE	
Finance Manager Signature:		

STANDARD QUOTE DOCUMENTATION SUPPLY CHAIN MANAGEMENT OVER R30 000.00
YOU ARE HEREBY INVITED TO QUOTE FOR REQUIREMENTS AT: NSELENI CHC
DATE ADVERTISED:
FACSIMILE NUMBER: 0357951335 E-MAIL ADDRESS: Bongani.Zikhali@kznhealth.gov.za
PHYSICAL ADDRESS: 645 UBHEJANE ROAD NSELENI TOWN T/SHIP
227 2222 2221
ZNQ NUMBER: 635.2020.2021
DESCRIPTION: HIGH DENSITY 4 BAY UNIT 2340X2450X1100-400 X4
CONTRACT PERIOD ONCE OFF VALIDITY PERIOD 60 Days SARS PIN
CENTRAL SUPPLIER DATABASE REGISTRATION (CSD) NO.
UNIQUE REGISTRATION REFERENCE
DEPOSITED IN THE QUOTE BOX SITUATED AT (STREET ADDRESS)
TENDER BOX NEXT TO NOTICE BOARD NEAR MAIN DOOR
Bidden should enough that quotes are delivered timeously to the correct address. If the quote is late, it will not be accepted for
Bidders should ensure that quotes are delivered timeously to the correct address. If the quote is late, it will not be accepted for consideration.
Bidders should ensure that quotes are delivered timeously to the correct address. If the quote is late, it will not be accepted for consideration. The quote box is open from 08.00 to 15:30.
consideration.
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[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/SWORN AFFIDAVIT (FOR EMES& QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

OFFICIAL P	RICE PAGE	FOR QUOTATIONS	ZNQ NUMBER	634.2020.20	21	
DESCRIPTI	ON:					
SIGNATURE [By signing t	E OF BIDDEF his document	R				
CAPACITY	JNDER WHI	CH THIS QUOTE IS SIGNED				
Item No	Quantity	Description	Brand &	Country of	Price	
	-		model	manufacture	R	C
	 	SUPPLY AND INSTALL				\forall
01	04 EACH	HIGH DENSITY 4 BAY UNIT 2340X2450X1100-40	00			
		HIGH DENSITY SHELF FOR 400(D)HIGH DENSIT				
	1	LOCKABLE SHELF DOOR TOP AND BOTTOM SID				
	1	LOCKS DOOR STABALISER FOR 400				
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VALUE AD	DED TAX (6)	15% (Only if VAT Vendor)				T
		ICE (VALIDITY PERIOD 60 Days)		d		\Box
101712 00		(7)				
Does This Of Is The Price F			onform To The S.A.N od E.G. <i>E.G. 1day,</i> 1	IS. / S.A.B.S. Specifica week	ation?	
Contact Per	son:B,F,Z	IKI-IAII TOLO357951124		cal information may b		- 1

DECLARATION OF INTEREST

-	blood relationship, may make a limited quote or proposal). In viemployed by the state, or to pedeclare his/her position in relation the bidder is employed by the the legal person on whose be evaluation and or adjudication on whose behalf the declarance.	n offer or offers in terms of this in ew of possible allegations of favorersons connected with or related on to the evaluating/adjudicating estate; and/or estate; and/or estate; the bidding document is sin of the quote(s), or where it is kent acts and persons who are invo	nvitation ouritism to then authorit igned, had nown to lived with the contract of the contract	n to quote (includes a price quit, should the resulting quote, on, it is required that the biddery where- mas a relationship with persone hat such a relationship exists the evaluation and or adjuditions in the evaluation and or adjuditions in the evaluation and or adjuditions.	
2.	In order to give effect to the abo	ve, the following questionnaire m	nust be	completed and submitted with	the quote.
2.2	Identity Number Position occupied in the Compa	any (director, trustee, shareholde	25	Lax Reference Number	
2.8. 2.8.	The names of all directors / truemployee / persal numbers mu. Are you or any person connect l. If so, furnish the following partinate of person / director / trust Name of state institution at which	ist be indicated in paragraph 3 be ed with the bidder presently emp culars: ee / shareholder/ member:	loyed b	y the state?	reference numbers and, if applicable, [TICK APPLICABLE] YES NO
	If you are presently employed in the public sector?	d by the state, did you obtain the	approp	oriate authority to undertake re	emunerative work outside employment YES NO
2.8.2 (Note:)	2.1. If yes, did you attach proof	of such authority to the quote do athority, where applicable, may re	asult in	the disqualification of the quot	<u>'e.)</u>
					eir spouses conduct business with the
	state in the previous twelve mo	nths?			120 110
2.10 2.10 2.11	Do you, or any person connect may be involved with the evaluation. If so, furnish particulars: Are you, or any person connect employed by the state who ma	ation and or adjudication of this of ted with the bidder, aware of any y be involved with the evaluation	tionship quote? relation and or	o (family, friend, other) with a position of the comments of t	ween any other bidder and any person YES NO WES NO YES NO The any other related companies whether YES NO
	or not they are hidding for this	contract?			YES NO
	Full details of directors / trust The Department Of Health will to easily a that their details are	ees / members / shareholders.	us tees	/ members / shareholders or Department cannot validate th	CSD. It is the suppliers' responsibility e information on CSD, the quote will e 4 (a) 2016/17.
4	DECLARATION			CEDIT	EN THAT THE INFORMATION
FU	RNISHED IN PARAGRAPH	S 2.			FY THAT THE INFORMATION
I AC	CCEPT THAT THE STATE I OVE TO BE FALSE.	MAY REJECT THE QUOTE	OR A	CT AGAINST ME SHOUI	LD THIS DECLARATION
	e of bidder	Signature ,		osition	Date
a) b)	constitutional institutor, within the med Act, 1999 (Act No. 1 of 1999); any municipality or municipal entity,	it inational or provincial public entity of ening of the Public Finance Managemen	e)	provincial legislature; national Assembly or the national C Parliament.	
²"Sha	reholder" means a person who owns sha	ires in the company and is actively involve	ed in the	management of the enterprise or bus	iness and exercises control over the enterprise.

SPECIAL CONTRACT CONDITIONS OF QUOTATIONS

1. AMENDMENT OF CONTRACT

Any amendment to or renunciation of the provisions of the contract shall at all times be done in writing and shall be signed by both parties.

2. CHANGE OF ADDRESS

Bidders must advise the Department of Health (institution where the offer was submitted) should their address (domicilium citandi et 2.1. executandi) details change from the time of bidding to the expiry of the contract.

GENERAL CONDITIONS ATTACHED TO THIS QUOTATION

- The institution is under no obligation to accept the lowest or any quote. 3.1.
- The price quoted must include VAT (if VAT vendor). However, it must be noted that the department reserves the right to evaluate all 3.2. quotations excluding VAT as some bidders may not be VAT vendors.
- The bidder must ensure the correctness & validity of quote: 3.3.
 - that the price(s), rate(s) & preference quoted cover all for the work/item (s) & accept that any mistakes regarding the price (s) & calculations will be at the bidder's risk
- The bidder must accept full responsibility for the proper execution & fulfilment of all obligations conditions devolving on under this 3.4. agreement, as the Principal (s) liable for the due fulfilment of this contract.
- This quotation will be evaluated pased on the 80/20 points system, specification & correctness of information. All required 3.5. documentation must be completed in full and submitted.
- Offers must comply strictly with the specification. 3.6.
- Only offers that meet or are greater than the specification will be considered. 3.7.
- Late quotes will not be considered. 3.8.
- Expired product/s will not be accepted. All products supplied must be valid for a minimum period of six months. 3.9.
- 3.10. A pidder not registered on the Central Suppliers Database or verification has failed will not be considered.
- 3.11. All delivery costs must be included in the quote price, for delivery at the prescribed destination.
- 3.12. Only firm prices will be accepted. Such prices must remain firm for the contract period. Non-firm prices (including rates of exchange vanations) will not be considered.
- In cases where different delivery points influence the pricing, a separate pricing schedule must be submitted for each delivery point. 3.13.
- In the event of a bioder having multiple quotes, only the cheapest according to specification will be considered. Furthermore a verification will be done to identify if bioders have multiple companies and are quoting (cover-quoting) for this bid. In such instances only the cheapest bid according to specification will be considered.

SPECIAL INSTRUCTIONS AND NOTICES TO BIDDERS REGARDING THE COMPLETION OF THIS QUOTATION.

- Unless inconsistent with or expressly indicated otherwise by the context, the singular shall include the plural and vice versa and with 4.1. words importing the masculine gender shall include the feminine and the neuter.
- Under no circumstances whatsoever may the quotation/bid forms be retyped or redrafted. Photocopies of the original bid documentation 4.2. may be used, but an original signature must appear on such photocopies.
- The bidder is advised to check the number of pages and to satisfy himself that none are missing or duplicated. 4.3.
- Quotation submitted must be complete in all respects 44
- Any alteration made by the bidder must be initialled. 4.5.
- Use of correcting fluid is prohibited 4.6.
- Quotation will be opened in cublic as soon as practicable after the closing time of quotation. 4.7.
- Where practical, prices are made public at the time of opening quotations. 4.8.
- If it is desired to make more than one offer against any individual item, such offers should be given on a photocopy of the page in question. Clear indication thereof must be stated on the schedules attached.

5. SPECIAL INSTRUCTIONS REGARDING HAND DELIVERED QUOTATIONS

- 5.1. Quotation shall be lodged arithe address indicated not later than the closing time specified for their receipt, and in accordance with the directives in the auctation documents.
- Each quotation shall be addressed in accordance with the directives in the quotation documents and shall be lodged in a separate 5.2. sealed envelope, with the name and address of the bidder, the quotation number and closing date indicated on the envelope. The envelope shall not contain documents relating to any quotation other than that shown on the envelope. If this provision is not complied with, such quotations/bids may be rejected as being invalid.
- All cuctations received in sealed envelopes with the relevant quotation numbers on the envelopes are kept unopened in safe custody 5.3. until the closing time of the quotation/bids. Where, however, a quotation is received open, it shall be sealed. If it is received without a quotation/bid number on the envelope, it shall be opened, the quotation number ascertained, the envelope sealed and the quotation number written on the envelope.
- A specific box is provided for the receipt of quotations, and no quotation found in any other box or elsewhere subsequent to the closing date and time of quotation will be considered.

- 5.5. No quotation/bid sent through the post will be considered if it is received after the closing date and time stipulated in the quotation documentation, and proof of posting will not be accepted as proof of delivery.
- 5.6. Quotation documents must not be included in packages containing samples. Such quotations may be rejected as being invalid.

6. SAMPLES

- 6.1. In the case of the quote document stipulating that samples are required, the supplier will be informed in due course when samples should be provided to the institution. (This decreases the time of safety and storage risk that may be incurred by the respective institution). The bidders sample will be retained if such bidder wins the contract.
- (i) If a company/s who has not won the quote requires their samples, they must advise the institution in writing of such.
- (ii) If samples are not collected within three months of close of quote the institution reserves the right to dispose of them at their discretion.

6.2. Samples must be made available when requested in writing or if stipulated on the document.

(i) If a Bidder fails to provide a sample of their product on offer for scrutiny against the set specification when requested, their offer will be rejected. All testing will be for the account of the bidder.

7. COMPULSORY SITE INSPECTION / BRIEFING SESSION

7.1.	Bidders who fail to attend the compulsory meeting will be disqu	alified from the evaluation process.
(i) (ii)	The institution has determined that a compulsory site meeting Date// Place	take place
Institu	ution Stamp:	Institution Site Inspection / briefing session Official
		Full Name:
		Signature:
		Date:

8. STATEMENT OF SUPPLIES AND SERVICES

8.1. The contractor shall, when requested to do so, furnish particulars of supplies delivered or services executed. If he/she fails to do so, the Department may, without prejudics to any other rights which it may have, institute inquiries at the expense of the contractor to obtain the required particulars.

9. SUBMISSION AND COMPLETION OF SBD 6.1

9.1. Should a bidder wish to qualify for preference points they must complete a SBD 6.1 document. Failure by a bidder to provide all relevant information required, will result in such a bidder not being considered for preference point's allocation. The preferences applicable on the closing date will be utilized. Any changes after the closing date will not be considered for that particular quote.

10. TAX COMPLIANCE REQUIREMENTS

- 10.1. In the event that the tax compliance status has failed on CSD, it is the suppliers' responsibility to provide a SARS pin in order for the institution to validate the tax compliance status of the supplier.
- 10.2. In the event that the institution cannot validate the suppliers' tax clearance on SARS as well as the Central Suppliers Database, the quote will not be considered and passed over as non-compliant according to National Treasury Instruction Note 4 (a) 2016/17.

11. TAX INVOICE

- 11.1. A tax invoice shall be in the currency of the Republic of South Africa and shall contain the following particulars:
- (i) the name, accress and registration number of the supplier;
- (ii) the name and address of the recipient;
- (iii) an individual serialized number and the date upon which the tax invoice is issued;
- (iv) a description and quantity or volume of the goods or services supplied:
- (v) the official department order number issued to the supplier;
- (vi) the value of the supply, the amount of tax charged;
- (vii) the words tax invoice in a prominent place.

12. PATENT RIGHTS

The supplier shall indemnify the KZN Department of Health (hear after known as the purchaser) against all third-party claims of infragement of patent, trademark or industrial design rights arising from use of the goods or any part thereof by the purchaser.

13. PENALTIES

- 13.1. If at any time during the contract period, the service provider is unable to perform in a timely manner, the service provider must notify the institution in writing/email of the cause of and the duration of the delay. Upon receipt of the notification, the institution should evaluate the circumstances and, if deemed necessary, the institution may extend the service provider's time for performance.
- 13.2. In the event of delayed performance that extends beyond the delivery period, the institution is entitled to purchase commodities of a similar quantity and quality as a substitution for the outstanding commodities, without terminating the contract, as well as return commodities delivered at a later stage at the service provider's expense.
- 13.3. Alternatively, the institution may elect to terminate the contract and procure the necessary commodities in order to complete the contract. In the event that the contract is terminated the institution may claim damages from the service provider in the form of a penalty. The service provider's performance should be captured on the service provider database in order to determine whether or not the service provider should be awarded any contracts in the future.
- 13.4. If the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance.

14. TERMINATION FOR DEFAULT

- 14.1. The purchaser without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:
- (i) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract,
- (ii) if the supplier fails to perform any other obligation(s) under the contract; or
- (iii) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 14.2. In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services.
- 14.3. Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.
- 15. FAILURE TO COMPLY WITH ABOVE WILL RESULT IN YOUR QUOTE BEING PASSED OVER.

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all quotes invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to all quotes:
 - the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- 1.2 The value of this quote is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 preference point system shall be applicable.
- 1.3 Points for mis quote shall be awarded for:
 - (a) Price and
 - (b) B-BBEE Status Level of Contributor
- 1.4 The maximum points for this quote is allocated as follows:

the 80/20 system for requirements with a Rand value of up to R50 0u	o o (al POINTS ole taxe)
PRICE	08
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	FERENTIAL PROCURE

- Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the quote, will be interpreted to mean triat preference points for B-BBEE status level of contribution are not claimed.
- The purchaser reserves the right to require et a bidder, either before a quote is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

- (a) "3 SERE" means mood-pased back economic suppowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act
- (b) "B-BBEF 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 stigulated 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) "EME" machs an Exampted Micro Enterprise 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:
- (f) "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) "p. oo! of 3-3836 states level of contributor" means:
 - 3-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn atfidavit as prescribed by the B-BBEE Codes of Good Practice;
 - Any other requirement prescribed in terms of the B-BBEE Act;
- (i) "QSE" means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (i) of the Broad-Based Black Economic Empowerment Act;
- (j) "mand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes:

3. POINTS AWARDED FOR PRICE

THE 80/20 PREFERENCE POINT SYSTEMS 3.1

A maximum of 30 points is allocated for price on the following basis:

$$Ps = 80 \left(1 - \frac{Pt - P\min}{P\min}\right)$$
 Where

Points scored for price of bid under consideration Ps

Price of bid under consideration Pt Pmin Price of lowest acceptable bid

POINTS AWARDED FOR B-BREE STATUS LEVEL OF CONTRIBUTOR 4.

In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for 4.1 attaining the B-3BEE status level of contribution in accordance with the table below:

is self-regarded will as Contribute	Mumber of points (60/20 system)
1	20
2	18
9	14
4	12
5	8
6	6
7	4
Ö	2
Non-compliant contributor	0

-	200, 6 100	16- 30- 4-1	1 750 3 907	1000
5	E113	DECL	ALAN	11 115.1

- Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following: 5.1
- E-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1 6.
- B-BBEE Status Level of Contributor: =(maximum of 20 points) 6.1

1	claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragra B-BBEE status level of contributor.	aph 4.1 and must be substantiated by relevant
7.	SUB-CONTRACTING	(Tick applicable box)
7.1	WIV any portion of the contractive sub-contracted?	YES NO
7.1.1	ff yes, indicate.	
8.	i) 'Vhat percentage of the contract will be subcontracted ii) The name of the sub-contractor. iii) The B-3B3E status level of the sub-contractor. Whether the sub-contractor is an EME or QSE.	
0.	iv) Specify, by ticking the appropriate box, if subcontracting with an enterprise in	

Preferential Procurement Regulations 2017:

Designated Group: An EME or QSE which is at last 51% owned by:	EME √	QSE √
Black people	,	
Black people who are youth		
Black people who are violen		
Black people with disabilities		
Black people living in rural or undergeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		L
OR		T
Any EME		
Any QSE		

9.	DECLARATION WITH REGARD TO COMPANY/FIRM		
9.1	Name of company/firm		
9.2	VAT registration number:		
9.3	Company registration number:		
9.4	TYPE OF COMPANY/ FIRM [TICK APPLICABLE BOX]		
	Partnership/Joint Venture / Consortium One person business/sole propriety Close corporation Company (Pty) Limited		
9.5	DESCRIBE PRINCIPAL BUSINESS ACTIVITIES		
	TO THE RESIDENCE AND A TROUBLE OF THE POWER		
9.6	COMPANY CLASSIFICATION [TICK APPLICABLE BOX]		
	Manufacturer Supplier		
	Professional service provider		
	Ofner service providers, e.g. transporter, etc.		
9.7	Total number of years the company/firm has been in business:		
9.8	I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based of the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) who we are I/we acknowledge that:		
	i) The information furnished is true and correct;		
	i.) The preference points elsimsed are in accordance with the General Conditions as indicated in paragraph 1 of this form;		
	 In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct; 		
	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) a squality the person from the bidding process;		
	(b) recover costs, losses or gamages it has incurred or suffered as a result of that person's conduct;		
	(c) somewhat 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 estad 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 partern (hear the other side) rule has been applied; and		
	(e) forward the matter for criminal prosecution.		
	WITNESSES SIGNATURE(S) OF BIDDERS(S)		
	1		
	DATE:		
	2. ADDRESS		