



# correctional services

Department:  
Correctional Services  
REPUBLIC OF SOUTH AFRICA

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Ref: 6/1/3/4  
Enq: JB Sibanyoni

The Manager

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Dear Sir

**BID HO 4/2020: SUPPLY, DELIVERY AND OFF-LOADING OF NUTRITIONAL PRODUCTS (PERISHABLE PROVISIONS/ NON-PERISHABLE PROVISIONS) TO THE DEPARTMENT OF CORRECTIONAL SERVICES FOR THE PERIOD OF FIVE (5) YEARS: DEPARTMENT OF CORRECTIONAL SERVICES.**

The Department of Correctional Services requires the item(s)/service(s) as described per attached bid invitation.

You are requested to complete the bid documents and submit it to the address indicated in **Annexure C**.

**Bidders must take note of the following:**

- The closing date of the bid will be at **11h00 am on 20 January 2021** and will be valid for a period of **hundred and twenty (120) days** after the closing date.
- Bids must be submitted in a sealed envelope. The name and address of the bidder, the bid number and closing date must be indicated on the envelope. The envelope must not contain documents relating to any other bid.
- It is the responsibility of bidders to ensure that bids reach the address indicated on the SBD 1 before the closing date and time. **No late bids will be accepted.**
- Bidders need to acquaint themselves with the contents of the attached General and Special Conditions of Contract.
- It is the responsibility of bidders to ensure that they are registered on the National Treasury Central Supplier Database (CSD).
- A Compliance Checklist (BD 26) is provided in the bid document that will assist bidders to adhere to the conditions specified in the bid.

**The following documentation must be submitted with your bid:**

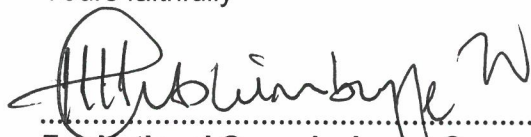
- Valid and original/certified copy of B-BBEE Certificate; or

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- Sworn affidavit for B-BBEE Exempted Micro Enterprise/ B-BBEE Qualifying Small Enterprise; and

It will be expected of the successful bidder to sign a formal contract at this office after being notified of the acceptance of his/her bid.

Yours faithfully



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**For National Commissioner, Correctional Services**

**Director: Procurement**

**T.V. Netshimbupfe**

**Date: 13/4/2020**