



BD2.1

Dear Bidder

BID NUMBER: APPOINTMENT OF SERVICE PROVIDER FOR SUPPLY, DELIVERY OF TRAINING AND DEVELOPMENT OF OFFENDERS FOR A PERIOD OF TWELVE (12) MONTHS: DEPARTMENT OF CORRECTIONAL SERVICES. BID NO: HO 14/2025

1. You are hereby invited to bid for requirements of the National Department of Correctional Services
2. Bidders need to scrutinize the content of the bidding documents to acquaint themselves with the contents thereof and minimize the risk of disqualification.
3. **Bidders should take note of the following important information relating to the bidding process:**
 - 3.1 The closing date of the bid will be **01 APRIL 2026** at 11h00 am and will be valid for a period of one hundred and eighty (180) days after the closing date.
 - 3.2 Bids must be submitted in sealed envelope hard copy (legal binding proposal) clearly marked as original. The name and address of the bidder, the bid number and closing date must be indicated on the envelope.
 - 3.3 The bid must be addressed to the Department of Correctional Services and be deposited into the tender box not later than the closing date and time of the bid. **The tender box is located at POYNTONS-BUILDING WEST BLOCK 124 W.F. NKOMO STREET (C/O SOPHIE DE BRUYN AND W.F. NKOMO STREET) PRETORIA**
 - 3.4 It is the responsibility of bidders to ensure that bids are placed in the tender box located at the address stipulated in the document before the closing date and time. No late bids will be accepted.
 - 3.5 It is the responsibility of bidders to ensure that they are registered on the National Treasury Central Supplier Database (CSD) prior to submitting their bid proposal.
 - 3.6 It is a legislative requirement that successful bidders are tax compliant at award stage in line with National Treasury instruction note 9 of 2017/2018.
 - 3.7 It will be expected of the successful bidder to sign a formal contract after being notified of the acceptance of their bid.
 - 3.8 All bid enquiries must be communicated via email provided on SBD 1 by no later than **27 March 2026**. Any queries communicated after the date indicated will not be responded to.

Yours faithfully

**FOR NATIONAL COMMISSIONER:
DEPARTMENT OF CORRECTIONAL SERVICES
D.B. MOLABA
DIRECTOR: PROCUREMENT ADMINISTRATION
DATE: 2026/03/05**



DOCUMENT CHECK LIST

Bidders are requested to use the checklist below to *tick and indicate where the information is annexured* in the proposal.

NO	DOCUMENTS	INDICATE ANNEXURE	TICK
1.	Central Supplier Database Registration Report (CSD)		
2.	Bidder's profile		
3.	Compliance with specification requirements.		
4.	SBD 3.1 – Fully Completed Pricing Schedule		
5.	<p>Skills Development Provider must be accredited by QCTO to offer the programme they are bidding for. Validity of the accreditation period should cover the duration of the training from commencement to completion.</p> <p>NB:1. Skills Development Provider whose accreditation status will lapse during the contract period will not be considered.</p> <p>NB:2. The Skills Development Provider to be accredited by QCTO on the following programmes; SP-191206 Assistant Baker Fermented Dough Products, SP-1914 Seamstress and SP-210402 Coded Welder</p> <p>NB:3 The Skills Development Provider must be accredited by relevant SETA for the following programmes Vegetable Production NQF Level 2 and Animal Production NQF L2 – Poultry Production, Pig Production and Dairy Production.</p>		
6.	Bidder must submit the qualifications and CV of facilitators / trainers / assessors in line with the programme applying for.		



FULL DETAILS OF BIDDER

COMPANY NAME : _____

CONTACT PERSON : _____

DATE : _____

E-MAIL ADDRESS : _____

TELEPHONE NUMBER : _____

CELLULAR NUMBER : _____

PHYSICAL ADDRESS : _____

POSTAL ADDRESS : _____

SIGNATURE OF BIDDER : _____



INDEX

Bidders are to ensure that they receive all pages of this document, which consists of the following Structure of Proposals.

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GLOSSARY

Award	Conclusion of the bid process and the final notification to the successful bidder
Bid	Written offer in a prescribed form in response to an invitation by the Department of Correctional Services for the provision of goods, works or services.
Briefing Session	A session that is held after the bid document is issued and before the closing date of the bid during which information is shared with potential bidders.
Bidder	Organization with whom DCS will conclude a formal contract and potential Service Level Agreement subsequent to the final award of the contract based on this Request for Bid.
Due diligence	The investigation or exercise of care that the State conducts before entering into an agreement with the bidders to validate the bid responses
Mandatory	A mandatory document in terms of the bid is a document that is required, obligatory, or compulsory. Non-submission means no further evaluation of the bidder.
Original Ink	Tender forms must be legible and ink must be used. Tender forms completed mechanically, e.g. by means of a typewriter/computer are deemed to have been completed in original ink . A signature/initial must be made by hand in black ink. Bidders must not use pencil to complete or sign the bid document as this will lead to a disqualification.
Service Provider	Means any individual or entity that is contracted by the Department of Correctional Services to render goods or services.
Specific Goals	Means specific goals as contemplated in section 2 (1) (d) of the Preferential Procurement Policy Framework Act, 2000.
Original Bid	Original document signed in ink
BAFO	Best and Final Offer
B-BBEE	Broad-Based Black Economic Empowerment
DCS	Department of Correctional Services
DTI	Department of Trade and Industry
EME	Exempt Micro Enterprises
GCC	General Conditions of Contract
HDI	Historically Disadvantaged Individual
IP	Intellectual Property
NIPP	National Industrial Participation Programme
NT	National Treasury
PPPFA	Preferential Procurement Policy Framework Act
PPR 2022	Preferential Procurement Regulations 2022



QSE	Qualifying Small Enterprise
RDP	Reconstruction and Development Programme
RoE	Rate of Exchange
SABS	South African Bureau of Standards
SANAS	South African National Accreditation System
SANS	South African National Standards
SARS	South African Revenue Service
SBD	Standard bidding document
SCC	Special Conditions of Contract
SCM	Supply Chain Management
SLA	Service Level Agreement
TCC	Tax Clearance Certificate (Pin)
VAT	Value-Added Tax



SECTION 1

INVITATION TO BID SBD1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DEPARTMENT OF CORRECTIONAL SERVICES: ALL REGIONS

BID NUMBER:	HO 14/2025	CLOSING DATE:	01 APRIL 2026	CLOSING TIME:	11H00 AM
DESCRIPTION	APPOINTMENT OF SERVICE PROVIDER FOR SUPPLY, DELIVERY OF TRAINING AND DEVELOPMENT OF OFFENDERS FOR A PERIOD OF TWELVE (12) MONTHS: DEPARTMENT OF CORRECTIONAL SERVICES				

BID RESPONSE DOCUMENTS MUST BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)

**POYNTONS-BUILDING
WEST BLOCK
124 W.F. NKOMO STREET (C/O SOPHIE DE BRUYN AND W.F. NKOMO STREET)
PRETORIA
0002**

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO

E-MAIL ADDRESS Fhimani.Rakhivhani@dcs.gov.za

SUPPLIER INFORMATION

NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					

VAT REGISTRATION NUMBER

SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA:
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ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
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QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? YES <input type="checkbox"/> NO <input type="checkbox"/>	<input type="checkbox"/>
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	<input type="checkbox"/>



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

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7.1).**

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."



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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:



SECTION 2

**PRICING SCHEDULE- FIRM PRICES
 (PURCHASES)**

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES WILL NOT BE CONSIDERED

Name of bidder..... Bid number HO 14/2025

Closing Time 11:00 on 23 MARCH 2026

OFFER TO BE VALID FOR 180 DAYS FROM THE CLOSING DATE OF BID.

ITEM NO 1: ASSISTANT BAKER FERMENTED DOUGH PRODUCTS

ITEM NO	REGION	MANAGEMENT AREA/ CORRECTIONAL CENTRE	NUMBER BENEFICIARIES	COST PER LEARNER (ALL APPLICABLE TAXES INCLUDED)	TOTAL BID PRICE
1.1	KZN	PIETERMARITZBURG	15	R.....Each	R.....
1.2	LMN	BARBERTON	20	R.....Each	R.....
1.3	EC	ST ALBANS	15	R.....Each	R.....
1.4	GP	BAVIAANSPOORT	20	R.....Each	R.....
1.5	FS/NC	TSWELOPELE	15	R.....Each	R.....
1.6	WC	BRANDVLEI	15	R.....Each	R.....
			TOTAL		GRAND TOTAL R.....



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ITEM NO 2: SEAMSTRESS

ITEM NO	REGION	MANAGEMENT AREA/ CORRECTIONAL CENTRE	NUMBER BENEFICIARIES	COST PER LEARNER (ALL APPLICABLE TAXES INCLUDED)	TOTAL BID PRICE
2.1	KZN	PIETERMARITZBURG	20	R.....Each	R.....
2.2	LMN	WITBANK	30	R.....Each	R.....
2.3	EC	ST ALBANS	10	R.....Each	R.....
2.4	GP	KGOSI MAMPURU II	30	R.....Each	R.....
2.5	FSNC	TSWELOPELE	20	R.....Each	R.....
2.6	WC	POLLSMOOR	30	R.....Each	R.....
			TOTAL		GRAND TOTAL R.....

ITEM NO 3: CODED WELDER

ITEM NO	REGION	MANAGEMENT AREA/ CORRECTIONAL CENTRE	NUMBER BENEFICIARIES	COST PER LEARNER (ALL APPLICABLE TAXES INCLUDED)	TOTAL BID PRICE
3.1	KZN	PIETERMARITZBURG	12	R.....Each	R.....
3.2	LMN	THOHOYANDOU	20	R.....Each	R.....
3.3	EC	ST ALBANS	20	R.....Each	R.....



3.4	GP	BOKSBURG	20	R.....Each	R.....
3.5	FS/NC	BIZZAH MAKHATE	12	R.....Each	R.....
3.6	WC	DRAKENSTEIN	12	R.....Each	R.....
		TOTAL			GRAND TOTAL R.....

ITEM NO 4: ASSISTANT HANDY PERSON (SEE ATTACHED SPECIFICATION)

ITEM NO	REGION	MANAGEMENT AREA/ CORRECTIONAL CENTRE	NUMBER BENEFICIARIES	COST PER LEARNER (ALL APPLICABLE TAXES INCLUDED)	TOTAL BID PRICE
4.1	KZN	PIETERMARITZBURG	30	R.....Each	R.....
4.2	LMN	BARBERTON	30	R.....Each	R.....
4.3	EC	ST ALBANS	30	R.....Each	R.....
4.4	GP	ZONDERWATER	30	R.....Each	R.....
4.5	FS/NC	TSWELOPELE	30	R.....Each	R.....
4.6	WC	BRANDVLEI	30	R.....Each	R.....
		TOTAL			GRAND TOTAL R.....



ITEM NO 5: APPLY BASIC DAIRY PRODUCTION PRACTICES

ITEM NO	REGION	MANAGEMENT AREA/ CORRECTIONAL CENTRE	NUMBER BENEFICIARIES	COST PER LEARNER (ALL APPLICABLE TAXES INCLUDED)	TOTAL BID PRICE
5.1	KZN	NCOME	15	R.....Each	R.....
5.2	LMN	LOSPERFONTEIN	15	R.....Each	R.....
5.3	EC	KIRKWOOD	15	R.....Each	R.....
5.4	GP	LEEUEWKOP	15	R.....Each	R.....
5.5	FS/NC	GOEDEMOED	15	R.....Each	R.....
5.6	WC	OVERBERG	15	R.....Each	R.....
			TOTAL		GRAND TOTAL R.....

ITEM NO 6: APPLY BASIC PIG HUSBANDRY PRACTICES (SEE ATTACHED SPECIFICATION)

ITEM NO	REGION	MANAGEMENT AREA/ CORRECTIONAL CENTRE	NUMBER BENEFICIARIES	COST PER LEARNER (ALL APPLICABLE TAXES INCLUDED)	TOTAL BID PRICE
6.1	KZN	NCOME	20	R.....Each	R.....
6.2	LMN	BARBERTON	15	R.....Each	R.....



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6.3	EC	MIDDLEDRIFT	20	R.....	Each	R.....
6.4	GP	LEEUKOP	15	R.....	Each	R.....
6.5	FS/NC	GOEDEMOED	20	R.....	Each	R.....
6.6	WC	OVERBERG	20	R.....	Each	R.....
		TOTAL				GRAND TOTAL R.....

“ALL APPLICABLE TAXES” includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

NOTE : According to the VAT Act, 1991 (Act No. 89 of 1991), all contract prices are inclusive of 15% Value-Added Tax (VAT), except in the case of a person that is not required to register for Value-Added Tax.

At :

DEPARTMENT OF
CORRECTIONAL SERVICES

Country of origin:

Does the offer comply with the specification?

..... * Yes No

If not to specification, indicate deviation(s)

Period required for delivery

.....
.....
.....



SECTION 3

BIDDER'S DISCLOSURE

SBD 4

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.



.....
.....
2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:
.....
.....

3 DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following

statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the Department of Correctional Services (DCS) for criminal investigation and or may be



restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT. I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder



SECTION 4

SBD 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 PREFERENCE POINT SYSTEM

a) The applicable preference point system for this tender is the **80/20** preference point system.

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.

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.
- 1.6 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).

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:

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right) \quad \text{or} \quad Ps = 90 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest 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:

$$Ps = 80 \left(1 + \frac{Pt - Pmax}{Pmax} \right) \text{ or } Ps = 90 \left(1 + \frac{Pt - Pmax}{Pmax} \right)$$

Where

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

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.)



The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)
Women	7	
Youth	6	
Black	5	
People living with disabilities	2	
	20	

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.

..... SIGNATURE(S) OF TENDERER(S)	
SURNAME AND NAME:
DATE:
ADDRESS:



SECTION 5

CONSENT AND ACKNOWLEDGMENTS IN TERMS OF THE PROTECTION OF PERSONAL INFORMATION ACT 2013 (POPI)

This section sets out how personal information will be collected, used and protected by Department of Correctional Services hereinafter referred to as “department of correctional services, as required by the Protection of Personal Information Act. The use of the words “the individual” for the purposes of this document shall be a reference to any individual (bidder) communicating with **DCS** and/or concluding any agreement, registration or application, with the inclusion of each of those individuals referred to or included in terms of such agreement, registration or application.

1. What is personal information?

The personal information that department of correctional services requires relate to names and surnames, birth dates, identity numbers, passport numbers, demographic information, education information, occupation information, health information, addresses, memberships, and personal and work email and contact details.

2. What is the purpose of the collection, use and disclosure (the processing) of personal information?

Department of correctional services is legally obligated to collect, use and disclose personal information for the purposes of:

- 2.1 reporting initiatives to the DCS ;
- 2.2 reporting to National Treasury all contracts awarded;
- 2.2 obtaining information related to Tax Compliance information from SARS;
- 2.4 verifying information on the National Treasury database of defaulters;
- 2.5 evaluating and processing applications for registration on the database;
- 2.6 evaluation of quotations and/or bids;
- 2.7 compiling statistics and other reports;
- 2.8 providing personalised communications;
- 2.9 validation of information
- 2.10 complying with the law; and/or
- 2.11 For a purpose that is ancillary to the above. Personal information will not be processed for a purpose other than what is identified (the purpose) above without obtaining consent beforehand.

3. How will DCS process personal information?

The DCS will only collect personal information for the purpose as stated above. Information will be collected in the following manner:

- 3.1 directly from the individual;



- 3.2 from service providers who provided with services or goods to department of correctional services;
- 3.3 from department of correctional services own records relating to previous supply of services or goods; and/or
- 3.4 from a relevant public or equivalent entity.

4. To whom will personal information be disclosed?

The personal information may be disclosed to other relevant public or other entities on whose behalf we act as intermediaries, other third parties referred to above in relation to the purpose or who are sources of personal information, service providers such as professional bodies who operate across the borders of this country (trans border flow of information) where personal information must be sent in order to provide the information and/or services and/or benefits requested or applied for. In the event of another party/ies acquiring all of or a portion of **DCS** mandate or functions, personal information will be disclosed to that party but they will equally be obliged as we are, to protect personal information in terms of this **document and other applicable documents**.

5. Consent and Permission to process personal information:

I hereby agree with the request and provide authorisation to the DCS to process the personal information provided for the purpose stated:

- 5.1 I understand that withholding of or failure to disclose personal information will result in department of correctional services being unable to perform its functions and/or any services or benefits I may require from department of correctional services
- 5.2 Where I shared personal information of individuals other than myself with department of correctional services I hereby provide consent on their behalf to the collection, use and disclosure of their personal information in terms of this personal information policy and I warrant that I am authorised to give this consent on their behalf.
- 5.3 To this end, I indemnify and hold department of correctional services not responsible in respect of any claims by any other person on whose behalf I have consented, against department of correctional services should they claim that I was not so authorised.
- 5.4 I understand that in terms of POPIA and other laws of the country, there are instances where my express consent is not necessary in order to permit the processing of personal information, which may be related to police investigations, litigation or when personal information is publicly available.
- 5.5 I will not hold department of correctional services responsible for any improper or unauthorised use of personal information that is beyond its reasonable control.

6. Rights regarding the processing of personal information:

- 6.1 The individual may withdraw consent to the processing of personal information at any time, and should they wish to do so, must provide department of correctional services with reasonable notice to this effect. Please note that withdrawal of consent is still subject to the terms and conditions of any contract that is in place.



- 6.2 Should the withdrawal of consent result in the interference of legal obligations, then such withdrawal will only be effective if department of correctional services agrees to same in writing. department of correctional services specifically draws to the attention that the withdrawal of consent may result in it being unable to provide the requested information and/or services and/or financial or other benefits. f
- 6.3 In order to withdraw consent, please contact the department of correctional services /SCM.
- 6.4 A copy of the full department of correctional services policy is available.
- 6.5 Individuals are encouraged to ensure that where personal information has changed in any respect to notify department of correctional services so that our records may be updated. department of correctional services will largely rely on the individual to ensure that personal information is correct and accurate.
- 6.6 The individual has the right to access their personal information that department of correctional services may have in its possession and are entitled to request the identity of which third parties have received and/or processed personal information for the purpose. Please note however, that any request in this regard may be declined if:
 - 6.7 the information comes under legal privilege in the course of litigation,
 - 6.8 the disclosure of personal information in the form that it is processed may result in the disclosure of confidential or proprietary information,
 - 6.9 giving access may cause a third party to refuse to provide similar information to department of correctional services,
 - 6.10 the information was collected in furtherance of an investigation or legal dispute, instituted or being contemplated,
 - 6.11 the information as it is disclosed may result in the disclosure of another person's information,
 - 6.12 the information contains an opinion about another person and that person has not consented, and/or
 - 6.13 the disclosure is prohibited by law.

Signature bidder:

Name: _____	Date:
Signature: _____	



SECTION 6

GENERAL CONDITIONS OF CONTRACT

- 1. Definitions**
- 1.** The following terms shall be interpreted as indicated:
- 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
- 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
- 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.
- 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
- 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 1.7 "Day" means calendar day.
- 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
- 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
- 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.
- 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of



origin and which have the potential to harm the local industries in the RSA.

- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.



- 1.24 “Services” means those functional services ancillaries to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25 “Written” or “in writing” means handwritten in ink or any form of electronic or mechanical writing.
- 2. Application**
- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.
- 3. General**
- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za
- 4. Standards**
- 4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.
- 5. Use of contract documents and information; inspection.**
- 5.1 The supplier shall not, without the purchaser’s prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier shall not, without the purchaser’s prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier’s performance under the contract if so required by the purchaser.



- 5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so, required by the purchaser.
- 6. Patent rights** 6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.
- 7. Performance security** 7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in the SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in the SCC.
- 8. Inspections, tests and analyses** 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.



- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.
- 8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

- 10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.
- 10.2 Documents to be submitted by the supplier are specified in SCC.

11. Insurance

- 11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

- 12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.



- 13. Incidental services**
- 13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
 - (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
 - (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
 - (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
 - (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.
- 13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.
- 14. Spare parts**
- 14.1 As specified in the SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:
- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and
 - (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.
- 15. Warranty**
- 15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.
- 15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and



accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment

16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.

16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.

16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.

16.4 Payment will be made in Rand unless otherwise stipulated in SCC.

17. Prices

17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

18. Contract amendments

18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

19. Assignment

19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract.

20. Subcontracts

20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract



- 21. Delays in the supplier's performance**
- 21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.
- 21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.
- 21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.
- 21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.
- 22. Penalties**
- 22.1 Subject to GCC Clause 25, 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. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.
- 23. Termination for default**
- 23.1 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:



- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
 - (b) if the Supplier fails to perform any other obligation(s) under the contract; or
 - (c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 23.2 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. However, the supplier shall continue performance of the contract to the extent not terminated.
- 23.3 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.
- 23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.
- 23.5 Any restriction imposed on any person by the Accounting Officer/Authority will, at the discretion of the Accounting Officer/Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which control over the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer/Authority actively associated.
- 23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:
- (i) the name and address of the supplier and/or person restricted by the purchaser;
 - (ii) the date of commencement of the restriction
 - (iii) the period of restriction; and
 - (iv) the reasons for the restriction



- 23.7 These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector. If a court of law convicts a person of an offence as contemplated in sections 12 and 13 of the Prevention and Combating of Corrupt Activities Act, No 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.
- 24. Anti-dumping and countervailing duties and rights** 24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favorable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him
- 25. Force Majeure** 25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the force majeure event.
- 26. Termination for insolvency** 26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.
- 27. Settlement of Disputes** 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the



contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.

27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.

27.5 Notwithstanding any reference to mediation and/or court proceedings herein,

(a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and

(b) the purchaser shall pay the supplier any monies due the supplier.

28. Limitation of liability

28.1 Except in cases of criminal negligence or wilful misconduct, and in the case of infringement pursuant to Clause 6;

(a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

(b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

29. Governing language

29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

30. Applicable law

30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.

31. Notices

31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice

31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.



- 32. Taxes and duties**
- 32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.
- 33. National Industrial Participation Program (NIPP)**
- 33.1 The NIPP program administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.
- 34. Prohibition of Restrictive practices**
- 34.1 In terms of section 4 (1) (b) (iii) of the Competition Act No.89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is /are or a contractor(s) was/ were involved in collusive bidding (or bid rigging).
- 34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has/ have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No.89 of 1998.
- 34.3 If a bidder(s) or contractor(s), has /have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and or terminate the contract in whole or part, and/or restrict the bidder (s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and/or claim damages from the bidder(s) or contractor concerned.



SECTION 7

SPECIAL CONDITIONS OF CONTRACT

1. INTRODUCTION

1.1 The purpose of this tender is to invite prospective service providers to submit proposals for the service provider for supply, delivery of external training and development of offenders: Department of correctional services

1.2 The Correctional Services Act, 111 of 1998 as amended stipulates, in section 41(1), that the Department of Correctional Services (DCS) must provide or give access to as full a range of programmes and activities as practicable to meet the educational and training needs of sentenced offenders. This provision flows from the Bill of Rights in the Constitution of the Republic of South Africa, 1996 which further asserts in section 29(1) that everyone has a right (a) to basic education, including adult basic education; and (b) to further education, which the state, through reasonable measures, must make progressively available and accessible.

1.3 It is for this reason that accredited skills development providers are invited to assist in the rehabilitation and reintegration of offenders to competitively participate in the labour market upon release.

1.4 The six (6) regions where bidders will be providing training are as follows:

- (a) Eastern Cape (EC)
- (b) Free State/ Northern Cape(FS/NC)
- (c) Gauteng (G)
- (d) Kwa-Zulu Natal (KZN)
- (e) Limpopo/Mpumalanga/ North West (LMN)
- (f) Western Cape (WC)

1.5 List of Management Area/ Correctional Centre's

No	Region	Location and Addresses
1	Eastern Cape (EC)	St. Albans Management Area
		Department Of Correctional Service: St. Albans Old Cape Road St. Albans Port Elizabeth
		Kirkwood Korhaansdrift Road Kirkwood 6120
		Middlefrift



		1 Prince Albert Square Old Embassy Buildings KING WILLIAM'S TOWN 5600
2	Free State and Northern Cape (FS_NC)	Tswelopele Correctional Services Old Cape Road, St Albans, Green Bushes, Port Elizabeth 6001
		Bizzah Makhate Britz Street Kroonstad 9499
		Goedemoed 1 Goedemoed Road Aliwal North 9750
3	Gauteng (GP)	Baviaanspoort Correctional Services Plot 330 Old Cullinan Road Lynn East 0039
		Kgosi Mampuru II 1 Kgosi Mampuru Street Salvokop 0002
		Boksburg Barry Marais Rd (M43) Boksburg 1460
		Zonderwater R515 Zonderwater Cullinan
		Leewkop 1 Leewkop Rd (M9)



		Sunninghill Sandton 2191
4	Kwa-Zulu Natal (KZN)	Pietermaritzburg Management Area Eugene Marais Road Pietermaritzburg 3201
		Ncome Correctional Centre 15 Dudley Street Vryheid KwaZulu-Natal 3100
5	Limpopo, Mpumalanga and North West (LMN)	Barberton Correctional Services 01 Kruger Street, Prison Farm, Barberton, 1300
		Witbank Old Verene Way Emalahleni 1034
		Thohoyandou Nethengwe Road
		Losperfontein R511 Thabazimbe Rd Wolwekraal Brits 0250
6	Western Cape (WC)	Brandvlei Correctional Services Rawsonville Road, Worcester 6849
		Pollsmoor Steenberg Rd Tokai Cape Town



	7945
	Drakenstein Cnr Jan Van Riebeeck Drive & Wemmershoek Road Paarl 7646
	Overberg Peninsula Drive Monte Vista Cape Town 7460

2. LEGISLATIVE AND REGULATORY FRAMEWORK

2.1 This bid and all contracts emanating thereof will be subject to the **General Conditions of Contract** issued in accordance with Treasury Regulation 16A published in terms of the Public Finance Management Act, 1999 (Act 1 of 1999) as well as the Preferential Procurement Policy Framework Act 2000 (PPPFA) with its latest 2022 Regulations.

2.2 **The Special Conditions of Contract** are supplementary to those of the General Conditions of Contract. Where, however, the Special Conditions of Contract conflict with the General Conditions of Contract, the Special Conditions of Contract shall prevail. These conditions form part of the bid and bidders need to familiarize themselves with the contents thereof.

2.3 The Public Administration Act, 2014 (Act No 11 of 2014), chapter 3, section 8(2)(a) specifies that an employee of the public service officials may not conduct business with the Government.

2.4 Section 118 of the Correctional Services Act, 1998 (Act No 111 of 1998) dictates that no correctional official may directly or indirectly sell, supply or derive any benefit or advantage from the sale or supply of any article to or for the use of any prisoner or prison, or have any interest in any contract or agreement for the sale or supply of any such articles. This refers to the receiving of any money, gifts, discount, advantage, or any other benefit/gratification by an official of the Department. Indirectly this refers to the receiving of any money, gifts, discount, advantage, or any other benefit/ gratification by the direct family (spouse, life partner, child, stepchild, adopted child, parents and parents of spouse/ life partner, grand child or siblings of official/spouse/life partner).

2.5 Bidders having a relationship with persons employed by the DCS must declare their interest on SBD 4 (Bidders' disclosure).

2.6 **National Standards** - The products offered must comply with all laws and regulations as amended that are applicable to the supply contract e.g. SAQA, QCTO

2.7 Standard Bidding Documents (SBD)

Bidders are required to submit and adhere to all SBD requirements as outlined in Table 1 of this bid. Bid documents should not be retyped or redrafted.



2.8 Tax Compliance Requirements

In line with national treasury instruction note 9 of 2017/2018, it is a condition of this bid that the tax matters of the successful bidder must be in order, or that satisfactory arrangements have been made with South African Revenue Services (SARS) to meet the bidder's tax obligations.

It is a requirement that bidders grant a written approval when submitting this bid that SARS may on an on-going basis during the tenure of the contract disclose the bidder's tax compliance status and by submitting the bid such approval is deemed to have been granted.

The bidder must be registered on the Central Supplier Database (CSD) and provide CSD number and TCS Pin as per SBD 1 contained in Part 1 of the bid.

When a Consortium/ Joint Venture/ Sub-contractors is involved, each party must be registered on the Central Suppliers Database and their tax compliance status will be verified through the Central Suppliers Database.

No bid will be awarded to a bidder who is non-tax compliant.

2.9 Registration on the Central Supplier Database

Bidders need to register on the National Treasury Central Supplier Database in order to do business with the state. Accounting Officers cannot award any bid or price quotations to any supplier who is not registered on the Central Suppliers Database. Bidders must log on www.csd.gov.za for self-registration.

Bidders must be registered on CSD prior to submitting their bids; failure to register prior to submitting the bid will invalidate the bid.

The latest full CSD report, not a summarized version should be submitted.

2.10 Certification of documents by a Commissioner of Oath

Bidders must ensure that all copies of documents that require certification in terms of this bid comply with legislative requirements governing the administering of an oath affirmation. The Commissioner of Oath must append a signature, date and also print out name. Copies that do not comply with legislative requirements will be regarded as invalid.

The date of certification should not be older than six (6) months as at the closing date and time of the bid.

Non-compliance with or non-adherence to any of the legislative requirements stipulated above may render the applicable section in the bid proposal invalid.



3. JOINT VENTURES, CONSORTIUMS AND TRUSTS

Should a bidder choose to enter into a joint venture and/or consortium arrangement, bidders must submit concrete proof of the existence of such joint ventures and/or consortium arrangements. Details of partnerships and joint ventures must be provided as part of the bid proposal, if applicable. Relevant documentation relating to the above-mentioned must be included in the tender proposal.

DCS will accept signed agreements as acceptable proof of the existence of a joint venture and/or consortium arrangement. Such agreement must be made available to DCS with the bid proposal.

The joint venture and/or consortium agreements must clearly set out the roles and responsibilities of the Lead Partner and the joint venture and/or consortium party. The agreement must also clearly identify the Lead Partner, with the power of attorney to bind the other party/parties in respect of matters pertaining to the joint venture and/or consortium arrangement.

4. FRONTING

4.1 The DCS, in ensuring that bidders conduct themselves in an honest manner will as part of the bid evaluation process, conduct or initiate the necessary enquiries, investigations to determine the accuracy of the representations made in the bid documents.

4.2 Should any of the fronting indicators as contained in the Guidelines on the Complex Structures and Transactions and Fronting, issued by the Department of Trade and Industry, be established during such enquiry/investigation, the onus will be on the bidder/contractor to prove that fronting does not exist. Failure to do so within a period of 14 days from the date of notification may invalidate the bid/contract and may also result in the restriction of the bidder/contractor to conduct business with the public sector for a period not exceeding ten (10) years, in addition to any other remedies DCS may have against the bidder/contractor concerned.

5. CONTRACT PERIOD

5.1 The contract period shall be for a minimum period of twelve months from the date of signing the contract.

6. SECURITY COMPLIANCE

6.1 The contractor will be required to adhere to the security compliance requirements of DCS.

6.2 The successful Bidder shall ensure compliance with the DCS security procedures (identification, access control, searching, and prohibition of unauthorized items).

6.3 The successful Bidder agrees that all the staff shall adhere to and be subjected to the security regulations applicable to each Correctional Centre.



7. BID DOCUMENT CHECK LIST AND RETURNABLE DOCUMENTS

All bid documents listed below must be sorted, filed and submitted in the **exact compilation sequence** as indicated below. Bidders should ensure that bid documents indicated “Yes” in **Column B** below are submitted together with the bid.

Bidders not complying to any of the requirements may be deemed to be non-responsive and may not be considered for evaluation.

Table 1: Bid Document Checklist and Returnable

#	Document Name	A	B	C
		Is it included in the published bid document?	Should the document be returned by the bidder?	Bidder should indicate Yes if document is submitted and No if not submitted
PHASE 1: ADMINISTRATIVE AND LEGISLATION REQUIREMENTS				
1.	SBD 1 Invitation to Bid – Must be fully completed and duly signed. (Refer to Part 1 of the bid)	Yes	Yes	
2.	Proof of authority must be submitted as per SBD 1 e.g., company resolution for the capacity under which this bid is signed	Yes	Yes	
3.	SBD 4 Bidders Disclosure - Must be fully completed and duly signed. (Refer to Part 1 of the bid)	Yes	Yes	
4.	SBD 6.1 Preference Points Claim Form - Must be fully completed and duly signed. (Refer to Part 1 of the bid)	Yes	Yes	
5.	Full updated CSD report (not summarized)	No	Yes	
PHASE 2: MANDATORY REQUIREMENTS				
6.	Annexure A – Declaration of acceptance and compliance with specification requirements.	Yes	Yes	
7.	SBD 3.1 – Fully Completed Pricing Schedule –	Yes	Yes	
8.	Skills Development Provider must be accredited by QCTO to offer the programme they are bidding for. Validity of the accreditation period should cover the duration of the training from commencement to completion.	Yes	Yes	
	NB:1. Skills Development Provider whose accreditation status will lapse during the contract period will not be considered.			



#	Document Name	A	B	C
		Is it included in the published bid document?	Should the document be returned by the bidder?	Bidder should indicate Yes if document is submitted and No if not submitted
	<p>NB:2. The Skills Development Provider to be accredited by QCTO on the following programmes; SP-191206 Assistant Baker Fermented Dough Products, SP-1914 Seamstress and SP-210402 Coded Welder</p> <p>NB:3 The Skills Development Provider must be accredited by relevant SETA for the following programmes Vegetable Production NQF Level 2 and Animal Production NQF L2 – Poultry Production, Pig Production and Dairy Production.</p>			
9.	Bidder must submit the qualifications and CV of facilitators / trainers / assessors in line with the programme applying for.	Yes	Yes	

Bidders MUST complete and submit all mandatory documents; non-submission of any mandatory document will render the bid as non-responsive and will be disqualified.

PHASE 3: PRICE AND SPECIFIC GOALS

10.	Proof of Preference Points Claimed under SBD 6.1 (Refer to section 14.4.4)	No	Yes	
11.	SBD 3.1 – Pricing Schedule (Refer to mandatory requirements)	Yes	Yes	

OTHER DOCUMENTS

12.	Original certified copies (not older than 6 months) of ID's of all Directors who hold ownership.	No	Yes	
13.	Certified copies or Original of BBBEE certificate or Sworn Affidavit as per DTI prescribed template	No	Yes	
14.	CIPC Company Registration Documents	No	Yes	
15.	Part 2 Special Conditions of Contract – <i>Initial each page</i>	Yes	Yes	
16.	General Conditions of Contract – Initial on each page (Refer to Part 1 of the bid)	Yes	Yes	

All bid documents listed above must be sorted, filed and submitted in the exact order as indicated above.

Bidders should submit all documents listed as a returnable document, unless indicated as “No” under the returnable column B.



7.1 Bidders should print and initial each page of the special conditions of the bid and return it together with the documents as listed in Table 1. Bidders shall check the numbers of the pages and satisfy themselves that none are missing or duplicated in line with the index provided. No liability shall be accepted with regard to claims arising from the fact that pages are missing or duplicated.

7.2 Bidders should respond to the bid with returnable documents as outlined in Table 1.

7.3 All returnable documents should be submitted with the bid at the closing date and time of the bid in an original /hard copy (clearly marked).

7.4 The bid should be submitted as follows:

7.4.1 One (1) original hard copy with pricing schedule.

7.5 In order to simplify the evaluation process, bidders are required to neatly subdivide their bid documents and submit in the following manner:

7.5.1 A bid should be submitted in a sealed envelope or sealed suitable cover on which the name and address of the bidder, the bid number and the closing date should be clearly visible.

7.5.2 **NB:** Bid documents are required to be submitted in the order as indicated on Table 1 – Bid Document Checklist and Returnable.

8. LATE BIDS

8.1 Bids received after the closing date and time, at the address indicated in the bid documents will **NOT** be accepted for consideration and where practicable, be returned unopened to the bidder.

COMMUNICATION

9.1 All bid-related and technical enquiries should be addressed to the email address mentioned in paragraph 10 below. No verbal or direct communication with any DCS officials will be allowed during the running period of the bid.

9.2 If a bidder finds or reasonably believes they have found any discrepancy, ambiguity, error or matters, the bidder must promptly notify DCS in writing of such discrepancy, ambiguity, error or inconsistency in this bid or any other information provided by DCS (other than minor administrative errors) in order to afford DCS an opportunity to consider what corrective action is necessary (if any).

9.3 Any actual discrepancy, ambiguity, error or inconsistency in this bid or any other information provided by the DCS will, if possible, be corrected and provided to all bidders without attribution to the bidder who provided the written notice. The corrections will be published on the same platforms where the bid was originally published.

9.4 All communication between the bidder and DCS during the bid advert period must be done in writing to the email address provided in 10.1 bid queries.

9.5 DCS may request clarification regarding information provided by bidders. Bidders are to supply the required information within the specified period, failure to do so may invalidate their bid.



10. CONTACT DETAILS

10.1 Bid enquiries should be done in writing to:

Email address: Fhimani.Rakhivhani@dcs.gov.za

11. NON-COMMITMENT

11.1 DCS reserves the right to award or not to award in part or in full.

11.2 DCS reserves the right not to accept any of the bids submitted.

11.3 DCS reserves the right to withdraw or amend any of the bid conditions by noticing writing to all bidders prior to closing of the bid and post award.

11.4 If an incorrect award has been made, DCS reserves the right to remedy the matter in any manner it may deem fit.



12. TECHNICAL SPECIFICATIONS

12.1 Selection of Management Area/Correctional Centre by the bidder

Bidders **MUST** select Correctional Centre they are bidding for)

OCCUPATIONAL SKILLS PROGRAMMES & TRAINING VENUES FOR 2025/2026 FINANCIAL YEAR

SP – 191206 ASSISTANT BAKER FERMENTED DOUGH PRODUCTS			
REGIONS	NUMBERS	CENTRAL VENUE	SELECTION OF THE CORRECTIONAL CENTRE (MARK WITH X)
KwaZulu-Natal	15	Pietermaritzburg Correctional Services No 1 Eugene Marais Rd Napierville Pietermaritzburg 3201	
Limpopo, Mpumalanga & North West	20	Barberton Correctional Services 01 Kruger Street Prison Farm Baerberton 1300	
Eastern Cape	15	'St Albans Services Cape Road St Albans Green Bushes Port Elizabeth 6001	'Old



correctional services

Department:
Correctional Services
REPUBLIC OF SOUTH AFRICA

BID NO: HO 14/2025

Gauteng	20	Baviaanspoort Correctional Services, Plot 330 Old Cullinan Road Lynn East 0039	
Free State & Northern Cape	15	Tswelopele Correctional Services 'Old Cape Road St Albans Green Bushes Port Elizabeth 6001	
Western Cape	15	Brandvlei Correctional Services Rawsonville Road Worcester 6849	
TOTAL	95		

SP 210501– Assistant Handyperson			
REGIONS	NUMBERS	CENTRAL VENUE	



correctional services

Department:
Correctional Services
REPUBLIC OF SOUTH AFRICA

BID NO: HO 14/2025

KwaZulu-Natal	30	Pietermaritzburg Correctional Services No 1 Eugene Marais Rd, Napierville, Pietermaritzbur 3201	
Limpopo, Mpumalanga & North West	30	Barberton Correctional Services 01 Kruger Street, Prison Farm, Baerberton, 1300	
Eastern Cape	30	St Albans Services 'Old Cape Road, St Albans, Green Bushes, Port Elizabeth 6001	
Gauteng	30	Zonderwater Correctional Services ,	
Free State & Northern Cape	30	Tswelopele Correctional Services 'Old Cape Road, St Albans, Green Bushes, Port Elizabeth 6001	



correctional services

Department:
Correctional Services
REPUBLIC OF SOUTH AFRICA

BID NO: HO 14/2025

Western Cape	30	Brandveit Correctional Services Rawsonville Road, Worcester 6849	
	240		
TOTAL			

CODED WELDER SP 210402	NUMBERS	CENTRAL VENUE	
KwaZulu-Natal	12	Pietermaritzburg Correctional Services No 1 Eugene Marais Rd, Napierville, Pietermaritzburg 3201	
Limpopo, Mpumalanga & North West	20	Thohoyandou Correctional Services Matatshe Prison, Thengwe Road, Sibasa 0970	



correctional services

Department:
Correctional Services
REPUBLIC OF SOUTH AFRICA

BID NO: HO 14/2025

Eastern Cape	20	St Albans Correctional Services Old Cape Road, St Albans, Green Bushes, Port Elizabeth 6001	
Gauteng	20	Boksburg Correctional Services 17 Barry Marais Road, Boksburg 1459	
Free State & Northern Cape	12	Bizzah Makhate Correctional Services Kroonstad Brits Street, Kroonstad 9500	
Western Cape	12	Drakenstein Correctional Services Cnr Jan Van Riebeek Drive & Wemmershoek Road, Paarl, 7646	
TOTAL	96		
'Seamstress - SP-191214			
REGIONS	NUMBERS	CENTRAL VENUE	



correctional services

Department:
Correctional Services
REPUBLIC OF SOUTH AFRICA

BID NO: HO 14/2025

KwaZulu-Natal	20	'Pietermaritzburg Correctional Services Harry Gwala Road, Dawncliffe, Westville, 3629	1	
Limpopo, Mpumalanga & North West	30	Witbank Correctional Services Witbank - Paxton Prison, Old Verena Road, Witbank 1035		
Eastern Cape	10	St Albans Correctional Services Old Cape Road, St Albans, Green Bushes, Port Elizabeth 6001		
Gauteng	30	Kgosi Mampuru II Correctional Services Kgosi Mampuru Street, Salvakop. Pretoria 0001	01	
Free State & Northern Cape	20	'Tswelopele Correctional Services 'Old Cape Road, St Albans, Green Bushes, Port Elizabeth 6001		
Western Cape	30	Pollsmoor Correctional Services Steenberg Rd, Tokai, Cape Town, 7945		



correctional services

Department:
Correctional Services
REPUBLIC OF SOUTH AFRICA

BID NO: HO 14/2025

TOTAL		160
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APPLY BASIC DAIRY PRODUCTION PRACTICES LEVEL 1/6 CREDITS	NUMBERS	CENTRAL VENUE
Regions		
'KwaZulu-Natal	15	Ncome Correctional Centre
Limpopo/ Mpumalanga/ North West	15	Losperfontein Correctional Centre
Eastern Cape	15	Kirkwood
Gauteng	15	Leeuwkop
Free State/Northern Cape	15	Goedemoed Correctional Centre



correctional services

Department:
Correctional Services
REPUBLIC OF SOUTH AFRICA

BID NO: HO 14/2025

Western Cape	15	Overberg Correctional Centre	
TOTAL	90		
APPLY BASIC PIG HUSBANDRY PRACTICES- 116153 NQF L1-5 CREDITS			
Regions	NUMBERS	CENTRAL VENUE	
'KwaZulu-Natal	20	Ncome Correctional Centre	
Limpopo/ Northwest	15	Barberton Correctional Centre	
Eastern Cape	20	Middledrift	
Gauteng	15	Leeuwkop	
Free State/Northern Cape	20	Goedemoed Correctional Centre	



correctional services

Department:
Correctional Services
REPUBLIC OF SOUTH AFRICA

BID NO: HO 14/2025

Western Cape	20	Overberg Correctional Centre	
TOTAL	110		



12.2 Bidders must be able to supply, deliver training, as per **Annexure A (specification)** – to identified **correctional Centres** from the selected Region as per the duration of the skills programme.

EVALUATION CONDITIONS AND REQUIREMENTS OF BID

EVALUATION CRITERIA CONSISTING OF 3 PHASES

13. EVALUATION CRITERIA

13.1 Details of the evaluation phases are outlined below:

Table 5 – Summary of Evaluation Phases

Phase 1	Phase 2	Phase 3
Compliance with legislative and administrative requirements	Compliance with mandatory requirements	Price and Specific Goals
Bidders must submit the documents as outlined in Table 1.	Bidders must submit the documents as outlined in Table 1. Only bidders that comply with these requirements will be evaluated in Phase 3.	Bidder(s) will be evaluated in terms of paragraph 13.4 of this bid document for price and applicable specific goals.

13.2 PHASE 1 - ADMINISTRATIVE EVALUATION

13.2.1 In this phase of evaluation, the process includes the verification of completeness and compliance with administrative and legislative document requirements.

13.2.2 All Standard bidding documents as listed above in Table 1 must be completed in full, signed and submitted together with the bid at the closing date and time of the bid.

13.2.3 SBD documents should not be retyped or redrafted and must be completed in original **black ink**.

13.2.4 The following Standard Bidding Documents and legislative requirements must be submitted with the bid proposal:

13.2.4.1 **SBD 1** - Invitation to Bid fully completed and duly signed.

13.2.4.2 **Proof of Authority** - Company Resolution for the capacity under which this bid is signed.

13.2.4.3 *Certified* copies or Original of BBBEE certificate or Sworn Affidavit as per DTI prescribed template

13.2.4.4 **SBD 3.1** – Pricing Schedule fully completed and duly signed.

13.2.4.5 **SBD 4** - Bidders Disclosure fully completed and duly signed.



13.2.4.6 **SBD 6.1** - Preference Points Claim Form fully completed and duly signed.

13.2.4.7 **Central Supplier Database (CSD)** - A fully updated CSD report (not summarized) must be submitted.

13.2.4.8 The bidder **MUST** fully complete and sign the **declaration of acceptance and compliance with specification requirements (Annexure A)**

13.3 PHASE 2 – MANDATORY REQUIREMENTS EVALUATION

Failure to comply with the mandatory requirements outlined below will invalidate the bid and such bids will be disqualified.

13.3.1 During this phase, the proposals received from bidders will be evaluated based on the mandatory requirements as listed in Table 1. Bidders are required to take cognizance of the mandatory bid requirements as clarification of these after the closing date and time will not be allowed.

13.3.2 The following documents **MUST** be submitted together with the bid:

13.3.2.1 Annexure A – Declaration of acceptance and compliance with specification requirements

- (a) Select by indicating compliance to specifications
- (b) Complete bidder's details and sign

13.3.2.2 Annexure B: Pricing Schedule SBD 3.1

- (a) Bidders are required to submit responsive bids by completing all the prices per training programme
- (b) Bidders must submit a pricing schedule SBD 3.1 for each Correctional Centre they are bidding for, using the provided templates (Annexures B).
- (c) All bid prices must be inclusive of facilitator's accommodation, meals, travelling, assessment and certificates of learners, relevant PPE and **all applicable taxes**.
- (d) The bid prices shall be for the unit of measure as indicated in the pricing schedule.
- (e) Bidders should submit pricing per Correctional Centers per skills programme as indicated on the pricing schedule.
- (f) Prices shall be quoted in South African Currency (Rands).
- (g) The Pricing Schedule (Annexure B) must be submitted at the closing date and time of bid.
- (a) **Failure to submit a fully completed pricing schedule SBD 3.1 as at the closing date will invalidate the bid.**

13.3.2.3 Accreditation of Skills Development Provider

- (a) Skills Development Provider must be accredited by QCTO to offer the programme they are bidding for. Validity of the accreditation period should cover the duration of the training from commencement to completion.



NB:1. Skills Development Provider whose accreditation status will lapse during the contract period will not be considered.

NB:2. The Skills Development Provider to be accredited by QCTO on the following programmes; SP-191206 Assistant Baker Fermented Dough Products, SP-1914 Seamstress and SP-210402 Coded Welder, SP-210501-Assistant Handyman

NB:3 The Skills Development Provider must be accredited by relevant SETA for the following programmes Vegetable Production NQF Level 2 and Animal Production NQF L2 – Poultry Production, Pig Production and Dairy Production.

13.3.2.4 Qualification and CV

(b) Bidder must submit the qualifications and CV of facilitators / trainers / assessors in line with the programme applying for.

Failure to submit any of the above two documents will invalidate the bid.

13.4 PHASE 3 – PREFERENTIAL POINTS SYSTEM - PRICE AND SPECIFIC GOALS EVALUATION

13.4.1 The 80/20 preference points system will apply in terms of the Preferential Procurement Regulations pertaining to the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000) and responsive proposals will be adjudicated as follows:

- (a) Price (Maximum of 80 points)
- (b) Specific Goals (Maximum 20 points)

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

80/20

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

Where:

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

PMing = Price of lowest acceptable tender

However, if it becomes unclear during the course of the bidding process which preference point system will be applicable, the 80/20 preference point system will apply, based on the lowest acceptable bid which will determine the applicable preference point system that will be used.

13.4.3 A maximum of 20 points may be awarded for being a historically disadvantaged individual and/or achieving any of the specified goals.

13.4.4 The points out of 20 will be allocated as follows:

Table 6: Specific goals (Preference Point System)



The specific goals in terms of this tender	Number of points allocated (80/20 system)	Proof required for claiming points
Women – 51% or more ownership	7	Affidavit (signed off by SAPS) confirming 51% or more women ownership or BBBEE certificate or Sworn Affidavit as per DTI prescribed template. NB: Certified or Original
Youth -51% or more youth owned	6	Affidavit (signed off by SAPS) confirming 51% or more youth ownership or BBBEE certificate or Sworn Affidavit as per DTI prescribed template NB: Certified or Original
Black - 51% or more black owned	5	Affidavit (signed off by SAPS) confirming 51% or more black ownership or BBBEE certificate or Sworn Affidavit as per DTI prescribed template NB: Certified or Original
Disability - 51% or more disability owned	2	Medical certificate signed by doctor confirming 51% or more directorship for disability. NB: Certified or Original

Joint Ventures and Consortiums

A trust, consortium or joint venture, will qualify for points for specific goals as indicated on table 6 above based on their B-BBEE certificate as a legal entity, provided that the entity submits their B-BBEE certificate. The certificate must have been issued by a verification agency accredited by SANAS.

A trust, consortium or joint venture will qualify for points for specific goals as indicated on table 6 above as an unincorporated entity, if the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid. These B-BBEE certificates must have been issued by a SANAS accredited verification agency.

- (a) The points scored by a bidder in respect of the goals indicated above will be added to the points scored for price.
- (b) Bidders are required to complete the SBD 6.1 form to claim preference points.
- (c) Only a bidder who has completed and signed the declaration part of the SBD 6.1 preference points claim form will be considered for preference points.
- (d) Certification by a Commissioner of Oaths should not be dated older than six (6) months prior to the closing date of this bid.
- (e) Failure on the part of a bidder 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.
- (f) DCS may at any time, require a bidder to substantiate claims it has made with regard to preference points claimed.
- (g) Points scored will be rounded off to the nearest 2 decimals.



- (h) Preference points may not be claimed in respect of individuals who are not actively involved in the management of an enterprise or business and who do not exercise control over an enterprise or business commensurate with their degree of ownership.

14. RECOMMENDATION AND AWARD

14.1 Recommendation

- (a) The Bid Evaluation Committee will recommend preferred responsive bidder(s) based on sub item per item
(b) The award of the Contract is subject to meeting ALL the requirements of the bid.

Award

- (a) A bid must be awarded to the bidder who scored the highest total number of points in terms of the preference point systems (price and specific goals), unless objective criteria in terms of Section 2(1)(f) of the Act justify the award of the bid to another bidder.
- (b) In the event that two or more bids have scored equal total points, the contract will be awarded to the bidder scoring the highest number of preference points for Special Goals.
- (c) Should two or more bids be equal in all aspects, the award shall be decided by the drawing of lots.
- (d) DCS may award the bid to more than one contractor. DCS may use its discretion to determine the number of service providers appointed per region, whereby the awarding of the bid to more than one contractor will be based on the following factors
- Risk Management for continuity of supply
 - Volume of items
 - Value of items
 - Cost effectiveness
 - Stimulation of market competition due to the nature of the commodity
 - Uplifting the designated groups as per the PPPFA Regulations, 2022
- (e) DCS reserves the right to limit the multiple or split award within a reasonable price difference percentage that will be deemed reasonable and cost effective
- (f) Bid will be awarded based on selected skills programed per Management Area/Correctional Centre.



ADDITIONAL BID REQUIREMENTS

15. SUPPLIER DUE DILIGENCE / VENDOR ASSESSMENT

- 15.1 DCS reserves the right to conduct due diligence prior to final award or at any time during the contract period and this may include pre-announced/un-announced site visits. The due diligence process may be conducted to also determine the capability of the bidder to service a contract of this magnitude.
- 15.2 It is the responsibility of the bidder to grant access to their premises, provide all the required information and answer all the questions during the due diligence process. Non-compliance with the requirement may disqualify the bid as a whole or part thereof.
- 15.3 During the due diligence process the information submitted by the bidder will be verified and any misrepresentation thereof will disqualify the bid as a whole or part thereof.
- 15.4 DCS reserves the right to also conduct due diligence on the bidders' supplier(s) to confirm their capacity to serve as a service provider(s) to the bidder. It is the responsibility of the bidder to inform their supplier(s) of this requirement. Non-compliance with the requirement may disqualify the bid in whole or part thereof.
- 15.5 The premises/factory of the bidder and his supplier(s) should be open at all reasonable hours for the inspection by a representative of DCS as part of the due diligence process. Non-compliance with the requirement may disqualify the bid as a whole or part thereof.
- 15.6 Due diligence may also be applied to ensure that pricing is affordable, market-related and aligned to end-user requirements.
- 15.7 Bidders must note that the outcomes of the due diligence process will form part of the bid recommendation and where necessary be applied to determine the multiple or split award application of the bid or not to award the bid in whole or part thereof.

16. COUNTER CONDITIONS

- 16.1 Bidders' attention is drawn to the fact that amendments to any of the bid conditions or setting of counter conditions by bidders may result in the invalidation of such bids.

17. RIGHT OF AWARD / NON-COMMITMENT

- 17.1 DCS reserves its following rights:
- (a) To award in part or in full.
 - (b) Not accepting any of the bids submitted. Not to make any award of this bid.
 - (c) To withdraw or amend any of the bid conditions by writing to all bidders prior to closing of the bid and post award.



- (d) To cancel and/or terminate the bid process at any stage, including after the closing date and/or after presentations have been made, and/or after bids have been evaluated and/or after the preferred bidder(s) have been notified of their status as such.
- (e) To carry out site inspections, product evaluations or explanatory meetings in order to verify the nature and quality of the services offered by the bidder(s), before or after adjudication of the bid.
- (f) To award a bid based on which bidder is offering the best value for money, even if such bid is not the lowest price.
- (g) In the event that an incorrect award has been made or an error occurred during evaluation and adjudication phase, DCS reserves the right to remedy the matter in any manner it may deem fit.
- (h) To cancel and/or terminate the contract or part thereof, post the awards in consultation with the service provider if it is deemed necessary.
- (i) Request further technical information from any bidder after the closing date for clarification purposes.
- (j) Verify information and documentation of the service provider.

18. NEGOTIATION

- 18.1 DCS reserves the right to negotiate with one or more preferred bidder(s) identified in the evaluation process, regarding any terms and conditions, including price without offering the same opportunity to any other bidder(s) who has not been awarded the status of the preferred bidder(s).

19. MULTIPLE AWARD

- 19.1 DCS may award the bid to more than one contractor. DCS may use its discretion to determine the number of service providers appointed per province, whereby the awarding of the bid to more than one contractor will be based on the following factors:
- Risk Management for continuity of supply
 - Volume of items
 - Value of items
 - Cost effectiveness
 - Stimulation of market competition due to the nature of the commodity
 - Uplifting the designated groups as per the PPPFA Regulations, 2022

POST AWARD

20. ORDERS

- 20.1 Orders will be placed by the Head Office who will be responsible for payment to contractors for service rendered.
- 20.2 Contractors should note that the order(s) will be placed after award and signing of contract



21. DELIVERABLES

- 21.1 The successful bidder must be accredited for the program bidding for
- 21.2 The successful bidder must ensure that all details of learners are correctly captured prior to submission to quality assurance bodies.
- 21.3 Successful bidder may not exceed the facilitator-learner ratio of 1:15 per programmed.
- 21.4 Have capacity to render training at different sites if bidding for more than one Centre as per special condition of contract.
- 21.5 Successful bidder to provide sufficient stationery, learning material, consumables to render the training in line with the identified skills programmed as per specification.
- 21.6 Successful bidder to provide relevant approved learning material five (5) days before commencement of training as per allocated number of learners.
- 21.7 Successful bidder to submit Training Schedule 10 days after appointment.
- 21.8 Provide adequate support (remedial) to the learners during training to ensure that learners achieve the set learning outcomes. NB: Bidder will be paid according to the number of learners declared competent.
- 21.9 Provide DCS - Director Skills Development with training report per programmed within 5 days after the completion of the training that must at least cover the following: Copy of enrolment register, Signed Attendance Registers by learners, Scope of Training achieved, Close-out report outlining Challenges and Recommendations.
- 21.10 DCS may postpone or delay deliveries if it finds itself in any such position, as a result of circumstances beyond its control, which will make it impossible to comply with the specified delivery dates.

22. PENALTIES.

- 22.1 DCS will impose a penalty as a result of unsatisfactory performance (e.g. poor quality, late delivery, non-delivery, etc.).
- 22.2 In addition to a penalty being imposed, DCS reserves the right to act in accordance with paragraph 21.6 of the General Conditions of Contract (GCC), which reads "Upon delay beyond the delivery period in the case of a supplies contract, the purchaser (DCS) shall, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to their other rights, be entitled to claim damages from the supplier."
- 22.3 DCS may terminate the contract at its sole discretion due to unsatisfactory performance (e.g. poor quality, late delivery, non-delivery, etc.)



23. PAYMENTS.

23.1 Payments will only be affected by DCS in the following cases:

- (a) Bidder will be paid according to the number of learners declared competent.
- (b) Cost of training must be inclusive of the facilitator's accommodation, meals, travelling, assessment and certificates of learners
- (c) Payments will be made in line with the milestones indicated below:

TRAINING MILESTONES	Percentage of payment
<p><u>Initiation Phase</u></p> <p>Mandatory Documents for Payment</p> <ul style="list-style-type: none">▪ Provide relevant approved learning material▪ Submission of Implementation Plan▪ Submission of Training Schedule▪ Signed Enrolment Register of learners.▪ Induction of learners and avail Induction Report, including Attendance Registers for the induction.▪ Commencement Certificate signed by the facilitator and confirmed by DCS official.▪ Completed POPIA Consent Forms (signed)▪ Submission of Initiation Phase Invoice.	10%
<p><u>Execution Phase</u></p> <p>Mandatory Documents for Payment</p> <ul style="list-style-type: none">▪ Signed Enrolment register▪ Daily Signed Attendance Registers by learners▪ Proof of upload▪ Completion Certificate signed by the facilitator and DCS official.▪ Execution Phase invoice	20%
<p><u>Closure Phase</u></p> <ul style="list-style-type: none">▪ Submission of Close out Report outlining Challenges and Recommendations.▪ Statements of Results and or Certificates for competent.▪ Submission of Invoice.	70%



23.2 Companies not registered for Value Added Tax (VAT), may not claim VAT on invoices.

SUPPLIER PERFORMANCE AND CONTRACT MANAGEMENT

24. CONTRACT MANAGEMENT

24.1 DCS and the contractor will enter a contract.

24.2 DCS will conduct meetings with the end users and contractors to discuss contracting issues.

24.3 Contractors must notify DCS in writing of any circumstances that may adversely affect supply against the contract.

25. SUPPLIER PERFORMANCE MANAGEMENT

25.1 DCS will monitor the performance of the contractor for compliance to the terms of the contract as follows:

(a) Compliance with training milestones

(b) Compliance with reporting requirements according to the reporting schedule.

25.2 The contractor shall not abandon, transfer, assign or sublet a contract or part thereof without prior written approval from DCS.

25.3 The contractor must inform DCS immediately of circumstances that will adversely affect the execution of the contract. Full details of such circumstances as well as the period of delay must be furnished.

25.4 Contract performance management will be the responsibility of the Head Office and Management Area and where supplier performance disputes cannot be resolved between the contractor and the end-user, the Directorate Contract Management will be informed for corrective action.

26. MERGERS, TAKE OVERS AND CHANGES IN SUPPLIER DETAILS

26.1 Where a contracted supplier plans to merge with or is going to be acquired by another entity, the contractor must inform DCS in writing thirty (30) days.

26.2 DCS reserves the right to agree to the transfer of contractual obligations to the new supplier under the prevailing conditions of contract or to cancel the contract.

26.3 A contractor must inform DCS within 14 days of any changes of address, name, contact details, banking details and any other relevant information. The contractor must update CSD as well.



27. BREACH OF CONTRACT

27.1 DCS reserves the right to terminate the contract(s) for not honoring contract(s) obligations including submission of information.

28. SETTLEMENT OF DISPUTES

28.1 Should any dispute arise from the contract, paragraph 27 of the General Conditions of Contract shall apply.

29. TERMINATION

29.1 DCS shall be entitled to terminate this Agreement if one or more of the following occur:

- (a) The contractor is provisionally or finally liquidated, making it impossible for the service provider to perform its functions in terms of this Contract.
- (b)
- (c) The contractor enters settlement arrangements with their creditors.
- (d) The contractor commits an act of insolvency.
- (e) If the contractor is a member of an unincorporated joint venture or consortium and the membership of such joint venture or Consortium changes.

29.2 DCS reserves its right to terminate the contract in the event that there is a change in ownership of the contractor that has the effect that over 50% ownership of the contractor belongs to the new owner without prior approval of DCS.

29.3 Either Party may terminate this contract for breach in the event that the other party fails to comply with any of its obligations in terms of this contract and having failed to remedy such breach within fourteen (14) calendar days' written notice to remedy such non-compliance and notwithstanding the provisions above, either Party may terminate this contract by giving the other Party thirty (30) days' written notice to that effect.

30. DECLARATION BY BIDDER

The contents of these Special Conditions have been noted and accepted and I declare that the information provided is accurate and correct).

Signature of the Bidder:

.....

Company Name:

.....

Date:



SECTION 8

SPECIFICATION

APPOINTMENT OF SERVICE PROVIDER FOR SUPPLY, DELIVERY OF TRAINING AND DEVELOPMENT OF OFFENDERS: DEPARTMENT OF CORRECTIONAL SERVICES: 2025/26 FINANCIAL YEAR.

SP ID Number	Title of Skills Programme	NQF Level	Description	Region	Host Management Area/ Correctional Centre	No. Beneficiaries	Indicate Compliance to Specification	
							Comply	Not Comply
SP - 191206	Assistant Baker Fermented Dough Products	NQF Level 2	Entails the following: - Produces a range of fermented dough products within a craft baking environment - Maintain and apply manufacturing practices, food safety and personal safety practices according to industry standards and legal requirements. - Bake fermented dough products	KZN	Pietermaritzburg	15		
				LMN	Barberton	20		
				EC	St Albans	15		
				GP	Baviaanspoort	20		
				FS/NC	Tswelopele	15		



correctional services

Department:
Correctional Services
REPUBLIC OF SOUTH AFRICA

BID NO: HO 14/2025

			<p>according to the client's specifications and requirements.</p> <ul style="list-style-type: none"> - Prepare a learner to thread, operate and maintain a sewing machine - Learn pattern designing, measuring and cutting - Learn quality control of the finished product - Learn costing and marketing the product 				
SP-210402	Coded Welder	NQF Level 4	<p>Apply generic and process specific health and safety principles and practices to produce positional welds using the following processes and</p>	KZN	Pietermaritzburg	12	
				LMN	Thohoyandou	20	
				EC	St Albans	20	
				GP	Boksburg	20	
				FS/NC	Bizzah Makhate	12	
				WC	Drakenstein	12	



correctional services

Department:
Correctional Services
REPUBLIC OF SOUTH AFRICA

BID NO: HO 14/2025

SP 210501	Assistant Handyperson	NQF Level 3	<p>materials</p> <ul style="list-style-type: none"> - SMAW/MMA Process –material to be carbon steel and carbon steel consumables - GMAW/MIGMAG Process On carbon steel, using solid wire consumables only (ER70-S-6) - GTAW/TIG Process on carbon steel material, using, carbon steel and stainless-steel consumables 	KZN LMN EC GP FS/NC WC	Pietermaritzburg Barberton St Albans Zonderwater Tswelopele Brandvlei	30 30 30 30 30 30		
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correctional services

Department:
Correctional Services
REPUBLIC OF SOUTH AFRICA

BID NO: HO 14/2025

US ID 116207	Apply basic dairy production practices	NQF L1/6 Credits	replacements, and maintenance. - Conduct carpet related repairs, - Conduct electrical related repairs, and replacements, and maintenance. - Conduct plumbing related repairs, and replacements, and maintenance.	KZN LMN EC GP FS/NC WC	Ncome Losperfontein Kirkwood Leeuwkop Goedemoed Overberg	15 15 15 15 15 15			
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correctional services

Department:
Correctional Services
REPUBLIC OF SOUTH AFRICA

BID NO: HO 14/2025

			<ul style="list-style-type: none"> - Demonstrate the ability to clean the working area. - The ability to ensure the free movement of wastewater away from the working area is demonstrated. - Demonstrate the ability to remove solid waste to designated sites. - Demonstrate the ability to clean dairy utensils effectively. - Demonstrate basic routines for fly control. 					
US ID 116153	Apply basic pig husbandry practices	NQF L1 - 5 Credits	<ul style="list-style-type: none"> - Demonstrate the procedures to be followed in the preparation of the farrowing house. 	KZN LMN EC GP FS/NC WC	Ncome Barberton Middledrift Leeuwkop Goedemoed Overberg	20 15 20 15 20 20		

