



a world class African city



# METROBUS REQUEST FOR QUOTATION (RFQ)

<b>RFQ Number</b>	<b>RT70-2014</b>
<b>Description: Supply and delivery of diesel to Metrobus in line with National Treasury Transversal contract RT70</b>	

Date of advertisement:	15/08/2019	
Closing date:	21/08/2019	
Closing time:	16H00	
Compulsory briefing meeting date (if applicable)	To be communicated	
Quotations must be deposited in bid box at: Transportation House 1 Raikes road, Braamfontein, 2001	Bid Box or to be submitted to SCM Office	
Procurement Enquiries	Xolani Mwandla	Tel: 012 403 4300 ext 209
Technical Enquiries	Mpho Mahlaba	Tel: 012 403 4300
NAME of Company i.e. Proprietor/ Close Corporation/ Partnership/ Sole Proprietor	<b>Legal Name:</b> _____	
	<b>Trading as:</b> _____	
Registration Number		
Metrobus Vendor Registration Number (if already have)		
National Treasury Central Supplier Database number (CSD): (Compulsory)		
Company i.e. Proprietor/ Close Corporation/ Partnership/ Sole Proprietor Street Address	Postal Code _____	
Contact Details of the Person Representing the Company i.e. Proprietor /Close Corporation/ Partnership/ Sole Proprietor Registration Number	<b>Name:</b> _____ <b>Telephone:</b> _____ <b>Cell phone:</b> _____ <b>E-mail address:</b> _____	
Income Tax Number		
<b>VAT Reference Number (if applicable)</b>		



# METROBUS REQUEST FOR QUOTATION (RFQ)

## MBD 4 DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state<sup>1</sup>.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.

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

3.1 Full Name of Owner of the Bidding Entity: .....

3.2 Identity Number if applicable: .....

3.3 Position occupied in the Company (director, trustee, shareholder<sup>2</sup>): .....

3.4 Company Registration Number: .....

3.5 Tax Reference Number: .....

3.6 VAT Registration Number: .....

3.7 The names of all directors/ trustees/ shareholders' members, their individual identity numbers and state employee numbers must be indicated in paragraph 4 below

3.8 Are you presently in the service of the state?

(Tick applicable box)

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

3.8.1 If yes, furnish particulars. ....

3.9 Have you been in the service of the state for the past twelve months?

(Tick applicable box)

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

3.9.1 If yes, furnish particulars .....

3.10 Do you have any relationship (close family member, partner or associate) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid?

(Tick applicable box)

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

3.10.1 If yes, furnish particulars .....



# METROBUS

## REQUEST FOR QUOTATION (RFQ)

3.11 Are you aware of any relationship (close family member, partner or associate) between any other bidder and any persons in the service of the state who may be involved with the evaluation and or adjudication of this bid?

(Tick applicable box)

<b>YES</b>	<b>NO</b>

3.11.1 If yes, furnish particulars.....

3.12 Are any of the company's directors, trustees, managers, principle shareholders or stakeholders in the service of the state?

(Tick applicable box)

<b>YES</b>	<b>NO</b>

3.12.1 If yes, furnish particulars .....

3.13 Are any spouse, child or parent of the company's directors trustees, managers, principle shareholders or stakeholders in service of the state?

(Tick applicable box)

<b>YES</b>	<b>NO</b>

3.13.1 If yes, furnish particulars .....

3.14 Do you or any of the directors, trustees, managers, principle shareholders, or stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract?

(Tick applicable box)

<b>YES</b>	<b>NO</b>

3.14.1 If yes, furnish particulars: .....

.....

4. Full details of directors / trustees / members / shareholders. (Attach for additional members)

Full Name	Identity Number	State Employee Number (If applicable)

<sup>1</sup>MSCM Regulations: "in the service of the state" means to be –

- (a) a member of – (i) any municipal council; (ii) any provincial legislature; or (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

# METROBUS

## REQUEST FOR QUOTATION (RFQ)

<sup>2</sup> Shareholder” means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

### DECLARATION OF BIDDER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES (MBD8)

1. This Municipal Bidding Document must form part of all bids invited.
2. It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
3. The bid of any bidder may be rejected if that bidder, or any of its directors have:
  - a. abused the municipality’s / municipal entity’s supply chain management system or committed any improper conduct in relation to such system;
  - b. been convicted for fraud or corruption during the past five years;
  - c. wilfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
  - d. been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004).
4. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid. (tick applicable box).

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury’s database as a company or person prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p>(To access this Register enter the National Treasury’s website, <a href="http://www.treasury.gov.za">www.treasury.gov.za</a>, click on the icon “Register for Tender Defaulters” or submit your written request for a hard copy of the Register to facsimile number (012) 3265445).</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>



a world class African city



# METROBUS REQUEST FOR QUOTATION (RFQ)

4.2.1	If so, furnish particulars:		
4.3	<b>Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
<b>Item</b>	<b>Question</b>	<b>Yes</b>	<b>No</b>
4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		
4.5	<b>Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.7.1	If so, furnish particulars:		

### CERTIFICATION

I, THE UNDERSIGNED (NAME) .....

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS CORRECT.

I ACCEPT THAT THE STATE AND/OR THE EMM MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
**Signature**

.....  
**Date**

.....  
**Capacity**

.....  
**Name of Bidding Entity**



a world class African city



## METROBUS REQUEST FOR QUOTATION (RFQ)

### REQUIREMENTS

1. Only the service providers who are on the National Treasury Transversal Contract to Supply and deliver diesel to the state should express the interest to supply diesel to Metrobus.
2. Only suppliers who are situated in Gauteng will be considered.
3. Have the ability to supply at least 50 000 litres per month.
4. Metrobus will nominate from the panel of National Treasury at least three service providers to supply diesel on an as and when required basis from those who would express interest on this invitation.
5. Attach following documents:
  - CSD
  - Tax clearance certificate
  - BBBEE certificate
  - Latest adjusted prices approved by National Treasury.
6. Other documents will be requested from the preferred suppliers on the NT panel.
7. Please further note that Metrobus reserve the right to enter into agreement with any of the service providers on the panel.

For more information kindly email: [xmwandla@mbus.co.za](mailto:xmwandla@mbus.co.za) and on the subject line write **Diesel**