



Request for Proposal for the appointment of a Multidisciplinary Professional Service Provider to provide Architectural services for conditional assessment, design and project management for the AgriSETA building situated at AgriSETA House 529 Belvedere Street, Arcadia, Gauteng Province

REQUEST FOR PROPOSAL: AGRISETA/06/2021

PHASE 1: Assessment of the building condition

PHASE 2: Design and Project Management during construction (Percentage based fee governed by Gazetted rates)

Closing date and time: 29 November 2021 at 11:00 am

Proposal validity period: 120 days

TENDER BOX ADDRESS:

**AgriSETA House
529 Belvedere Street, Arcadia, 0083
P O Box 23378, Gezina, 0031
Tel: 012 301 5600**

Website: www.agriseta.co.za

1. INTRODUCTION

AgriSETA is listed under Schedule 3 Part A of the PFMA as a public entity. Enabling a skilled and prosperous Agricultural sector. The entity is enacted through the Skills Development Act of 1997 Chapter 3, Section 9.

Various Legislations are also applicable in the business operations of the SETA, such as the following:

- Higher Education Act, 1997 (Act No. 101 of 1997) (HE Act)
- National Student Financial Aid Scheme Act, 1999 (Act No. 56 of 1999) (NSFAS Act)
- National Qualifications Framework Act, 2008 (Act No. 67 of 2008) (NQF Act)
- Skills Development Levies Act, 1999 (Act No.9 of 1999) (SDL Act)
- Public Finance Management Act
- All related Regulations of this Acts
- National Treasury Regulations
- National Treasury Frameworks for Strategic Plans (SP) and Annual Performance Plans (APP)

2. PURPOSE OF THIS REQUEST AND OVERVIEW

The purpose of this tender is to request for proposals for the appointment of a multidisciplinary professional service provider to provide architectural services for conditional assessment, design, and project management of the AgriSETA building. The property is situated at AgriSETA House, 529 Belvedere Street, Arcadia. The current facility utilised is 2530 M² multistory building, currently accommodating 105 employees.

The request for proposal is aimed at entering into a service level agreement (SLA) with a suitable and qualified consulting firm to provide Architectural services, space planning, engineering and project management services that can provide a Conditional Assessment report of the building, designs and construction monitoring.

The service provider will, based on the outcome of the feasibility studies, advice AgriSETA, on the most viable option as to what can be done with the existing and fully owned building. The project (which will have 2 phases) will comprise a wide range of scopes not limited to structural assessment, space planning, designs, building condition assessment, etc.

3. PROJECT/ CONTRACT PERIOD

The proposed contract is split into two project implementation phases:

- Phase 1: Presentation of recommendation report, and upon approval by the Accounting Authority. Phase 1 should be completed within 6 weeks from the date of the approved contract
- Phase 2: There may be a continuation with the role of overseeing the implementation of recommendations of phase 1, on a consulting basis (Designs, drawings and project costing to be provided by the service provider).

NB: Project Implementation Phase 2 will be entered into at the discretion of AgriSETA and after consideration of the need, availability of funds, and successful contract negotiations. The proposal may be awarded, in part or in full, at the sole discretion of AgriSETA, on a non-exclusive basis.

4. SUBMISSION OF PROPOSALS

Bidders must submit one (1) original, two (2) copies and one (1) soft copy (on a memory stick) of their bid proposal. Price proposals must be submitted separately from the technical proposal for the attention of:

Name: SCM Manager Email: quotations@agriseta.co.za Physical Address: AgriSETA House 529 Belvedere Street Arcadia 0083 Pretoria
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Documents must be clearly labelled as “Original” and “Copy”.
The bid proposal must be accompanied by the bidder’s company profile.
All SBD forms must be completed and signed

5. BRIEFING SESSION

A compulsory briefing session will be held on 08 of November 2021 at 11:00 via webinar address:
<https://agriseta-co-za.zoom.us/j/91389742598?pwd=a2dCbKxKM1VRUjVFSS8xVGJtURiZz09>

6. OBJECTIVES OF THE BUILDING CONDITIONAL ASSESSMENT REPORT

The main objective of the report is to provide AgriSETA with an analysis of the Conditional Assessment of the building to establish the following:

- Identify the building status quo in terms of deferred maintenance and structural condition
- Identify issues related to building compliance with any legislative requirements such as national building regulations, municipal by-laws and Health, Safety and Environmental Acts
- Provide potential risks to any project or proposed re-development of the site
- Provide potential risk implications because of any defects impact and analysis of the maximum development potential of the site
- Provide allowable structural design parameters
- Analysis potential impact on the overall feasibility of the development for the office building
- Make provision for any remedial options, if required, to improve the structure of the building

7. SCOPE OF WORK

In accordance with the circumstances above, AgriSETA wishes to appoint an Architectural Consulting firm, with allowance to sub-contract other specialised services to deliver a complete product (Multi-disciplinary Professional Services).

Mandatory Requirements:

The Architectural Consulting firm is to provide a skilled professional team registered with the relevant bodies, and must have the following certification:

Architect (Principal consultant) – Registered with SACAP/SAIA

- Construction Project Manager – Registered with SACPMP
- Structural Engineer – Registered with ECSA
- Electrical Engineer – Registered with ECSA
- Mechanical Engineer – Registered with ECSA
- Quantity Surveyor – Registered with SACQSP

The firm is to undertake the work described below:

- Phase 1:
 - A Conditional Assessment Report (to add on to an assessment that was conducted in 2014)
- Phase 2:
 - Design and project management (dependant on the outcome of the Report under Phase 1 and at the discretion of AgriSETA for the appointed service provider to continue with the implementation of Phase 2)

The Conditional Assessment Report should be conducted in accordance with the latest industry standards and applicable design codes, and must include:

- The property address
- A reference number
- The inspection date
- The report date
- The name and details of the structural engineer who prepared the report

The content of the Conditional Assessment report which is to include

- Welcome
- Content page
- General/Background
- Inspection
- Discussion
- Recommendations
- Summary
- Glossary
- Annexures: Building Plans and Photographs

A maximum of 5 subsequent consultations with AgriSETA and its stakeholders to unpack the contents of the report, the findings contained in the report and any remedial solutions as may be recommended.

ARCHITECTURAL AND ENGINEERING SERVICES.

The following table sets out the estimated number and description of the property/land to be assessed.

PROPERTY ADDRESS	USE
AgriSETA House 529 Belvedere Street, Arcadia, 0083	Owned by AgriSETA and used for office space.

Architectural and Engineering Services Report to include, but not limited to:

- Provision of drawings of the existing/proposed structure, approved by the local authorities (including fire systems).
- Assessing and confirming the integrity of the building,
- Assessing the condition of the building (incl. fixed assets, site and grounds, building envelope, HVAC, Fire protection system and codes, Interior building components, Regulatory compliance, Plumbing system, Electrical system, Environmental Site Assessment, Pictorial condition of the building, safety condition of the building, etc.
- Assessing space utilisation by occupants,
- Site analysis, including but not limited to zoning and other legal restrictions,
- Plans and costs of redesigning and revamping of the current space and use it efficiently whereas complying with all building codes, safety codes, and statutory legislation and also space allocation by function to ensure that your design meets all necessary requirements,
- Parking proposal and designs.
- Suggest alternatives by Identifying requirements for flexibility and expandability,
- Prepare and submit a report, including appropriate Instruments of Service, certifying the performance of such investigation and indicating the building's capabilities, limitations and deficiencies based on the identified program requirements.
- With the above scope of work, it should be noted that the service provider is not limited to the presented options. AgriSETA is open to other proposals, given our circumstance above and taking into account affordability, value and condition of our current property, and also location and accessibility to stakeholders.

STRUCTURAL ASSESSMENT

The structural assessment report must include the following:

- Inspection and structural assessment: provide a detailed inspection report on each of the building levels, capturing of photographic records and record of defects, cracks etc.,
- Service evaluation and available capacity: evaluate the current services available on the building and take into account the proposed conversion of the building to suit the current organisational structure,
- Final report: the final report will contain detailed results of the structural assessment, findings, and recommendations and

Provide an opinion on the following:

- The structural integrity of the property,
- Suitability of the property for conversion /extent of refurbishment into suitable offices/open spaces/ cubicles,
- Confirm the size of the building.

COST BREAKDOWN

Based on the findings and recommendations, the final Report should outline the costs for:

- Cost of **repairs, redesigning and revamping, bringing the current property** into compliance with current regulatory requirements including fire compliance, building codes, safety codes and others
- Cost of **buying** an office space to accommodate 105 employees, parking space, etc to suit AgriSETA requirements
- Cost of **rental/leasing** an office space to accommodate 105 employees, parking space, etc to suit AgriSETA requirements
- Cost of **building** new office space a new site to accommodate 105 employees, parking space, etc. in order to suit AgriSETA requirements.
- Any other costs related to the project (Consulting fees, professional fees, etc.).
- A maximum of 5 subsequent consultations with AgriSETA and its stakeholders to unpack the contents of the report

It is intended that the subsequent processes be conducted in a transparent and open manner to ensure that AgriSETA's objectives for the project are achieved, and that AgriSETA meets its value for money objectives.

8. PERSONNEL REQUIREMENTS

- Detailed CVs of personnel related to the project, including skills, expertise,
- Roles of each key player in the AgriSETA project to be outlined,
- Proof of related work experience must be attached, and
- Professional registration certificates of key personnel to be attached (must be certified copies).

9. PREFERRED SERVICE PROVIDER COMPETENCIES

- Company must have minimum of seven (7) years' experience in Architectural and Project Management.
- Key personnel to be registered with the professional bodies: South African Council for the Architectural Profession (SACAP)/ South African Institute of Architects (SAIA), Engineering Council of South Africa (ECSA), The South African Council for the Project and Construction Management Professions (SACPCMP), The SA Council for the Quantity Surveying Profession.

Required from the Service Provider by AgriSETA:

- The service provider must, at its own expense take out R5 million public liability insurance against any claims, costs, loss and /or damage ensuing from its obligations and shall ensure that such insurance remains operational for the duration of this agreement. Bidders must attach evidence.

10. MANDATORY REQUIREMENTS (PHASE 1)

Service Providers to comply with the following mandatory requirements. Failure to comply with the mandatory requirements and documents may lead to disqualification of the bidder.

The bidder shall comply with, but not limited to, the following relevant legislation and subject to any amendments of these frameworks and should any of these above be amended or replaced, the replacement or amendment should be adhered to:

Failure to comply with the below requirements may lead to your bid not being considered:

No.	Mandatory Requirement	Yes / No	Reference page in proposal
1	Compulsory briefing session: Proof of attendance certificate		
2	Provide Company Profile including information and contact details, management directory, core business, and services offered.		
3	Company Registration Certificate (for all companies in case of a Joint Venture)		
4	Signed Joint Venture Agreement and or consortium arrangements (where applicable)		
5	Certified Identity Document (ID) copies for Directors/ Members/ Shareholders		
6	Tax Compliant CSD Report & SARS TCP PIN Certificate		
7	Certified copies of B-BBEE Certificate or Sworn Affidavit (Consolidated Certificate in case of JV)		
8	Registered with Central Supplier Database (submit CSD Report)		
9	Authority of Signatory letter (under a Company letterhead)		
10	Quality Management System Certified copy of Certificate clearly stating a) The ISO 9001: 2015 b) The registration date c) The expiry date d) The bidder's company name		
11	Valid Professional Indemnity Insurance exceeding R5 million		

12	Pricing Schedule must be submitted in full, as per cost breakdown on page 7 of the TOR		
13	Architect (Principal consultant) – Registered with SACAP/SAIA		
14	Construction Project Manager – Registered with SACPM		
15	Structural Engineer – Registered with ECSA		
16	Electrical Engineer – Registered with ECSA		
17	Mechanical Engineer – Registered with ECSA		
18	Quantity Surveyor – Registered with SACQSP		

11. DELIVERABLES

As outputs and delivery of the expected work, AgriSETA will receive the following material information

- Preparation of a draft Conditional Assessment Report to be submitted electronically for comments and/or approval
- Final written reports (Ms Word)
- 3 Hard copies of the final report
- Diagrams in readable page size
- Proof of the site visits
- Approved Building Plans of the building to be sourced independently.

12. DURATION

The anticipated timeframe for the completion of this project (Submission of the Assessment report) is six (6) weeks from the date of signature of a contract by both parties.

This excludes the project monitoring and supervision phase (Phase 2) where actual construction of the project would be undertaken.

Phase 2 will be entered into at the discretion of AgriSETA and is based on approval of AgriSETA's Executives, availability of funds, and successful contract negotiations.

13. PAYMENT TERMS

AgriSETA undertakes to pay valid invoices in full, within 30 (thirty) days from date of receipt of the invoice, for work done to its satisfaction. No payment will be made where there is outstanding information, until that outstanding information is submitted, and the deliverable has been successfully submitted to the SETA.

Based on the agreed deliverables, AgriSETA will be able to pay part payments subject to approval by the project committee.

14. BID EVALUATION AND SELECTION CRITERIA:

AgriSETA has set minimum standards (Phases) that a bidder needs to meet in order to be evaluated and selected as a successful bidder. The minimum standards consist of the following:

Pre-qualification Criteria (Phase 1)	Functionality Evaluation Criteria (Phase 2)	Price and B-BBEE Evaluation (Phase 3)
<p>Bidders must submit all documents as outlined in section 10 above.</p> <p>Bidders that comply with ALL these criteria may proceed to Phase 2.</p>	<p>Bidder(s) are required to achieve a minimum of 70 points out of 100 points as outlined in section 15 below to proceed to Phase 3 (Price and BBEE).</p>	<p>Bidder(s) will be evaluated out of 100 points on Phase 3 as outlined in section 16 below. Phase 3 will only apply to bidder(s) who have met and exceeded the threshold of 70 points.</p>

The following evaluation method will be used:

- After the closing date of the Request for Proposal invitation, an appointed evaluation committee of AgriSETA officials.
- The committee will individually evaluate each of the proposals received against the appointed criteria as provided for in Preferential Procurement Regulations, 2017

All proposals submitted will be evaluated on three categories:

- Functionality (technical content)
- Price:
 - Phase 1: Conditional assessment report
 - Phase 2: Design and project management - (Price to be governed by SACAP, ECSA & SACQSP guidelines)
- B-BBEE status level of contribution

Bids will be evaluated in accordance with the Preferential Procurement Regulations, 2017, using the 80/20 split. The 80/20 preference points system applies for acquisition of goods or services for Rand value equal or above R30 000 and up to R50 million.

Firstly, the assessment of functionality will be done in terms of the evaluation criteria and the minimum threshold value of 70 points.

Thereafter, only the qualifying bids will be evaluated in terms of the 80/20 preference points systems, 80 points will be allocated for price and the 20 points will be allocated for B-BBEE Status Level of

Contribution. The price points will be calculated in accordance with the formula prescribed in Regulation 6. (1) of the Preferential Procurement Regulations, 2017.

A recommendation for the awarding of the contract will be made at the meeting of the Bid Adjudication Committee to be confirmed, where applicable.

As defined below, each Tender submission that has met the minimum qualifications as outlined in the advert will be evaluated on the criteria. A checklist is provided to ensure that every bidder will be able to submit documents as stated below.

The following information is requested from the Bidding Company for functionality and additional attachments have also been provided with a template format to assist in the preparation of the submission.

15. EVALUATION ON FUNCTIONALITY (Phase 2)

For functionality, the following criteria will be applicable and the maximum value of points breakdown for each criterion using these scale level descriptors:

On completion of stage one (Mandatory), bidders will be evaluated on functionality with a minimum of 70% to be eligible for evaluation on Price and BBEE. The below table specify in detail the functionality/technical criteria to be considered under the evaluation.

SCALE LEVEL DESCRIPTIONS	SCALE
No relevant response or information given to enable evaluation	0
Very poor response based on expected standard	1
Poor response based on expected standard	2
Average response based on expected standard	3
Good response based on expected standard	4
Excellent response based on expected standard	5

CRITERIA FOR FUNCTIONALITY	BREAKDOWN OF POINTS	POINTS ALLOCATION
1. Qualifications, Professional Certification, Skills, and Experience of Key Project Resources and submission of CVs		
1.1 Project Leader: Principal Agent (Architect) must submit: <ul style="list-style-type: none"> ➤ CV'S ➤ Registration proof ➤ Proof of professional registration Failure to submit ALL of the above will lead to 0 points for this criterion	Submit: <ul style="list-style-type: none"> ○ Degree in Architecture, Proof of registration with SACAP/SAIA and Minimum of 7 years' experience: 5 points ○ None of the above= 0 	14

<p>1.2. Construction Project Manager:</p> <p>Must submit:</p> <ul style="list-style-type: none"> ➤ Degree in Construction Management ➤ CV ➤ Proof of professional Registration <p>Failure to submit ALL of the above will lead to 0 points for this criterion</p>	<p>Submit:</p> <ul style="list-style-type: none"> ○ Degree in Construction Management and Proof of registration with SACMP with minimum of 5 years' experience - 5 points ○ None of the above= 0 	6
<p>1.3. Engineers (Professional Engineer) multi-discipline</p> <p>Must Submit:</p> <ul style="list-style-type: none"> ➤ Degree in Civil Engineering ➤ CV ➤ Proof of professional registration <p>Failure to submit ALL of the above will lead to 0 points for this criterion</p>	<p>1x Civil Engineer</p> <ul style="list-style-type: none"> ○ Degree in Civil Engineering, Proof of registration with ECSA, with minimum 5 years: 5 points ○ None of the above= 0 	6
<p>1.4 Structural Engineer x1</p> <p>Must Submit:</p> <ul style="list-style-type: none"> ➤ Degree in Structural Engineering ➤ CV ➤ Proof of professional registration with ECSA <p>Failure to submit ALL of the above will lead to 0 points for this criteria</p>	<ul style="list-style-type: none"> ○ Degree in Structural Engineering and, Proof of registration with ECSA as a structural engineer with minimum of 5 years: 5 points ○ None of the above= 0 	6
<p>1.5 Mechanical Engineering x1</p> <p>Must Submit:</p> <ul style="list-style-type: none"> ➤ Degree in Mechanical Engineering ➤ CV ➤ Proof of professional registration with ECSA <p>Failure to submit ALL of the above will lead to 0 points for this criteria</p>	<ul style="list-style-type: none"> ○ Degree in Mechanical Engineering, Proof of registration with ECSA with minimum 5 years: 5 points ○ None of the above= 0 	6
<p>1.6. Electrical Engineering x 1</p> <p>Must Submit:</p> <ul style="list-style-type: none"> ➤ Degree in Electrical Engineering ➤ CV ➤ Proof of professional registration with ECSA <p>Failure to submit ALL of the above will lead to 0 points for this criteria</p>	<ul style="list-style-type: none"> ○ Degree in Electrical Engineering, Proof of registration with ECSA, and a minimum 5 years: 5 points ○ None of the above= 0 	6

<p>1.7. Quantity Surveying x1</p> <p>Must Submit:</p> <ul style="list-style-type: none"> ➤ Degree in Quantity Surveying ➤ CV ➤ Proof of professional registration with ECSA <p>Failure to submit ALL of the above will lead to 0 points for this criteria</p>	<ul style="list-style-type: none"> ○ Degree in Quantity Surveying ,Proof of registration with ASAQS/SACQSP and minimum of 5 years' experience: 5 points ○ None of the above= 0 	<p>6</p>
<p>2. Experience of bidders</p>		
<p>2.1 Experience of the bidder on similar projects:</p> <p>Bidder to submit signed reference letters from the companies where similar services was rendered:</p> <p>The letter must include:</p> <ul style="list-style-type: none"> ○ The value of the contract ○ Description of the service rendered ○ Telephone numbers and ○ Email addresses ○ Signed letter on client's letterhead 	<ul style="list-style-type: none"> ○ <u>Similar</u> projects with combined project value exceeding R 30 million = 5 points ○ <u>Similar</u> projects with combined project value range R 10m – R30 million = 4 points ○ <u>Similar</u> projects with combined project value less than R 10 million = 3 points ○ Non submission = 0 <p>(NB: supported by contactable references)</p>	<p>20</p>
<p>4. Methodology and Project Plan</p>		

<p>4.1 Methodology and Project Plan</p> <p>The bidder must demonstrate their understanding of the key deliverables and expectations of AgriSETA as outlined in this document. A detailed plan design, approach, methodology and support mechanisms on how they will assist AgriSETA in providing the Condition Assessment and Analysis service.</p> <ul style="list-style-type: none"> ➤ The service provider must submit: Methodology with the Project Plan (Scoring will be based on both as a collective) 	<p>Outlined methodology and project plan:</p> <ul style="list-style-type: none"> ○ No Methodology and project Plan = 0 points ○ Methodology and Project plan is specifically tailored to suit AgriSETA requirements and will meet the needs= 3 points ○ Methodology and project plan is innovative and well-articulated. The Methodology and Project Plan is in line with the scope of work and deliverables = 5 points 	<p>30</p>
<p>Total for functionality</p>		<p>100</p>
<p>Minimum Threshold Score</p>		<p>70</p>

16. B-BBEE STATUS AND PRICE (Phase 3)

Bidders who score 70 (average) points and above will be considered in phase 3 of the evaluation.

The 80/20 points system will be used when evaluating this Request for Proposal.

The remaining 20 points will be allocated in terms of Regulation 6(2) and 6(3) of the Preferential Procurement Regulations, 2017, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

Phase 3 of evaluation will include the sum of the two criteria below:
Bidders must submit proof of their B-BBEE status level of contributor.

A bidder failing to submit proof of B-BBEE status level of contribution or is a non-compliant contributor to B-BBEE may not be disqualified but may only score point out of 80 for price, and score 0 points out of 20 for B-BBEE.

17. CONDITIONS OF THE TENDER

- The requirement for content of the project proposal” section below outlines the information that must be included in bid offers. **Failure to provide all or part of the information may result in your bid being excluded from the evaluation process.**
- AgriSETA may at its own discretion vary an instruction to include more work.
- In the event that any conflict of interest is discovered during the assignment, AgriSETA reserves the right to summarily cancel the agreement and demand that all the information, documents and property of AgriSETA be returned forthwith.
- AgriSETA reserves the right to request new or additional information regarding each bidder and any individual or other persons associated with its project proposal.
- Bidders shall not make available or disclose details pertaining to their project proposal with anyone not specifically involved, unless authorized to do so by AgriSETA.
- Bidders shall not issue any press release or other public announcement pertaining to the details of their project without the prior written approval of AgriSETA.
- Bidders are required to declare any conflict of interest they may have in the transaction for which the bid is submitted or any potential conflict of interest. AgriSETA reserves the right not to consider further any bid where such a conflict of interest exists or where such potential conflict of interest may arise.
- The bidder(s) accepting the terms and conditions contained in the General Conditions of Contract as the minimum terms and conditions upon which AGRISETA is prepared to enter into a contract with the successful Bidder(s).
- The bidder submitting the General Conditions of Contract to AgriSETA together with its bid, duly signed by an authorised representative of the bidder.
- Bidders must be registered in the National Treasury Central Supplier Database (CSD) and must submit CSD report with a tax compliant status with their proposal.
- Bidders must be tax compliant
- Bidders are advised that submission of a project proposal gives rise to no contractual obligations on the part of AgriSETA.
- Disputes that may arise between AgriSETA and a bidder must be settled by means of mutual consultation, mediation (with or without legal representation) or, when unsuccessful, in a South African court of law.

- All returnable bid documents must be completed in full and submitted together with the bidder's proposal.
- Completion of the Standard Bidding Documents below stated is mandatory, failure to do so will render your bid offer invalid.
- Bidders must submit proof of their B-BBEE status level of contributor.
- A trust, consortium or joint venture, will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that 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.
- Bidders must submit concrete proof of the existence of joint ventures and/or consortium arrangements. AGRISETA will accept signed agreements as acceptable proof of the existence of a joint venture and/or consortium arrangement.
- 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, who shall be given the power of attorney to bind the other party/parties in respect of matters pertaining to the joint venture and/or consortium arrangement.
- The bidder must submit their bid independently from, and without consultation, communication, agreement or arrangement with any competitor. Competitors sub-contracting to each other is prohibited and both bidders will be disqualified, except partners in a joint venture or consortium.
- Joint venture agreements pertaining to the bid in question must be attached and signed by both parties.
- Debriefing of tender participants will open from the date in which the successful bidder(s) have been published and close after 30 days from the date of publishing the award.
- The Bidder will bear all its costs in preparing, submitting and presenting any response or Tender to this bid and all other costs incurred by it throughout the bid process.

18 CONFLICTS OF INTEREST, CORRUPTION AND FRAUD

18.1 AgriSETA reserves its right to disqualify any bidder who either itself or any of whose members (save for such members who hold a minority interest in the bidder through shares listed on any recognised stock exchange), indirect members (being any person or entity who indirectly holds at least a 15% interest in the bidder other than in the context of shares listed on a recognised stock exchange), directors or members of senior management, whether in respect of AgriSETA or any other government organ or entity and whether from the Republic of South Africa or otherwise ("Government Entity")

- a. engages in any collusive tendering, anti-competitive conduct, or any other similar conduct, including but not limited to any collusion with any other bidder in respect of the subject matter of this bid;
- b. seeks any assistance, other than assistance officially provided by AgriSETA, from any employee, advisor or other representative of AgriSETA in order to obtain any unlawful advantage in relation to Bid Invitation.

- c. makes or offers any gift, gratuity, anything of value or other inducement, whether lawful or unlawful, to any of AgriSETA's officers, directors, employees, advisors or other representatives.
- d. accepts anything of value or an inducement that would or may provide financial gain, advantage or benefit in relation to procurement or services provided or to be provided to AgriSETA.
- e. pays or agrees to pay to any person any fee, commission, percentage, brokerage fee, gift or any other consideration, that is contingent upon or results from, the award of any tender, contract, right or entitlement which is in any way related to procurement or the rendering of any services to AgriSETA.
- f. has in the past engaged in any matter referred to above; or
- g. has been found guilty in a court of law on charges of fraud and/or forgery, regardless of whether or not a prison term was imposed and despite such bidder, member or director's name not specifically appearing on the List of Tender Defaulters kept at National Treasury.