

Checklist

TENDER / QUOTATION NUMBER: P13/24 Corp

Doc number	Description	Received	Submitted & Signed Please sign & complete on all pages	
1	Index			
2	740.62.6 Invitation to Bid - SBD 1		Completed & signed on pg 2	
3	740.46.2 Standard Bid Conditions		Completed on pg 1 7 & signed on pg 7	
4	740.17.5 Specification list / Pricing Schedule - Firm prices - SBD 3.1		Complete business info on p1	
5	740.45.3 Evaluation Criteria for Services		Completed & signed on pg 1-6	
6	740.73.1 Quality Benchmark Checklist		Completed & signed on pg 1	
7	740.42.6 Declaration of interest – SBD 4		Completed on pg 1-4 & signed on pg 4	
8	740.47.5 Preference points claim form – SBD 6		Completed on pg 4-6 & signed on pg 6	
9	740.48.3 Declaration of bidder's past Supply Chain Management Practices – SBD 8		Completed on pg 1 + 2 & signed on pg 2	
10	740.41.3 Confirmation of Banking details		Completed & signed	
11	740.49.3 Certificate of Independent Bid Determination – SBD 9		Completed on pg 2 + 3 & signed on pg 3	
12	740.43.8 Application to register on database of service providers		Completed on pg 1-8 & signed on pg 8	
13	Examples/Samples – corporate printing			
14	Example – possible tracksuit			
DOCUMENTS REQUIRED				
Valid Tax PIN (or proof of application) COMPULSORY				
Valid B-BBEE certificate or proof of EME status				
Latest municipal account (to confirm address + existence of provider, and any indebtedness to the state)				
CIDB grading (if applicable)				
Full CSD Report				

TAKE NOTE: Unsigned documents **will be** invalid.
It is the responsibility of the tenderer to check **expiry dates**.
The college **will not** re-request documents that have expired.

Representative Name: _____

Company: _____

Signature: _____

Date: _____