

Approved by:

740.52.3_checklist

Issue Date:

Page 1 of 1 16/07/2020 Flavius Mareka College Embrace your Future

Checklist

CHECKLIST

12/03/2015

Rev:

3

TENDER / QUOTATION NUMBER:

T01/25 Security

Council

1 Index Please follow the index for the order of the documents in your submission. 2 740.62.6 Invitation to Bid - seb 1 Completed & signed on pg 2 3 740.46.4 Standard Bid Conditions Completed and signed on pg 7 4 740.17.5 Specification list / Pricing Schedule - Firm prices - SBD 3.2 Complete business info on p1. Pricing offered to be completed by hand on the Excel document 5 740.45.3 Evaluation Criteria for Services Used as reference to check if all proof of evidence is submitted 6 740.47.5 Preference points claim form - SBD 4 Completed on pg 1-4 & signed on pg 4 7 740.47.5 Preference points claim form - SBD 6 Completed on pg 4-6 & signed on pg 6 8 740.48.3 Declaration of bidder's past Supply Chain Management Practices - SBD 8 Completed on pg 1+2 & signed on pg 2 9 740.41.4 Confirmation of Banking details Completed on pg 2+3 & signed on pg 3 10 740.49.3 Certificate of Independent Bid Determination - sBD 9 Completed on pg 1-8 & signed on pg 3 11 740.49.3 Certificate or Independent Bid Determination - sBD 9 Completed on pg 2 + 3 & signed on pg 3 12 740.49.3 Decleration or egister on database of service providers <th></th> <th>Doc number</th> <th>Description</th> <th>Received</th> <th>Submitted & Signed Please sign & complete on all pages</th>		Doc number	Description	Received	Submitted & Signed Please sign & complete on all pages		
3 740.46.4 Standard Bid Conditions Completed and signed on pg 7 4 740.17.5 Specification list / Pricing Schedule - Firm prices - SBD 3.2 Complete business info on p1. Pricing offered to be completed by hand on the Excel document 5 740.45.3 Evaluation Criteria for Services Used as reference to check if all proof of evidence is submitted 6 740.42.6 Declaration of interest – SBD 4 Completed on pg 1-4 & signed on pg 4 7 740.47.5 Preference points claim form – SBD 6 Completed on pg 1-4 & signed on pg 6 8 740.48.3 Declaration of bidder's past Supply Chain Management Practices – SBD 8 Completed on pg 1 + 2 & signed on pg 2 9 740.41.4 Confirmation of Banking details Completed & signed. Also attach official proof from bank 10 740.49.3 Certificate of Independent Bid Determination – SBD 9 Completed on pg 1-8 & signed on pg 3 11 740.43.9 Application to register on database of service providers Completed on pg 1-8 & signed on pg 8 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	1		Index				
4 740.17.5 Specification list / Pricing Schedule - Firm prices - SBD 3.2 Complete business info on p1. Pricing offered to be completed by hand on the Excel document 5 740.45.3 Evaluation Criteria for Services Used as reference to check if all proof of evidence is submitted 6 740.47.5 Declaration of interest – SBD 4 Completed on pg 1-4 & signed on pg 4 7 740.47.5 Preference points claim form – SBD 6 Completed on pg 1-4 & signed on pg 6 8 740.48.3 Declaration of bidder's past Supply Chain Management Practices – SBD 8 Completed on pg 1 + 2 & signed on pg 2 9 740.41.4 Confirmation of Banking details Completed on pg 2 + 3 & signed on pg 3 10 740.49.3 Certificate of Independent Bid Determination – SBD 9 Completed on pg 1-8 & signed on pg 8 3 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) Image: Status CIDB grading (if applicable) Full CSD Report Image: Status Image: Status	2	740.62.6	Invitation to Bid - SBD 1		Completed & signed on pg 2		
4 740.17.5 Specification list / Pricing Schedule - Firm prices - SBD 3.2 offered to be completed by hand on the Excel document 5 740.45.3 Evaluation Criteria for Services Used as reference to check if all proof of evidence is submitted 6 740.42.6 Declaration of interest – SBD 4 Completed on pg 1-4 & signed on pg 4 7 740.47.5 Preference points claim form – SBD 6 Completed on pg 1+2 & signed on pg 6 8 740.48.3 Declaration of bidder's past Supply Chain Management Practices – SBD 8 Completed on pg 1 + 2 & signed on pg 2 9 740.41.4 Confirmation of Banking details Completed on pg 2 + 3 & signed on pg 3 10 740.49.3 Certificate of Independent Bid Determination – SBD 9 Completed on pg 1-8 & signed on pg 8 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) Image: Provider and provider and any indebtedness to the state CIDB grading (if applicable) Full CSD Report Full CSD Report	3	740.46.4	Standard Bid Conditions		Completed and signed on pg 7		
5 740.43.3 Evaluation Criteria for Services of evidence is submitted 6 740.42.6 Declaration of interest – SBD 4 Completed on pg 1-4 & signed on pg 4 7 740.47.5 Preference points claim form – SBD 6 Completed on pg 4-6 & signed on pg 6 8 740.48.3 Declaration of bidder's past Supply Chain Management Practices – SBD 8 Completed on pg 1 + 2 & signed on pg 2 9 740.41.4 Confirmation of Banking details Completed on pg 2 + 3 & signed on pg 3 10 740.49.3 Certificate of Independent Bid Determination – SBD 9 Completed on pg 1-8 & signed on pg 3 11 740.43.9 Application to register on database of service providers Completed on pg 1-8 & signed on pg 8 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) Image: Completed on pg 1 + 2 & signed on pg 2 CIDB grading (if applicable) Full CSD Report Image: Completed on pg 2 + 3 & signed on pg 3	4	740.17.5			offered to be completed by hand on		
7 740.47.5 Preference points claim form – SBD 6 Completed on pg 4-6 & signed on pg 6 8 740.48.3 Declaration of bidder's past Supply Chain Management Practices – SBD 8 Completed on pg 1 + 2 & signed on pg 2 9 740.41.4 Confirmation of Banking details Completed & signed. Also attach official proof from bank 10 740.49.3 Certificate of Independent Bid Determination – SBD 9 Completed on pg 2 + 3 & signed on pg 3 11 740.43.9 Application to register on database of service providers Completed on pg 1-8 & signed on pg 8 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	5	740.45.3	Evaluation Criteria for Services				
8 740.48.3 Declaration of bidder's past Supply Chain Management Practices – SBD 8 Completed on pg 1 + 2 & signed on pg 2 9 740.41.4 Confirmation of Banking details Completed & signed. Also attach official proof from bank 10 740.49.3 Certificate of Independent Bid Determination – SBD 9 Completed on pg 2 + 3 & signed on pg 3 11 740.43.9 Application to register on database of service providers Completed on pg 1-8 & signed on pg 8 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) Implication CIDB grading (if applicable) Full CSD Report Implicable Implicable	6	740.42.6	Declaration of interest – SBD 4		Completed on pg 1-4 & signed on pg 4		
0 740.43.3 Chain Management Practices – SBD 8 2 9 740.41.4 Confirmation of Banking details Completed & signed. Also attach official proof from bank 10 740.49.3 Certificate of Independent Bid Determination – SBD 9 Completed on pg 2 + 3 & signed on pg 3 11 740.43.9 Application to register on database of service providers Completed on pg 1-8 & signed on pg 8 DOCUMENTS REQUIRED Valid Tax PIN (or proof of application) COMPULSORY Valid B-BBEE certificate or proof of EME status Image: Completed on pg 1-8 & signed on pg 1-8 & signed on pg 8 Latest municipal account (to confirm address + existence of provider, and any indebtedness to the state) CIDB grading (if applicable) Image: Completed on pg 1-8 & signed 0-18 & signed 1-8 & signed 0-18 & signed 1-8 & signed 0-18 & signe	7	740.47.5	Preference points claim form – SBD 6	$\langle 0 \rangle$	Completed on pg 4-6 & signed on pg 6		
9 740.41.4 Continuation of Banking details official proof from bank 10 740.49.3 Certificate of Independent Bid Determination – SBD 9 Completed on pg 2 + 3 & signed on pg 3 11 740.43.9 Application to register on database of service providers Completed on pg 1-8 & signed on pg 8 DOCUMENTS REQUIRED Valid Tax PIN (or proof of application) <u>COMPULSORY</u> Valid B-BBEE certificate or proof of EME status Image: Completed on pg 1 - 8 & signed on pg 8 Latest municipal account (to confirm address + existence of provider, and any indebtedness to the state) Image: Clipping (if applicable) Full CSD Report Image: Completed complex Image: Complex	8	740.48.3					
10 740.49.3 Determination - SBD 9 3 11 740.43.9 Application to register on database of service providers Completed on pg 1-8 & signed on pg 8 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	9	740.41.4	Confirmation of Banking details				
T1 740.43.9 service providers Completed on pg 1-8 & signed on pg 8 DOCUMENTS REQUIRED Valid Tax PIN (or proof of application) <u>COMPULSORY</u> Valid B-BBEE certificate or proof of EME status Image: Completed on pg 1-8 & signed on pg 8 Latest municipal account (to confirm address + existence of provider, and any indebtedness to the state) Image: CIDB grading (if applicable) Full CSD Report Image: Completed on pg 1-8 & signed on pg 8	10	740.49.3					
Valid Tax PIN (or proof of application) COMPULSORY Valid B-BBEE certificate or proof of EME status Image: Computer of the status Latest municipal account (to confirm address + existence of provider, and any indebtedness to the state) Image: CIDB grading (if applicable) Full CSD Report Image: Computer of the state of t	11	740.43.9			Completed on pg 1-8 & signed on pg 8		
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							
Latest municipal account (to confirm address + existence of provider, and any indebtedness to the state) CIDB grading (if applicable) Full CSD Report	Valid Tax PIN (or proof of application) <u>COMPULSORY</u>						
state) CIDB grading (if applicable) Full CSD Report	Valid B-BBEE certificate or proof of EME status						
Full CSD Report							
	CID	CIDB grading (if applicable)					
Any other proof of evidence as requested in 740.45.3 – Evaluation criteria for Services	Full	CSD Report	▼				
			f evidence as requested in 740.45.3 – Ev	aluation crite	eria for Services		

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: _____