



INDEX

Please use this index to arrange the documents in your submission in the preferred order.

P15-25 Print

	DOCUMENTS
1.TENDERING PROCEDURES	Separation Sheet with Heading
1.1 Invitation to bid SBD1	740.62.6
a) Valid Tax Pin	
b) B-BBEE	
c) Municipal Account or Lease agreement	
d) Full CSD Report	
1.2 Front page checklist	Separation Sheet with Heading
Front page checklist	740.52.3
2 Tender Data	Separation Sheet with Heading
2.1 Specs list / Pricing schedule - Firm prices SBD 3.1	740.17.5
3 Evaluation Criteria	Separation Sheet with Heading
3.1 Evaluation Criteria	740.45.3
3.2 Proof of business registration	
3.3 Reference Letters	
3.4 Proof of capability to deliver	
3.5 Proof of timely delivery	
3.6 Public liability insurance	
3.7 Proof of Document conversion	
3.8 Proof that hard copies can be made from soft copies	
3.9 Provide samples of work done by your company	
3.10 Financial Information	
3.1 Proof of locality	
4 Returnable Schedules	Separation Sheet with Heading
4.1 Standard bid conditions	740.46.4
4.2 Declaration of interest SBD 4	740.42.6
4.3 Preference points claim form SBD 6	740.47.5
4.4 Declaration of past SCM practices	740.48.3
4.5 Bank confirmation letter	740.41.4
4.6 Certificate of Independent Bid Determination SBD 9	740.49.3
4.7 Apply to Database	740.43.9
5. Any Other Supporting Documents	