



**VAAAL UNIVERSITY
OF TECHNOLOGY**
Inspiring thought. Shaping talent.

REQUEST FOR QUOTATION (RFQ)

APPOINTMENT OF THE INVESTMENT ADVISOR

BID NUMBER: QR04/2025

BID INVITATION DATE

INVITATION DATE: **18 August 2025**

SUBMISSION INFORMATION

CLOSING DATE: **26 August 2025**

CLOSING TIME: **12:00 (noon)**

ADDRESS: quotations@vut.ac.za. (QR04/2025)
Appointment of the investment advisor.

BIDDER'S INFORMATION (KINDLY COMPLETE)	
COMPANY NAME:	
CONTACT PERSON:	
DESIGNATION:	
PHYSICAL ADDRESS:	
OFFICE TELEPHONE NUMBER:	
CELL NUMBER:	
OFFICE FAX NUMBER:	
E-MAIL ADDRESS:	

<p>I certify that this Bid is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a Bid for the same materials, supplies or equipment and is in all respects fair and without collusion or fraud.</p> <p>I agree to abide by all conditions of this Bid and certify that I am authorized to sign this Bid.</p>	<p>-----</p> <p>AUTHORISED SIGNATORY</p> <p>-----</p> <p>SURNAME AND FULL NAME/S</p> <p>-----</p> <p>DATE</p>
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IMPORTANT INFORMATION – PLEASE TAKE NOTE:
<ul style="list-style-type: none"> Only online submission required.

1. **REQUEST FOR BID SCHEDULE**

Interested parties are hereby invited in the manner specified to submit to VUT, a Bid to supply the goods and/or services specified in the RFB complying in all respects with the attached Instructions to Bidders.

The following is the information which is specific to this RFB:

HEADING	CONTENT
VUT Representative/s to whom Written Enquiries must be Addressed	Name : Ms. Lebohang Monne Address : Vaal University of Technology Andries Potgieter Boulevard Main Campus Procurement Department E-Mail Address: lebohangm2@vut.ac.za . All Enquiries must be in Writing.
Email Address for Quote Submissions	Email Address: quotations@vut.ac.za . Date & Time : See "Cover Page"
PLEASE NOTE THE FOLLOWING:	<ul style="list-style-type: none">• No faxed or e-mailed Bids will be accepted.• Multiple Bids from the same Bidder is not allowed.
Compulsory Information Meeting	Will an information meeting be held at which attendance by Bidders is mandatory? <u>NOT APPLICABLE</u>
Payment Terms	30 (thirty) days from date of Statement.
Period of Validity of Bids	120 (hundred and twenty) days from the Closing Date for Submission of Bids.
Contract Period	The period of this Contract is three year (3) .

For **Vaal University of Technology** who hereby warrants that he/she is duly authorized to sign this RFB on its behalf

Full Name(s)

Designation

2. GUIDELINES FOR SUBMISSION OF BIDS

2.1 ACCEPTANCE OF BID AT VUT DISCRETION

VUT reserves the right, exercisable at its sole discretion, to review, evaluate and dispose of any Bid as it sees fit. Nothing stated in this RFB (whether express or implied) binds or obligates VUT to accept the lowest of any price contained in the Bid or to accept any Bid.

VUT reserves the right to negotiate specific terms with the preferred Bidders prior to the award of a final contract (if any).

2.2 CONFORMANCE

All Bids must conform to each of the requirements set out in this RFB. Non-conforming Bids will not be considered.

2.3 REJECTION/DISQUALIFICATION OF BIDS

The following will be rejected/disqualified:

- 2.3.1 any Bid which has not been duly emailed by the Closing Date and Time;
- 2.3.2 any Bid envelope which is not correctly and fully completed with the mandatory information as stipulated in the Request for Bid Schedule under the Heading "Submission of Bid Documentation and Further Instructions";
- 2.3.3 any Bid which is unsigned, incomplete or otherwise does not comply with this RFB;
- 2.3.4 any Bid which omits any Mandatory Document/Mandatory Requirement and/or any Functionality Criteria, and no or insufficient explanation has been provided in the Bid documents;
- 2.3.5 any Bid submitted by any person who VUT has resolved not to conduct business with due to present or past breaches of contract, default, misconduct, irregularities or poor performance by a Bidder or by any Related Person, or on other reasonable grounds;
- 2.3.6 a Bid where the Bidder or any Related Person has, or would have, a conflict of interest or duty regarding the performance of any resulting contract for the supply of the Goods/Services;
- 2.3.7 the Bid of any Bidder who did not attend a compulsory information meeting (where applicable)

2.4 SERVICE LEVEL AGREEMENT

The successful Bidder may be required to sign a Service Level Agreement with the University prior to receiving an Official Order.

3. SPECIFICATIONS/PRICING TABLE

3.1 SPECIFICATIONS

3.1.1. INTRODUCTION

This sets out the specifications to be supplied to VUT by the successful Bidder

3.1.2 RELEVANT EXPERIENCE

The Bidder will be responsible for submitting confirmation regarding existing or previous experience/orders which are or were valid.

3.1.3 SPECIFICATIONS

VUT (Vaal University of Technology) reserves the right to adjust the quantity required prior to during or after the Bid process and duration of the order.

If deemed necessary, VUT (Vaal University of Technology) reserves the right to split the Bid between more than 1 (one) Bidder to ensure competitive pricing and accurately supplied specifications.

3.1.4 SCOPE OF WORK

I/we, the bidder indicates that I/us understands the scope of work and the bid price offered is true and correct and shall not be changed unless there is a significant change, agreed to by VUT, in the scope of work, which shall not be in excess 15% of the original bid price.

BIDDERS FULL NAME/S	BIDDERS SIGNATURE	DATE

SCOPE OF WORK/SPECIFICATIONS

APPOINTMENT OF THE INVESTMENT ADVISOR.

1. Background

The Vaal University of Technology (VUT) is a Higher Education Institution registered in terms of the Higher Education Act 101 of 1997. It is seeking an investment advisor registered in terms of the financial advisory and intermediary Services (FAIS) Act to advise the university on its investments so as to optimize its investment returns and managing the associated risks thereof.

2. Scope of the assignment

2.1 The Investment Advisor will be responsible for the following asset services:

- Drafting, formulating and ongoing review of an investment strategy for the Vaal University of Technology (VUT);
- Advising and assisting the Finance and Infrastructure Committee in formulating an investment policy on investment performance monitoring and measurement in respect of VUT investments;
- Determining investment objectives, identifying investment constraints and investment risks relevant to the VUT;
- Providing guidelines for the strategic asset composition of the VUT and/or underlying investment portfolios of the VUT;
- Advising the Finance and Infrastructure Committee on selecting investment vehicles for the short term (less than 12 months), medium term and long-term investments for VUT;
- Advising the Finance and Infrastructure Committee on selecting investment fund managers to manage the investments of the VUT;
- Monitoring the performance of the appointed investment fund managers against the VUT investment benchmarks and targets;
- Advising and formulating investment benchmarks and targets, where applicable, for the VUT;
- Monitoring the investment performance and associated costs of the Investment fund managers appointed to manage the investments of the VUT;
- Providing the Finance and Infrastructure Committee with a written quarterly report, in the format agreed upon between the Parties on the investment performance and associated costs of the VUT investments and the various investment fund managers managing those investments;

- Attending Finance and Infrastructure Committee meetings (once a quarter) to discuss issues relevant to the VUT investment strategy, as well as to present and discuss the VUT investment performance and monitoring report.
- When required, the Asset Consultant will assist the VUT with ad hoc investment consultancy services other than those referred to in clause to above;
- The investment advisor must be registered in terms of the Financial Advisory and Intermediary Services (FAIS) Act.
- The Service Provider will be required to work closely with the following:
 - Office of the Chief Financial Officer
 - Office of the Director: Finance

3. PROPOSAL SUBMISSION

The proposal must include the following:

- Profile of the organization/individual detailing their areas of focus.
- Demonstrate experience of Investment Advisory work done in the public sector, related to the request.
- A schedule of work/project done by the service provider as per the table below.

No.	Project description	Duration/Term	Industry/Sector	Contact person
1				
2				
3				
4				
5				

4. Project Execution and Cost

All costs must be inclusive of value-added tax where applicable. Advisory fees will be on a quarterly basis and is payable 30 days following the end of the quarter.

3.1.5 BY SIGNING THIS PART OF THE DOCUMENT, THE BIDDER UNDERTAKES TO ADHERE TO ALL OF THE ABOVE ASPECTS.

BIDDERS FULL NAME/S

BIDDERS SIGNATURE

DATE

4. EVALUATION PROCESS

4.1 PRE-QUALIFICATION – CHECKING OF DOCUMENTS

- 4.1.1 VUT has defined minimum pre-qualification/mandatory criteria listed in the table below that must be met by the Bidder in order for VUT to accept an offer for evaluation.
- 4.1.2 The pre-qualification evaluation will be carried out by VUT to determine which Bidders responses are compliant or non-compliant with the Bid specifications/requirements issued.
- 4.1.3 Where there is failure to comply with the pre-qualification criteria and/or VUT is for any reason unable to verify whether the pre-qualification criteria are fully complied with, the proposal will be disqualified.
- 4.1.4 No points allocated for mandatory documents/mandatory requirements.
Bidders not meeting these mandatory documents/mandatory requirements will be disqualified from the Bidding process.

4.2 MANDATORY DOCUMENTS / MANDATORY REQUIREMENTS

4.2.1 Mandatory Documents/Requirements

- Tick (✓) as confirmation/ability to supply each item.
- Cross (X) if unable to supply each item. If (X), kindly supply details of equivalent/alternative.

<u>MANDATORY DOCUMENTS & REQUIREMENTS</u>		BIDDER INSTRUCTIONS: Complete shaded fields – below "Bidder Check List"	Bidder Check List (✓) OR (X)
IDENTIFYING DOCUMENTS:			
1	Either 1.1 OR 1.2 below must be submitted:		
1.1	Copy of Business Entity Registration (Submission of CIPC registration) relevant to Public/Private Companies & Closed Corporations.	Tick (✓) as confirmation of submission.	
	OR	OR	OR
1.2	Certified I.D. copy/s of Registered Members (relevant to Sole Proprietaries & Partnerships).	Tick (✓) as confirmation of submission.	
TAXATION:			
2.	Submit a Compliance Status (TCS) Pin issued by SARS.	Tick (✓) as confirmation of submission.	
	Expiry Date	Fill in expiry date.	
TERMS:			
3.	Payment terms 30 days after statement date.	Tick (✓) as confirmation of agreement.	
4.	Bid valid for 120 days from date of Bid closure.	Tick (✓) as confirmation of agreement.	
SERVICE COMMENCEMENT:			
5.	The recommended service provider to start after (30) thirty days of receiving an official appointment letter.	Tick (✓) as confirmation of agreement.	
ANNEXURES:			
6.	Signature Scope of work and specifications 3.1.4 and 3.1.5	Tick (✓) as confirmation of submission.	
7.	Duly completed and signed <i>Form of Bid</i> . ANNEXURE 1	Tick (✓) as confirmation of completion.	
8.	Duly completed and signed <i>Declaration of Interest</i> . ANNEXURE 2	Tick (✓) as confirmation of completion.	
9.	Duly completed and signed <i>Certificate of Independent Bid Determination</i> . ANNEXURE 3	Tick (✓) as confirmation of completion.	
GENERAL / OTHER:			
10.	Bidders must submit valid proof of Financial Advisory and Intermediary Services (FAIS) Act certificate.	Tick (✓) as confirmation of submission.	

OTHER REQUIREMENTS:

BROAD BASED BLACK ECONOMIC EMPOWERMENT: Please Note: Neglecting to submit a B-BBEE Certificate will result in 0 (zero) points being allocated when calculating Price & B-BBEE scores.			
1	Valid original or Certified copy of the company's B-BBEE Certificate for all Measured and Qualifying Small Enterprises. A company submitting an uncertified copy will not be allocated points for BBBEE Exempt Micro Enterprises must submit the sworn affidavit with original certification. A copy of the certified affidavit will not be accepted and the company submitting such will not be allocated points for BBBEE.	Tick (√) as confirmation of submission.	
	Expiry Date	Fill in expiry date.	
	B-BBEE Level	Fill in B-BBEE level.	

BIDDERS FULL NAME/S	BIDDERS SIGNATURE	DATE
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4.3 EVALUATION CRITERIA:

- VUT evaluation criteria provide for the accumulation of points for a Bidder based on the extent to which Functionality is expected to be met by Bidders.
- Minimum of 70 (seventy points) in functionality must be achieved.

Functionality Criteria	Weights
Company References and Experience: Provide three (3) positive contactable references (testimonials) that are not older than three years on the letterhead of the company. References letter should include the following: 1. Reference should confirm that investment portfolio is valued at above R 500 million.	Maximum 40 points
Three (3) Client References provided and verified on letterhead of the company	40
Two (2) Client References provided and verified on letterhead of the company	25
One (1) Client References provided and verified on letterhead of the company	10
Lead Investment Personnel - The bidder is to attach the CVs of the lead investment personnel reflecting years of experience.	Maximum 20 points
Ten (10) years and more = 20 points Between 6- and 10-years' experience = 15 points Between 3- and 6-years' experience = 10 points Less than 3 years' experience = 0 points (Submit CV of Contracts Manager as Proof)	20
Liquidity - Current Ratios (Summary of the most recent audited and/or approved financial statements)	Maximum 10 points
Current ratio of 1,5:1 or better = 10 Points	10
Otherwise (if low) zero points = 0 points	0
Reporting	Maximum 30 points
Submit template of investment report = 30 Points The template report must include at least the following: 1. Economic overview of the past three (3) months = 8 points 2. Performance of the financial markets for the past three (3) months = 8 points 3. Asset manager risk exposure and asset allocations = 8 points 4. Asset manager top 10 holdings = 6 points No sample report submitted = 0 Points	30
Total	100

4.4 80/20 PRINCIPLE

- 4.4.1 **Bids will be evaluated on the 80/20 preference** points scoring system: that is, 80 of the points awarded will be based on price, as indicated in the table below; and 20 of the points awarded will be based on B-BBEE codes system.
- 4.4.2 VUT may request additional information, clarification or verification in respect of any information contained in or omitted from a Bidder's bid. This information will be requested in writing.
- 4.4.3 VUT may conduct a due diligence on any Bidder, which may include interviewing customer references or other activities to verify a Bidder's or other information and capabilities (including visiting the Bidder's various premises and/or sites to verify certain stated information or assumptions) and in these instances the Bidders will be obliged to provide VUT with all necessary access, assistance and/or information which VUT may reasonably request.

4.5 EVALUATION CRITERIA:

4.5.1 PRICE (80) AND B-BBEE (20) CRITERIA

POINTS	CRITERIA	DOCUMENTS REQUIRED
80	Price Points for price will be allocated in accordance with the formula.	Price schedule to be completed.
20	B-BBEE Points on B-BBEE will be allocated in accordance with the Bidders B-BBEE status.	Valid B-BBEE Certificate from SANAS or an accredited verification agency (including assessment report).

4.5.2 B-BBEE SCORE CARD

B-BBEE CONTRIBUTION LEVEL	POINTS
Level 1	20
Level 2	18
Level 3	16
Level 4	12
Level 5	8
Level 6	6
Level 7	4
Level 8	2
Lower than Level 8	0

4.5.3 PRICE POINTS CALCULATION FORMULA

Calculation for awarding points on pricing as follows:

$$PS = P \times \frac{1 - (T - LT)}{LT}$$

Where:

PS	=	Price Score
P	=	Points
T	=	Bid whose points are being determined
LT	=	Lowest Bid

ANNEXURE 1

**LIST OF CONTACTABLE AND
VERIFIABLE CUSTOMER REFERENCES**

- Minimum of 3 References; and
- Must include the E-Mail Address.

No	Name of Business	Contact Person	Office Tel. No.	Office Email Address	Nature of Work Completed	Value of Project
1.						
2.						
3.						
4.						
5.						

ANNEXURE 2

FORM OF BID

RFB Reference Number:	QR04/2025
RFB Short Bid Title:	APPOINTMENT OF THE INVESTMENT ADVISOR
To Vaal University of Technology:	<u>Address for physical submission of Bid:</u> Vaal University of Technology, Andries Potgieter
	Boulevard, Vanderbijlpark, Main Campus, E-Block,
	Bid Box in Room No. E001
	<u>Attention:</u> Ms. Lebohang Monne.
	<u>Tel office:</u> 016 950 6694
Name of Bidder:	<u>If company or close corporation:</u>
	Registered name:
	Registered number:
	<u>If partnership:</u>
	Name of partnership:
	<u>If trust:</u>
	Name of trust:
	Master's reference number:
	<u>If association:</u>
	Name of association:
	<u>If individual:</u>
	Full names:
SA identity number or foreign passport:	
Name of Authorised Representative of Bidder:	Name:
	Address:
	Telephone number:
	E-mail address:

ANNEXURE 2

FORM OF BID (Continued)

1. The Bidder hereby:
 - 1.1 acknowledges that it has studied the contents of the RFB, and is fully acquainted therewith;
 - 1.2 accepts and undertakes to comply with the terms and conditions contained in the RFB;
 - 1.3 offers to execute the whole of the contract in accordance with the specifications and conditions of the RFB, at the price set out in the Pricing Schedule attached to the Bidder's Bid;
 - 1.4 confirms that it has satisfied itself as to the correctness of its Bid, and that the price set out in the Pricing Schedule covers all the work items specified in the RFB;
 - 1.5 accepts that any mistakes regarding the price set out in the Pricing Schedule will be binding;
 - 1.6 declares that it is in a sound financial position and has the ability to meet its obligations in respect of any resulting contract;
 - 1.7 agrees to be bound by its Bid for the period set out in the RFB from the closing date for the submission of Bids, and during which period its Bid will be irrevocable, and may be accepted by VUT at any time before expiry of said period;
 - 1.8 declares that the information provided in its Bid is true and correct and not misleading in any material respect;
 - 1.9 acknowledges that VUT is not bound to accept the lowest Bid it may receive;
 - 1.10 acknowledges that unless VUT agrees otherwise in writing no Contract will be deemed to have come into force unless and until a written Contract in respect of the Goods/Services, and any agreed amendments, is signed by VUT and the Bidder; and
 - 1.11 a Bidding contract comes to being upon the signing thereof by VUT and the successful Bidder.
2. All correspondence in connection with this Bid will be directed to the Bidder's authorised representative, the details of whom are set out in the table of the Form of Bid (Annexure 2).
3. Official proof of authorisation of the signatory to the Form of Bid, to be submitted with all the requisite documentation, is required.

SIGNED at _____ on this _____ day of _____ 20 _____.

Signed by or on behalf of **THE BIDDER**

If signed on behalf of the Bidder, the signatory

hereby warrants that he/she is duly authorised to
sign this declaration on its behalf

Full Name(s)

Designatio

ANNEXURE 3

DECLARATION OF INTEREST

1. Any legal person, excluding persons employed by Vaal University of Technology (VUT), or persons having a kinship with persons employed by the VUT, including a blood relationship, may make an offer or offers in terms of this invitation to Bid (includes a price Bid, advertised competitive Bid, limited Bid or proposal).

In view of possible allegations of favouritism, should the resulting Bid, or part thereof, be awarded to persons employed by the VUT, or to persons connected with or related to them, it is required that the Bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where –

- the Bidder is employed by the VUT; and/or
- the legal person on whose behalf the Bid document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the Bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the Bid.

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

2.1	Full Name of Bidder or his or her Representative:	<input type="text"/>
2.2	Identity Number:	<input type="text"/>
2.3	Position occupied in the Company (director, trustee, shareholder ¹):	<input type="text"/>
2.4	Company Registration Number:	<input type="text"/>
2.5	Tax Reference Number:	<input type="text"/>

2.6	VAT Registration Number:	
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2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / personnel numbers must be indicated in paragraph 3 below.

¹ "Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7	Are you or any person connected with the Bidder presently employed by the VUT?	YES / NO
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2.7.1	If so, furnish the following particulars:	
	Name of person / director / trustee / shareholder / members:	
	Name of VUT Department / Division at which you / the person connected to the Bidder is employed:	
	Position occupied in the VUT institution:	
	Any other particulars:	

2.8	If you are presently employed by the VUT, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector?	YES / NO
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2.8.1	If yes, did you attach proof of such authority to the Bid document? <u>(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the Bid).</u>	YES / NO
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2.8.2	If no, furnish reasons for non-submission of such proof:	

2.9 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the VUT in the previous twelve months? YES / NO

2.9.1 If so, furnish particulars:

2.10 Do you, or any person connected with the Bidder, have any relationship (family, friend, other) with a person employed by the VUT and who may be involved with the evaluation and or adjudication of this Bid? YES / NO

2.10.1 If so, furnish particulars:

2.11 Are you, or any person connected with the Bidder, aware of any relationship (family, friend, other) between any other Bidder and any person employed by the VUT who may be involved with the evaluation and or adjudication of this Bid? YES / NO

2.11.1 If so, furnish particulars:

2.12 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are Quoting for this contract? YES / NO

2.12.1 If so, furnish particulars:

1. **DECLARATION**

I, THE UNDERSIGNED
(FULL NAME/S)

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 AND 3 ABOVE IS CORRECT.

I ACCEPT THAT THE VUT MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

SIGNATURE

DATE

NAME OF BIDDER

POSITION

ANNEXURE 4

CERTIFICATE OF INDEPENDENT BID DETERMINATION

1. This Standard Bidding Document (SBD) must form part of all Bids¹ invited.
2. Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive Bidding (or Bid rigging).² Collusive Bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
3. The Procurement policy authorises the SCM section (which will include all persons delegated with authority in terms of the Procurement policy section (page 6 of 28)) of the VUT to:
 - 3.1 Disregard the Bid of any Bidder if that Bidder or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - 3.2 Cancel a contract awarded to a Bidder of goods and services if the Bidder committed any corrupt or fraudulent act during the Bidding process or the execution of that contract.
4. This document serves as a declaration that would be used by institutions to ensure that, when Bids are considered, reasonable steps are taken to prevent any form of Bid rigging.
5. In order to give effect to the above, the attached must be completed and submitted with the Bid.

¹ Includes price quotations, advertised competitive Bids, limited Bids and proposals.

² Bid rigging (or collusive Bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a Bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

ANNEXURE 4 (Continued)

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying Bid:

QR04/2025: APPOINTMENT OF THE INVESTMENT ADVISOR

(Bid Number and Bid Description)

in response to the invitation for the Bid made by:

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect: I

certify, on behalf of:

that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying Bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorised by the Bidder to sign this Certificate, and to submit the accompanying Bid, on behalf of the Bidder;
4. Each person whose signature appears on the accompanying Bid has been authorised by the Bidder to determine the terms of, and to sign the Bid, on behalf of the Bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" will include any individual or organisation, other than the Bidder, whether or not affiliated with the Bidder, who:
 - 5.1 Has been requested to submit a Bid in response to this Bid invitation;
 - 5.2 Could potentially submit a Bid in response to this Bid invitation, based on their qualifications, abilities or experience; and
 - 5.3 Provides the same goods and services as the Bidder and/or is in the same line of business as the Bidder.

6. The Bidder has arrived at the accompanying Bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partner in a joint venture or consortium³ will not be construed as collusive Bidding.

³ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
- 7.1 prices;
 - 7.2 Geographical area where product or service will be rendered (market allocation);
 - 7.3 Methods, factors or formulas used to calculate prices;
 - 7.4 The intention or decision to submit or not to submit, a Bid;
 - 7.5 The submission of a Bid which does not meet the specifications and conditions of the Bid; or
 - 7.6 bidding with the intention not to win the Bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The, terms of the accompanying Bid have not been, and will not be, disclosed by the Bidder, directly or indirectly, to any competitor, prior to the date and time of the official Bid opening or of the awarding of the contract.
10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to Bids and contracts, Bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No. 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No. 12 of 2004 or any other applicable legislation.

SIGNATURE

DATE

NAME OF BIDDER

POSITION