



DEPARTMENT	GOVERNMENT PRINTING WORKS
TENDER DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY, INSTALLATION AND COMMISSIONING OF A NEW AND COMPLETE TRAVEL DOCUMENT PRODUCTION SYSTEM AND TO PROVIDE SUPPORT AND MAINTENANCE SERVICES FOR A PERIOD OF 5 YEARS AT THE GOVERNMENT PRINTING WORKS
TENDER NUMBER	GPW-2026/27-03

BRIEFING SESSSION	Yes ☒	No ☐	SESSION COMPULSORY	Yes ☒	No ☐
BRIEFING	VENUE	389 Sophy De Bruyn Street, Pretoria Headquarters Second Floor Boardroom		TIME	10H00
	DATE	13 OCTOBER 2026			

CLOSING DATE	10 NOVEMBER 2026
CLOSING TIME	11H00
VALIDITY PERIOD	120 Days

Notes:

- All bids / tenders must be deposited in the Tender Box at the advertised address:
- Bids / tenders must be deposited in the Tender Box on or before the closing date and time.
- Bids / tenders submitted by fax will not be accepted.
- This bid is subject to the preferential procurement policy framework act and the preferential procurement regulations 2022, the General Conditions of Contract (GCC) 2010 and, if applicable, any other special conditions of contract.
- **ALL REQUIRED INFORMATION MUST BE COMPLETED (FAILURE TO DO SO MAY RESULT IN YOUR BID BEING DISQUALIFIED)**



REQUIREMENTS FOR REGISTERED BIDDERS ON CENTRAL SUPPLIER DATABASE

PLEASE NOTE:

SUPPLIERS ARE REQUIRED TO PROVIDE THEIR REGISTERED CENTRAL SUPPLIER DATABASE (CSD) NUMBER _____

Registered Suppliers to ensure that all details completed below are CURRENT

MANDATORY SUPPLIER DETAILS	
CSD Supplier number	
Company name (Legal & Trade as)	
Company registration No	
Tax Number	
VAT number (If applicable)	
Street Address	Postal Address
CONTACT DETAILS	
Contact Person	
e-mail address	
Telephone Number	
Cell Number	

NB: Bidders are requested to include their CSD reports in their submission of the tender documents.

I HEREBY CERTIFY THAT THIS INFORMATION IS CORRECT

Name(s):

Signature(s):

Date:

IT IS A CONDITION OF BIDDING THAT –

- 1.1 The taxes of the successful bidder **must** be in order, or that satisfactory arrangements have been made with the South African Revenue Service to meet his / her tax obligations.
- 1.2 The South African Revenue Service (SARS) from the 18 April 2016 has introduced an enhanced Tax Compliance Status System, whereby taxpayers will obtain their Tax Compliance Status (TCS) PIN instead of original Tax Clearance Certificate hard copies.
- 1.3 Bidders are required to submit their unique Personal Identification Number (PIN) issued by SARS to enable the organ of state to view the taxpayer's profile and Tax Status.
- 1.4 Application for Tax Compliance Status (TCS) or PIN may also be made via e-filing. In order to use this provision, taxpayers will need to register with SARS as e-filers through the website www.sars.gov.za.
- 1.5 **Please note that not all Government Institutions will be able to utilise the Tax Compliance Status PIN at this stage and in such instances, bidders must supply printed Tax Clearance Certificate**
- 1.6 In bids where Consortia / Joint Ventures / Sub-contractors are involved each party must submit a separate Tax Compliance Status (TCS) / PIN / CSD Number.
- 1.7 Where no TCS is available but the bidder is registered on the Central Supplier Database (CSD), a CSD Number must be provided.

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THE GOVERNMENT PRINTING WORKS

REPUBLIC OF SOUTH AFRICA

INVITATION TO TENDER

APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY, INSTALLATION AND COMMISSIONING OF A NEW AND COMPLETE TRAVEL DOCUMENT PRODUCTION SYSTEM AND TO PROVIDE SUPPORT AND MAINTENANCE SERVICES FOR A PERIOD OF 5 YEARS AT THE GOVERNMENT PRINTING WORKS

Tender number: GPW-2026/27-03

CLOSING DATE: 10 NOVEMBER 2026

NOTE TO BIDDERS:

PLEASE CAREFULLY READ THIS DOCUMENT, COMPLETE WHERE REQUIRED, INITIAL EACH PAGE AND SIGN IN FULL AT THE END

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BID NUMBER: GPW-2026/27-03

CLOSING DATE: 10 NOVEMBER 2026

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

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SECTION A**1. INTERPRETATION**

- 1.1. Reference to any gender implies also the other genders;
- 1.2. Unless inconsistent with the context, the words and expressions set forth below must bear the following meanings and similar expressions must bear corresponding meanings:
- 1.2.1. **“Application”** shall mean data package that contains data to be personalised
- 1.2.2. **“BAC”** shall mean Basic Access Control. Basic Access Control protects the contactless RFID chip from being read without direct access and ensures the information exchanged with the reading device is encrypted. The MRZ is used to provide the passphrase to establish and authenticate the connection with the RFID chip in the electronic passport.
- 1.2.3. **“Bio Data”** shall mean applicant’s personal information which may include Surname, Given Name, Nationality, Date of Birth, Sex, Place of Birth, Identity Number, Date of Issue, Date of expiry, Authority, Signature and MRZ information.
- 1.2.4. **“Business Days”** shall mean any day other than a Saturday, Sunday and public holiday in South Africa;
- 1.2.5. **“CAN”** shall mean Card Access Number. CAN allows authentication to the RFID chip as part of PACE protocol with a six-digit number instead of using the alternative PACE protocol of using BAC that requires the second line of the Machine Readable Zone as the authentication mechanism
- 1.2.6. **“Carrier Letter”** shall mean the personalised page on which a document will be attached;
- 1.2.7. **“Closing Date”** shall mean **10 November 2026** not later than 11h00;
- 1.2.8. **“Conditions of Tender”** shall mean the conditions of tender set out in clause 11;
- 1.2.9. **“Constitution”** shall mean the Constitution of the Republic of South Africa, (Act 1996;
- 1.2.10. **“Consumable”** shall mean Items that are used up or need regular replacement during the operation of a machine. These are essential for the operation of the machine but are not part of its structure. They are consumed through use and need to be replenished frequently, example: Ink ribbons, toner cartridges, Cleaning supplies and Adhesive labels or laminates
- 1.2.11. **“Definitive Agreement”** shall mean the supply and services agreement to be
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concluded between GPW and the Successful Bidder substantially on the terms contained in the Term Sheet, together with all schedules to be attached thereto or referenced therein;

- 1.2.12. **“Enveloping”** shall mean the operation of placing a document into an envelope;
- 1.2.13. **“ePassport”** shall mean the South African Travel Document containing a contactless RFID chip as specified in ICAO document 9303.
- 1.2.14. **“Factory Acceptance Test”** or **“FAT”** shall mean functional and performance testing of the Solution conducted at the OEM facility before it is delivered. The purpose is to ensure that the machine or system meets the requirements that were ordered as per RFT
- 1.2.15. **“GPW or Government Printing Works”**, a component of the South African government established under section 7A of the Public Services Act, 1994;
- 1.2.16. **“Highest acceptable tender”** shall mean A tender that complies with all specifications and conditions of tender and that has the highest price compared to other tenders;
- 1.2.17. **“Historically Disadvantaged Individual (HDI)”** shall mean:
A South African citizen:
- 1.2.17.1. Who due to the apartheid policy that had been in place, had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act No. 110 of 1983) or the Constitution of the Republic of South Africa, 1993 (Act 200 of 1993) (the Interim Constitution”); and/or
- 1.2.17.2. Who is female; and/or
- 1.2.17.3. Who has a disability.
- 1.2.18. **“ICAO”** shall mean International Civil Aviation Organisation.
- 1.2.19. **“IR”** shall mean Infrared.
- 1.2.20. **“MIS”** shall mean Management Information Systems
- 1.2.21. **“MLI”** shall mean multi layered image
- 1.2.22. **“MRZ”** shall mean Machine Readable Zone. It is a mandatory area at the bottom of the Data Page to represent the Client’s Bio Data and other mandatory fields

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from the visible zone of the Data Page and is represented in machine readable font of OCR B, 10 point character size as defined in ICAO document 9303. Used as part of authentication to the electronic chip to establish secure communication and transfer of data.

- 1.2.23. **"OEM"** shall mean the Original Equipment Manufacturer.
- 1.2.24. **"PAJA"** shall mean the Promotion of Administrative Justice Act, 2000 (Act No. 03 of 2000) together with the regulations promulgated under this Act;
- 1.2.25. **"Personalisation"** shall mean the process of adding Client details to the Data Page and/or observation page of a Travel Document by means of greyscale laser engraving and writing Client details to the ePassport chip in accordance with ICAO document 9303.
- 1.2.26. **"PFMA"** shall mean the Public Finance Management Act, 1999 (Act No1 of 1999) together with the regulations promulgated under this Act for 2022;
- 1.2.27. **"PKI"** shall mean Public Key Infrastructure. It is a set of roles, policies, hardware, software and procedures needed to create, manage, distribute, use, store and revoke digital certificates and manage public-key encryption.
- 1.2.28. **"POPIA"** shall mean the Protection of Personal Information Act, 2013 (Act No. 04 of 2013).
- 1.2.29. **"Premises"** shall mean **two (2)** GPW's facilities where business operations are conducted at GPW ,Pretoria, South Africa.
- 1.2.30. **"Procurement Act"** shall mean the Preferential Procurement Policy Framework Act No 5 of 2000 together with the regulations promulgated under this Act for 2022;
- 1.2.31. **"Procurement Laws"** shall mean all the relevant procurement laws in the Republic of South Africa including, but not limited to, the Constitution, the PFMA, PAJA, Preferential Procurement Policy Framework Act of 2000 and its applicable regulations of 2022, practice notes and all other relevant laws and policies;
- 1.2.32. **"Project"** shall mean any ID 3 Documents that are being personalised by GPW
- 1.2.33. **" Raw Materials"** shall mean The basic materials used to create the final product. Raw materials are transformed into the finished products during the personalization or manufacturing process. They are the input materials that are processed by the machine to produce the desired output. Example paper, envelopes,

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toners, ink, filters or any material that are being used during the personalisation process

1.2.34. **“QC”** shall mean Quality Control.

1.2.35. **“RFID”** shall mean Radio Frequency Identification;

1.2.36. **“Returnable Documents”** shall mean the following documents:

1.2.36.1. Duly signed and completed Section A & Section B (price schedule) of this RFT;

1.2.36.2. **Annexure Two:** Bidder's Company Profile

1.2.36.3. **Annexure Three:** OEM ISO certifications and letter or certificate of authorisation

1.2.36.4. **Annexure Four:** Project management Plan

1.2.36.5. **Annexure Five:** Contactable References

1.2.36.6. Annexures A: JV/Consortium Agreement (if applicable)

1.2.36.7. Annexure B: Term Sheet

1.2.36.8. Annexure C: Proof of registration with the Central Supplier Database (CSD)

1.2.36.9. Annexure D: Summary of environmental control and related requirements, testing materials requirements and layout drawing(s);

1.2.36.10. Annexure E: Briefing session attendance certificate

1.2.36.11. Duly completed and signed Annexure SBD 1 – Invitation to Bid;

1.2.36.12. Duly completed and signed Annexure SBD 4 – Bidder's Disclosure;

1.2.36.13. Duly completed and signed Annexure SBD 6.1 – Preference Point Claim Form;

1.2.36.14. Duly completed and signed Consent Form – Form IV

1.2.36.15. General Conditions of Contract

1.2.37. **“SATD”** shall mean South African Travel Document. The travel document types include but are not limited to:

1.2.37.1. Tourist Passport

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- 1.2.37.2. Minor Tourist Passport
 - 1.2.37.3. Child Passport
 - 1.2.37.4. Maxi Passport
 - 1.2.37.5. Minor Maxi Passport
 - 1.2.37.6. Official Passport
 - 1.2.37.7. Diplomatic Passport
 - 1.2.37.8. Minor Diplomatic Passport
 - 1.2.37.9. Document for Travel Purposes
 - 1.2.37.10. Minor Document for Travel Purposes
 - 1.2.37.11. Refugee Travel Document

Any and all documents may have a electronic contactless chip specified as per ICAO document 9303

1.2.38. **“Sheet”** shall mean a sheet of paper.

1.2.39. **“Shipment”** shall mean the dispatching of documents out of the system to GPW' client

1.2.40. **“Site Acceptance Test”** or **“SAT”** shall mean functional and performance testing of the Solution conducted at the Premises before it is officially handed over. The purpose is to ensure that the machine or system meets the requirements that were ordered as per RFT.

1.2.41. **“Solution”** shall mean:

1.2.41.1. A new and complete Travel Document Personalisation System; and all its standard features, functions, accessories, spare parts kit and machine tools as in line with this RFT

1.2.41.2. Integrated data processing system that connects to a Messaging server or using SOAP protocol to:

1.2.41.2.1. retrieve and push application messages to enable the equipment to personalise travel documents according to ICAO specification.

1.2.41.2.2. do required data checks of application data records against pre-defined specifications.

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- 1.2.41.3. Image enhancement of photo images to comply with ICAO standards
 - 1.2.41.4. Personalise the complete passport in one pass on:
 - 1.2.41.4.1. both sides of the Data page
 - 1.2.41.4.2. full observation page;
 - 1.2.41.4.2.1.on page 32,
 - 1.2.41.4.2.2.on page 48as specified in this RFT
 - 1.2.41.5. Software and hardware systems for encryption for ePassport personalisation using PKI architecture.
 - 1.2.41.6. Enveloping of the document in an envelope with personalisation
 - 1.2.41.7. Selective manual quality assurance
 - 1.2.41.8. Full on machine quality assurance of ALL personalised data
 - 1.2.41.9. management and archiving of issued document data.
 - 1.2.41.10. include **ALL** hardware and ICT equipment (servers, switches, HSM and licensing etc.)
 - 1.2.41.11. all related software applications associated with standard management and control of the entire equipment offered in response to this RFT.
 - 1.2.41.12. all related system management software solutions that enable advanced production and logistics management, as well as continuous improvement of Overall Equipment Efficiency.
 - 1.2.41.13. all related rigging, transport and logistical costs that would enable safe delivery and placement of all equipment on the **Premises**, inclusive of any taxes and duties, (Incoterms DDP);
 - 1.2.41.14. commissioning of the Solution and its related software applications at the **Premises**.
 - 1.2.41.15. training of staff allocated by GPW for operating the Solution at the **Premises**.
 - 1.2.41.16. All accommodation, meals, flights and all other travel

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arrangements for GPW officials as requested in this RFT and

1.2.41.17. maintenance and support of all hardware systems and software applications provided in response to this RFT

1.2.42. **"Spare Parts"** shall mean Components of the machine that might need replacement due to failure or damage. Spare parts are parts of the machine's structure that may need to be replaced when they break or fail. They are not consumed during regular use but are instead replaced as needed to restore functionality example: motors, gears and circuit boards.

1.2.43. **"Specific goals"** shall mean Specific goals as contemplated in section 2(1)(d) of the Act which may include contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender and disability including the implementation of programmes of the Reconstruction and Development Programme as published in Government Gazette No.16085 dated 23 November 1994;

1.2.44. **"Successful Bidder"** shall mean the person to whom the Definitive Agreement is awarded through the process contemplated in this RFT;

1.2.45. **"Tender"** shall mean a written offer on the tender documents prescribed by the Accounting Authority response to an invitation to tender;

1.2.46. **"Bidder"** shall mean the person submitting a Tender (i.e. the Bidder) in response to this RFT;

1.2.47. **"Term Sheet"** shall mean the term sheet attached hereto as Annexure B and which will form part of the Definitive Agreement;

1.2.48. **"UV"** shall mean Ultra-Violet.

1.2.49. **"Wear and Tear parts"** shall mean Parts that degrade over time due to regular use and require periodic replacement. These parts are subjected to regular wear and tear and have a limited lifespan. They need to be replaced more frequently than other parts of the machine, but less frequently than consumables. Example print heads, belts and bearings

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2. INTRODUCTION AND GPW REQUIREMENTS

2.1. GPW is the State's mandated security printer, responsible for the secure production of identification, citizenship, and travel documents. These travel documents include the manufacturing of:

2.1.1. All types of travel documents consisting of 32 or 48 pages in (TD3 format)

2.1.1.1. eMRTD

2.1.1.2. MRTD

2.1.2. other types of documents in TD3 format

2.2. GPW wishes to acquire a modern, data processing, image enhancement, document personalisation and enveloping system with capacity to produce documents as stated per Section A par. 2.1 above, in accordance with the following Requirements:

2.2.1. Capability of data processing between GPW and customers by communicating with the use of messaging solutions example IBM MQ

2.2.2. Introduction of data by portable devices such as USB

2.2.3. Integration of current GPW customers into the proposed Solution

2.2.4. Automated data processing and quality assurance

2.2.5. Automated Image enhancement (with the capability of manual intervention (Approval)

2.2.6. Document management system

2.2.7. Automated job loading and management;

2.2.8. Personalisation of the following in the same single pass

2.2.8.1. Data page using laser engraving on the front and back. (the data page will be the last page (page 33 and 34 or page 49 and 50) of the document

2.2.8.2. Observation page (last paper page 32 or 48 of the document) with a barcode, text and Image (colour and grayscale must be possible)

2.2.8.3. Observation page (last paper page 32 or 48 of the document) of the document with a perforated image of the document holder

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2.2.8.4. RFID chip encoding

2.2.9. Automatic quality assurance on the personalisation machine

2.2.10. Manual quality assurance of personalised documents.

2.2.11. Enveloping of Documents (Must be a separate process. No in-line enveloping will be accepted)

2.2.12. Enveloping of good quality assured documents

2.2.13. Manual quality assurance of enveloped documents

2.2.14. Shipment (Dispatch) of documents

2.2.15. Full production monitoring and reporting system; and

2.2.16. Ability to meet high level throughput demands with minimum wastage cost, and lowest possible setup delays.

2.3. In support of its afore-mentioned Requirements, GPW wishes to acquire a complete document personalisation, inclusive of **ALL** hardware, machine **AND** ICT Hardware and Software with maximum appropriate, usable levels of automation with regard to its make-ready, job start-up and printing control functions.

2.4. The Solution must be of a heavy-duty and robust nature, capable of performing 24hr shift cycles during GPW's peak load periods.

2.5. The Solution offered must comprise of data and document management, image enhancement, booklet personalisation, quality assurance, enveloping and dispatching with all its standard features, functions, accessories, spare parts kit, material-handling devices, and machine tools as recommended by the OEM.

2.6. Only solutions which are commercially viable at the time of the proposal's closing date, will be considered (no bids for future solutions will be accepted - refer also Annexure B hereto).

2.7. It is important to GPW that the Solution offered is supported locally from RSA from a spare-parts, service and consumables perspective.

2.8. The purpose of this RFT is to identify, in compliance with the Procurement Laws, an appropriate and suitably qualified Bidder with whom GPW can then conclude the Definitive Agreement.

2.9. Provision of a checklist of equipment components as per the RFT approved during the Factory Acceptance Test.

2.10. Provision of a checklist of equipment components as per the RFT approved during the Site
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BID NUMBER: GPW-2026/27-03

CLOSING DATE: 10 NOVEMBER 2026

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

Acceptance Test.

2.11. Pertaining to the SOLUTION (***BIDDERS must refer to ANNEXURE ONE, clause 2, Technical Specifications for a breakdown of the requirements***)

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3. TENDER DOCUMENTATION

3.1. The document compact contains the following:

- 3.1.1. This RFT document consisting of Sections A & B respectively;
- 3.1.2. Annexure one: Technical specifications;
- 3.1.3. Annexure two: Bidder company profile;
- 3.1.4. Annexure three: ISO 9001 certifications;
- 3.1.5. Annexure four: Project management plan;
- 3.1.6. Annexure five: Contactable references;
- 3.1.7. Annexures A to E; and
- 3.1.8. SBD documents namely Annexure SBD 1 (invitation to bid), Annexure SBD 4 (Bidder's Disclosure and Annexure SBD 6.1 (preference point claim form).
- 3.1.9. Consent form – Form IV

3.2. The Bidder must check the numbers of the pages and should any be missing or duplicated, or the reproduction be indistinct, or if any doubt exists as to the full intent and meaning of any description, or this document contains any obvious errors, the Bidder must notify the contact persons immediately for rectification. No responsibility or liability whatsoever will be admitted in respect of errors in any tender due to the above-mentioned causes.

4. EXTENT OF SERVICES

In terms of this tender, the successful bidder will be responsible for the following:

- 4.1. A project management plan, with regular progress reporting on the status of the project, to include but not limited to the following:
 - 4.1.1. Consideration of all the RFT requirements
 - 4.1.2. List of project requirements and objectives
 - 4.1.3. List of project deliverables in sequence and due dates
 - 4.1.4. Detailed project schedule
 - 4.1.5. List of anticipated risks for the project and applicable control measures.
- 4.2. Manufacturing, supply and commissioning of the Solution
- 4.3. Commissioning of all software and hardware components necessary to integrate the total equipment towards operating as a single production system;

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4.4. Installation and Commissioning of all ICT hardware but not limited to

- 4.4.1. networks (Switches),
- 4.4.2. Servers (Hardware and software - Operating systems etc.)
- 4.4.3. Workstations and peripherals
- 4.4.4. PKI environment (inclusive all hardware and software)
- 4.4.5. Any other hardware and software to make this a **turnkey solution**

4.5. Facilitate for the on-site factory inspection and approval of the solution at the manufacturer's premises by a delegation from GPW.

4.6. GPW will nominate personnel designated to operate the Solution. The Successful Bidder will train the nominated GPW personnel to a level of competency where such personnel can operate the Solution independently; and skills transfer of the maintenance function to nominated GPW personnel.

4.7. Providing GPW, after commissioning of the Solution with five (5) years of warranty as set out in Annexure One Technical Specification **2.11 Warranty**4.8. Providing GPW, after commissioning of the Solution, with five (5) years of support and maintenance services (as set out in **Annexure ONE**) as may be necessary to maintain the entire Solution in a state of readiness.**5. IMPORTANT DATES AND TIMES**

5.1. Key Dates and Activities

The table below lists certain key dates and activities relevant from the time of issuance of this RFT until the Closing Date:

No	Description	Date
1	RFT Documents available for collection	6 October 2026
2	Briefing session	13 October 2026
3	Last date to submit written clarification questions	20 October 2026
4	Last date for GPW to respond to written questions, if any, in writing	23 October 2026
5	Tender submissions due (Closing Date)	10 November 2026

5.2. Any time or date in this RFT is subject to change, at the discretion of GPW. The establishment of a time or date in this RFT does not create an obligation on the part of GPW to take any action, or create any right in any Bidder that any action be taken, on the date established or on any other date. GPW may in its sole discretion vary or extend any time or date in this RFT.

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6. ADDITIONAL INFORMATION REGARDING QUERIES AND BRIEFING

6.1. Briefing Session Information

6.1.1. Attendance is limited to a maximum of 2 (two) representatives per Bidder.

6.1.2. Bidders must submit the names of their representatives to GPW's contact person as indicated in this RFT document.

6.1.3. A completed and signed attendance certificate will be issued to each Bidder present at the briefing session, which must be submitted as Annexure E, being part of the Returnable Documents.

6.1.4. If a bidder requires a reissued briefing certificate, a verification will be made against a signed attendance register and an affidavit will also be required as to the reason for its reissue. If there is no proof of attendance via the register, no attendance certificate will be issued. Bidders may also submit written questions via e-mail to the contact person as indicated as per this RFT document, until 16h00 on **20 October 2026**.

6.1.5. GPW will, at its reasonable discretion, endeavour to answer in writing before 16h00 on **23 October 2026** all questions received, however some of the clarity seeking questions may be complex and require more time to respond to. In other instances, the information may not be readily available to respond to the satisfaction of the bidder(s). GPW will share the corresponding answers to the received questions with all bidders who attended the briefing session (without disclosing the identity of the Bidder who asked the question).

6.2. Bidders are requested to submit to GPW's contact person (as indicated per Section A par. 9.1) their relevant contact details which GPW will rely on to effect any communication as indicated per this RFT.

7. TENDER SUBMISSION

7.1. Bidders are requested to initial each page of the RFT Document and sign in full where appropriate.

7.2. Tenders must be submitted:

7.2.1. in hard copy no later than the Closing Date; and

7.2.2. **deliver the tender submissions to:**

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TENDER BOX

The tender box is situated:

Adjacent to the main entrance,
389 Sophie De Bruyn Street,
PRETORIA
Republic of South Africa

- 7.3. All Returnable Documents must be returned, duly completed and signed, where required, as part of the Tender Submission.
- 7.4. The documentation must be completed in black ink and only hard copies of the completed RFT must be submitted. Please note that no e-mail submissions will be accepted.
- 7.5. No late Tender Submission will be accepted regardless of how late it is.

8. JOINT VENTURES/CONSORTIUMS

- 8.1. If contemplating a JV or consortium, Bidders should submit a signed JV or consortium agreement between the parties clearly stating the percentage split of business and the associated responsibilities of each party (including letter of appointment of the lead company). The agreement should also state in very clear terms that the parties will be jointly and severally liable to GPW, despite the split of business and associated responsibilities. The JV should establish, implement and maintain adequate business continuity strategies should there be a breakdown in the JV relationship.
- 8.2. Documentation pertaining to par. 8.1 must be submitted as Annexure A, part of the Returnable Documents

9. COMMUNICATION

- 9.1. All communication between the Bidders and GPW before the Closing Date must be made to the following GPW officials:

For Technical queries:

Mr Frikkie Nagel at Frikkie.nagel@gpw.gov.za

OR

Mr Sean Madjoe at Sean.Madjoe@gpw.gov.za

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AND

For SCM related queries

Noko Kekana at Noko.Kekana@gpw.gov.za

9.2. A Tender Submission will be disqualified should any attempt be made by the submitting Bidder either directly or indirectly to canvass any officer or employee of GPW in respect of this RFT between the Closing Date and the date of the award of the contract.

10. TENDER EVALUATION

10.1. GPW will utilise the methodology and criteria, as defined per Table 10.1(a) below, in selecting the successful Bidder.

STAGE1	STAGE 2	STAGE 3	STAGE 4
Mandatory	Administrative	Technical	Price/
Evaluation	Compliance	functionality	Specific goals
Evaluation		Evaluation	
			

Table 10.1(a) Methodology and criteria

- 10.2. The evaluation of bids will be done in terms of the PFMA, GPW Supply Chain Policy and the Preferential Procurement Policy Framework Act 5 of 2000, read with the Preferential Procurement Regulations, 2022.
- 10.3. The three stages will be the evaluation of bids on **Mandatory Compliance, Administrative Compliance and Technical/Functionality Evaluation**. During these stages, bids that do not meet the mandatory compliance requirements will be disqualified and will not be considered for further evaluation on the next stage(s). Furthermore any bidder who does not minimum threshold of **70 points** will not be considered for **Price and Preference (specific goals)**.
- 10.4. Bids will be evaluated in four stages as listed below:
- a) **Stage 1: Mandatory Compliance**
 - b) **Stage 2: Administrative Compliance**
 - c) **Stage 3: Technical/Functionality Evaluation**
- Initial here obo Bidder

d) Stage 4: Price and Preference (Specific goals)

Bidders should note that the 90/10 Preference Point System will apply for this tender. Therefore, the following criteria will apply:

- a) Price = 90 points
- b) Specific goals = 10 points

10.4.1. Stage 1: Mandatory Compliance

Bidders who do not comply with the mandatory requirements will be disqualified from further evaluation. The following are mandatory compliance requirements:

- a) Submission of a price offer
- b) Where a Bidder is an Agent, an Original Equipment Manufacture's letter (on the OEM letterhead) or certificates of authorisation for the products and/or services is required for this RFT.
- c) Compulsory briefing session certificate to be attached to the tender document.

10.4.2. Stage 2: Administrative Compliance

Bidders are required to fully complete, sign and submit all Standard Bidding Documents (SBDs)

- a) SBD 1 - Invitation to bid
- b) Duly completed and signed SBD 4 - Bidder's Disclosure form
- c) SBD 6.1 - Preference Points Claim form
- d) Form 4 (IV) – Consent form in terms of section 11 (2) (a) of POPIA
- e) Tax compliance status pin
- f) Proof of registration with Central Supplier Database
- g) Company profile
- h) Duly signed and completed Bid Price Details enclosed as Section B of this RFT. On the pricing schedule (Section B) where there is no price to be charged, indicate that by way of showing as R0.00 or dash (-). Should the bidder to consider completing an alternative pricing schedule, ensure that the one supplied with the tender document is also completed.

10.4.3. Stage 3: Functionality / Technical Evaluation

- e) Any bidder who does not meet the minimum threshold of **70 points** on the
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-

Functionality evaluation, will be eliminated and will not be considered for the next stage of evaluation which is **Price and Preference (Specific goals)**

Stage 3 – Technical/Functionality Evaluation

1.	CRITERIA	Weight
1.1	Copies of ISO 9001 issued by a certification body accredited to a recognized standard in the name of the OEM, including copies of certificates for previous certifications, for each time the bidder was certified. The latest certificate is a requirement for scoring points under this criteria and should be valid at the close of the tender. Should the bidder provide the original equipment manufacturers ISO 9001 certificates, points will be allocated as follows: 1.1.1 3 or more certificates – (20 points) 1.1.2 2 certificates – (15 points) 1.1.3 1 certificate – (10 points) 1.1.4 No certificate provided – (0 Points)	20
1.2	Project management plan for the RFT requirements outlining the following: 1.2.1 Consideration of all the project outputs – Annexure One (Technical Specification) 1.2.2 Project resource allocations 1.2.3 List of projects requirements and objectives 1.2.4 Detailed project schedule with due dates 1.2.5 List of anticipated risks for the project and applicable contingencies. Points allocations a) Submitted project management plan covers all the five listed requirements above – (35 points) b) Submitted project management plan covers any four of the listed requirements – (25 points) c) Submitted project management plan covers any	35

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	three of the listed requirements – (15 points) d) Submitted project management plan covers less than three of the listed requirements – (0 points)	
1.3	List of number of projects, implemented at other institutions, where a fully functional “Solution”, similar to that specified in this RFT was manufactured. The bidder must supply signed appointment letter/ contract/ works order/ task order / purchase order(s) accompanied with contactable reference letters on the client letterhead, corresponding to their listed projects. i. Where one set of Appointment/ Purchase order/ Works Order/Contract is linked to multiple Projects or to Multiple Areas of Work, this must be clearly indicated. ii. Panel Appointment Letters will not be accepted without being accompanied by Purchase Order/Task Orders/Work Order/ contract/ similar. In cases where a project was undertaken under a subcontracting arrangement, an appointment letter of a subcontractor or contract or Purchase Order accompanied by a corresponding reference letter from the main contractor is to be attached and is compulsory otherwise such an appointment letter as a subcontractor will not be considered. 1.3.1 Five or more listed projects and corresponding reference letters provided – (45 points) 1.3.2 Four listed projects and corresponding reference letters provided – (35 points) 1.3.3 Three listed projects and corresponding reference letters provided – (25 points) 1.3.4 Two listed projects and corresponding reference letters provided – (20 points)	45

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	1.3.5 One project and corresponding letter provided – (15 points)	
	1.3.6 No projects and corresponding letters provided – (0 points)	
	TOTAL POINTS	100
	MINIMUM THRESHOLD	70

10.4.4. **Stage 4:**

Price and Preference Points System

In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender.

a) GPW will apply the 90/10 preference point,

b) For purposes of this tender the bidder will be allocated points based on the goals stated in Table below as may be supported by proof/ documentation stated in the conditions of this tender. Specific goals for the tender and points claimed are indicated per the table below.

Note to bidders: The bidder must indicate how they claim points for each preference point system.

The 90/10 scoring system will apply. The following weighting will apply to price and Specific Goals in accordance with the provisions of the relevant Procurement Laws:

Evaluation Criteria	Final Weighted Score
Price	90
Specific Goals	10
TOTAL SCORE	100

GPW will utilise the following formula in its evaluation of price:

$$P_s = 90(1 - \frac{P_t - P_{min}}{P_{min}})$$

P_s = Points scored for price of bid under consideration

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Pt = Price of bid under consideration

Pmin = Price of lowest acceptable bid

Preference points will be awarded to a Bidder for specific goals in accordance with the following table:

The specific goals allocated points in terms of this tender	Number of points claimed (90/10 system) (To be completed by the bidder)	
	90/10	
Black ownership	4	
Women	3	
Youth	2	
Disability	1	

Bidders who claim points for ownership by persons with disability must provide proof thereof in the form of a letter from the relevant authority. If the proof thereof is not provided, the bidder/s must receive a zero score for ownership by persons with disability. Over and above this, a CSD report will be utilized to determine the ownership status as claimed by the bidder.

11. CONDITIONS OF TENDER

11.1.GPW reserves the right to:

- 11.1.1. Make no award (e.g. reject all Tender Submissions) or award only a portion of the services required under this RFT;
- 11.1.2. Cancel this RFT or any part thereof at any time;
- 11.1.3. Not to extend the closing date of this RFT
- 11.1.4. Not necessarily accepting the Tender Submission obtaining the Highest Score;
- 11.1.5. Vet successful Bidders

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11.1.6. Reject any Tender that:

11.1.6.1. Fails to commit to the key deliverables required by this RFT;

11.1.6.2. Is submitted not as set out in clause 7;

11.1.6.3. Contains any information that is found to be incorrect or misleading in any way; or

11.1.6.4. Is not completed in full.

11.2. During the evaluation process, no change in the content of Tender Submissions must be sought, offered or permitted.

11.3. GPW reserves the right to seek clarity or confirmation on the information submitted. Bidders will not be requested or permitted to alter their bids after the deadline for receipt of bids. GPW will only forward questions to bidders for clarification, needed to evaluate their bids but will not ask or permit bidders to change the substance or price of their bids after bid opening. Requests for clarification and the bidder's responses will be made in writing. Bidder's delivery of a Tender Submission constitutes acceptance by Bidder of the Conditions of Tender.

11.4. This RFT is an invitation to the Bidder to make an offer to GPW. No binding contract or other understanding will exist between GPW and the Bidder unless and until the Definitive Agreement is entered into. Nothing in this RFT or any other communication made between GPW (including its officers, employees, advisers and representatives) and the Bidder will constitute an agreement or representation that GPW will offer, award or enter into a contract.

11.5. GPW reserves the right in its sole discretion to amend, vary, or supplement any of the information, terms or requirements contained in this RFT, any information or requirements delivered pursuant to this RFT, or the structure and/or schedule of the RFT process. Bidders will have no claim against GPW or against any of its officers, employees, advisers and/or representatives with respect to the exercise of, or failure to exercise, such right.

11.6. Validity Period

11.6.1. All Tender Submissions must remain valid for 120 days from the Closing Date. GPW reserves the right to reject any Tender Submission that is valid for a period less than 120 days.

11.6.2. Tender Submissions, including pricing, will be considered to be firm throughout such period, based on the scope of services as specified in this RFT, and subject to the contractual documentation included in the RFT.

11.7. The Bidder's participation in any stage of this RFT process, or in relation to any matter

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concerning the subject matter hereof, will be at the Bidder's sole risk, cost and expense. GPW will not be responsible, whether on the basis of any promissory estoppel, quantum merit or on any other contractual, quasi-contractual, restitutionary or other grounds, for any costs or expenses incurred by the Bidder in preparing or submitting a Tender Submission or as a consequence of any matter relating to the Bidder's participation in the RFT process. All costs associated with the submission of any additional requested information, the preparation thereof and attendance of clarification meetings, will be the sole responsibility of the Bidder.

11.8. This RFT will be governed by and construed in accordance with the laws of the Republic of South Africa.

11.9. Collusive Conduct; Improper Assistance; No Inducements.

11.9.1. As declared in the relevant Returnable Document, neither the Bidder nor any of its officers, employees, advisers or other representatives will engage in any collusive tendering, anti-competitive conduct, or any other similar conduct with any other entity or any other person with respect to this RFT process.

11.9.2. Neither the Bidder nor any of its officers, directors, employees, advisers or other representatives will seek any assistance, other than assistance officially provided by GPW in conjunction with the RFT process, from any GPW employee, adviser or other representative with respect to this RFT process.

11.9.3. Neither the Bidder nor any of its officers, directors, employees, advisers or other representatives will make or offer any gift, gratuity, or other inducement, whether lawful or unlawful, to any of GPW's officers, employees, advisers or other representatives, with respect to this RFT process.

11.9.4. In addition to any other remedies available to it under any law or any contract, GPW reserves the right at its sole discretion immediately to reject any Tender Submission submitted by a Bidder that engages in any conduct described in clauses 11.9.1 to 11.9.3

11.10. Proprietary Rights in RFT and Tender Submissions

11.10.1. GPW must own all intellectual property rights in the information and ideas developed, including the developed software, during the procurement process, including any information and ideas reflected in this RFT (including its appendices and attachments) and in the Tender Submissions thereto except for any pre-existing intellectual property of the Bidder

11.11. Publicity

The Bidder must not refer to GPW or this RFT in any of its publicity or advertising materials

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without GPW's approval which may be withheld at GPW's sole discretion.

11.12. Decisions on Tenders

11.12.1. The decision by the Chief Executive Officer or other authorized delegate of GPW regarding the awarding of a contract must be final.

11.12.2. Where a contract has been awarded on the strength of information furnished by the Bidder, which, after the conclusion of the relevant agreement, is shown to have been incorrect or misleading, GPW may, in addition to any other legal remedy it may have:

11.12.2.1. recover from the Bidder all costs, losses or damages incurred or sustained by GPW as a result of the award of the contract; and/or

11.12.2.2. cancel the contract and claim any damages which GPW may suffer as a result of having to make less favourable arrangements; and/or

11.12.2.3. impose on the Bidder, a penalty not exceeding five per cent of the value of the contract.

11.13. Notification

Where any offered product, service or condition differs from the requirements set forth in the RFT, it is the sole responsibility of the Bidder to notify GPW thereof.

11.14. Restriction from Tendering or Contracting

11.14.1. The Chief Executive Officer of GPW may, in addition to any other legal remedies GPW may have, determine that no offer from a Bidder should be considered, or determine that a contract should be cancelled, if the Chief Executive Officer is of the opinion that a Tender Submission or Bidder has:

11.14.1.1. Failed to comply with any of the conditions of an agreement or has performed unsatisfactorily under an agreement;

11.14.1.2. Failed to react to written notices properly sent to it; or

11.14.1.3. Offered or given a bribe or any other inducement or has acted in a fraudulent manner or in bad faith or in any other improper manner.

11.15. Representation

11.15.1. Each Bidder hereby represents and warrants to GPW that the information provided herein is true and correct as at the Closing Date.

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BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

11.15.2. By signing this RFT Document, the Bidder is deemed to acknowledge that it has made itself thoroughly familiar with all the conditions governing this RFT, including those contained in the Returnable Documents and GPW will recognise no claim for relief based on an allegation that the Bidder overlooked any such condition or failed properly to take it into account for the purpose of calculating tendered prices or otherwise.

Signed at _____ this _____ day of _____ 2026

For and on Behalf of _____

Name: _____

Position: _____

Who hereby warrants his authority.

--- End of RFT Section A ---

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SECTION B**BID PRICE DETAILS TENDER GPW**

1. Purchase cost.		State amount*(excl. vat)
1.1	State an all-inclusive cost (including freight, packaging, insurance, etc.) for the manufacture, supply, delivery (Incoterms DDP), installation and commissioning of the Solution, as defined per Annexure ONE	

2. Licencing cost.		State amount*(excl. vat)
2.1	State an all-inclusive cost (including freight, packaging, insurance, etc.) for the manufacture, supply, delivery (Incoterms DDP), installation and commissioning of all the licencing requirement, including as defined in Annexure ONE	

3. Server/ICT Hardware.		State amount*(excl. vat)
3.1	State an all-inclusive cost (including freight, packaging, insurance, etc.) for the supply, delivery (Incoterms DDP), installation and commissioning of all servers, workstations network switches, HSM and all other ICT related hardware, with the licencing cost including as defined in Annexure ONE	

4. Maintenance cost		State amount*(excl. vat)
4.1	State the standard maintenance cost in total, for the Solution offered as per RFT Section B par. 1, during the warranty period of the five (5) years, post-commissioning.	

Note 1

Maintenance cost stated per RFT Section B par. 4.1 must include the cost of all spare part kit/s, and ALL other parts that will be needed, as prescribed by the original equipment manufacturer for standard preventative maintenance, as well as labour cost to execute such standard preventative maintenance.

5. Training		State amount*(excl. vat)
5.1	State the all-inclusive cost (including accommodation, meals flight and all other travel, etc.) for on-site training, at the OEM premises, of eight (8) GPW representatives @ eight (8) hours a day for ten (10) days (Annexure A 2.10.4)	
5.2	State the all-inclusive cost for on-site training at GPW once the solution is installed, of various GPW representatives for sixty (60) working days @ eight (8) hours per day inclusive of supervision, operators and maintenance technicians. (Annexure A 2.10.10)	

Note 1

Any other training to be provided will be sourced from the successful bidder, on a quotation basis.

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6. Factory Testing and Inspection (FAT and SAT)		State amount*(excl. vat)
6.1	State the cost for FAT approval of the solution, by delegation of five (5) GPW officials, for three (3) days @ eight (8) hours per day. (Annexure A 2.10.4)	
6.2	State the all-inclusive cost (including accommodation, meals flight and all other travel, etc.) for the Site Acceptance Testing of Solution	

7. Cost of consumables		State amount*(excl. vat)
7.1	State the cost off all consumables required during the operations for the FAT and SAT that is specific	

Subtotal (Excl. Vat) (cost as reflected per RFT Section B paragraphs 1.1, 2.1, 3.1, 4.1, 5.1, 5.2, 6.1, 6.2 and 7.1-)

VAT (at 15%)

State amount*	
Excl. Vat	
Vat.@15%	
TOTAL BID PRICE	

* Note

Bidders should note the following:

- Prices should be quoted in ZAR; or
- Their respective base currencies, e.g. USD, EURO, etc. In such event, GPW will convert the quoted currency to ZAR for purposes of price evaluation, using the applicable exchange rates at 12h00 South African time on the Closing Date. Please note that, at the time of payment, GPW will affect payment at the actual exchange rates on the day of payment.
- Where there is no price to be charged, indicate that by the way of showing as 0.00 or dash (-)

Signed at _____ this _____ day of _____ 2026__

For and on Behalf of _____

Name: _____

Position: _____

Who hereby warrants his authority.

--End of Section B--

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Annexure ONE**TECHNICAL SPECIFICATIONS****Additional information**

The following table details a breakdown of the requirements for this RFT. These requirements will also form part of the Definitive Agreement to be entered into with the appointed service provider. The bidder is required to submit the technical data sheets of the materials and/or equipment offered that meet the requirements of the specifications.

1. SECTION ONE – DATA MANAGEMENT SPECIFICATION

#	Description
1.1.	Data Management
1.1.1.	The solution should provide the following full environments for the data management systems
	a) Production Environment (Main site)
	b) Production Environment (Alternate/Business site)
	c) Production Environment
	d) Quality assurance environment
	e) Pre-production Environment
1.1.2.	The system should be able to integrate and support different to other systems with the use of messaging protocols like
	a) IBM MQ
	b) Microsoft messaging system
	c) Etc.
1.1.3.	The system should be able to integrate and support API interfaces
1.1.4.	The system should have the functionality to import data securely from an external source like a USB device for the specific document types
1.1.5.	The system should retrieve and send data packages:
	a) in real time
	b) save and collect all WIP (Work in Progress) data in a local database
	c) update data packages with a status message in real time with GPW's Customer system and/or a specific folder for manual export
	d) decrypt the data package with PKI environment
	e) set applications to a failed state if any messages that was sent failed and create an exception report which can be viewed with a GUI

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1.2.	Data Package handling
	The production system should be able to receive and sort an application by
	a) Document type
	b) Priority of application i. Normal priority ii. Urgent priority iii. Express priority
	c) Application office
	d) Any other specified fields
1.2.1.	The production system should be able to change the priority of an application in all production stages of
	a) Image enhancement
	b) Waiting and during personalisation
	c) Waiting and during quality assurance (all stages)
	d) Waiting and during enveloping
	e) Waiting for dispatch
1.2.2.	The Production should have the functionality to reject an application by a pre-determined (customisable) reason at any stage and send the appropriate data message back to GPW's Customer system with the use of a GUI. This functioned should be user role controlled.
1.2.3.	Prioritisation change from normal or urgent to express
	a) The application if in an assigned production batch should be extracted from the current batch and assigned to its own new batch. A new production cover sheet should automatically be printed
	b) the new created batch should be produced
	c) The rest of the batch should continue production as normal
1.2.4.	Application for production should be able to be grouped for production by

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	a) priority
	b) Application office
	c) application identifier i. Identity number ii. External reference number iii. case number iv. Other unique identifier
1.2.5.	The system should have the functionality to automatically create job sizes by a) a predetermined (customisable) job size a) Applications in the job shall be able to be sorted in the job by application office b) Applications in the job shall be able to be sorted in the job by date received b) at a predetermined (customisable) time c) application by priority d) Application Office e) application status of a new or reworked document f) combination of a, b, c, d and e above
1.2.6.	The system should be able to automatically send jobs to equipment by a pre-determined (customisable) time.
1.2.7.	The system should be able to automatically send jobs to equipment depending on the availability of the equipment.
1.2.8.	The system should be able to move jobs between equipment.
1.2.9.	The system should be able to cancel a production job
1.2.10.	The system should be able to ungroup a production job
1.2.11.	The system should have the functionality to rework an application if it fails a specific process
1.2.12.	The system should generate a batch cover sheet when a batch is created that contains the following details: a) Date b) Job name c) Job number in:

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	a) Text and b) Barcode
	d) Job Priority
	e) Job Document type
	f) Job quantity
	g) All production stages where there is dedicated space for the operator to note the: a) Date b) Name/Signature
1.2.13.	The Manager user should have the ability make changes in the configuration with the use of a GUI
1.2.14.	The Manager user should have the ability with the use of a GUI to lookup the status of any application by means of: a) ID number b) External Reference number c) case number d) document number
Image Enhancement	
1.2.15.	The Image Enhancement functionality shall be configurable for different projects (Document types). a) Each product type should have configurable image enhancement functionality (steps). b) Each function and sub function should be configurable to be enabled/disabled as per 1.2.16 to 1.2.18 c) Should be configurable to fully automate it or semi automate it
1.2.16.	The Personalisation System shall provide an Image Enhancement function to automatically enhance the face image of the applications by a) cropping images to the ICAO specification b) removing the background c) adjust contrast d) adjust brightness e) Resolution – increase and decrease f) Sharpness

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1.2.17.	The automatically enhanced images should be
	a) approved by an operator and send straight for production
	b) rejected by an operator and sent to manual image enhancement
	c) Rejected by an operator completely and message is sent back to GPW's Customer system with a pre-determined (customisable) reason.
1.2.18.	The applications in the Image enhancement system should have separate workflows for different documents example: a) travel documents b) Maritime Safety Authority documents c) new future documents
1.3.	Material / Inventory management
1.3.1.	The inventory management function should have functionality to manage documents by type of at least A. Travel Documents 1) Tourist Passport 2) Minor Tourist Passport 3) Child Passport 4) Maxi Passport 5) Minor Maxi Passport 6) Official Passport 7) Diplomatic Passport 8) Minor Diplomatic Passport 9) Document for Travel Purposes 10) Minor Document for Travel Purposes 11) Refugee Travel Document 12) <i>Any new document types (Related to travel documents or not)</i>
	B. Other documents 1) Maritime Safety Authority documents i. Certificate of Efficiency ii. Certificate of Proficiency 2) have the capability to easy add new document types
1.3.2.	The inventory management function should have functionality to manage documents by location of at least a) document type

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	b) document ownership c) document stage(step)
1.3.3.	The inventory management function should have functionality to introduce new numbered, non- personalised documents from external source by a. single document b. document range
1.3.4.	The inventory management function should have functionality to manage and track documents through all stages(steps) of production of at least a) blank documents b) personalised c) quality assured after personalisation d) enveloping e) quality assured after enveloping (ready for shipment) f) shipped
1.3.5.	The inventory management function should have functionality to identify state of documents through all stages of production of at least a) good b) spoiled
1.3.6.	The inventory management should use the principle of documents being assigned to and owned by an operator in a production stage
1.3.7.	Transfer of documents from one operator to another operator shall be confirmed with the use of a password
1.3.8.	Assigning documents to an operator shall be confirmed with the use of a password
1.3.9.	Any transaction of documents and/or the changing of state of documents should be recorded in the audit database.
1.3.10.	"Supervisor" user role and up should have the functionality to transfer documents between users without having to have the owner of the document present. A reason should be applied when this function is used
1.3.11.	The transferring of documents function should only be done by scanning the documents one by one with the use of scanners. No bulk selection should be possible in any stage.
1.3.12.	The inventory management and auditing function shall manage document stocks for at least ten (10) million documents.

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1.3.13.	The "Manager" role should be able to change the state and/or stage(step) of documents during production.
1.3.14.	The system should quarantine documents that have not been assigned to an operator that is used and not introduced.
1.3.15.	Documents that have not been introduced in the inventory system should not be able to be delivered(shipped)
1.3.16.	The inventory management shall have the function for a "Supervisor" to confirm the state of wasted documents before it is declared as "wasted". A report reflecting all wasted document numbers should then be generated.
1.3.17.	Document shall not be able to be processed by an operator if the documents are not assigned to the specific operator. If this is attempted: a) On each production step the processing shall not be started if the document is not in ownership of the currently logged on operator.
1.3.18.	The System should have the functionality to keep document numbers unique. No duplicate number, of the current document type (Project), should be possible in any stage
1.3.19.	The system should have the functionality to ship (dispatch) documents
1.3.20.	The selecting of documents for dispatching should only be done by scanning the documents one by one with the use of scanners. No bulk selection should be possible in any stage.
1.3.21.	Only documents that is in stage(step) "Ready for Dispatch (Shipment)" should be able to be shipped (A confirmation of document data send from GPW to GPW's Customer after QA, shall be received back at GPW from GPW's Customer)
1.3.22.	Only documents assigned to the logged in operator should be able to be shipped
1.3.23.	Documents should be able to be delivered separately when in the correct stage as per 1.3.31. It should not have to be delivered with all documents produced in the same step (Batch)
1.3.24.	The system should have the functionality to print a delivery note of the scanned documents with a) Batch Number b) Delivery date c) Delivery created by d) quantity delivered e) type of documents delivered

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1.3.25.	The system should have the functionality to deliver different types of documents, of the same project, in the same delivery
1.3.26.	A report should at any stage be available to show all documents that are assigned to an operator
1.3.27.	A report should automatically be generated for documents assigned to an operator that is not be processed. The period should be customisable by the "Operator" user and up the report should have at least a) Date assigned b) other document state changes
1.3.28.	The system should have the function to generate a destruction certificate of all documents spoiled. The certificate should be created for a) Single Documents b) batches of documents
1.3.29.	Documents should be scanned one by one for the creation of the destruction certificate
1.3.30.	The information on the destruction certificate should include: a) Document Number b) Date of spoil c) Reason for spoil
1.4.	PKI requirements
1.4.1.	The main components of the CSCA and OS solution shall be commercial software and not custom-developed software
1.4.2.	The system should include a Public Key Infrastructure (PKI) system for the country's signing certificate authority (CSCA) for the signing of the eDocuments
1.4.3.	The system should support GPW in the generation and secure storage of the country's signing key pairs, the self-certification of the country signing key pairs, generation of the CSCA certificate as well as the certification of the document signing public key of the issuance of ICAO document 9303 complaint eDocuments.
1.4.4.	The CSCA service is expected to generate and self-certify the country's signing key pairs, as well as generate the CSCA certificate. For each Document Signer key pair generated by the personalization solution, the CSCA will certify the public key of that document signing pair.
1.4.5.	The PKI solution should support with support of BAC, SAC and EAC
1.4.6.	The solution shall ensure that all keys are securely generated and stored, and critical cryptographic operations are implemented within a FIPS 140-2 Level 3 HSM

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1.4.7.	A publicly available Certificate Policy (CP) and a Certification Practice Statement (CPS) shall document the CSCA policy and standard procedures to ICAO
1.4.8.	All CSCA certificates, DS certificates and CRLs shall conform to the certificate profiles recommended by ICAO 9303 Part 12 8th Edition
1.4.9.	The CSCA and the DS shall use separate HSMs
1.4.10.	The country signing CA and country verifying CA shall be off-line; any exchange of data with subsystems has to be done manually
1.4.11.	The system should provide a Document signer that provide the following functions:
	a) Manage Document Signer Keys and Certificates
	b) Establish and sign the Document Security Object (SOD) which shall be stored in the e-Passport Chip
	c) The DS shall offer the Document Security Object (SOD) creation via a webservice
1.4.12.	The Document Signer shall meet the following requirements:
	a) The Document Signer shall allow the signature of multiple types of passports by the same instance
	b) Each type of document shall be associated to a specific security domain
	c) Each domain shall have its own set of keys, with possibly different key generation parameters and algorithms (e.g. RSA 2048, ECDSA.)
	d) The key use time shall be defined per domain and shall be defined as a period (number of days, e.g. 90 days) or by a number of signature (e.g. maximum 100,000 signatures) or both
	e) The Document Signer shall allow the configuration of domains through simple configuration
	f) The Document Signer shall provide a SOAP interface for remote usage
	g) The Document Signer shall be able to protect the private key by using an HSM
	h) The Document Signer shall provide a graphical User Interface
	i) The Document Signer shall provide secure log and audit information
	j) Information about Active keys

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1.4.13.	The system should provide a Key Management System (KMS) with the following requirements:
	a) Key Management System shall be provided to manage the complete lifecycle of the e-Passport's chip Issuer Master Key
	b) It shall ensure the confidentiality and integrity of that Issuer Master Key
	c) The Key management system (KMS) shall provide cryptographic services enabling the secure personalization of the e-Passport, such as:
	a) Key generation
	b) Key derivation
	c) Data decryption
	d) The KMS shall support personalization of e- Passports with SAC
	e) The KMS shall support generation of Active Authentication (AA) keys
	f) The KMS shall make use of an HSM to protect the secret keys
	g) The KMS shall support at least 2 different HSM manufacturers
	h) The source code of the KMS shall be owned by the contractor
	i) The KMS shall provide an https interface for integration to the Data Preparation and e-Passport personalisation machines
	j) It shall be possible to load balance the request across multiple KMS instances
	k) The KMS shall be able to run on Windows and Red Hat Enterprise Linux platform
1.4.14.	The system should provide a Hardware Security Module (HSM) with the following requirements:
	a) The HSM shall be certified according to FIPS 140-2 Level 3 or Common Criteria EAL4+
	b) The HSM shall provide the following Cryptographies APIs
	a) PKCS#11
	b) Microsoft Crypto API (CSP)
	c) Cryptography Next Generation (CNG)

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	d) Java Cryptography Extension (JCE)
	c) The HSM shall support the following asymmetric algorithms
	a) RSA (up to 4096 bit)
	b) DSA
	c) ECDSA with NIST and Brainpool Curves
	d) Diffie Hellman (DH)
	e) ECDH with NIST and Brainpool Curves
	d) The HSM shall support the following symmetric algorithms
	a) AES
	b) 3DES
	e) The HSM shall support the following hashing algorithms
	a) SHA-1
	b) SHA2-Family
	c) RIPEM
	f) The HSM shall be highly reliable with a MTBF higher than 100,000 hours at 25°C / 77°F within BG/BC environment
	g) The HSM shall allow third parties to create their own firmware and execute it within the security boundary of the HSM
	h) A software emulator shall be available for development and testing purpose
1.4.15.	The system should provide a National Public Key Directory (N-PKD) with the purpose of providing a high quality, reliable and keep information secure serviceable management and distribution environment for signature certificates of travel documents. It should:
	a) be connected to an ICAO PKD to upload, download and store all Passive Authentication security data (certificates, CRLs, Master Lists and Deviation Lists) and make them available for inspection systems. Additionally, all security data can be inspected in detail and checked against ICAO standards.
	b) The National PKD shall be composed of two server components:
	a) an Application server, which manages the connectivity to ICAO PKD and provides management interface to the NPKD administrators

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	b) An N-PKD LDAP server, which serves as a repository for dissemination of certificates, master lists and CRLs
	c) be able to Extract Master Lists and inspect their certificates
	d) be able to construct a Master List
	e) be able to construct a Deviation List
	f) be able to upload security data to ICAO PKD
	g) provide an integration into ICAO PKD for transmission of DS certificates and Master Lists in both directions, both automatically and manually
	h) fully comply with the technical specifications of ICAO PKD In the event that changes are made to the ICAO PKD interface specifications, such updated ICAO PKD interface specifications valid at the time of the new system's deployment will be applied instead
	i) be tested with all its functions against ICAO PKD Test Bench v3.0
	j) provide the capability and tools to store, inspect and publish the security data to the local N-PKD LDAP server
	k) make use of an HSM for storage of keys required for ICAO PKD connection and for the Master and Deviation list signer.
	l) Provides the possibility to manually import signature certificates and Master Lists from the local file system
1.5.	Personalisation
1.5.1.	The operator should start a job on the personalisation system by scanning the barcode on the batch cover sheet No manual selection of starting a job should be possible
1.5.2.	The system should have the function to move a job from one machine to another at any stage of production
1.5.3.	The system should have the function to finish a job at any stage of production
1.5.4.	The system should be able to personalise
	a) Travel Documents
	b) other document types

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1.5.5.	The system should have minimum three (3) booklet input magazines/trays with a capacity of at least 100 documents per tray where the documents have a thickness of 32 pages (excluding data page) in closed format
1.5.6.	The system should allow the documents to be loaded in closed format
1.5.7.	The system should have a function where documents is automatically fed
1.5.8.	The system should open and close the documents automatically throughout the machine in the different processes
1.5.9.	Each page opening station should have a recognition camera to ensure that the correct page is opened
1.5.10.	The system should read a document number an allocate it to a data package
1.5.11.	The system should check if the number is not assigned to any other document with same type (Project). If the number is used the book should automatically marked bad and not be personalised.
1.5.5.	The system should print a barcode referencing the document number and/or text specified other specific details on page 32 or page 48 (excluding data page) of the travel document
1.5.6.	The system should be able to print text and/or a barcode in the data package on the observation page (page 32 or 48) of the travel document (black and white and colour printing shall be possible)
1.5.7.	The system should be able to print a full colour Image on the observation page
1.5.8.	The system should ensure the quality of the barcode and/or text printed (Vision inspection)
1.5.9.	The system should laser engrave a data page which is after page 32 or 48 (the last page) in the travel document on both sides as per picture below.



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1.5.10.	The data page should be laser engraved on both sides with a fibre laser of at least 30 watt
1.5.11.	The system shall provide a function to laser engrave that produces raised tactile features on the data page.
1.5.12.	The system shall provide a function to laser engrave MLI features on the data page.
1.5.13.	The system should have the functionality to integrate security features onto the data page during personalisation example IPI, "eIPI" and "Letterscreen"
1.5.14.	The system shall have an XY positioning system in each personalisation process to enable highly accurate positioning of laser marking features within 0.15mm accuracy of the pre-printed zones on both sides of the data page for all fields.
1.5.15.	Each process should have the ability to be set up as per 1.5.14 individually and globally
1.5.16.	The system should have the functionality to personalise documents without a RFID chip in the data page:
1.5.17.	The system should have the functionality to personalise documents with a contactless RFID chip in the document
1.5.18.	The system should have the functionality to personalise documents with a RFID chip in the data page:
	a) remove the Transport Key from the RFID chip.
	b) personalise the RFID chip shall write the data into the RFID chip.
	c) The function to Personalise the RFID chip shall apply a Unique Lock to the RFID chip and check the successful locking of the chip.
	d) use of an ISO 14443 type B or A compliant chip with an operating system that is compliant with ICAO DOC 9303 requirements.
	e) The Personalisation System shall provide a function to prepare LDS objects for Chip Personalisation
	f) The function to prepare LDS objects shall do so in accordance with ICAO Document 9303 specification for LDS version 1.8, including the sub-specifications of EF.Com (deprecated), and all mandatory and SATD populated optional or planned to be populated data groups.
	g) The Personalisation System, during encoding of the chip shall use a Secure Storage for cryptographic material

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	h) The Secure Storage shall connect via USB, PCIe or Network to the personal computer/device that is controlling chip write.
	i) The function to encode the chip shall support extended write functionality.
	j) The function to encode the chip shall Support ISO/IEC 14443 type-B or type A.
	k) The function to encode the chip shall support extended Lc/Le (approx. 65536 bytes of data by one APDU).
	l) The function to encode the chip shall support BAC.
	m) The function to encode the chip shall support PACE.
	n) The function to encode the chip shall support Active Authentication (AA).
	o) The function to encode the chip shall support Chip Authentication.
	p) The function to encode the chip shall support Terminal Authentication. (when applicable if fingerprints are stored in the chip (DG3))
	q) The function to encode the chip shall support changes to security functions such as a) cryptography key length; and b) Elliptic Curve Digital Signature Algorithm (ECDSA);
	r) The function to encode the chip shall generate a copy of the LDS object.
	s) The Personalisation System shall send a copy of the LDS object in the feedback to GPW's Customer
1.5.19.	The system should accommodate total chip personalisation time of forty (40) seconds per travel document
1.5.20.	The system should do automatic quality assurance on the personalised information by comparing the information to the original data received
1.5.21.	The system should personalise by means of laser perforation an image on page 32 or 48 (excluding data page) of the travel document
1.5.22.	The system should do automatic quality control of both the front and back of the data page inclusive of the RFID, image perforation and all ink jet printing.
1.5.23.	The system should print a label on the back cover of the travel document with a) Variable Text Data b) Variable Barcode

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1.5.24.	The system should do automatic quality control of the label printed
1.5.25.	The system should have the function to remove a document during the personalisation process with the use of a UI
1.5.26.	The system should have the function to mark a document bad during the personalisation process with the use of a UI
1.5.27.	The personalisation system should have the function to reject the document in a rejection station if any error occurs during personalisation
1.5.28.	The personalisation System shall provide a function to Alert an operator if a specific personalisation process fails e.g. a chip write.
1.5.29.	The personalisation System shall provide a function to stop the personalising process if continues errors occurs
1.5.30.	The function to stop on consecutive document Spoils shall be configurable
1.5.31.	The system shall be flexible to only use functions in the machine as required by the specific document being personalise
1.5.32.	The system should have a booklet output capacity of at least 8 batches of 100 documents each with a thickness of 32 pages (excluding data page)
1.5.33.	The system should be configurable to have a dedicated output tray for urgent personalised applications
1.5.34.	The system should have a debug UI to enable the operator to resolve issues on the machine
1.5.35.	The system should have a single separate ejection station for spoiled / bad documents
1.5.36.	The system should be capable to personalise all process in 1.5 with a single pass .
1.5.37.	The Personalisation System shall provide an Alert when Preventative Maintenance is due.
1.6.	Manual Quality Assurance
1.6.1.	The operator should start a job on the manual quality control step by scanning the barcode on the batch cover sheet (created as 1.2.12.) a) No manual selection of starting a job should be possible
1.6.2.	The system should have the functionality to set a sample size of documents that should be inspected before the production batch can move to the next production stage
1.6.3.	After the specified quantity of documents have passed manual quality, the batch should automatically move to the next step

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1.6.4.	If documents failed a previous step, the specific documents shall be confirmed manually as “spoil” or “good” before the batch can move on to the next step						
1.6.5.	The system should have the functionality that when the sample size is set to 0%, and 100% of all the documents have passed the automated quality control steps in the previous step, the production batch shall move to the next production stage(step).						
1.6.6.	When a document fails the quality control test the user should be able to select a detailed failure reason for why the document fail quality at the time of QC						
1.6.7.	The system should have the functionality to do manual quality inspection of documents after <table border="1" data-bbox="255 689 1433 981"> <tr> <td>a)</td><td>Personalisation</td></tr> <tr> <td>b)</td><td>Enveloping</td></tr> <tr> <td>c)</td><td>If the document does not include the “Enveloping” step, the documents should the automatically skip the quality control of “Enveloping” step</td></tr> </table>	a)	Personalisation	b)	Enveloping	c)	If the document does not include the “Enveloping” step, the documents should the automatically skip the quality control of “Enveloping” step
a)	Personalisation						
b)	Enveloping						
c)	If the document does not include the “Enveloping” step, the documents should the automatically skip the quality control of “Enveloping” step						
	Manual quality assurance after Personalisation						
1.6.2.	Quality assurance should be done by scanning the document on a desktop document reader.						
1.6.3.	The function to automate quality control shall verify that: a) the data personalised on the document correlates to the application data; b) the MRZ is in the correct location and meets the ICAO Specification; c) data in the MRZ can be read and is correct; d) MRZ check digits are correct; e) the BAC has been applied; f) the PACE has been applied; g) the chip can be read; h) Chip Authentication can be performed; i) Terminal Authentication can be performed; (only applicable if fingerprint data are store into the chip (DG3)). j) the Bio Data is consistent with the MRZ; k) the Bio Data is consistent with the chip and the Bio Data on the TD Application; l) the polycarbonate has been correctly laser engraved; m) the Data Page polycarbonate features are verified using UV inspection; and n) the face image personalised on the Data Page is matched to the applicants’ photo on the chip.						

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1.6.4.	In the event of a manual printing of a label the system should have a mechanism in place to ensure the reprinted label which is manually placed on the document is correct by: a. scanning the passport and b. scanning the label in sequence to ensure the label match the document
1.6.5.	In the event where the operator needs to bypass the “Bad” state of a manually scanned document, the Supervisor should confirm the action by means of a password. This action should be able to be enabled or disabled by the Manager
	Manual quality assurance after Enveloping
1.6.6.	The function to randomly sample documents shall ensure unsealed envelopes that contain enveloped documents are distributed to an ejection port for manual inspection by an operator.
1.7.	Enveloping
1.7.1.	If the product type does not require this “Enveloping step” the job should automatically pass the enveloping and Quality control of “Enveloping” step
1.7.2.	The operator should start a job on the manual quality control step by scanning the barcode on the batch cover sheet (created as 1.2.12) a) No manual selection of starting a job on the machine should be possible
1.7.3.	The system should have the function to finish a job at any stage of production
1.7.4.	The system should have the function to move a job from one machine to another at any stage of production
1.7.5.	The system shall provide a function to print personal details in any location on a carrier sheet with minimum of 600dpi
1.7.6.	The system shall provide the function to attach booklet to a carrier sheet/letter (80gsm to 110gsm with size 297x210mm)
1.7.7.	The system shall provide a function to insert the document with a carrier sheet into an envelope
1.7.8.	The System shall provide a function to stop the personalising process if continues errors occurs
1.7.9.	The system should have a personalised document input capacity of at least 100 documents

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1.7.10.	The system should have a personalised document output capacity of at least 300 documents
1.7.11.	The system should have the function to randomly sample documents in envelopes by not sealing the envelopes and sending the unsealed envelopes to an ejection station for manual inspection
1.7.12.	The system should have a debug UI to enable the operator to resolve issues on the machine
1.7.13.	The system should have an integrated error handling system for: a) Enveloping / printing of carrier sheet failed i. rework job is created, and document is again enveloped automatically on the enveloping machine b) Document was harmed during enveloping i. a rework job is generated for the application and the document is produced and enveloped again
1.7.14.	The system should have an integrated inline quality assurance system consisting of a) data matching of the carrier data with the data of the printed data of the document b) if a chip is used do data matching of the printed data of the document with the printed data of the carrier sheet and the data on the chip c) weighing system to ensure that there is only one document in the envelope.
1.8.	System Security
1.8.1.	The system should utilise a "Role Based Access" model to provide access to resources and applications.
1.8.2.	The Authorised Users' Role (AD Group) mechanism shall be used to grant access to resources and roles
1.8.3.	User roles should be: a) Administrator (Level 1) b) Manager (Level 2) c) Super user / Supervisor (Level 3) d) Quality operator e) Dispatch operator f) Machine operator
1.8.4.	System should use a single sign on (SSO) mechanism. An operator user of the system should only sign on into "Windows" and then automatically be "Signed in" into any other application.

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1.8.5.	A single user should be able to have multiple roles
1.9.	Reporting
1.9.1.	the system should have at minimum the following reports by customisable dates accessible with a UI – all reports should be available in real time
	a) Operator production
	b) Production by machine
	c) Machine efficiency
	d) Machine utilisation
	e) Machine efficiency
	f) applications delivered
	g) Applications rejected per stage(step) with reason
	h) Applications received
	i) aging of applications in production per i. date received ii. per stage(step)
	j) aging of applications history of at least the last 40 days of date received per i. date received ii. per stage(step) in and out (life span) iii. date delivered
	k) quantity of applications per step (stage)
	l) a full analytics system display for displaying system analytics in real time
1.9.2.	An exception report should automatically be generated for all applications that are older by a specific customisable time period.
1.9.3.	Report should have the function to be saved as PDF, Excel or other reporting files
1.9.4.	The system should have the functionality to email any reports at customisable times

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1.9.5.	The system should generate a perfect replica of the data page in PDF format with a) a QR code that have a unique reference number that is linked with the document in the production system by means of unique reference number that should be stored in the Audit database that is linked to the specific document. b) This PDF will be used as a digitally signed replica of the data page for the submitting to an embassy
1.10.	Analytics reporting system
1.10.1.	A full analytics system display for displaying system analytics in real time which includes but not limited to
	a) Machine efficiency
	b) Machine utilisation
	c) Productivity
	d) OEE (Overall equipment effectiveness)
	e) Downtime
	f) Any other useful factory information to display
1.11.	Auditing and Logging
1.11.1.	The system should have a dedicated audit database that shall record all transactions.
1.11.2.	The audit database should keep all the audit data of the processing steps of each application for at least five (5) years
1.11.3.	The audit system should record all version changes
1.11.4.	Audit data requires shall at least be but not limited to: a) actions taken by Authorised Users to add data, amend existing data or delete existing data b) actions taken by an Authorised User or System to access data c) actions taken by an Authorised User to change System configurations d) interactions with external Systems
1.11.5.	The audit database should keep all the audit data of the processing steps of applications for the complete project runtime. This data will include only a) Identity number b) external reference number

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	c) case number d) document number e) all transactions with dates and operators For using the data after the project runtime an export functionality e.g. to XML format shall be provided.
1.11.6.	The Solution shall provide audit functions of all components (Data, image enhancement, personalisation, Quality control, Enveloping and Dispatch) of
	a) every action taken by a User (read, write, update and logical delete; and b) System events
1.11.7.	The system should provide a UI to access the audit data and if needed output the data into a file format like PDF or Excel
1.12.	System Output / Speed
	Personalisation
1.12.1.	The personalisation system shall have a minimum output speed of
	a) At Main site; i. 1 000 per hour ii. capacity should be achieved with two (2) pieces of equipment b) At Alternate/Business site i. 200 per hour ii. capacity should be achieved with one (1) piece of equipment
1.12.2.	The system with all its auxiliary equipment should at minimum be producing
	a) At main site It is expected to work 1 600 hours per year in total (this is for purposes for the warranty period of machine and auxiliary equipment) b) At Alternate/Business continuity site it is expected to have the capability to work 700 hours in total over a year (this is for purposes for the warranty period of machine and auxiliary equipment)
	Enveloping
1.12.3.	The enveloping system shall have a minimum output speed of
	a) At Main site; a. 1 000 per hour b. capacity should be achieved with two (2) pieces of equipment

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	b) At Alternate/Business site a. 200 per hour b. capacity should be achieved with one (1) piece of equipment
1.12.4.	The system with all its auxiliary equipment should at minimum be producing
	a) At main site i. It is expected to work 1 600 hours per year per machine (this is for purposes for the warranty period of machine and auxiliary equipment) b) At Alternate/Business continuity site i. it is expected to have the capability to work 700 hours per machine (this is for purposes for the warranty period of machine and auxiliary equipment)
1.12.5.	All supporting equipment should be capable of achieving the required daily output as per 1.12.1, 1.12.2 and 1.12.3
1.13.	Data Management System component Hardware and Software – Specifications and Requirements
1.13.1.	The bidder is responsible for providing ALL the IT equipment and all the accessories necessary to install the infrastructure interconnection in GPW data centres. This includes, but is not limited to the server rack, switches, workstations, firewall, PKI hardware and all software and incensing with the required cabling for installation in the data centre (Turnkey Solution)
1.13.2.	The hardware and software shall be required at both sites (Main Site and Alternate Site) – TWO (2) sets of each (All stages (steps) should include ALL hardware)
1.13.3.	All workstations should be minimum
	a) Latest Windows operating system b) 27-inch Screen with QHD resolution c) 16gb memory d) SSD drive of 512gb e) Intel i7 15th gen or higher
1.13.4.	The system analytics displays should as per 1.10 in this document
	a) Be a minimum size of 65 inches b) Include all hardware for connectivity to the solution (switches network cables and mountings of displays) c) Quantity eight (8) displays
1.13.5.	Server requirements
	a) Latest Windows server operating system b) The server hardware should have the capacity to host all the different complete environments as set out in section 1 in this document 1.1.1 c) The hardware and communications infrastructure shall be modern and efficient, adapted to the current technologies

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	used in the market. The use of an IT infrastructure installed in the beneficiary's data centres shall be done with the security and protection of internal data and the preservation of data ownership by the beneficiary.
1.13.6.	Server Hardware
	a) this shall be a turnkey solution that will support the system for at least 5 years in performance and capacity
	b) physical servers shall be provided for each of the locations in order to virtualize at least but not limited
	i. application servers
	ii. database management systems
	iii. Audit servers
	iv. PKI environment (HSM included)
	v. any other servers needed for a turn-key solution
	c) All Server hardware and software supplied should be of should be supplied with the latest generation (at close of TOR)
	i. Xeon generation or AMD Server processors
	ii. Should be a Virtualisation solution with all licences included for 5 years
	iii. Network and core switches
	iv. Inclusion of switch management
	d) The SAN proposal should consist of at least (for turnkey solution)
	i. All required servers/Hosts
	ii. All required Switches
	iii. Storage/ device array 1.13.6.d.iii.1. Minimum of 100TB (or needed to comply with all requirements of this TOR)
	iv. Backup tape solution to make backups 1.13.6.d.iv.1. Daily 1.13.6.d.iv.2. Weekly 1.13.6.d.iv.3. Monthly
	At Production Site
1.13.7.	Image Enhancement
	a) six (6) workstations
1.13.8.	System Administration
	a) Two (2) workstations
1.13.9.	Quality Control Stations
	a) Six (6) workstations

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	b)	Twelve (12) document scanners
	c)	Twelve (12) handheld scanners
	d)	Twelve (12) Label printers
1.13.10.	Personalisation Machine Operating Stations	
	a)	Three (3) workstations
	b)	Six (6) A4 Printers
	c)	Three (3) handheld scanners
1.13.11.	Enveloping Machine Operating Stations	
	a)	Three (3) workstations
	b)	Three (3) handheld scanners
1.13.12.	Dispatching workstation	
	a)	Two (2) workstations
	b)	Two (2) handheld scanners
1.13.13.	Receiving workstation	
	a)	Two (2) workstations
	b)	Two (2) handheld scanners
1.13.14.	PKI Hardware	
	a)	Hardware should be matched to accommodate machine throughput
	b)	The system should include ALL PKI hardware for full functionality as described in Section 1.4 of this document
	c)	The PKI shall consist of a Country Signing Certification Authority (CSCA) and a Document Signer (DS)
	d)	The CSCA and the DS shall use separate HSMs
	e)	The CSCA and the DS shall use Hardware Security Modules (HSM) for cryptographic operations
	f)	The CSCA and DS shall support HSMs from at least two vendors
	At Alternate/Business Site	
1.13.15.	All workstations should be minimum	
	a)	Latest Windows operating system
	b)	27-inch Screen with QHD resolution
	c)	16gb memory

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	d)	SSD drive of 256gb
	e)	Intel i7 15th gen or higher
1.13.16.	Server	
	a)	Latest Windows server operating system
1.13.17.	Image Enhancement	
	a)	Two (2) workstations
1.13.18.	System Administration	
	a)	One (1) workstations
1.13.19.	Quality Control Stations	
	a)	Two (2) workstations
	b)	Two (2) document scanners
	c)	Two (2) handheld scanners
	d)	Two (2) Label printers
1.13.20.	Personalisation Machine Operating Stations	
	a)	One (1) workstations
	b)	One (1) A4 Printers
	c)	One (1) handheld scanners
1.13.21.	Enveloping Machine Operating Stations	
	a)	One (1) workstations
	b)	One (1) handheld scanners
1.13.22.	Dispatching workstation	
	a)	One (1) workstations
	b)	One (1) handheld scanners
1.13.23.	Receiving workstation	
	a)	One (1) workstations
	b)	One (1) handheld scanners
1.13.24.	PKI Hardware	
	a)	Hardware should be matched to accommodate machine throughput
	b)	The system should include ALL PKI hardware for full functionality as described in Section 1.4 of this document
	c)	The PKI shall consist of a Country Signing Certification Authority (CSCA) and a Document Signer (DS)

Initial here obo Bidder

	d) The CSCA and the DS shall use separate HSMs
	e) The CSCA and the DS shall use Hardware Security Modules (HSM) for cryptographic operations
	f) The CSCA and DS shall support HSMs from at least two vendors
1.14.	Operator's Control Desk (Personalisation Equipment)
1.14.1.	The Solution shall incorporate a front-end operator's console (e.g. monitor and working desk) which provides for efficient management of all the typical machine operating functions from a central workstation.
1.14.2.	All operator's monitoring and console displays shall be customised for the Solution offered and shall be in English with metric display as standard.
1.14.3.	The personalisation and enveloping hardware should display at least
	a) The status of the equipment
	b) When the system is ready and waiting
	c) any document location with status (Good, Error)
	d) current personalisation status
	e) any error message
	f) visual indication of consumable status
	g) Job name with at least i. Type ii. job name iii. Job priority iv. job status
1.15.	Other Functionality
1.15.1.	None of the equipment's consumables and or features shall be propriety to the bidder
1.15.2.	The system should have the functionality to personalise documents with: a) a contactless RFID chip in the document b) no chip in the document
1.15.3.	The personalisation and enveloping hardware shall track the location and status of any document throughout the hardware from where the document enter the equipment until and including where the document exit the equipment output.
1.15.4.	An audit report shall be available for the manufacturing process of a document as per 1.11

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1.15.5.	The system should have the functionality to monitor all performance of with analytics monitoring tools like:
	a) Daily, Weekly and monthly machine availability, performance and efficiency
	b) Machine availability, performance and efficiency
	c) Spoilage rate
	d) total production daily, weekly and monthly (per shift)
1.15.6.	The Solution shall have the capacity to interface with an MIS system, to provide industry standard statistics and production performance reporting.

Initial here obo Bidder

2. SECTION TWO – GENERAL SPECIFICATIONS

#	Description
2.1.	Equipment Safety
2.1.1.	The solution and its associated auxiliary equipment offered shall: a) be made safe for practical operation by suitable shrouding, screening, guards and insulating b) be made safe in respect of all moving as well as stationery parts which may pose any danger to humans. c) lend itself to easy and convenient operation with all controls, switches, devices and instruments conveniently positioned and be readily accessible
2.1.2.	All control panels for the equipment offered, shall be fitted with at least the following: a) mains switch; b) mains switch indicator, either LED or similar; and c) emergency stop switch clearly marked and easily accessible.
2.2.	Consumables
2.2.1.	A complete list of consumables should be supplied after 1 month of the successful Bidder receive the PO.
2.3.	Waste Extraction
2.3.1.	The Solution shall incorporate any waste extractor unit(s) that the OEM deems required for the Solution design,
2.3.2.	The system shall be capable of removing any generated waste/fumes during operation safely
2.3.3.	Any Bidder shall consider at least 30m distance from each machine to nearest reasonable exterior location.
2.4.	Heat Extraction
2.4.1.	The Solution shall incorporate any heat extractor unit(s) that the OEM deems required for the Solution design,

Initial here obo Bidder

2.4.2.	The system shall be capable of removing any generated heat during operation safely
2.4.3.	A Bidder shall consider at least 30m distance from each machine to nearest reasonable exterior location.
2.5.	Electrical
2.5.1.	The electrical components supplied with the total equipment offered, shall operate on a 380-volt, three phase, 50 Hertz electrical supply or on a 220-volt, single phase, 50 Hertz electrical supply.
2.5.2.	The existing power supply available at the Premises shall be used by the Successful Bidder.
2.6.	Manuals
2.6.1.	One (1) hard copy and One (1) digital copy of the Operator Manual for each item of equipment of the Solution shall be provided in English.
2.6.2.	One (1) hard copy and One (1) digital copy of the Maintenance / Technical Manual for each item of equipment of the Solution shall be provided in English.
2.7.	Solution Lead time
2.7.1.	The Solution offered shall be manufactured, FAT (as per 2.10) completed and delivered to the premises within nine (9) calendar months of the placement of the official order to build.
2.7.2.	The SAT should be completed within two (2) months after the delivery as per 2.7.1
2.8.	Packaging of Equipment and delivery
2.8.1.	The Bidder shall ensure that machine components are adequately packaged to protect equipment against shocks, moisture and other possible damage.
2.9.	Installation and Commissioning
2.9.1.	The installation and commissioning service required by GPW includes the receiving, inspection, conveying, un-crating, adjustment for operation, testing and demonstration of the total items of equipment offered, prior to handing it over, to the satisfaction of GPW.
2.9.2.	Installation and commissioning of the total items of equipment offered, is required to be undertaken by the Successful Bidder to the designated position within the Premises.

Initial here obo Bidder

2.9.3.	Prior to issuance of an order, GPW will invite the Successful Bidder to both premises to assess the layout, access entrances and other related information pertaining to the designated position for installation of the Solution.
2.10.	Acceptance Testing and Training
2.10.1.	The offer will include a Factory Acceptance Test (FAT) at the OEM premises and include:
	a) an inspection of the solution;
	b) approval of the solution;
	c) during the first week, detailed end-to-end testing of all solution components (hardware and software) shall be conducted using production like materials (acceptance focus on quality throughput)
	d) during the second week, endurance testing of the personalization and enveloping equipment shall be conducted using dummy material (acceptance focus availability and reliability)
	e) and checklist of requirements extracted from this RFT as reference for items (a), (b), (c) and (d) that will form part of the agreement.
2.10.2.	The following FAT materials will be provided by GPW
	a) Blank Documents (all document types) i. With Chip ii. Without chip b) Envelopes
2.10.3.	The required quantities and specifications for setup and FAT materials provided by GPW, shall be provided by the Bidder in Annexure D point 2 Table 2
2.10.4.	The offer will include all FAT expenses for five (5) GPW Management representatives for three (3) working days. The costs shall include
	a) Flights
	b) Transportation
	c) Accommodation
	d) Meals
2.10.5.	The offer shall cater for on-site training at the OEM premises for:
	a) five (5) operator representatives for ten (10) days
	b) two (2) maintenance representative for ten (10) days

Initial here obo Bidder

2.10.6.	The offer will include all training expenses as per 2.10.5. The costs shall include a) Flights b) Transportation c) Accommodation d) Meals
2.10.7.	The offer will include a Site Acceptance Test (SAT) at GPW Premises and include: a) an inspection of the solution; b) approval of the solution; c) during the first week, detailed end-to-end testing of all solution components (hardware and software) shall be conducted using d) during the second week, endurance testing of the personalization and enveloping equipment shall be conducted using dummy material (acceptance focus availability and reliability) e) and checklist of requirements extracted from this RFT as reference for items (a), (b), (c) and (d) that will form part of the agreement.
2.10.8.	The following SAT materials will be provided by GPW
	a) Blank Documents (all document types) i. With Chip ii. Without chip b) Envelopes
2.10.9.	The required quantities and specifications for setup and SAT materials provided by GPW, shall be provided by the Bidder in Annexure D point 2 Table 2
2.10.10.	The offer shall cater for on-site training at GPW premises for the following: a) Laser personalisation machines: operational training for eight (8) production representatives of varying seniorities for five (5) days b) Enveloping machines: operational training for eight (8) production representatives of varying seniorities for five (5) days c) Data Management System: operational training for ten (10) production representatives of varying seniorities for five (5) days

Initial here obo Bidder

	d) Quality assurance and material management: operational training for thirty (30) production representatives of varying seniorities for one (1) day e) Data Management System: administrator training for eight (8) representatives of varying seniorities for five (5) days f) PKI System: administrator training for four (4) representatives for one (1) days g) Personalisation and enveloping machines: maintenance training for four (4) maintenance representatives of varying seniorities for five (5) days h) Additional ten (10) days of trainings for each year, starting from year 2 (in total forty (40) additional training days)
2.11.	Warranty
2.11.1.	GPW requires a warranty on the Solution, to be Five (5) years. The following should be covered under warranty
	a) spare part
	b) wear and tear parts
	c) Software and hardware components
	d) Electronic components
	e) and any other components that is part of the Solution
2.11.2.	The Bidder shall implement all necessary measures to safeguard the proposed solution against electrical power fluctuations, including spikes and drops.
2.11.3.	If the Bidder is not the OEM of the whole item, or part of the Solution so warranted, the Bidder shall also be unconditionally underwritten by the principal manufacturer of each component comprising the Solution.
2.11.4.	GPW requires the warranty to cover all expenditure for labour, spares and transport necessary to correct any defects to the Solution , at the Premises . No additional cost shall be incurred by GPW related to any breakdown or failure during the warranty period
2.11.5.	GPW requires the warranty period to commence from the date of SAT of the Solution .
2.12.	Representative Technical Capabilities
2.12.1.	The Bidder is an Original Equipment Manufacturers (OEM) or is in a Joint Venture with the OEM or an affiliated company of the OEM or authorized distributor in an arrangement with the OEM.

Initial here obo Bidder

2.12.2.	The Bidder or an affiliated company has clear reference/s of manufacturing, supplying, installing, commissioning, supporting and maintaining of a similar sized Solution.
2.13.	Support and Maintenance
2.13.1.	GPW requires an OEM guaranteed support and maintenance agreement for the entire contract period of five (5) years, with the Successful Bidder, with the objective of maintaining the Solution in an optimal state of readiness.
2.13.2.	The Solution shall include scheduled preventative maintenance of the hardware and software components in accordance with the OEM standards and expectations during the initial five (5) year Warranty period, following commissioning.
2.13.3.	The Preventative maintenance shall include all wear and tear parts kit/s as prescribed by the original equipment manufacturer for standard preventative maintenance, as well as labour for such standard preventative maintenance
2.13.4.	Maintenance interventions shall include annual OEM condition-based inspections with reports indicating the useful life of the Solution.
2.13.5.	Due to the significance of the Solution, it is imperative that the Bidder:
	f) be capable of providing local (RSA-based) technical support from a spare-parts, service and consumables perspective
	g) has a local office in South Africa with the conditions as referred to in 2.13
	h) has a local representative serving as single point of contact for all contractual and service-related matters.
	i) Provides a 24/7 hotline available via phone, e-mail or professional web-based ticketing system with a maximum response time within one (1) hour
2.13.6.	Due to the significance of the Solution, GPW require:
	j) Provide one (1) permanent engineer supporting the Personalisation and Enveloping equipment being onsite from Monday to Friday (8:00 to 17:00)
	k) Provide one (1) permanent engineer supporting the Data management being onsite from Monday to Friday (8:00 to 17:00)
	l) Each of the two (2) engineers shall be OEM trained and certified.

Initial here obo Bidder

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

	m) On request the Bidder shall provide after hours support when needed (Additional hours to be charged as defined in the SLA. SLA to be discussed after Tender award).
2.13.7.	The Bidder shall undertake to conduct adequate technical knowledge transfer towards the effective and efficient maintenance, operations and general upkeep of the Solution throughout its lifecycle.
2.13.8.	The Bidder shall, within the duration of the contract, have appropriate levels of spare parts available to meet the obligations under the Service Level Agreement.

Signed at _____ this _____ day of _____ 2026__

For and on Behalf of _____

Name: _____

Position: _____

Who hereby warrants his authority.

--End of Annexure ONE--

Initial here obo Bidder

BID NUMBER: GPW-2026/27-03

CLOSING DATE: 10 NOVEMBER 2026

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

Annexure Two

BIDDER'S COMPANY PROFILE – GPW-2026/27-03

The bidder must provide their company profile, which includes but not limited to a project list stipulating a number of projects where a Solution similar to that stipulated on this RFT, was installed and their duration.

---End of Annexure Two---

Initial here obo Bidder

BID NUMBER: GPW-2026/27-03

CLOSING DATE: 10 NOVEMBER 2026

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

Annexure Three

OEM ISO CERTIFICATIONS / LETTER OR CERTIFICATE OF AUTHORISATION (if applicable) – GPW-2026/27-03

Provide the following:

1. OEM accredited certifications for ISO 9001
2. Where a bidder is an agent, an Original Equipment Manufacturer's letter or certificates of authorisation for equipment, products and/or services is required on this RFT

---End of Annexure Three---

Initial here obo Bidder

BID NUMBER: GPW-2026/27-03

CLOSING DATE: 10 NOVEMBER 2026

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

Annexure Four

PROJECT MANAGEMENT PLAN : GPW-2026/27-03

Project management plan detailing the requirements stipulated on this RFT

---End of Annexure Four---

Initial here obo Bidder

BID NUMBER: GPW-2026/27-03

CLOSING DATE: 10 NOVEMBER 2026

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

Annexure Five

CONTACTABLE REFERENCES – GPW-2026/27-03

Provide and attach a number of signed reference letters, on the clients’ letterhead with contactable client details, corresponding to the list of provided projects.

---End of Annexure Five---

Initial here obo Bidder

BID NUMBER: GPW-2026/27-03

CLOSING DATE: 10 NOVEMBER 2026

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

Annexure A

JOINT VENTURES/CONSORTIUMS : GPW-2026/27-03

All documentation, as referred to per Section A clause 8 of the RFT must be included here as Annexure A (if applicable) being part of the Returnable Documents.

--End of Annexure A --

Initial here obo Bidder

Annexure B**TERM SHEET: GPW-2026/27-03**

Terms defined in the RFT, to which this Term Sheet is an annexure, must have the same meaning in this Term Sheet as assigned to them in the RFT. This Term Sheet sets out the key terms to be contained in the Definitive Agreement. The terms contained herein are not exhaustive and may be added to at GPW's sole and absolute discretion. Some of the mandatory requirements and conditions contained in the RFT may be repeated and/or amplified in the Definitive Agreement.

No.	Term	Details
1.	Parties	- Government Printing Works ("GPW"); and - Successful Bidder ("Bidder") (each a "Party" and together as "Parties").
2.	Background and Purpose	To be set out substantially as set out in the RFT.
3.	Legal Effect	This Term Sheet sets out the key terms of the Definitive Agreement and is not in itself legally binding on the Parties, except that by signing and/or submitting this Term Sheet, the Bidder agrees to the terms contained herein and undertakes to enter into the Definitive Agreement substantially on the terms contained herein.
4.	RFT	All the provisions of the RFT, in particular the mandatory requirements, ANNEXURE ONE, Clause 2, Technical Specifications and the Conditions of Tender, will be incorporated in the Definitive Agreement.
5.	Appointment	GPW to appoint the Bidder to supply it with the Solution.
6.	Price	The contract price will be as set out in the Bidder's Tender Submission. Prices to be all-inclusive (i.e. inclusive of any taxes, packaging, insurance, transportation, etc.)
7.	Payment	Payment terms will be stipulated in the definitive agreement. Payment will be made in Rand or any other base currency, depending on what is agreed in the Definitive Agreement.
8.	Confidentiality	The provisions of this Term Sheet and those of the Definitive Agreement must be kept strictly confidential, except when disclosure is required under any law or to give effect to the provisions of the Definitive Agreement.
9.	Infringement of Intellectual Property	The Solution should accord with the specifications, designs and instructions set out in the RFT. GPW must not be liable for any infringement of any patent, trademark, copyright or manufacturing design and Bidder to accept full responsibility for and indemnify GPW against any claims that may be brought against GPW by reason of any alleged infringement of a trademark, patent, copyright, design or otherwise arising out of the production, reproduction or use of the Solution or other documents in relation thereto. Despite this, the Bidder must not be relieved of liability to GPW in the event that the Bidder is restrained from supplying the Solution and must be liable to GPW for the full loss it sustains as a result of any breach under the Definitive Agreement. It must be the responsibility and obligation of the Bidder to contest any action brought against GPW which would attempt to restrain production, sale or distribution of the Solution or alleges any infringement of any trademark, patent, copyright or design by the Bidder.

No.	Term	Details
10.	Performance Security / Bond	A performance bond is not required
11.	Interest on late payments	Interest calculated at Libor rate plus 2% must accrue on the outstanding balance of all amounts due and payable but unpaid by GPW under the Definitive Agreement. Such interest must be calculated from the due date of each such overdue amount to the date of payment thereof and must be paid by GPW on demand.
12.	Governing Law	The entire provisions of the Definitive Agreement must be governed by and construed in accordance with the laws of the Republic of South Africa. Furthermore, the Parties must irrevocably and unconditionally consent to the non-exclusive jurisdiction of the North Gauteng High Court of South Africa in regard to all matters arising from the Definitive Agreement.
13.	Consents	The Parties to each acquire and maintain all consents, approvals and/or authorisations, which are necessary for the matters contemplated in the Definitive Agreement and to performance of their respective obligations under the Definitive Agreement.
14.	Compliance with Laws and Consents	Parties to comply with all relevant laws and consents. The Bidder to indemnify GPW from and against any and all liabilities, damages, claims, fines, penalties, fees, costs and expenses of whatever nature arising out of or resulting from any failure by the Bidder to comply with the relevant laws and obligations.
15.	Taxes	GPW must be responsible for all South African taxes. The Bidder must be responsible for all foreign taxes.
16.	Consequential Loss	Neither Party must be liable to the other under the Definitive Agreement or any applicable law, for any kind of indirect or consequential loss or damage (including loss of use, loss of profit, loss of any contract, loss of production or business interruption, loss of revenue) arising out of or in connection with the Definitive Agreement, except in relation to wilful misconduct or gross negligence.

Signed for and on behalf of the Bidder

Date:

Place:

Name of Bidder

-- End of Annexure B --

Initial here obo Bidder

BID NUMBER: GPW-2026/27-03

CLOSING DATE: 10 NOVEMBER 2026

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

Annexure C

CENTRAL SUPPLIER DATABASE DOCUMENTATION : GPW-2026/27-03

All documentation, as referred to per Section A of the RFT must be included here as
Annexure C being part of the Returnable Documents.

--End of Annexure C --

Initial here obo Bidder

Annexure D

SUMMARY OF SITE PREPARATION AND RELATED REQUIREMENTS:
GPW-2026/27-03

1. TABLE 1: SITE PREPARATION REQUIREMENTS

Please provide a summary below of all requirements related to room temperature, humidity control, waste removal, compressed air, ventilation and others as may be applicable, which GPW must provide to ensure optimum performance of the Solution offered. GPW assumes responsibility for the site preparation in accordance with the Respondent’s requirements.

DESCRIPTION OF REQUIREMENT	REQUIREMENT SPECIFICATION

Table 1

2. TABLE 2: TESTING MATERIALS REQUIREMENTS

Please provide a summary below of all requirements related to the supply of test materials (quantities and types of material needed, which GPW must prepare for equipment testing purposes, if any)

DESCRIPTION OF REQUIREMENT	REQUIREMENT SPECIFICATION

Table 2

3. LAYOUT DRAWING

A drawing, indicating the dimensions of the total equipment with a layout proposal within the framework of available space at the designated zone of the Premises.

Name of Bidder

--End of Annexure D ---

Initial here obo Bidder

BID NUMBER: GPW-2026/27-03

CLOSING DATE: 10 NOVEMBER 2026

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

Annexure E

BRIEFING SESSION ATTENDANCE CERTIFICATE : GPW-2026/27-03

--End of Annexure E ---

Initial here obo Bidder

BID NUMBER: GPW-2026/27-03

CLOSING DATE: 10 NOVEMBER 2026

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

Annexure SBD 1**PART A
INVITATION TO BID**

BID NUMBER:	GPW-2026/27-03	CLOSING DATE:	10 November 2026	CLOSING TIME:	11h00
DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY, INSTALLATION AND COMMISSIONING OF A NEW AND COMPLETE TRAVEL DOCUMENT PRODUCTION SYSTEM AND TO PROVIDE SUPPORT AND MAINTENANCE FOR A PERIOD OF 5 YEARS AT THE GOVERNMENT PRINTING WORKS				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
Tender Box adjacent to the main entrance at: 389 Sophy De Bruyn Street, 0002					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Noko Kekana		CONTACT PERSON	Frikkie Nagel Sean Madjoe	
TELEPHONE NUMBER			TELEPHONE NUMBER		
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS	noko.kekana@gpw.gov.za		E-MAIL ADDRESS	Frikkie.Nagel@gpw.gov.za Sean.Madjoe@gpw.gov.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?		☐ Yes ☐ No [IF YES, ANSWER PART B:3]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO					

Initial here obo Bidder

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?

☐ YES ☐ NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, AN AGREEMENT MUST BE SUBMITTED
- 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g. company resolution)

DATE:

---End of document SBD 1 ---

Initial here obo Bidder

Annexure SDB 4**BIDDER'S DISCLOSURE****1. PURPOSE OF THE FORM**

- 1.1 Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.
- 1.2 If a person is listed in the Register for Tender Defaulters and/or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

- 2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution? **YES/NO**
- 2.2 If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	Identity Number	Name of organ of state

- 2.3 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

Initial here obo Bidder

2.3.1 If so, furnish particulars:

.....

.....

.....

2.4 Does the bidder or any of its directors/trustees/shareholders members/partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise, whether or not they are bidding for this contract?
YES/NO

2.4.1 If so, indicate all companies registered in the CSD in the table below:

Supplier registration number (MAAA)	Status (active/inactive/deleted)

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification.

3 GENERAL DECLARATION

I,, the undersigned, in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure.
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found to be false.
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5 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.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement

Initial here obo Bidder

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.7 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, 1998 (Act No. 89 of 1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

I CERTIFY THAT THE ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

.....
Signature

.....
Date

.....
Designation

.....
Name of bidder

--End of Annexure SBD 4 --

Initial here obo Bidder

This document must be signed and submitted together with your bid

THE NATIONAL INDUSTRIAL PARTICIPATION PROGRAMME

INTRODUCTION

The National Industrial Participation (NIP) Programme, which is applicable to all government procurement contracts that have an imported content, became effective on the 1 September 1996. The NIP policy and guidelines were fully endorsed by Cabinet on 30 April 1997. In terms of the Cabinet decision, all state and parastatal purchases / lease contracts (for goods, works and services) entered into after this date, are subject to the NIP requirements. NIP is obligatory and therefore must be complied with. The Industrial Participation Secretariat (IPS) of the Department of Trade and Industry (DTI) is charged with the responsibility of administering the programme.

1 PILLARS OF THE PROGRAMME

- 1.1 The NIP obligation is benchmarked on the imported content of the contract. Any contract having an imported content equal to or exceeding US\$ 10 million or other currency equivalent to US\$ 10 million will have a NIP obligation. This threshold of US\$ 10 million can be reached as follows:
- (a) Any single contract with imported content exceeding US\$10 million.
 - or
 - (b) Multiple contracts for the same goods, works or services each with imported content exceeding US\$3 million awarded to one seller over a 2 year period which in total exceeds US\$10 million.
 - or
 - (c) A contract with a renewable option clause, where should the option be exercised the total value of the imported content will exceed US\$10 million.
 - or
 - (d) Multiple suppliers of the same goods, works or services under the same contract, where the value of the imported content of each allocation is equal to or exceeds US\$ 3 million worth of goods, works or services to the same government institution, which in total over a two (2) year period exceeds US\$10 million.
- 1.2 The NIP obligation applicable to suppliers in respect of sub-paragraphs 1.1 (a) to 1.1 (c) above will amount to 30 % of the imported content whilst suppliers in respect of paragraph 1.1 (d) shall incur 30% of the total NIP obligation on a *pro-rata* basis.
- 1.3 To satisfy the NIP obligation, the DTI would negotiate and conclude agreements such as investments, joint ventures, sub-contracting, licensee production, export promotion, sourcing arrangements and research and development (R&D) with partners or suppliers.

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- 1.4 A period of seven years has been identified as the time frame within which to discharge the obligation.

2 REQUIREMENTS OF THE DEPARTMENT OF TRADE AND INDUSTRY

- 2.1 In order to ensure effective implementation of the programme, successful bidders (contractors) are required to, immediately after the award of a contract that is in excess of **R10 million** (ten million Rands), submit details of such a contract to the DTI for reporting purposes.

- 2.2 The purpose for reporting details of contracts in excess of the amount of R10 million (ten million Rands) is to cater for multiple contracts for the same goods, works or services; renewable contracts and multiple suppliers for the same goods, works or services under the same contract as provided for in paragraphs 1.1.(b) to 1.1. (d) above.

3 BID SUBMISSION AND CONTRACT REPORTING REQUIREMENTS OF BIDDERS AND SUCCESSFUL BIDDERS (CONTRACTORS)

- 3.1 Bidders are required to sign and submit this Standard Bidding Document (SBD 5) together with the bid on the closing date and time.

- 3.2 In order to accommodate multiple contracts for the same goods, works or services; renewable contracts and multiple suppliers for the same goods, works or services under the same contract as indicated in sub-paragraphs 1.1 (b) to 1.1 (d) above and to enable the DTI in determining the NIP obligation, successful bidders (contractors) are required, immediately after being officially notified about any successful bid with a value in excess of R10 million (ten million Rands), to contact and furnish the DTI with the following information:

- Bid / contract number.
- Description of the goods, works or services.
- Date on which the contract was accepted.
- Name, address and contact details of the government institution.
- Value of the contract.
- Imported content of the contract, if possible.

- 3.3 The information required in paragraph 3.2 above must be sent to the Department of Trade and Industry, Private Bag X 84, Pretoria, 0001 for the attention of Mr Elias Malapane within five (5) working days after award of the contract. Mr Malapane may be contacted on telephone (012) 394 1401, facsimile (012) 394 2401 or e-mail at Elias@thedti.gov.za for further details about the programme.

4 PROCESS TO SATISFY THE NIP OBLIGATION

- 4.1 Once the successful bidder (contractor) has made contact with and furnished the DTI with the information required, the following steps will be followed:

- a. the contractor and the DTI will determine the NIP obligation;
- b. the contractor and the DTI will sign the NIP obligation agreement,

Initial here obo Bidder

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

the contractor will submit a performance guarantee to the DTI;

- c. the contractor will submit a business concept for consideration and approval by the DTI;
- d. upon approval of the business concept by the DTI, the contractor will submit detailed business plans outlining the business concepts;
- e. the contractor will implement the business plans; and
- f. the contractor will submit bi-annual progress reports on approved plans to the DTI.

- 4.2 The NIP obligation agreement is between the DTI and the successful bidder (contractor) and, therefore, does not involve the purchasing institution.

Bid number Closing date:.....

Name of bidder.....

Postal address

.....

Signature..... Name (in print).....

Date.....

Js475wc

--End of Annexure SBD 5 --

ANNEXURE SBD 6.1**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL
PROCUREMENT REGULATIONS 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS	
PRICE	90	80
SPECIFIC GOALS	10	20
Total points for Price and SPECIFIC GOALS	100	100

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right) \quad \text{or} \quad Ps = 90 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

80/20 or 90/10

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

3.2. **FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT**

3.2.1. **POINTS AWARDED FOR PRICE**

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} \text{80/20} & \text{or} & \text{90/10} \\ \\ Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}}\right) & \text{or} & Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}}\right) \end{array}$$

Where

- Ps = Points scored for price of tender under consideration
- Pt = Price of tender under consideration
- Pmax = Price of highest acceptable tender

4. **POINTS AWARDED FOR SPECIFIC GOALS**

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
 - (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
HDI	4	8		
Women	3	6		
Youth	2	4		
Disability	1	2		

Calculation of points

The calculation of points for achieving specific level is to be computed using the following allocation of points:

SPECIFIC GOAL	ACHIEVEMENT LEVEL	ALLOCATED POINTS (80/20 system)	ALLOCATED POINTS (90/100 system)
1. Persons historically disadvantaged on the basis of race	100% black ownership	8	4
	75% - 99% black ownership	6	3
	60% - 74% black ownership	4	2
	51% - 59% black ownership	2	1
	0%-50% black ownership	0	0
2. Ownership by Women	100% women ownership	6	3
	75% - 99% women ownership	4	2

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

SPECIFIC GOAL	ACHIEVEMENT LEVEL	ALLOCATED POINTS (80/20 system)	ALLOCATED POINTS (90/100 system)
	60% - 74% women ownership	2	1
	51% - 59% women ownership	1	0.5
	0 – 50% women ownership	0	0
3. Ownership by Youth	100% youth ownership	4	2
	75% - 99% youth ownership	3	1.5
	60% - 74% youth ownership	2	1
	51% - 59% youth ownership	1	0.5
	0 – 50% youth ownership	0	0
4. Ownership by people with disability	100% disability ownership	2	1
	75% - 99% disability ownership	1.5	0.75
	60% - 74% disability ownership	1	0.5
	51% - 59% disability ownership	0.5	0.25
	0 – 50% disability ownership	0	0

NB: Bidders will be required to substantiate their claim for points on specific goals by submitting the following:

- Ownership Certificate issued by the Companies and Intellectual Property Commission (CIPC)
- Valid B-BBEE Certificate or valid Sworn Affidavit.
- Certified copy(s) of the ID-document(s) of Director(s).
- The respondents who claim points for ownership by persons with a disability must provide proof thereof in the form of a letter from the relevant authority. If the proof thereof is not provided, the bidder/s shall receive a zero score for ownership by persons with disability. Over and above this, a CSD report will be utilized to determine the ownership status as claimed by the bidder.

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

Partnership/Joint Venture / Consortium

One-person business/sole propriety

Close corporation

Public Company

Personal Liability Company

(Pty) Limited

Non-Profit Company

State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct.
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

- vi) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
- (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

--End of Annexure SBD 6.1

.....

SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

.....

DATE:

.....

ADDRESS:

.....

.....

.....

.....

BID NUMBER: GPW-2026/27-03

CLOSING DATE: 10 NOVEMBER 2026

BIDDER NAME: _____

VALIDITY PERIOD: 120 DAYS

Annexure FORM IV



FORM 4(iv) – CONSENT FORM

**APPLICATION FOR THE CONSENT OF A SUPPLIER/SERVICE PROVIDER FOR THE PROCESSING OF
PERSONAL INFORMATION FOR THE PURPOSE OF TENDER NUMBER: GPW-2026/7-03**

**IN TERMS OF SECTION 11 (2) (a) OF THE PROTECTION OF PERSONAL INFORMATION ACT,
2013 (ACT NO. 4 OF 2013)**

TO (SUPPLIER OR SERVICE PROVIDER NAME) :

FROM: GOVERNMENT PRINTING WORKS

Contact number (s) : 012 748 6346

Fax number : N/A

E-mail address : lifi.mahlasela@gpw.gov.za

Full names and designation of person signing on behalf of responsible party:

LIFI MAHLASELA

Signature of designated person

Date: 7 May 2025

PART B

I, _____ (full names of supplier/service provider
representative) hereby:

☐

Give my consent.

For my information to be published in the National Treasury Eportal that is available online
on www.gpw.gov.za and on www.etenders.gov.za or the website of the Government Communication
and Information Systems (GCIS).

Signed at this day of
.....2026.....

.....
Signature of Supplier/Service Provider Representative

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THE NATIONAL TREASURY

Republic of South Africa



GOVERNMENT PROCUREMENT:

GENERAL CONDITIONS OF CONTRACT

July 2010

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NOTES

The purpose of this document is to:

- (i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- i. The General Conditions of Contract will form part of all bid documents and may not be amended.
- ii. Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if (applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC must prevail.

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TABLE OF CLAUSES

1. Definitions
2. Application
3. General
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5. Use of contract documents and information; inspection
6. Patent rights
7. Performance security
8. Inspections, tests and analysis
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33. National Industrial Participation Programme (NIPP)
34. Prohibition of restrictive practices

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General Conditions of Contract

1. Definitions

1. The following terms must be interpreted as indicated:
 - 1.1 "Closing time" means the date and hour specified in the bidding documents for the receipt of bids.
 - 1.2 "Contract" means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
 - 1.3 "Contract price" means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
 - 1.4 "Corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
 - 1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
 - 1.6 "Country of origin" means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
 - 1.7 "Day" means calendar day.
 - 1.8 "Delivery" means delivery in compliance of the conditions of the contract or order.
 - 1.9 "Delivery ex stock" means immediate delivery directly from stock actually on hand.
 - 1.10 "Delivery into consignees store or to his site" means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier

Initial here obo Bidder

bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.

- 1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.
- 1.12 "Force majeure" means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 "GCC" means the General Conditions of Contract.
- 1.15 "Goods" means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 "Imported content" means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.
- 1.17 "Local content" means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.
- 1.18 "Manufacture" means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.

Initial here obo Bidder

- 1.19 "Order" means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 "Project site," where applicable, means the place indicated in bidding documents.
- 1.21 "Purchaser" means the organization purchasing the goods.
- 1.22 "Republic" means the Republic of South Africa.
- 1.23 "SCC" means the Special Conditions of Contract.
- 1.24 "Services" means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25 "Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.

2. Application

- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions must apply.

3. General

- 3.1 Unless otherwise indicated in the bidding documents, the purchaser must not be liable for any expense incurred in the preparation submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za

Initial here obo Bidder

4. Standards

- 4.1 The goods supplied must conform to the standards mentioned in the bidding documents and specifications.

5. Use of contract document and information; inspection

- 5.1 The supplier must not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person must be made in confidence and must extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier must not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 must remain the property of the purchaser and must be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
- 5.4 The supplier must permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patent rights

- 6.1 The supplier must indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

7. Performance security

- 7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder must furnish to the purchaser the performance security of the amount specified in SCC.

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- 7.2 The proceeds of the performance security must be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security must be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and must be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

8. Inspections, tests and analyses

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor must be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections must be carried out, the purchaser must itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses must be defrayed by the purchaser.

Initial here obo Bidder

-
- 8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses must be defrayed by the supplier.
- 8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract supplies may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies must be held at the cost and risk of the supplier who must, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies must be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.
- 8.8 The provisions of clauses 8.4 to 8.7 must not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

- 9.1 The supplier must provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing must be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights must take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.
- 9.2 The packing, marking, and documentation within and outside the packages must comply strictly with such special requirements as must be expressly provided for in the contract, including additional

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requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

10.1 Delivery of the goods and services must be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.

10.2 Documents to be submitted by the supplier are specified in SCC.

11. Insurance

11.1 The goods supplied under the contract must be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

12.1 Should a price other than an all-inclusive delivered price be required, this must be specified in the SCC.

13. Incidental services

13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:

- (a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
- (b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
- (c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service must not relieve the supplier of any warranty obligations under this contract; and

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- (e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, must be agreed upon in advance by the parties and must not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election must not relieve the supplier of any warranty obligations under the contract; and
- (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract must have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

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- 15.2 This warranty must remain valid for twenty-four (24) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for twenty-four (24) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.
- 15.3 The purchaser must promptly notify the supplier in writing of any claims arising under this warranty.
- 15.4 Upon receipt of such notice, the supplier must, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.
- 15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment

- 16.1 The method and conditions of payment to be made to the supplier under this contract must be specified in SCC.
- 16.2 The supplier must furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract.
- 16.3 Payments must be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated in SCC.

17. Prices

- 17.1 Prices charged by the supplier for goods delivered and services performed under the contract must not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

18. Contract amendments

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- 18.1 No variation in or modification of the terms of the contract must be made except by written amendment signed by the parties concerned.

19. Assignment

- 19.1 The supplier must not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20. Subcontracts

- 20.1 The supplier must notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, must not relieve the supplier from any liability or obligation under the contract.

21. Delays in the supplier's performance

- 21.1 Delivery of the goods and performance of services must be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.
- 21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier must promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser must evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension must be ratified by the parties by amendment of contract.
- 21.3 No provision in a contract must be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.
- 21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an
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emergency arises, the supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.

21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations must render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser must, without cancelling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser must, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) if the Supplier fails to perform any other obligation(s) under the contract; or

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(c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier must be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier must continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

(i) the name and address of the supplier and / or person restricted by the purchaser;

(ii) the date of commencement of the restriction

(iii) the period of restriction; and

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(iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Anti-dumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or antidumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference must on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him

25. Force Majeure

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier must not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

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25.2 If a force majeure situation arises, the supplier must promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier must continue to perform its obligations under the contract as far as is reasonably practical, and must seek all reasonable alternative means for performance not prevented by the force majeure event.

26. Termination for insolvency

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

27. Settlement of Disputes

27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties must make every effort to resolve amicably such dispute or difference by mutual consultation.

27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4 Mediation proceedings must be conducted in accordance with the rules of procedure specified in the SCC.

27.5 Notwithstanding any reference to mediation and/or court proceedings herein,

(a) the parties must continue to perform their respective obligations under the contract unless they otherwise agree; and

(b) the purchaser must pay the supplier any monies due the supplier.

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28. Limitation of liability

28.1 Except in cases of criminal negligence or wilful misconduct, and in the case of infringement pursuant to Clause 6;

(a) the supplier must not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion must not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

(b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, must not exceed the total contract price, provided that this limitation must not apply to the cost of repairing or replacing defective equipment.

29. Governing language

29.1 The contract must be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties must also be written in English.

30. Applicable law

30.1 The contract must be interpreted in accordance with South African laws, unless otherwise specified in SCC.

31. Notices

31.1 Every written acceptance of a bid must be posted to the supplier concerned by registered or certified mail and any other notice to him must be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting must be deemed to be proper service of such notice

31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, must be reckoned from the date of posting of such notice.

32. Taxes and duties

32.1 A foreign supplier must be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.

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32.2 A local supplier must be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.

32.3 No contract must be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a valid tax status PIN, submitted by the bidder.

33. National Industrial Participation (NIP) Programme

33.1 The NIP Programme administered by the Department of Trade and Industry must be applicable to all contracts that are subject to the NIP obligation.

34 Prohibition of Restrictive practices

34.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).

34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

34.3 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

General Conditions of Contract (revised July 2010)

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