



KWAZULU-NATAL PROVINCE
HUMAN SETTLEMENTS
REPUBLIC OF SOUTH AFRICA

INVITATION TO QUOTE

QUOTATION FOR THE SUPPLY OF GOODS/SERVICES

QUOTATION NO: Q76/21 CLOSING DATE: 17/09/2021 TIME: 11H00

SUPPLIER NAME :

TELEPHONE NO:

EMAIL:

Dear Sir/Madam

Quotations are invited for the under mentioned goods/services. Any quotations received after the closing date and time **WILL NOT BE CONSIDERED. ONLY THIS FORM OR A PHOTOSTAT COPY WILL BE ACCEPTED AND ALL DETAILS MUST BE COMPLETED.** The completed forms may be deposited in Quotation Box Number 05 in the lift foyer of the twelfth floor, Eagle Building, OR faxed to 031 336 5124, OR emailed to quotations@kzndhds.gov.za. Clarity, advice or queries may be directed to Ms Babongile Hlongwana at 031 336 5155, OR the tender advice Centre on the 12 floor, Eagle Building 353-363 Dr Pixely Kaseme Street, Durban from 08:00 to 15:00.

Yours faithfully

BABONGILE HLONGWANA

NAME OF COMPILER

.....

SIGNATURE OF COMPILER

FOR SUPPLY CHAIN MANAGEMENT

DATE: 09/09/2021

ITEM NO.	DESCRIPTION OF GOODS /SERVICES	UNIT OF ISSUE	QTY	TOTAL PRICE EXCL.VAT
	APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE TRAINING TO ACCREDITED AND ASPIRING SOCIAL HOUSING INSTITUTIONS FOR 50 CANDIDATES FOR 2 DAYS.			
	SERVICE PROVIDERS TO SUBMIT QUOTATIONS WITH PROPOSALS AS PER THE SPECIFICATION AND THE EVALUATION CRITERIA ATTACHED			

pg. 1

NB: Quotation documents (RFQ) must be completed in full with accurate information which is in line with information submitted to Central Supplier Database (CSD). Any contrary false and incorrect information in SBD forms will disqualify the bid. Declare all information in respect of the companies you have interest on as per SBD 4 clause 2.11.

1	DEVELOP AND SUPPLY TRAINING MANUALS TO THE PARTICIPANTS (PROVISION OF TRAINING MATERIALS TO THE PARTICIPANTS)			
2	VENUE FOR TRAINING – PREFERABLY DURBAN OR PIETERMARTZBURG			
3	<u>MORNING TEA FOR 50 PEOPLE FOR 2 DAYS</u> <ul style="list-style-type: none"> • TEA, COFFEE, MUFFINS AND SCONES 			
4	<u>LUNCH FOR 50 PEOPLE FOR 2 DAYS</u> <ul style="list-style-type: none"> • CHICKEN AND BEEF CURRY • SAVOURY RICE AND • ANY 2 SALADS VEGETABLE LASAGNE OR ANY HALAAL DISH FOR 5 PEOPLE. DESSERT WITH ICE CREAM 100% FRESH JUICE OR COLD DRINK FOR 50 PEOPLE FOR 2 DAYS			
5	IN LINE WITH COVID 19 REGULATIONS, SCREENING ON REGISTRATION TO BE DONE, VENUE TO BE SANITISED. PARTICIPANTS TO BE PROVIDED WITH DISPOSABLE MASK (NEW MASK EACH DAY FOR 2 DAYS). SOCIAL DISTANCING TO BE COMPLIED WITH AND TWO 500ML SANITIZERS TO BE PROVIDED ON THE VENUE FOR 2 DAYS			
	TOTAL PRICE			
	TOTAL PRICE QUOTED IN WORDS:			
	CONTACT MR S.A MNCWABE @ 031 336 5266/082 376 2551 OR MS PHUMZILE MABASO @082 375 7029			

This quotation is subject to the following

pg. 2

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- SERVICE PROVIDERS TO QUOTE ON TOTAL PRICE AND NOT UNIT PRICE
- QUOTATIONS SHOULD BE VALID FOR A MINIMUM PERIOD OF 60 DAYS UNLESS OTHERWISE STIPULATED

- **PLEASE NOTE THAT IT IS THE SERVICE PROVIDER'S RESPONSIBILITY TO ENSURE THAT CENTRAL SUPPLIERS DATA BASE (CSD) IS REGULARY UPDATED IN ORDER TO BE DEEMED COMPLIANT IN RESPECT OF A VALID TAX CLEARANCE CERTIFICATE AND OTHER RETURNABLE DOCUMENTS. FAILING TO REGULARY UPDATE THE SAME MAY RESULT IN YOUR QUOTATION BEING PASSED OVER**

- ALL INFORMATION REQUESTED HEREUNDER MUST BE FURNISHED TO ENSURE CONSIDERATION OF QUOTATION.

PLEASE CIRCLE THE CORRECT ANSWER

- a) Validity of quotation 60 days unless otherwise stipulated
- b) Delivery period
- c) Are prices quoted firm? Yes/No
- d) Registered on Central Suppliers Database? Yes/No
Central Suppliers Database Number.....
Registered on CIDB? Yes/No
Registration Number.....
Registered on NHBRC? Yes/No
Registration Number.....
- e) Applicable ONLY to equipment and machinery
(i) Whether spares carried in stock? Yes/No
(ii) Whether maintenance carried out if required? Yes/No
(iii) What is the period of guarantee? (COMPULSORY)
(iv) Make and model.....
- f) Is offer strictly accordingly to specification? Yes/No
If no give variation.....
Please indicate if you are a vat vendor Yes/No
NOTE: if yes quote VAT number
- g) A certified copy of BBBEE status level verification certificate must be submitted in order to qualify for preference points. The 80/20 preference points system in terms of preferential procurement regulations 2017 will apply for allocation of points.
- h) Please NOTE: If you didn't hear from the Department within the period of 6 weeks, please consider your quote being unsuccessful.
- i) Any alteration on price must be initialed, if not the quote will not be considered.
- j) The use of tippex/correction fluid is prohibited.
- k) Please fill in the attached Declaration of Interest (SBD4) *compulsory*
PERSONAL TAX REFERENCE NUMBER IS MANDATORY
- l) Please fill in the attached Declaration Certificate for Local Production and Content for Designated Sectors (MBD6.2)
- m) Please fill in the attached Certificate of Independent Bid Determination (SBD9) *compulsory*
- n) Please fill in the attached Declaration of Bidder's Past Supply Chain Management Practices (SDB12) *compulsory*
- o) Proof of Public Liability Insurance Fund should be in the region or R1000 000.00 if applicable
- p) Attendance of site briefing / meeting compulsory if applicable
- q) Submission of documents for screening of company directors and security guards if applicable

1. General Conditions

pg. 3

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- 1.1. Preferential Procurement Regulations, 2017 (Regulation 8) make provision for the promotion of local production and content.
- 1.2. Regulation 8.(2) prescribes that in the case of designated sectors, organs of state must advertise such tenders with the specific bidding condition that only locally produced or manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for tenders referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$LC = [1 - x / y] * 100$$

Where

x is the imported content in Rand

y is the bid price in Rand excluding value added tax (VAT)

Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) on the date of advertisement of the bid as indicated in paragraph 3.1 below.

The SABS approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.

CONTACT PERSON OF SUPPLIER

COMPANY STAMP

NAME (IN BLOCKS).....

SIGNATURE.....

DATE

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KWAZULU-NATAL PROVINCE

**HUMAN SETTLEMENTS
REPUBLIC OF SOUTH AFRICA**

SCOPE OF WORK AND SPECIFICATION OF PUBLIC BASED INSTITUTION FOR HIGHER LEARNING TO PROVIDE TRAINING TO ACCREDITED AND ASPIRING SOCIAL HOUSING INSTITUTIONS.

1. SCOPE OF THE SERVICE PROVIDER

1.1 The Service Provider is expected to provide non accredited training on the following modules:

- **Property Development**
- **Property Finance**
- **Property Valuation**
- **Property Management**
- **Project Management**
-

The Service Provider is required to provide registration status and/or qualification in order to be deemed competent and/or having capacity to render the required training

1.2. Develop a comprehensive training package for the Trainees

1.3. Target Audience

50 Aspiring and accredited SHI's

The Trainees will be selected by the Department of Human Settlements from the data base of interested parties who attended

the Social Housing Information sessions.

1.4 Duration of the Training

2 days in a central venue, preferably Durban or Pietermaritzburg.

1.5 Entry Requirement

- The prospective Course participants must possess matric certificate as a minimum qualification.
- To be on the list of participants who attended Social Housing Information Sessions.
- Course Participant should reside in the Districts where the training will be undertaken.
- 50 Participants will be selected from 7 Districts where there are Restructuring Zones, the majority will come from Ethekwini and Ilembe Districts. The specific municipalities in the 7 Districts with Restructuring zone statuses are the following; a) Ethekwini; b) uMsunduzi; c) Newcastle; d) uMhlathuze; e) KwaDukuza; f) Ray Nkonyeni and; g) Alfred Duma

2. The Service Provider is expected to submit a Proposal that will outline the course delivery methods and learning outcomes. It should be accompanied by the Curriculum Vitae of the Facilitators/ Lectures

3. DUTIES AND FUNCTIONS OF THE SERVICE PROVIDER

The Service Provider is required to undertake and perform the following duties and functions in fulfilment of its obligations under these terms of reference for the appointment of Kwa-Zulu Natal public based Institution of higher Learning

3.1 Packaging of the Training

- 3.2 **Development and Supplying with training manuals to the Participants** Important to note: the materials developed for this training

including the course manuals shall remain the intellectual property of the Department for future use and exploitation). The appointed Service provider is obligated to hand over the hard copy and an electronic copy of the course materials to the Department

3.3 Hire Venue for Training

3.4 Registration of the Participants

3.5 Provide catering- morning tea with muffins and Lunch as per the menu (attached)

3.6 In line with Covid 19 regulations, screening on registration to be done, venue to be sanitized. Participants to be provided with disposable masks. Social distancing and sanitizers to be provided at the venue. At least 2 500ml per day

3.7 Deliver training to participants

3.8 Issuing of certificate of attendance to trainees

4. DUTIES AND FUNCTIONS OF THE DEPARTMENT

4.1. Provide funding for the training

4.2. Selection of Participants for the training

4.3. Draft and ensure signing of the Service level Agreement

4.4. Ensure that the Service Provider complies with obligations of the Contract.

4.5. Monitor the training

EVALUATION CRITERIA-APPOINTMENT OF A SERVICE PROVIDER TO TRAIN SOCIAL HOUSING INSTITUTION ON PROJECT MANAGEMENT AND DEVELOPMENT

Qualifications

THE BID WILL BE EVALUATED IN TWO STAGES AS FOLLOWS:

12.1 STAGE 1 – ELIGIBILITY CRITERIA

IN ADDITION TO ALL REQUIREMENTS A COMPREHENSIVE COMPANY PROFILE MUST BE ATTACHED DETAILING ALL INFORMATION REQUIRED AS PER STAGE 1 OF EVALUATION CRITERIA, FOR THE PROGRESSION TO STAGE 2, SERVICE PROVIDERS MUST SCORE A MINIMUM OF 60% OF TOTAL POINTS AND PROFILE MUST HAVE TRACEABLE REFERENCES WITH A PROVEN TRACK RECORD. DOCUMENTARY PROOF OF COMPLETED CONTRACTS MUST BE ATTACHED.

Key Aspects	Basis for Point Allocation	Score	Max Points
Methodology	Define a clear methodology to provide a formal training for aspiring and accredited SHI's on Property Development and Management (30 Points)	Good	21-30
	Acceptable (in terms of above). 20 points	Fair	9-20
	Lacks the appropriate level of experience (in terms of above). 8 points	Poor	0-8
Relevant Experience	Clearly Indicates relevant experience in terms of number of completed similar trainings undertaken. Reference letters signed by respective institutions / trainees must be attached for each training completed.		
	5 or more similar training programmes successfully completed, Provide 3 and above reference letters-30 points	Good	21-30
	2 – 4 similar training programmes successfully completed-provide 2-4 reference letters-20 points	Fair	9 –20
	1 similar training programme successfully completed-provide reference letter- 8 points	Poor	0 – 8
Stakeholders and Resources Organogram	Stakeholders Clearly indicate all relevant stakeholders in the implementation of successful SHI training programmes. 10 points	Good	11-20
	Resource Organogram		

	Detailed Organogram with curriculum vitae's detailing the duties and responsibilities of key personnel coupled with their experience. 10 points		
	Organogram is acceptable. 10 points	Fair	6-10
	Lacks appropriate, applicable and relevant skills and resources (in terms of above) 5 points	Poor	0-5
Financial Capacity	Financial viability to be proven by supplying credit rating letter from the bank: Credit Rating Category A-20 points	Good	11-20
	Credit Rating Category B-10 Points	Fair	6-10
	Credit Rating Category C-5 Points	Poor	0-5
	No rating letter: 0 points		
TOTAL	100		

DECLARATION OF INTEREST

SBD 4

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-
 - the bidder is employed by the state; and/or
 - the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.
2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**
 - 2.1 Full Name of bidder or his or her representative:
 - 2.2 Identity Number:
 - 2.3 Position occupied in the Company (director, trustee, shareholder²):
 - 2.4 Company Registration Number:
 - 2.5 Tax Reference Number:
 - 2.6 VAT Registration Number:
 - 2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

¹"State" means –

 - (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
 - (b) any municipality or municipal entity;
 - (c) provincial legislature;
 - (d) national Assembly or the national Council of provinces; or
 - (e) Parliament.

²"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.
 - 2.7 Are you or any person connected with the bidder presently employed by the state? **YES / NO**

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member

Name of state institution at which you or the person connected to the bidder is employed:

.....

Position occupied in the state institution

Any other particulars:

.....

.....

.....

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector?

YES/ NO

2.7.2.1 If yes, did you attached proof of such authority to the bid document?

YES/ NO

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof:

.....

.....

.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months?

YES/ NO

2.8.1 If so, furnish particulars:

.....

.....

.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid?

YES/ NO

2.9.1 If so, furnish particulars.

.....

.....

.....

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid?

YES/ NO

2.10.1 If so, furnish particulars.

.....

.....
.....

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

2.11.1 If so, furnish particulars:

.....
.....
.....

3. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	Personal Reference Number	Tax Number	State Number / Number	Employee / Persal Number

4 DECLARATION

I, THE UNDERSIGNED (NAME).....
CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

¹ **Includes price quotations, advertised competitive bids, limited bids and proposals.**

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

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

Q 16/21

in response to the invitation for the bid made by: **KZN DEPT OF HUMAN SETTLEMENTS**
do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of _____ that:
(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;

- (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

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

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

(To be completed by Bidder.)

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have:-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this database were informed in writing of this restriction by the Accounting Officer/ Authority of the institution that imposed restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the national treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:.....		

4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p>The register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	<p>If so, furnish particulars:.....</p> <p>.....</p> <p>.....</p>		
4.3	<p>Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	<p>If so, furnish particulars:.....</p> <p>.....</p> <p>....</p> <p>.....</p> <p>..</p>		
4.4	<p>Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.4.1	If so, furnish particulars:.....
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CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME).....
 CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM
 IS TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION
 MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE
 FALSE.**

.....
Signature

.....
Date

.....
Position

.....
Name of bidder