



Physical Address: Steve Vukile Tshwete Education Complex, Zone 6' Zwelitsha.
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The Eastern Cape Department of Education has the following interesting vacancies available:

- General requirements for Chief Education Specialist (CES), Deputy Chief Education Specialist (DCES) and Senior Education Specialist (SES) posts: A recognized three or four - year qualification which includes professional teacher education. Nine years experience in the educational field for CES, eight years experience in the educational field for DCES and five years in the educational field for SES. A valid driving license. Registration with SACE. Computer literacy.
- Salary Scale CES: All Inclusive package of R812 724 – R1 259 022pa. (Salary level 12)
- Salary Scale DCES: R453 246 – R887 571 pa. (Salary level 10)
- Salary Scale SES: R367 773– R836 139 pa. (Salary level 9)
- Educational Psychologist –R590 589 – R1020 462
- Senior Education Therapist Specialist – R769 026 – R853 509
- Education Therapist Specialist – R459 558 – R583 164

POST : **DEPUTY CHIEF EDUCATION SPECIALIST- CURRICULUM ADAPTATION (VOCATIONAL AND OCCUPATIONAL) (REF: EDU 373)**

DESCRIPTION : **Inclusive Education - LSEN Governance and Curriculum Adaptation Section**

CENTRE : **Head Office – Zwelitsha (1 Post)**

REQUIREMENTS: A recognized three or four-year qualification, which includes professional teacher education. Registration with SACE as professional educator. Eight years' experience in the educational field. Relevant managerial experience in the subject will be advantageous. Computer literacy (MS Office Suite and MS Outlook) and valid driver' license. Competencies: Sound knowledge and understanding of the NQF, CAPS and NCS in the relevant phase. A thorough understanding of the principles and teaching methodology underpinnings Outcomes Based Education (OBE) and Outcomes Based Assessments. Experience in the development of curriculum materials. Knowledge of national provincial curriculum development practices. Proven track record of subject knowledge and expertise in the FET phase. Good management and leadership skills. Excellent communication, reporting, facilitation and presentation skills. Ability to adhere to strict time frames.

DUTY : Provide provincial leadership for the coordination, development and implementation of the subject requirements in the relevant phase. Coordinate the establishment and maintenance of Subject Committees.

Manage and coordinate the provision of appropriate learner assessment strategies in the subject. Coordinate the maintenance, development, support and administration of the subject at provincial and district level. Represent the province and facilitate participation in all departmental curriculum projects in conjunction with outside agencies regarding the subject. Provide leadership in the development and utilization of extra LTSM. Ensure effective planning, monitoring, implementation and support of teacher and subject advisor training and support courses, on site support visits, etc., to ensure effective planning, decision-making, monitoring and implementation of CAPS.

POST : **PHYSIOTHERAPIST: SENIOR EDUCATION THERAPIST SPECIALIST (REF: EDU 374)**

DESCRIPTION : **Inclusive Education – Psychosocial Support Section**

SALARY SCALE : **All Inclusive Package of R769 026 – R853 509**

CENTRE : **Head Office – Zwelitsha (1 Post)**

REQUIREMENTS: An appropriate degree in physiotherapy allowing registration as Physiotherapist with the HPCSA. A minimum of (3) years appropriate experience following registration with the HPCSA. Experience working within the field of education (special School) will be an advantage. An appropriate Master's degree will be an advantage to the applicant. A valid driver's license.

DUTIES : Data Analysis and statistical techniques to prompt action. Action Plan development for various projects regarding physiotherapy and related services in education throughout the province. Updating and monitoring of relevant data-bases within the Department. Strategic planning and Policy Deployment, particularly in regard to inclusive education practices at public ordinary, full-service and special schools. Policy Development in therapy prescription. Promulgation of inclusive education policies at senior management level across all pillars of the Educational System. Fostering of Ethical and Professional relationships with stakeholders within the Department (e.g. curriculum and IDS&G sections as well as Integrated School Health programmes) as well as non-governmental organizations. Monitoring and enforcement of policies across school sectors (public ordinary, full-service and special schools). Co-ordinate services in physiotherapy across districts and circuits within the province. Quantitative and qualitative monitoring of physiotherapy and related medical services provided at public ordinary, full-service and special schools, including outreach initiatives by special school therapists. Reporting on all physiotherapy related services offered within the Department of Education across the Province. Provide recommendations for support packages for learners with barriers to learning within the domains of physiotherapy (including recommendations for orthotics, assistive devices, cerebral palsy and other health-related movement disorders). Oversee placements by Education District Personnel to

Special Schools and Support Classes. Co-ordinate professional development programmes for physiotherapists based in Education Districts, circuits, full-service and special schools. Capacitate and support District Based Support Teams, Circuit Based Support Teams and School Based Support Teams. Facilitation in the establishment of special schools and specialized support services across the province. Conduct appropriate research to support all of the above job-functions. The position will require extensive travel throughout the province.

POST : **SPEECH AND LANGUAGE: SENIOR EDUCATION THERAPIST SPECIALIST (EDU 375)**

DESCRIPTION : **Inclusive Education – Psychosocial Support Section**

SALARY SCALE : **All Inclusive Package of: R769 026 – R853 509**

CENTRE : **Head Office – Zwelitsha (1 Post)**

REQUIREMENTS: An appropriate degree in speech and language therapy allowing registration as Speech and Language Therapist with the HPCSA. A minimum of (3) years appropriate experience following registration with the HPCSA. Experience working within the field of education (special School) will be an advantage. A dual qualification in Speech and Audiology will be an advantage to the applicant. A valid driver's license.

DUTIES : Data Analysis and statistical techniques to prompt action. Action Plan development for various projects regarding Speech therapy and related services in education throughout the province. Updating and monitoring of relevant data-bases within the Department Strategic planning and Policy Deployment, particularly in regard to inclusive education practices at public ordinary, full-service and special schools. Policy Development in therapy prescription Promulgation of inclusive education policies at senior management level across all pillars of the Educational System. Fostering of Ethical and Professional relationships with stakeholders within the Department (e.g. curriculum and IDSM&G sections as well as Integrated School Health programmes) as well as non-governmental organizations. Monitoring and enforcement of policies across school sectors (public ordinary, full-service and special schools). Co-ordinate services in Speech and Language Therapy across districts and circuits within the province. Quantitative and qualitative monitoring of Speech and Language Therapy provided at public ordinary, full-service and special schools, including outreach initiatives by special school therapists. Reporting on all speech and language therapy related services offered within the Department of Education across the Province. Provide recommendations for support packages for learners with barriers to learning within the domains of Speech and Language Therapy. Oversee placements by Education District Personnel to Special Schools and Support Classes. Co-ordinate professional development programmes for Speech and Language therapists based in Education Districts, circuits, full-service and special schools.

POST : **OCCUPATIONAL THERAPIST – EDUCATION THERAPIST SPECIALIST**

DESCRIPTION : **Inclusive Education**

SALARY SCALE : **All Inclusive Package of: R459 558 – R583 164**

CENTRE : **Queenstown (1 Post) (EDU 376), Cofimvaba (2 Posts) (EDU 377)**

REQUIREMENTS: BSc Occupational Therapist or equivalent. Registration with the Health Professions Council of South Africa(HPCSA). A minimum of three (3) years appropriate experience after registration with HPCSA as a Occupational Therapist

DUTIES : To assess learners visual perceptual functioning. Identifying barriers. Providing recommendations for accessibility. Programme development and student placement. Develop care packages/ intervention strategies for referred to the OT services through SIAS Policy processes and presenting difficulties with development in some or all of the areas of self- help skills, motor coordination and sensory processing affecting their participation and occupational performance in class based and school based settings. Knowledge of assistive devices and technology and ability to make appropriate prescription. Support, monitor and evaluate therapeutic and rehabilitation services provided by Occupational Therapists based in Special Schools. Operate as part of the District Based Support Team(DBST) and District Accommodations and Concessions in Assessment Committee.

POST : **EDUCATIONAL PSYCHOLOGIST– PSYCHO-SOCIAL SUPPORT**

DESCRIPTION : **Inclusive Education**

SALARY SCALE : **All Inclusive Package of: R590 589 – R1020 462**

CENTRE : **East London (EDU 378), Fort Beaufort (EDU 379), Sterkspruit (EDU 380), Maluti (EDU 381), Mbizana (EDU 382) MT Fletcher (EDU 383), MT Frere (EDU 384), Ngcobo (EDU 385) (8 Posts)**

REQUIREMENTS: MA in Educational Psychology or equivalent. Registration with the Health Professions Council of South Africa(HPCSA). A minimum of one(1) year appropriate experience after registration with HPCSA as an Educational Psychologist.

DUTY : Provide psychological assessment: cognitive, personality, emotional and neuropsychological functions of learners related to learning and development. Facilitate Psychological intervention: perform a range of therapeutic psycho-educational interventions (psychotherapy, counselling, trauma debriefing and refer to other specialists). Facilitate the implementation of educationally based Programmes in response to diverse needs. Parental and educator guidance or feedback. Monitoring learners progress through the SIAS progress.

POST : **PHYSIOTHERAPIST - EDUCATION THERAPIST
SPECIALIST (PROGRAMME DEVELOPMENT FOR PSYCHO-
SOCIAL SERVICES)**

DESCRIPTION : **Inclusive Education**

SALARY SCALE : **All Inclusive Package of: R459 558 – R583 164**

CENTRE : **Graaf-Reinet (EDU 386), Sterkspruit (EDU 387) (2 Posts)**

REQUIREMENTS: BSc Occupational Therapist or equivalent. Registration with the Health Professions Council of South Africa(HPCSA). A minimum of three (3) years appropriate experience after registration with HPCSA as a Physiotherapist.

DUTIES : Identifying barriers, providing recommendations for accessibility, programme development and student placement. Develop care packages/ intervention strategies for referred to the Physiotherapist services through SIAS Policy processes and presenting difficulties with development in some or all of the areas of self- help skills, motor coordination and sensory processing affecting their participation and performance in class based and school based settings. Knowledge of assistive devices and technology and ability to make appropriate prescription. Support, monitor and evaluate therapeutic and rehabilitation services provided by Physiotherapists based in Special Schools. Operate as part of the District Based Support Team(DBST) and District Accommodations and Concessions in Assessment Committee.

POST : **DEPUTY CHIEF EDUCATION SPECIALIST- MONITORING OF
FUNDING NORMS AND STANDARDS**

DESCRIPTION : **Institutional Development Support & Governance (IDS &
G)**

CENTRE : **Head Office – Zwelitsha (1 POST) (EDU 388)**

REQUIREMENTS: Proven experience in planning, implementing, monitoring and supporting projects
Competencies: Leadership, communication, Financial Planning and management. Strategic planning and transformation. Policy development researching. Curriculum developing. Staff developing. Organizing.
Technical Competencies: Sound knowledge and understanding of the National Norms and Standards for funding policy and any other related National and Provincial Legislation.

DUTIES : Monitor and support schools in the implementation of National Norms and Standards for school Funding Policy. Coordinate process of identifying challenged section 21 schools and provide transferring funds to No Fee schools and section 21 schools. Monitor compliance to policy prescripts. Establish and maintain appropriate internal controls and reporting systems for schools.

POST : **DEPUTY CHIEF EDUCATION SPECIALIST- SCHOOL
MANAGEMENT AND DEVELOPMENT**

DESCRIPTION : **Institutional Development Support & Governance (IDS & G)**
CENTRE : **Head Office – Zwelitsha (1 Post) (EDU 389)**

REQUIREMENTS: Proven experience in planning, implementing, monitoring and supporting projects.
Competencies: Leadership, communication, financial planning and management. Strategic planning and transformation. Policy development researching. Curriculum developing. Staff developing. Organizing.

DUTIES : Manage and monitor the implementation of Education and related Legislation. Liaise with districts and schools to improve delivery against policy requirements. Assist in formulation of policies for operation reasons. Assist in providing professional support and governance. Coordinate and monitor delivery and training and workshop for officials, school Principals, Deputy Principals and Heads of Department. Manage development of material for good school governance and administration. Report on activities within the operation. Assist CES to facilitate to collate all required information about districts and schools.

POST : **DEPUTY CHIEF EDUCATION SPECIALIST- IQMS**
DESCRIPTION : **Institutional Development Support & Governance**
CENTRE : **Head Office – Zwelitsha (1 Post) (EDU 390).**

REQUIREMENTS: Proven experience in planning, implementing, monitoring and supporting projects
Competences: Leadership, communication, financial planning and management. Strategic planning and transformation. Policy development researching. Curriculum developing. Staff developing

DUTIES : Facilitate the development and distribution of IQMS plan. Manage implementation of IQMS plan. Monitor and support functionality of DTTs and PTT. Ensuring the correct implementation of IQMS. Manage and co-ordinate PTT activities. Supervise and support staff members. Analyse and collate cluster reports and return feedback to districts.

POST : **EDUCATION PSYCHOLOGIST GRADE 1-LSPID (1 YEAR RENEWABLE CONTRACT)**

DESCRIPTION : **Inclusive Education**
SALARY SCALE : **All Inclusive Package of: R633 702 – R703 314**
CENTRE : **Head Office – Zwelitsha (1 Post) (EDU 391)**

REQUIREMENTS: Applicants must be in possession of an appropriate qualification that allows registration with the HPCSA as an Psychologist. They should have knowledge and understanding of education Legislation and policies. The incumbent must be able to promote inclusive education which includes promoting access to quality public funded education for learners with disability. They should have experience in working as part of a team and collaborating with stakeholders. They should be able to take initiatives,

work under pressure and problem solve if and when necessary. Experience in coordinating education and other support for learners with disabilities will be an added advantage. The incumbent will function as part of the District Based Support Team with the specific responsibility of providing transversal outreach services to care centres and special schools that include learners with severe to profound intellectual disability(LSPID). The job involves travelling and therefore a valid drivers license is a requirement. The applicant must have advanced computer skill.

DUTIES : As a member of the transversal team, the incumbent will collaborate with team members in the provision of support to designated schools and care centres on an itinerant basis. Support to be provided will include: Assessment of LSPID enrolled in the schools/care centres, provision of relevant therapeutic intervention to learners and families, monitoring and reporting on these learner's progress, training caregivers on learning programme for LSPID, monitoring and reporting caregivers implementation of the learning programme for LSPID, training and supporting teachers, on learning programme is designated schools and care centres, advocating for access to prequalify public funded education for LSPID and carrying out administrative functions related to the support provided. The incumbent may also be required to provide support to other learners in the community as and when needed.

POST : **PROJECT OFFICERS (ONE YEAR RENEWABLE CONTRACT)**
DESCRIPTION : **HIV & AIDS and social planning**
SALARY SCALE : **R334 545 – R404 121**
CENTRE : **Head Office – Zwelitsha (4 Posts) (EDU 392)**

REQUIREMENTS: An appropriate Degree or Diploma in Health/Social or Education and a minimum of 3 years' experience in management of projects.
Competencies: Planning and organizing skills. Project management skills. Excellent communication skills (verbal and written). Good human relations. Ability to meet commitments and produce results. Ability to be calm and level headed under pressure. Willingness to work irregular hours when required. Applicants must be in possession of a valid drivers license. Computer Literacy.

DUTIES : Collating and compiling of Monthly reports from the Districts for submission to the office of the Superintendent General and DBE. Provide technical and operational support to the planning, programming and monitoring of implementation of the HIV Programmes. Plan, organize and conduct training and orientation activities for educators from schools that are participating in the CSTL programme, for the purpose of capacity building and expansion of coverage of HIV & AIDS services for learners and educators. Provide leadership and guidance to Learner Support Agents and Supervisors. Undertake field visits and surveys in order to monitor and evaluate CSTL implementation by districts and schools. Identify problems and propose remedial action. In partnership with other Departments, identify alternative courses of action, to accelate/improve

CSTL programme. Support in the establishment and operation of District Based Support Teams.

NOTE : **CANDIDATES WILL BE REQUIRED TO UNDERGO REFERENCE CHECKING**
Eastern Cape Provincial Government is an equal opportunity and affirmative action employer. In line with the employment equity plan of the Department, this advertisement intends to achieve equity in the workplace. People from the designated groups are therefore encouraged to apply.

INSTRUCTION TO CANDIDATES

Note : Applications must be submitted on Z83 form with an original signature, obtainable from any Public Service Department and should be accompanied by a Curriculum Vitae, together with originally certified qualifications, Identity Document and driver's license. It will be expected of all candidates to be available for interviews on date, time and place as determined by the Department. Only shortlisted candidates will be contacted. It is the responsibility of applicants with foreign qualifications to submit evaluated qualifications by the South African Qualifications Authority (SAQA).

The department of Education welcomes people with disabilities and females are encouraged to apply. Please note that communication will be limited to the short-listed candidates only.

NB: All details on Z83 must be appropriately completed or the application will not be considered. The names of the three references must be submitted. Candidates must submit one application for each post being applied for. You can regard your application as unsuccessful, if you have not heard from us within three months of the closing date.

Please forward your application to the relevant District Office for the attention of District Director. Addresses and contact details for each District Office are tabulated hereunder. Enquiries relating to positions under INCLUSIVE EDUCATION must be referred to Mr Putter (040 6084219) and all other enquiries must be directed to: Mrs NT Sipahlanga/Mr TK Dimbaza (040-6084064/4548).

CLOSING DATE : **22 December 2017**

Annexure A

Addresses of District Offices:

East London: Mr S. Mnguni Te l: 043-70862/7600542 Address: P/B X 9007 E.L	Fort Beaufort Mr N.Stofile Te l: 046- 6452964 Fax: 046- 6452783 Address: P/B X 2041 F.B.T	King Willam's Town Mr.F.C.Sokutu Te l: 043- 6043218/6043221/2 Fax: 043- 6425896 Address: P/B X 0055 K.W.T
Ngcobo Ms K.J. Ngambi Te l: 047-5481004/1099 Fax: 047-5481139 Address: P/B X 214 Engcobo 5050	Qumbu Ms.L.N. Dyodo Te l: 047- 5420210 / 12 Fax: 047-5530180 Address: P/B X 466 Qumbu 5180	Mthatha Mr T.T. Dyasi Te l: 047- 5024272/4225 Fax: 047-5323339 Address: P/B X 5003 Mthatha 5100
Libode Dr A.S. Nuku Te l: 047- 5324704 Fax: 047-5323505 Address: P/B 518 Libode 5160	Dutywa Mr M.A. Dwangu Te l: 047- 4892247/4895044 Fax: 047-4891148 Address: P/B X 1203 Dutywa 5000	Butterworth Mr M.A. Jack Te l: 047- 4911070/4910646 Fax: 047-4910655 Address: P/B X 3019 Butterworth
Cofimvaba Mr T.M. Sikama Te l: 047 -8740744 Fax: 047-4880027 Address: P/B X 1229 Cofimvaba	Cradock Mr. E.G. Klaasen Te l: 048 –8018639 Fax: 048- 8813189 Address: P/B X 82 Cradock 5880	Sterkspruit Acting District Director Te l: 051- 6111380/6110064 Fax: 051 – 6110043/6342009 Address: P/B X 5026 Sterkspruit 9762
Queenstown Mr H.N. Godlo Te l: 045-8083000	Lady Frere Mr. G.N. Jojwana Te l: 047 -8780009/8780229	Mbhizana Mr V.V. Mkentane Te l: 039 – 2510279/2510063

Fax: 045-8083030 Address: P/B X 7053 Queenstown 5320	Fax: 047-8780224 Address: P/B X 1152 Lady Frere 5410	Fax: 039 - 2510976 Address: P/B X 504 Bizana 4800
Mount Fletcher Acting District Director Te l: 039- 2570963 Fax: 039 - 2570956 Address: P/B X 1133 Mount Fletcher	Maluti Mr L.E. Mtatyana Te l: 039 – 2560111/2560594 Fax: 039 - 2560111 Address: P/B X 1835 Matatiele 4730	Lusikisiki Mr V.E. Matwasa Te l: 039 - 2531065 Fax: 039 - 2531079 Address: P/B X 1010 Lusikisiki 4820
Graaff Reinet Mr N.R.W. De Bruyn Te l: 049- 8072202 Fax: 049 - 8925281 Address: P/B X 726 Graaff-Reinet 6280	Mount Frere Mr. M. Sobikela Te l: 039 - 2550005 Fax: 039 - 2550005 Address: P/B X 9001 Mount Frere 5090	Grahamstown Mr A.T. Fetsha Te l: 046- 6229310 Fax: 046 - 6223224 Address: P/B X 1001 Grahamstown 6140
Uitenhage Ms. N. Bashman Te l: 041- 9954000/2 Fax: 041 - 9227659 Address: P/B X 64 Uitenhage 6200	Port Elizabeth Dr N. Ntsiko Te l: 041- 4034402 / 434 Fax: 041 - 4538660 Address: P/B X 3915 North End Port Elizabeth 6056	

Human Resource Administration seeks a service provider to advertise vacant posts in the department. Please find attach specification for specifics and security requirement.

Directorate	Name & Extension	Responsibility Manager	Signature	Date
HRA	Mr Q Luthuli 4228	Approved /Not Approved		30 November 2017

2. QUOTATIONS EVALUATION CRITERIA

- The **80:20 Preference Point System** in terms of the Revised Preferential Procurement Policy Framework Act (PPPFA) and Regulations will be judiciously applied;
- Adequate **experience**, an impeccable **track record** and **proven success** in similar activities will be major considerations;
- Preference will be given to those Service Providers that rate highly in terms of **HDI Equity Ownership and Control** and those with **established businesses located in the Eastern Cape Province**.

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

NB* SERVICE PROVIDERS, TRUST, CONSORTIUM OR JOINT VENTURE MUST OBTAIN AND SUBMIT CONSOLIDATED B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE FOR EVERY SEPARATE BID \ QUOTATION. PUBLIC ENTITIES AND TERTIARY INSTITUTIONS MUST ALSO SUBMIT B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE TOGETHER WITH THEIR BID \ QUOTATION.

3. REQUIREMENTS / CONDITIONS

- All quotations to the value of more than R30 000 **MUST** be accompanied by a Valid and original tax clearance certificate
- Quotations are valid for 30 days
- Quotation is only valid when **signed by the service provider**
- Please also sign and submit the attached declaration of interest form
- Return date of the quotations should be within 5 days

- **To be completed by the Supply Chain Management Unit**

- Enquiries... ..

- Telephone (040) 6084552/4753 Fax 0867597233 / 7263

**SBD 4
DECLARATION OF INTEREST**

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 an advertised competitive bid, a limited bid, a proposal or written price quotation). 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 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 declaration 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, member):
.....
 - 2.4 Registration number of company, enterprise, close corporation, partnership agreement or trust:
.....
 - 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 attach 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 **YES/NO**
of the company have any interest in any other related companies
whether or not they are bidding for this contract?

2.11.1 If so, furnish particulars:
.....
.....
.....

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

Full Name	Identity Number	Personal Income Tax Reference Number	State Employee Number / 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 STATEMAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS DECLARATION
PROVE TO BE FALSE.

.....
Signature Date
.....
Position Name of bidder

SBD 8

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

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-
- abused the institution's supply chain management system;
 - committed fraud or any other improper conduct in relation to such system; or
 - 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? (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 the restriction after the <i>audialterampartem</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)? 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	If so, furnish particulars:		
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	If so, furnish particulars:		
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:		

SBD 8

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

Js365bW

SBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Institution)

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

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

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am 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

SBD 9

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.

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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.

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Signature

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Date

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Position

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Name of Bidder