

INSTRUCTIONS TO TENDERERS

1 SUBMISSION OF TENDERS

- 1.1 The original fully completed tender form has to be received before or on closing date. It is the responsibility of the tenderer to deliver sealed tenders to Necsa at the following address:

BY HAND:

Tender documents must be deposited in the tender box at Security reception gate 3 Pelindaba:

Necsa Gate 3

The Manager: Procurement and Provisioning Services

Elias Motsoaledi Street Extension (Church Street West)
R104 Pelindaba
Brits Magisterial District
Madibeng Municipality
North West Province
0240
South Africa

- 1.2 Tender documents have to be sealed in the envelope for every tender and upon which the enquiry number has been indicated.
- 1.3 No tenders received after closing date will be considered.

2 PRICE

- 2.1 Tenderers have to provide full information concerning prices and price escalation. Should no such indication be given, the tender prices will be considered fixed and un-adjustable. Where applicable, costs associated with Quality Assurance and Quality Control has to be indicated separately.
- 2.2 Should there be any discrepancies between the tender prices indicated on the tender form and those indicated on any other documentation, the prices on the tender form will apply.
- 2.3 Unless agreed otherwise explicitly and in writing, no additional amount to the tender amount will be paid.

3 VALIDITY

Tenders have to tender on the basis that tenders are irrevocable and prices are fixed for a period of 30 days after the relative closing date, unless it has been agreed otherwise in writing.

4 COMPLETENESS OF TENDERS

Before tenders are handed in, tenderers have to satisfy themselves as to the full extent of the work and the goods that have to be delivered, as well as the required documents. They also have to indicate whether they accept Necsa conditions of purchase, and any deviations there from have to be clearly stipulated. Prices have to be determined realistically while taking the above mentioned factors into account.

INSTRUCTIONS TO TENDERERS

5 SECRECY

- 5.1 Any person who has received an invitation to tender and who has no intention of tendering has to return the full tender invitation, and all documents which accompanied it, to Necsa likewise, tenderers who have been informed that their tender has not been successful have to return all tender documents which are in their possession.
- 5.2 The information contained in the tender documents is confidential and persons who receive such documents have to take all the necessary steps to ensure that the documents are handled as such. Information may only be conveyed to third parties for the purposes of the tender.
- 5.3 Tenderers are reminded that only persons who have been cleared according to Necsa procedures may enter the site of the Corporation.

NB: Persons who have received invitations to tender and who do not comply with the requirements of paragraph 5, will be held responsible for any loss or damage that the Corporation may suffer because of their conduct, and they expose themselves to prosecution.

6 ACCEPTANCE

- 6.1 Necsa does not commit itself to accept the lowest or any tender.
- 6.2 Necsa is not responsible for any costs or damage resulting from the preparation or handing in of tenders.

More information may be obtained from Necsa Procurement and Provisioning Department by contacting:

Mr Johann Deetlefs

Head Procurement

Tel No: +27 12 305 3540

Fax No: +27 12305 6250

E-Mail: johann.deetlefs@necsa.co.za

Ms Ansie van Niekerk

Chief Technical Assistant

Tel No: +27 12305 6060

Fax No: +27 12305 6250

E-Mail: ansie.vanniekerk@necsa.co.za