



**agriculture, land reform  
& rural development**

Department:  
Agriculture, Land Reform and Rural Development  
REPUBLIC OF SOUTH AFRICA



**OFFICE OF THE CHIEF REGISTRAR OF DEEDS**

Directorate: Supply Chain and Facilities Management Services

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**ADDENDUM:**

**BID NO DLRD (CRD- 11) 2024/25: ONCE-OFF SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR DEPARTMENT OF LAND REFORM AND RURAL DEVELOPMENT: KWAZULU NATAL DEEDS REGISTRY.**

**INDEX:**

1. Addendum 1: Extension of closing date for the tender	.....	Page 2
2. Addendum 2 : Replacement of Local Content Déclaration Document		
Replacement of Annexure C, D and E	.....	Page 3-8
3. Addendum 3 : Item 1 description change	.....	Page 9
Item 3 description change	.....	Page 9
Item 4 description change	.....	Page 10
Item 5 description change	.....	Page 10
Item 10 description change	.....	Page 11
4. Updated pricing schedule	.....	Page 12-13
5. Acceptance and incorporation of addendum	.....	Page 14



**ADDENDUM: BID NO DLRRD (CRD- 11) 2024/25: ONCE-OFF SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR DEPARTMENT OF LAND REFORM AND RURAL DEVELOPMENT: KWAZULU NATAL DEEDS REGISTRY**

**1. Addendum 1**

The closing date of the tender is **24 February 2025**.

**2. Addendum 2 consist of the following:**

Replacement of the **DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS** document.

Page 19-22 of the tender document is The Local content declaration document which is no longer valid as it makes reference to PPR 2017 which was repelled.

Based on the above, the **CORRECT** document to be completed for **LOCAL CONTENT DECLARATION** and **Annexure C** is attached.



## LOCAL CONTENT DECLARATION DOCUMENT

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2017 and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. 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: 2017 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) at 12:00 on the date of advertisement of the bid as indicated in paragraph 4.1 below.

**The SABS approved technical specification number SATS 1286:2017 is accessible on <http://www.thedtic.gov.za/sectors-and-services-2/industrial-development/industrial-procurement/> at no cost.**

2. **The stipulated minimum threshold(s) for local production and content (refer to Annex A of SATS 1286:2011) for this bid is/are as follows:**

Item No.	Description of services, works or goods	Stipulated minimum threshold
1.	Genuine Leather Swivel Chairs	65%
2.	Ergonomic Executive Office Chair	65%
3.	High back PU vinyl bonded leather Chairs with five star wooden base	65%
4.	Visitor's Chair, PU vinyl bonded Leather	65%
5.	Medium Back operator/typist Chairs	65%
6.	Medium Back operator/typist Chairs with the plastic armrest	65%
7.	L- Sharped Desk	70%
8.	L- Sharped Desk with panel legs	70%
9.	Small L-shaped Desk with steel legs	100%
10.	Stationery Cabinet: Cherry Verner	100%
11.	Glass Door Cabinet : Cherry Melamine	100%
12.	Round Table with four legs: Mahogany Veneer	90%
13.	Round Table with four legs: Cherry Melamine	90%
14.	Black Genuine Leather Couches two seater	90%

3. Does any portion of the goods or services offered have any imported content?

(Tick applicable box)

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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- 3.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on [www.reservebank.co.za](http://www.reservebank.co.za)

Indicate the rate(s) of exchange against the appropriate currency in the table below (refer to Annex A of SATS 1286:2011):

Currency	Rates of exchange
US Dollar	
Pound Sterling	
Euro	
Yen	
Other	

NB: Bidders must submit proof of the SARB rate (s) of exchange used.

4. Where, after the award of a bid, challenges are experienced in meeting the stipulated minimum threshold for local content the dtic must be informed accordingly in order for the dti to verify and in consultation with the AO/AA provide directives in this regard.

**LOCAL CONTENT DECLARATION**  
**(REFER TO ANNEX B OF SATS 1286:2011)**

**LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)**

**IN RESPECT OF BID NO.** .....

**ISSUED BY:** (Procurement Authority / Name of Institution):  
.....

NB

- 1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.
- 2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on <http://www.thedtic.gov.za/sectors-and-services-2/industrial-development/industrial-procurement/> Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. **Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below.**

Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, ..... (full names), do hereby declare, in my capacity as ..... of .....(name of bidder entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
  - (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2017; and
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2017, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

Bid price, excluding VAT (y)	R
Imported content (x), as calculated in terms of SATS 1286:2011	R
Stipulated minimum threshold for local content (paragraph 3 above)	
Local content %, as calculated in terms of SATS 1286:2011	

**If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above. The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.**

- (d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2017.
- (e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2017.

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**WITNESS No. 1** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**WITNESS No. 2** \_\_\_\_\_

**DATE:** \_\_\_\_\_

## Annex C

### Local Content Declaration - Summary Schedule

(C1) **Tender No.** DLRRD (CRD-11)2024/25

(C2) **Tender description:** Once off Supply, Delivery and Installation of Office furniture

(C3) **Designated product(s)** Office Furniture

(C4) **Tender Authority:** Department of Land Reform and Land Reform

(C5) **Tendering Entity name:** Pula

(C6) **Tender Exchange Rate:** Pula  EU  GBP

(C7) **Specified local content %**

Note: VAT to be excluded from all calculations

Tender item no's	List of items	Tender price - each (excl VAT)	Calculation of local content				Tender summary				
			Exempted imported value	Tender value net of exempted imported	Imported value	Local value	Local content % (per item)	Total tender value	Total exempted imported content	Total imported content	
(C8)	(C9)	(C10)	(C11)	(C12)	(C13)	(C14)	(C15)	(C16)	(C17)	(C18)	(C19)
#1	Genuine Leather Swivel Chairs							91			
#2	Ergonomic Executive Office Chair							1			
#3	High back PU vinyl bonded leather chairs with five star wooden base							2			
#4	Visitor's Chair, PU vinyl bonded leather							8			
#5	Medium Back operator/typist Chairs							11			
#6	Medium Back operator/typist Chairs with the plastic armrest							1			
#7	L- Sharped Desk							1			
#8	L- Sharped Desk with panel legs							4			
#9	Small L-Shaped Desk with steel legs							1			
#10	Stationery Cabinet : Cherry Veneer							18			
#11	Glass Door Cabinet : Cherry Melamine							2			
#12	Round Table with four legs: Mahogany Veneer							1			
#13	Round Table with four legs: Cherry Melamine							1			
#14	Black Genuine Leather Couches two seater							3			

**Signature of tenderer from Annex B** \_\_\_\_\_

Date: \_\_\_\_\_

<b>(C20) Total tender value</b>	R 0		
<b>(C21) Total Exempt imported content</b>	R 0		
<b>(C22) Total Tender value net of exempt imported content</b>	R 0		
<b>(C23) Total imported content</b>	R 0		
<b>(C24) Total local content</b>	R 0		
<b>(C25) Average local content % of tender</b>			

Annex D

Imported Content Declaration - Supporting Schedule to Annex C

(D1) Tender No.	DLRRD (CRD-11) 2024/25	<b>Note: VAT to be excluded from all calculations</b>
(D2) Tender description:	Once off Supply, Delivery and Installation of office furniture	
(D3) Designated Products:	Office Furniture	
(D4) Tender Authority:	Department of Land Reform and Rural Development	
(D5) Tendering Entity name:		
(D6) Tender Exchange Rate:	Pula <input type="text"/> EU <input type="text" value="R 9.00"/> GBP <input type="text" value="R 12.00"/>	

A. Exempted imported content

Calculation of imported content										Summary	
Tender Item no's	Description of imported content	Local supplier	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Exchange Rate	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Exempted imported value
(D7)	(D8)	(D9)	(D10)	(D11)	(D12)	(D13)	(D14)	(D15)	(D16)	(D17)	(D18)
<b>(D19) Total exempt imported value</b>										R 0	

This total must correspond with Annex C - C 21

B. Imported directly by the Tenderer

Calculation of imported content										Summary	
Tender Item no's	Description of imported content	Unit of measure	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Tender Qty	Total imported value
(D20)	(D21)	(D22)	(D23)	(D24)	(D25)	(D26)	(D27)	(D28)	(D29)	(D30)	(D31)
<b>(D32) Total imported value by tenderer</b>										R 0	

C. Imported by a 3rd party and supplied to the Tenderer

Calculation of imported content										Summary	
Description of imported content	Unit of measure	Local supplier	Overseas Supplier	Foreign currency value as per Commercial Invoice	Tender Rate of Exchange	Local value of imports	Freight costs to port of entry	All locally incurred landing costs & duties	Total landed cost excl VAT	Quantity imported	Total imported value
(D33)	(D34)	(D35)	(D36)	(D37)	(D38)	(D39)	(D40)	(D41)	(D42)	(D43)	(D44)
<b>(D45) Total imported value by 3rd party</b>										R 0	

D. Other foreign currency payments

Calculation of foreign currency payments					Summary of payments
Type of payment	Local supplier making the payment	Overseas beneficiary	Foreign currency value paid	Tender Rate of Exchange	Local value of payments
(D46)	(D47)	(D48)	(D49)	(D50)	(D51)
<b>(D52) Total of foreign currency payments declared by tenderer and/or 3rd party</b>					

Signature of tenderer from Annex B

**(D53) Total of imported content & foreign currency payments - (D32), (D45) & (D52) above** R 0

Date: \_\_\_\_\_

This total must correspond with Annex C - C 23

## Annex E

### Local Content Declaration - Supporting Schedule to Annex C

<b>(E1) Tender No.</b>	DLRRD( CRD-11) 2024/25
<b>(E2) Tender description:</b>	Once off Supply, Delivery and Installation of office Furniture
<b>(E3) Designated products:</b>	Office Furniture
<b>(E4) Tender Authority:</b>	Department of Rural Development and Land Reform
<b>(E5) Tendering Entity name:</b>	

**Note: VAT to be excluded from all calculations**

Local Products (Goods, Services and Works)	Description of items purchased	Local suppliers	Value
	(E6)	(E7)	(E8)
<b>(E9) Total local products (Goods, Services and Works)</b>			R 0

<b>(E10) Manpower costs</b>	( Tenderer's manpower cost)	R 0
<b>(E11) Factory overheads</b>	(Rental, depreciation & amortisation, utility costs, consumables)	R 0
<b>(E12) Administration overheads and mark-up</b>	(Marketing, insurance, financing, interest)	R 0
<b>(E13) Total local content</b>		R 0

This total must correspond with Annex C - C24

**Signature of tenderer from Annex B**

Date: \_\_\_\_\_

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**3. Addendum 3: Items Description changes**

Office Furniture Specification

Item Description	Quantity
<p><b>#1</b> Genuine Leather swivel chair which should tilt, have full synchrony mechanism in black, full synchrony mechanism, five star plastic base and plastic armrest finishing and Gas height adjustment</p> 	91
<p><b>#3</b> High back PU vinyl bonded leather black(Italtan) chairs which should tilt, have flexi arms and chrome mechanism in black, full synchrony and swivel mechanism, five star wooden base and wooden armrest finishing and Gas height adjustment and weight Capacity :110 Kg.</p> 	2



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<p><b>#4</b> Visitor's chair PU vinyl bonded leather (Italtan) chairs, four legged Oak base and Oak armrest and weight Capacity :110 Kg.</p>	<p>8</p>
	
<p><b>#5</b> Medium back operator/ typist chair, Gas Height Adjustment, Two separate levers for height and back rest lock (5 positions), Side Tilt Tension Adjustment, full synchrony and swivel mechanism, five star plastic base dark blue in colour</p>	<p>11</p>
	



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**#10 Cherry veneer Stationary Cabinet 1500L x 900W x 400H with 3 partitioning, 32mm top thickness, central lockable doors**



18



**PRICING SCHEDULE: ONCE- OFF SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR KWAZULU NATAL DEEDS REGISTRY**

**PRICING SCHEDULE**  
**(Purchase)**

<b>NAME OF SERVICE PROVIDER:</b> .....		
<b>Bid No:</b> DLRRD (CRD-11)2024/25	<b>CLOSING DATE:</b> 24 February 2025	<b>CLOSING TIME:</b> 11:00

**OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID.**

<u>ITEM NO TAX</u>	<u>DESCRIPTION</u>	<u>BID PRICE IN RSA CURRENCY INCLUSIVE OF VALUE ADDED</u>
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1. The accompanying information must be used for the formulation of proposals.
2. Bidders are required to indicate rates based on the total cost to the department for completion of each stage and including expenses for the project.

**TOTAL BID PRICE (INCLUSIVE OF VAT)** R.....

**NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED.**

No.	Item Description	Unit Price Including VAT	Quantity	Total Price Including VAT
1	Genuine Leather Swivel Chairs	R	91	R
2	Ergonomic Executive Office Chair	R	01	R
3	High back PU vinyl bonded leather chairs with five star wooden base	R	02	R
4	Visitors chair, PU vinyl bonded leather	R	08	R
5	Medium back operator/typist Chairs	R	11	R
6	Medium back operator/typist Chairs with the plastic armrest	R	01	R
7	L – Shaped Desk	R	01	R
8	L shaped Desk with panel legs	R	04	R
9	Small L-Shaped Desk with steel legs	R	01	R
10	Stationery Cabinet: Cherry veneer	R	18	R

Initials .....

Date: .....

**PRICING SCHEDULE: ONCE- OFF SUPPLY, DELIVERY AND INSTALLATION OF OFFICE FURNITURE FOR KWAZULU NATAL DEEDS REGISTRY**

11	Glass door Cabinet: Cherry Melamine	R	02	R
12	Round Table with four legs: Mahogany Veneer	R	01	R
13	Round Table with four legs: Cherry Melamine	R	01	R
14	Black Genuine Leather Couches two seater	R	03	R
<b>TOTAL PRICE</b>				<b>R</b>

- 3. Period required for commencement with project after acceptance of bid.....
- 4. Estimated man-days for completion of project.....
- 5. Does the offer comply with the specification(s)? \*YES/NO
- 6. If not to specification, indicate deviation(s).....

Initials .....

Date: .....

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**ACCEPTANCE AND INCORPORATION OF ADDENDUM**

I/We accept that this Addendum forms part of the Tender Document.

I/We confirm that I/we -

- (a) have noted the contents of this Addendum
- (b) have fully considered this Addendum
- (c) have incorporated the amendments contained in this Addendum in my/our Tender for Tender **No. DLRRD (CRD- 11) 2024/25:**

SIGNED ON BEHALF OF THE TENDERER : .....

NAME OF SIGNATORY (BLOCK LETTERS) : .....

NAME OF TENDERER (BLOCK LETTERS) : .....

TENDERER'S ADDRESS : .....

.....

TENDERER'S TEL NO : .....

TENDERER'S FAX NO

SIGNATURES OF WITNESSES : 1. ....

2. ....

NAMES OF WITNESSES (BLOCK LETTERS) : 1. ....

: 2. ....

DATE : .....

