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16 Kirkby Road, Bedfordview, Germiston

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## Key Principles of Tendering Workshop

5 May 2020 | Cape Town | 08h30-15h30

### Book for 2 delegates and Save 50% on the Standard Rates Only, for your 2<sup>nd</sup> Delegate (T&Cs Apply).

This **Advanced Principles of Tendering Workshop** is a detailed presentation of and it goes beyond merely introducing the applicable aspects of submitting compliant tenders. As you know, the tender process is more than just compiling bid documents; it demands that you have a full understanding of the all the legal issues connected to it and this **Workshop** will explain all the requirements to submit compliant bids. This is a highly interactive workshop that moves beyond showing you how to fill in bid documents and actually sharing with you how others win tenders based on clear winning strategies and a legal understanding of the process.

#### **Session 1: How to Compile Compliant Tenders and Completing the Bid Document Correctly. Learn the essential tools required to submit Winning Tenders!**

How to submit Responsive, Qualified & Valid Bids | Tender Returnables | Request for Quotations (Purchases) and Tenders | The 3 x Tendering Committees | 5 x Pillars of Procurement | Key Tendering Laws | Closed Tenders | Bid Processes | Unsolicited Bids | Two Envelope System | Open vs Closed Tenders | Defaulters (Black Listed Suppliers) & Restricted Directors | The 90-10 & 80-20 Point Systems | Joint Ventures & BBEE Requirements | Rules on Sub-contracting | Firm & Non-Firm Prices | Tax Clearance Certificates | Functionality | Local Production & Content | Evaluation of Bids | Adjudication of Bids | Tender Cancellation and Re-invitation | Validity Period & Extensions | Appeals, Objections & Disputes | Extension of Existing Contracts | How to Access Tender Reports & Score Sheets | Conflict of Interest | Industrial Participation | Contract Offer | Supply Chain Practice | Collusion Regulations | Submitting Alternative Offers & Alternative Bids | The Draft Procurement Act | The Key Do's and Don'ts of Winning Tenders | B-BBEE Supplier Development & Tendering | Sample Tender | How to Improve your BEE Score for Tendering | Court Rulings in Tender Disputes | Minimum B-BBEE and Sub-Contracting Explanation

**Session 2:** This Session will feature an in-depth unpacking of the **Advanced Strategies** required to submit **Winning Tenders**. It will also focus on the aspects not necessarily mentioned in a Bid Document but which is essential to make your Tender compliant.

#### **Outline. Submitting Tenders as prescribed by the PPPFA Regulations**

- How to Submit Compliant and Winning Tenders under the PPPFA Regulations
- How to apply the 30%-Pre-Qualifying and the 30%-Condition of Tender Criteria
- What is the best way to do Sub-Contract which is now a feature of most tenders
- What are the current and future requirements for Joint Ventures in tendering and B-BBEE
- How to apply the 25% Minimum Sub-Contracting Rule without being disqualified
- When is the Local Content Rule Applicable and how to correctly complete the applicable forms
- What are the Disqualifying Compliance Requirements not listed in the tender document
- Why are tenders not awarded to the top scoring company
- Why the state could penalise you with up to 10% of the value of the Tender?
- How the General Conditions of Contract (GCS) Impacts on your Tender
- Criminal Risk in Tenders through Fronting & Bid Collusion Managing your Legal Liability

Kindly read our Terms & Conditions prior to signing this Booking Form.



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16 Kirkby Road, Bedfordview, Germiston (Not the venue of the Training)

**Advanced Principles of Tendering Workshop: Booking Form:  
5 May 2020: Cape Town**

Discount offers only available up until 7- days before the Workshop:

- 1) *Discount Rate: R2490.00*
- 2) *Standard: R2990.00 per person*
- 3) *Book 2 x Delegates and the 2<sup>nd</sup> Pay Half-Price Only on the Standard Rates: R4485.00*

**Personal Details:**

Name of Business / Organisation:			
Postal Address & Code:			
Office Tel:		Office Fax No:	
Title: Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/> Professor <input type="checkbox"/> Other <input type="checkbox"/>			
Full Names of Delegate 1:			
Full Names of Delegate 2:			
Direct Tel:		Cell phone No:	
E-Mail:			
Name of Person Authorising this Booking			
Signature of Authorised Person:		Date:	

**Terms and Conditions. 1. Please Note: Payment is required upfront and prior to attending the Workshop. The date of your invoice has no effect on your booking. 2. If you cancel after we've received your booking form, a 30% cancellation fee will apply on the standard fees and not the discounted fees, where applicable. 3. Cancellations made less than 7 days (as of 00h01 on day 7) prior to the date of the Workshop will be levied with a 50% cancellation fee. 4. Cancellations made within 3 days (as of 00h01 on day 3) of the Workshop will be levied with 100% of the fees. 5. If you do not show up for the Workshop, NO REFUNDS will be issued. 6. If you do not show up for the Workshop and have not paid and neither has sent us a cancellation note, you will still be liable for the full fees. 7. No POSTPONEMENTS are allowed and your welcome to nominate a substitute on condition it's done at least 48-hours before the Workshop. 8. The organiser has the right to make any changes to this workshop inclusive of all arrangements like date/s, time/s, venue, content and speakers and no refunds will be afforded with a credit extended for the next date only to those who've paid for such a postponed workshop. 9. NB\* By signing this form, you agree to the above terms and conditions. Please Note: This Workshop will take the Format of Presentations.**

Contact: Gerrit on Cell. 082 496 1657

Kindly send this Booking Form to: [gerrit@taranisco.co.za](mailto:gerrit@taranisco.co.za)