



**merSETA**  
MANUFACTURING, ENGINEERING  
AND RELATED SERVICES SETA

**TERMS OF REFERENCE  
FOR  
OPEN TENDER  
SHORT TERM INSURANCE GROUP SCHEME  
FAC/2021/004**

**Closing Date: 10 MAY 2021, 12:00 noon**

**Validity Period: 180 days**

|                 |                                     |                     |                  |
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| Document Number | FIN-TR-001(B)                       | Date Compiled:      | 07 February 2011 |
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| Review: CFO     |                                     | Approved: CEO       |                  |

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## 1 ACRONYMS

|                |  |
|----------------|--|
| <b>BBBEE</b>   | - Broad – Based Black Economic Empowerment   |
| <b>Group B</b> | - Polo, Ford Fiesta, Kia Picanto, Yaris and Renault Clio                           |
| <b>MerSETA</b> | - Manufacturing, Engineering and Related Services Education and Training Authority |
| <b>TVET</b>    | - Technical and Vocational Education & Training                                    |

## 2 BACKGROUND

The merSETA would like to invite potential service providers in the insurance industry to provide insurance brokering and claim services for permanently employed staff members.

The merSETA has a staff compliment of two hundred and twenty eight staff members (228) but only hundred and sixty one (161) staff members utilize the fleet group scheme with different types of vehicle models. Staff members are based in the following areas:

| No | Region                               | Address  |
|----|--------------------------------------|--|
| 1. | Head Office and Gauteng South Region | MerSETA House, 95 7 <sup>th</sup> Avenue, Cnr Rustenburg Road, Melville, Johannesburg, 2109              |
| 2. | Mpumalanga Limpopo                   | 1 <sup>st</sup> Floor, No 8 Corridor Street, Route N4, Business Park, Ben Fleur Ext 11, Emalahleni       |
| 3. | Bloemfontein                         | 46 Second Avenue, Westdene, Bloemfontein   |
| 4. | KwaZulu Natal                        | 149 Essenwood, Stephen Dlamini Road, Musgrave  |
| 5. | Western Cape                         | Ground Floor, Simeka House, Farm 2, Vineyards Office Estate, 99 Jip de Jager Drive, De Bron, Durbanville |
| 6. | Eastern Cape                         | Pickering Park Office Suites, 14 – 20 Pickering Street, Newton Park, Gqeberha                            |
| 7. | Gauteng North                        | Automotive Supplier Park, 30 Helium Road, Rosslyn Ext 2  |

**Note: The addresses of the Regional Offices might change but the footprint will remain the same**

## 3 PROJECT/ CONTRACT

The contract period for this project will be from date of signature for a period of three (3) years.

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## 4 SCOPE OF PROJECT

The merSETA is seeking to appoint a potential provider that is fully familiar With Group Scheme Insurance cover. The Insurance provider or Broker shall be responsible for, but not limited to, the following functions:

### 4.1. Comprehensive Motor Vehicle Insurance

- 4.1.1. Source its best quotations from insurance underwriters
- 4.1.2. Provide Comprehensive Motor Vehicle Insurance services cover for merSETA Staff member's vehicles of about one hundred and sixty one (161) vehicles in total.
- 4.1.3. The Comprehensive Motor Vehicle Insurance must cover in accordance with the relevant laws and inclusive of full repair coverage against anonymous/unidentified incidents.
- 4.1.4. Manage and administrate all claims & procedures for the merSETA, irrespective of the location in all nine (9) provinces.
- 4.1.5. Promptly process all claims by the merSETA staff members directly and ensure that compensation is paid in accordance with Insurance Regulatory Authority Guidelines or and any service agreement level signed with the merSETA.
- 4.1.6. Update insured vehicles in terms of changes requested by users.
- 4.1.7. Submit monthly reports to merSETA of all the reported claims, additions and Write offs.
- 4.1.8. Attend to any matters related to the insurance contract including liaising with other parties in relation to any claims or liability under this policy.
- 4.1.9. Ensure that cover includes emergency road side assistance as per need Arises for breakdown accidents on a 24 hour basis.
- 4.1.10. Cover to include car hire for staff members during claim process preferably Group B.
- 4.1.11. The current vehicle list is provided in Annexure 1 (Motor Fleet) however it can Be amended from time to time by the merSETA with staff members Purchasing new vehicles and deleting the old ones.

### 4.2. Excess Waiver Cover

- 4.2.1. Source its best quotations from insurance underwriters
- 4.2.2. Provide Excess waiver cover for staff member's vehicles of about hundred and Seven (107) out of one hundred and sixty one (161) vehicles that will be on Comprehensive cover.
- 4.2.3. Provide cover on the specified excess amount payable in the event of a claim On the comprehensive insurance policy.
- 4.2.4. The comprehensive insurance policy and excess waiver cover may work May work together in an event of a claim logged by an individual irrespective Of the location in all nine (9) provinces outlined on item no 2 above.
- 4.2.5. Update insured vehicles in terms of changes requested by users.
- 4.2.6. Submit monthly reports to merSETA of all the reported claims.
- 4.2.7. The current vehicle list is provided in Annexure 2 (Motor Fleet for excess Waiver) however the list may be amended from time to time by the merSETA.

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## 5 CONTENT OF SUBMISSIONS

- 5.1 Provide a company profile.
- 5.2 Provide a proposal as per the scope of work above
- 5.3 Provide detailed pricing schedule and summarise same on SBD3.3 form,
- 5.4 Provide the following regarding qualifications, expertise, skills, experience:
  - 5.3.1 Three (3) abridged CV including the Brokers or the person that will handle the account with relevant experience.
  - 5.3.2 Diploma, Degree or equivalent qualification in the insurance sector for the Broker or the person that will manage the account e.g. Finance Qualifications- Bcom Accounting, Bcom Finance, General Bcom, Bcom Insurance, Actuarial Science, LLB or any qualifications obtained through the Insurance Institute of South Africa.
- 5.5 Details of previous experience of providing Group Scheme Insurance to any Organization for five (5) years.
- 5.6 The merSETA requires written references from at least three (3) companies where the same services has been rendered for the period between 2015 and 2020 (not older than five (5) years). The reference letter must be on a letterhead, must be signed and dated with contactable telephone numbers. Include description of work performed and dates of engagement/ services rendered.
- 5.7 Provide a high level project plan clearly indicating milestones and project Duration.
- 5.8 Proof of registration on the Central Supplier Database hosted by National Treasury;
- 5.9 Certified copy of BBBEE Certificate and;
- 5.10 Fully completed and signed SBD 1; 3.3; 4; 6.1; 7.2; 8 and 9 forms.
- 5.11 Bidders to indicate if there will be any subcontracting and also indicate the percentage (%) on the SBD 6.1 form.
- 5.12 Certified ID copies of all directors of the company;
- 5.13 Certified copy of valid BBBEE certificate, CIPC BBBEE certificate or affidavit. BBBEE Certificate issued by CIPC will be verified with CIPC.
- 5.14 In instances of a joint venture /consortium the Joint Venture Certificate must be included (indicating the percentage of duties for all companies in the joint venture). The consolidated joint venture B-BBEE Certificate must be submitted in order to claim points. However, for a subcontractor the B-BBEE certificate of both the contractor and subcontractor must be submitted.

## 6 REQUIREMENTS

- 6.1. Bidder must have five (5) years of experience in providing brokering services in the Group Scheme Motor Vehicle Insurance Industry and submit three (3) reference letters as proof thereof.
- 6.2 Bidders must provide proof of active accreditation/ registration with the Financial Sector Conduct Authority. **(Failure to submit proof of accreditation/registration with professional body that is compulsory in the insurance industry for both brokers and insurance providers will result in immediate disqualification and any further consideration of the bid)**

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Payment of the annual fee to the Financial Sector Conduct Authority will be verified with the Authority to confirm the license validity and in effect.

- 6.3 Bidder must submit a project plan demonstrating the procedures, explaining how the Project will be executed including reporting, claims handling and turnaround times.

**(Failure to submit the project plan will result in immediate disqualification and any further consideration of the bid)**

6.4 **Expertise and Capacity (Composition of Project Team)**

The proposal should reflect levels of expertise and capacity in the deliverance of Service requirements by including the CV's, qualifications and certificates of the below team members.

6.4.1. Three (3) abridged CV including the Brokers or the person that will handle the account with relevant experience.

- Broker or the person that will manage the account must possess a Diploma, Degree or equivalent qualification in the insurance sector and a minimum of three (3) years' experience in Insurance Fleet Management. E.g. Finance Qualifications- Bcom Accounting, Bcom Finance, General Bcom, Bcom Insurance, Actuarial Science, LLB or any qualifications obtained through the Insurance Institute of South Africa.
- Team members (x2) must possess a minimum of Diploma, Degree or equivalent qualification in the insurance sector and a minimum of two (2) years' experience in Insurance Fleet Management. E.g. Finance Qualifications- Bcom Accounting, Bcom Finance, General Bcom, Bcom Insurance, Actuarial Science, LLB or any qualifications obtained through the Insurance Institute of South Africa.
- Submission of evidence that Team Members completed the RE 5 (Regulatory Exam 5) exam and that the Team Leader completed RE 1 (Regulatory Exam 1) exam.

- 6.5 Bidders must submit evidence that the proposed prospective short term insurance provider is registered as a short term insurance company with the Registrar of Short Term Insurance to carry on business as a short term insurance provider.

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## 7 SCORING GRID ( TO BE LINKED WITH EVALUATION PROCESS UNDER 11)

| No.  | Requirement   | Criteria  | Score |
|--|---|---|-------|
| 7.1.   | Five (5) years of experience in the insurance Brokerage industry proven through three (3) reference letters                                       | Five (5) years or more  | 10    |
|  |   | Four (4) years or more  | 5     |
|  |   | Less than four (4) years  | 0     |
| 7.2.   | Project plan demonstrating the procedures, explaining how the Project will be Executed including reporting, claims handling and turnaround times. | Submitted Project plan demonstrating procedures, execution, reporting and claims turnaround times | 10    |
|  |   | No project plan submitted   | 0     |
| 7.3. Broker & Team Members Experience:   |   |   |       |
| 7.3.1. Broker or the person that will manage the account must have at least three (3) years' experience in Insurance Fleet Management. |   | Three (3) years' experience in Insurance Fleet Management.  | 10    |
|  |   | Less than three (3) years' experience in Insurance Fleet Management.                              | 0     |
| 7.3.2. Individual team members x2 must have at least two (2) years' experience in Insurance Fleet Management.                          |   | Two (2) years' experience in Insurance Fleet Management.  | 10    |
|  |   | Less than two (2) years' experience in Insurance Fleet Management.                                | 0     |
| 7.3.3. CV's of the Broker x1 and team members x2 must be attached to the proposal as proof.  |   | CV's of the Broker x1 and team members x2 submitted.  | 10    |
|  |   | CV's of the Broker x1 and team members x2 submitted not all submitted only two (2) submitted      | 0     |

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|   |  |    |
|---|--|----|
| <b>7.4. Qualifications</b>  |  |    |
| 7.4.1. Broker or the person that will manage the account must possess a Diploma, Degree or equivalent qualification e.g. Finance Qualifications- Bcom Accounting, Bcom Finance, General Bcom, Bcom Insurance, Actuarial Science, LLB or any qualifications obtained through the Insurance Institute of South Africa   | Diploma or Degree in the specified qualifications submitted                              | 10 |
|   | Diploma or Degree in the specified qualifications not submitted                          | 0  |
| 7.4.2. Team members (x2) must possess a minimum of Diploma, Degree or equivalent qualification in the insurance sector and a minimum of two (2) years' experience in Insurance Fleet Management. E.g. Finance Qualifications- Bcom Accounting, Bcom Finance, General Bcom, Bcom Insurance, Actuarial Science, LLB or any qualifications obtained through the Insurance Institute of South Africa. | Diploma or Degree in the specified qualifications submitted for 2x Team members          | 10 |
|   | Diploma or Degree in the specified qualifications not submitted for both 2x Team members | 0  |
| 7.4.3. Bidders must submit evidence that Team Members completed the RE 5 (Regulatory Exam 5) exam   | Evidence submitted for RE 5 (Regulatory Exam 5) exam completion.                         | 10 |
|   | Evidence not submitted for RE 5 (Regulatory Exam 5) exam                                 | 0  |
| 7.4.4. Bidders must submit evidence that Broker or the person that will manage the account completed the completed RE 1 (Regulatory Exam 1) exam.   | Evidence submitted for RE 1 (Regulatory Exam 1) exam completion.                         | 10 |
|   | Evidence not submitted for RE 1 (Regulatory Exam 1) exam completion.                     | 0  |

## 8 BUDGET (COST ESTIMATION)

The 80/20 evaluation criteria will be utilised. This evaluation criteria refers to 80% for Price and 20% for B-BBEE.

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## 9 CLOSING DATE

The closing date for submissions to be considered for this project shall be 10 May 2021, 12:00 noon.

## 10 PAYMENT TERMS

The merSETA undertakes to pay valid invoices in full within 30 (thirty) days from receipt of the correct invoice and for work done to its satisfaction upon presentation of a substantiated claim. The merSETA shall not pay for any unproductive or duplicated time spent by the Bidder on any assignment because of staff changes, inefficiencies, or rework.

## 11 EVALUATION PROCESS

All bids duly lodged will be evaluated on functionality and price. The evaluation criteria and weighting for measuring functionality are shown below:

| No    | Criterion  | Weighting | Minimum thresholds |
|-------|--|-----------|--------------------|
| 11.1. | Provide Five (5) years of experience in the insurance Brokerage industry proven through three (3) reference letters  | 20%       | 10%                |
| 11.2. | Provide Project plan demonstrating the procedures, explaining how the Project will be executed including reporting, claims handling and turnaround times.                      | 25%       | 25%                |
| 11.3. | <b>Broker &amp; Team Members Experience</b><br>Broker or the person that will manage the account must have at least three (3) years' experience in Insurance Fleet Management. | 5%        | 5%                 |

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|         |  |             |            |
|---------|--|-------------|------------|
| 11.3.1. | Individual team members x2 must have at least two (2) years' experience in Insurance Fleet Management.                                     | 5%          | 5%         |
| 11.3.2. | CV's of the Broker x1 and team members x2 must be attached to the proposal as proof.   | 5%          | 5%         |
| 11.4.   | <b>Qualifications</b>  |             |            |
| 11.4.1. | Broker or the person that will manage the account must possess a Diploma, Degree or equivalent qualification                               | 10%         | 10%        |
| 11.4.2. | Team members (x2) must possess a minimum of Diploma, Degree or equivalent qualification  | 10%         | 10%        |
| 11.4.3. | Bidders must submit evidence that Team Members completed the RE 5 (Regulatory Exam 5) exam   | 10%         | 10%        |
| 11.4.4. | Bidders must submit evidence that Broker or the person that will manage the account completed the completed RE 1 (Regulatory Exam 1) exam. | 10%         | 10%        |
|         | <b>TOTAL</b>   | <b>100%</b> | <b>90%</b> |

The overall minimum threshold for functionality will be **90%** where all individual thresholds are adhered to.

The evaluation of submitted bids will be conducted as follows:

Firstly, the bids will be evaluated for functionality based on the evaluation criteria and the minimum threshold as shown in the table above. Any bid that fails to meet the

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overall minimum threshold or has not received the minimum score for any individual component thresholds will be disqualified.

Thereafter, only the qualifying bids will be evaluated in terms of the 80/20 preference points system, where 80 points will be allocated to price only and 20 points will be allocated in line with the bidder's B-BBEE status level of contribution.

This will be carried out in accordance with the PPPF Act and as follows

| B-BBEE Status Level of Contributor | Number of Points |
|------------------------------------|------------------|
| 1                                  | 20               |
| 2                                  | 18               |
| 3                                  | 14               |
| 4                                  | 12               |
| 5                                  | 8                |
| 6                                  | 6                |
| 7                                  | 4                |
| 8                                  | 2                |
| Non-compliant contributor          | 0                |

## 12 NOTES TO BIDDERS

This section outlines basic requirements that must be met. Failure to accept these conditions or part thereof will result in your proposal being excluded from the evaluation process.

- 12.1. Short listed service providers may be invited to present and discuss details of their proposals.
- 12.2. Bidders should complete the merSETA tender documents; Vendor Application forms; SBD 1, 3.3, 4, 6.1, 7.2, 8 and 9 forms before their submissions will be considered.
- 12.3. Tender documents should be presented to merSETA marked "**TENDER FOR SHORT TERM INSURANCE GROUP SCHEME – FAC/2021/004** "
- 12.4. The merSETA will not be liable to reimburse any costs incurred by the bidder during the tender process
- 12.5. Bidders should identify any work they are currently carrying out or competing for which could cause a conflict of interest, and indicate how such a conflict would be avoided.

## 13 GENERAL

- 16.1. Bidders should complete the submission register at the security then deposit their documents into the tender box available at Ground Floor Reception on or before 10 May 2021, **12:00 noon** at the address below;

Tender Box  
merSETA Head Office  
95, 7<sup>th</sup> Avenue Corner Rustenburg Road  
Melville  
Johannesburg  
2109

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- 16.2. Any tender document not deposited in the marked tender box will not be considered
- 16.3. Any tender document received after the closing date and time will not be considered.
- 16.4. Two (2) bound and one (1) unbound hard copies of the proposal must be submitted.
- 16.5. All correspondence to bidders will be in writing.
- 16.6. Bidders may attend the opening of the tender box on the closing date.
- 16.7. Late submissions will not be considered for this tender.

#### 14 DISCLAIMER

The merSETA reserves the right not to appoint a bidder for this tender. The merSETA further reserves the right to split the tender with more than one bidder or award a portion of this tender to other bidders.

The merSETA shall rescind a bid award or contract should a bidder be found to have violated Supply Chain Practices.

The merSETA does not bind itself to accept the lowest tender.

Approved by: \_\_\_\_\_

Name: Mr Naphtaly Mokgotsane

Designation: Chairperson: Bid Specification Committee



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**PART A  
INVITATION TO BID**

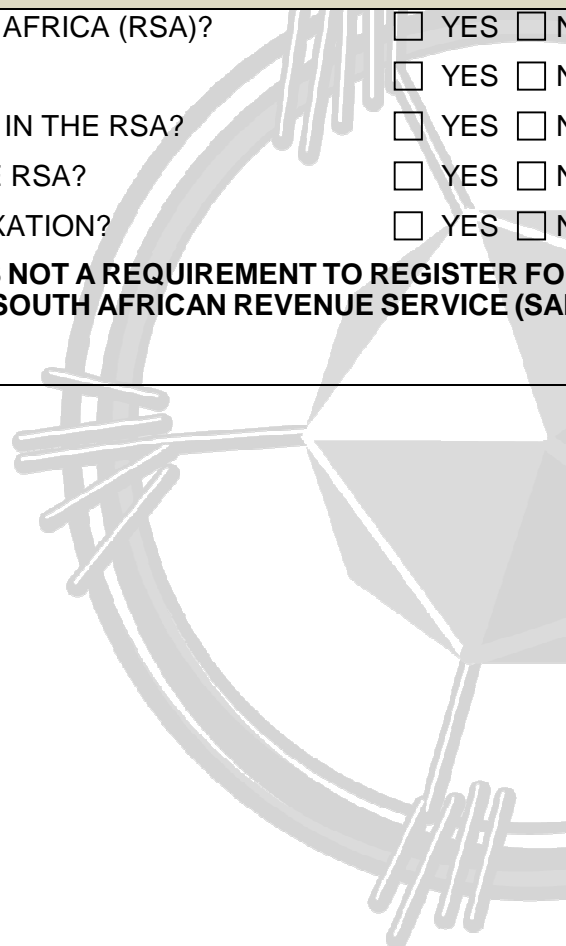
|   |  |               |  |   |      |
|---|--|---------------|--|---|------|
| <b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)</b>  |  |               |  |   |      |
| BID NUMBER:   |  | CLOSING DATE: |  | CLOSING TIME:   |      |
| DESCRIPTION   |  |               |  |   |      |
| <b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>  |  |               |  |   |      |
|   |  |               |  |   |      |
|   |  |               |  |   |      |
|   |  |               |  |   |      |
| <b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>   |  |               | <b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b> |   |      |
| CONTACT PERSON  |  |               | CONTACT PERSON                                 |   |      |
| TELEPHONE NUMBER  |  |               | TELEPHONE NUMBER                               |   |      |
| FACSIMILE NUMBER  |  |               | FACSIMILE NUMBER                               |   |      |
| E-MAIL ADDRESS  |  |               | E-MAIL ADDRESS                                 |   |      |
| <b>SUPPLIER INFORMATION</b>   |  |               |  |   |      |
| NAME OF BIDDER  |  |               |  |   |      |
| POSTAL ADDRESS  |  |               |  |   |      |
| STREET ADDRESS  |  |               |  |   |      |
| TELEPHONE NUMBER  | CODE   |               | NUMBER   |   |      |
| CELLPHONE NUMBER  |  |               |  |   |      |
| FACSIMILE NUMBER  | CODE   |               | NUMBER   |   |      |
| E-MAIL ADDRESS  |  |               |  |   |      |
| VAT REGISTRATION NUMBER   |  |               |  |   |      |
| SUPPLIER COMPLIANCE STATUS  | TAX COMPLIANCE SYSTEM PIN:   |               | OR   | CENTRAL SUPPLIER DATABASE No:   | MAAA |
| B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE  | TICK APPLICABLE BOX]<br><input type="checkbox"/> Yes <input type="checkbox"/> No |               | B-BBEE STATUS LEVEL SWORN AFFIDAVIT            | [TICK APPLICABLE BOX]<br><input type="checkbox"/> Yes <input type="checkbox"/> No |      |
| <b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b> |  |               |  |   |      |

|                                   |                           |                                   |             |
|-----------------------------------|---------------------------|-----------------------------------|-------------|
| Document Title                    | Invitation To Bid (SBD 1) |                                   |             |
| Document Number                   | FIN-FM-031                | Revision Date                     | 01 May 2019 |
| Page Number                       | Page 1 of 3               | *Next Revision Date               | 01 May 2021 |
| Revision Number                   | Rev 01                    | Access                            | Controlled  |
| Reviewed: Chief Financial Officer |                           | Approved: Chief Executive Officer |             |

|   |  |  |  |
|---|--|--|--|
| ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED? | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>[IF YES ENCLOSE PROOF] | ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED? | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>[IF YES, ANSWER PART B:3 ] |
|---|--|--|--|

### QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

|  |  |
|--|--|
| IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?  | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| DOES THE ENTITY HAVE A BRANCH IN THE RSA?  | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?   | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?  | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?  | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| <b>IF THE ANSWER IS “NO” TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.</b> |  |



|                 |                           |                     |             |
|-----------------|---------------------------|---------------------|-------------|
| Document Title  | Invitation To Bid (SBD 1) |                     |             |
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## PART B TERMS AND CONDITIONS FOR BIDDING

### 1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

### 2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE [WWW.SARS.GOV.ZA](http://WWW.SARS.GOV.ZA).
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

**NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.**

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....  
(Proof of authority must be submitted e.g. company resolution)

DATE: .....

|                 |                           |                     |             |
|-----------------|---------------------------|---------------------|-------------|
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**PRICING SCHEDULE**  
**(Professional Services)**

NAME OF BIDDER: ..... BID NO.: .....  
CLOSING TIME..... CLOSING DATE.....

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

| ITEM NO | DESCRIPTION   | BID PRICE IN RSA CURRENCY<br>**(ALL APPLICABLE TAXES INCLUDED) |            |
|---------|---|--|------------|
| 1.      | The accompanying information must be used for the formulation of proposals.   |  |            |
| 2.      | Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and including all expenses inclusive of all applicable taxes for the project.<br>R..... |  |            |
| 3.      | PERSONS WHO WILL BE INVOLVED IN THE PROJECT AND RATES APPLICABLE (CERTIFIED INVOICES MUST BE RENDERED IN TERMS HEREOF)  |  |            |
| 4.      | PERSON AND POSITION   | HOURLY RATE  | DAILY RATE |
|         | .....   | R.....   | .....      |
|         | .....   | R.....   | .....      |
|         | .....   | R.....   | .....      |
|         | .....   | R.....   | .....      |
|         | .....   | R.....   | .....      |
| 5.      | PHASES ACCORDING TO WHICH THE PROJECT WILL BE COMPLETED, COST PER PHASE AND MAN-DAYS TO BE SPENT  |  |            |
|         | .....   | R.....   | .....days  |
|         | .....   | R.....   | .....days  |
|         | .....   | R.....   | .....days  |

|  |  |                     |                |
|--|--|---------------------|----------------|
| Document Title   | Pricing Schedule (Professional Services SBD 3.3) |                     |                |
| Document Number  | FIN-FM-032                                       | Revision Date       | 01 August 2018 |
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| Revision Number  | Rev 01   | Access              | Controlled     |
| Review: Senior Manager: Supply Chain and Contract Management |  | Approved: CEO       |                |

Name of Bidder: .....

..... R.....days

- 5.1 Travel expenses (specify, for example rate/km and total km, class of airtravel, etc). Only actual costs are recoverable. Proof of the expenses incurred must accompany certified invoices.

| DESCRIPTION OF EXPENSE TO BE INCURRED | RATE  | QUANTITY | AMOUNT |
|---------------------------------------|-------|----------|--------|
| .....                                 | ..... | .....    | R..... |
| .....                                 | ..... | .....    | R..... |
| .....                                 | ..... | .....    | R..... |
| .....                                 | ..... | .....    | R..... |
| TOTAL: R.....                         |       |          |        |

\*\* "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

- 5.2 Other expenses, for example accommodation (specify, eg. Three star hotel, bed and breakfast, telephone cost, reproduction cost, etc.). On basis of these particulars, certified invoices will be checked for correctness. Proof of the expenses must accompany invoices.

| DESCRIPTION OF EXPENSE TO BE INCURRED | RATE  | QUANTITY | AMOUNT |
|---------------------------------------|-------|----------|--------|
| .....                                 | ..... | .....    | R..... |
| .....                                 | ..... | .....    | R..... |
| .....                                 | ..... | .....    | R..... |
| .....                                 | ..... | .....    | R..... |
| TOTAL: R.....                         |       |          |        |

6. Period required for commencement with project after acceptance of bid.....
7. Estimated man-days for completion of project.....
8. Are the rates quoted firm for the full period of contract? \*YES/NO
9. If not firm for the full period, provide details of the basis on which adjustments will be applied for, for example consumer price index.....
- .....

|                 |  |                     |                |
|-----------------|--|---------------------|----------------|
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Name of Bidder: .....

\*[DELETE IF NOT APPLICABLE]

Any enquiries regarding bidding procedures may be directed to the –

(INSERT NAME AND ADDRESS OF DEPARTMENT/ENTITY)

Tel:

Or for technical information –

(INSERT NAME OF CONTACT PERSON):

Tel:



|                 |  |                     |                |
|-----------------|--|---------------------|----------------|
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## DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state<sup>1</sup>, 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 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, shareholder<sup>2</sup>, 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.
 

<sup>1</sup>"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.

|   |                                 |   |               |
|---|---------------------------------|---|---------------|
| Document Title                          | Declaration Of Interest (SBD 4) |   |               |
| Document Number                         | FIN-FM-025                      | Revision Date                           | 01 April 2020 |
| Page Number                             | Page 1 of 4                     | *Next Revision Date                     | 01 April 2025 |
| Revision Number                         | Rev 04                          | Access                                  | Controlled    |
| Reviewed by:<br>Chief Financial Officer |                                 | Approved by:<br>Chief Executive Officer |               |

<sup>2</sup>"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.

|                 |                                 |                     |               |
|-----------------|---------------------------------|---------------------|---------------|
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.....  
 .....  
 .....

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 Tax Number | Income Reference | State Employee Number / Persal Number |
|-----------|-----------------|---------------------|------------------|---------------------------------------|
|           |                 |                     |                  |                                       |
|           |                 |                     |                  |                                       |
|           |                 |                     |                  |                                       |
|           |                 |                     |                  |                                       |
|           |                 |                     |                  |                                       |
|           |                 |                     |                  |                                       |
|           |                 |                     |                  |                                       |
|           |                 |                     |                  |                                       |
|           |                 |                     |                  |                                       |
|           |                 |                     |                  |                                       |

|                 |                                 |                     |               |
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#### 4 DECLARATION

I, THE UNDERSIGNED (NAME).....

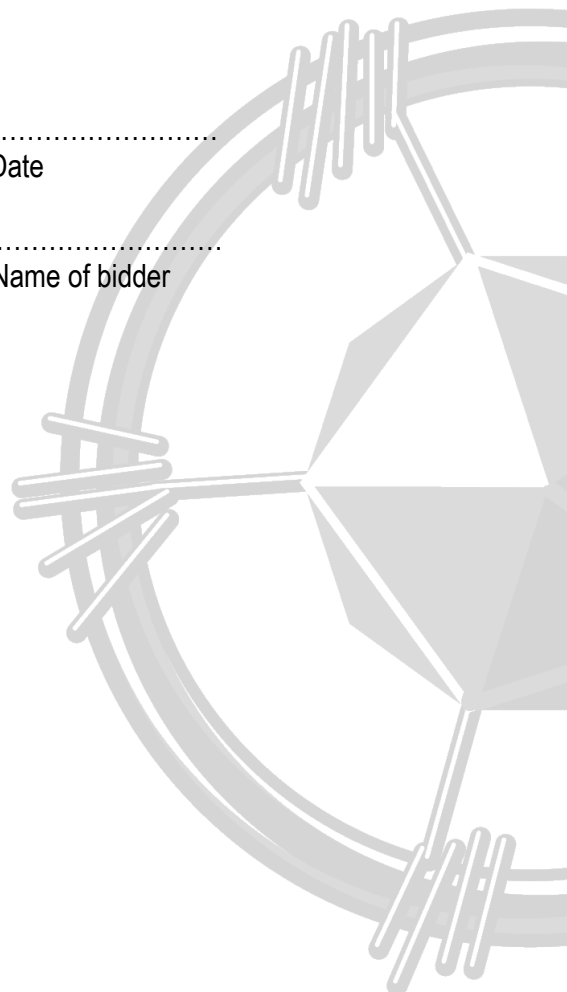
CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.  
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS  
DECLARATION PROVE TO BE FALSE.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bidder



|                 |                                 |                     |               |
|-----------------|---------------------------------|---------------------|---------------|
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## PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.**

### 1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 a) The value of this bid is estimated to **exceed/not exceed** R50 000 000 (all applicable taxes included) and therefore the ..... preference point system shall be applicable; or

b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (delete whichever is not applicable for this tender).

1.3 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.4 The maximum points for this bid are allocated as follows:

|  | POINTS     |
|--|------------|
| <b>PRICE</b>   |            |
| <b>B-BBEE STATUS LEVEL OF CONTRIBUTOR</b>                |            |
| <b>Total points for Price and B-BBEE must not exceed</b> | <b>100</b> |

|   |                                  |   |               |
|---|----------------------------------|---|---------------|
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| Reviewed by:<br>Chief Financial Officer |                                  | Approved by:<br>Chief Executive Officer |               |

- 1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

|                 |   |                     |                      |
|-----------------|---|---------------------|----------------------|
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## 2. DEFINITIONS

- (a) B-BBEE **means** broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) B-BBEE status level of contributor **means** the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) Bid **means** a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) Broad-Based Black Economic Empowerment Act **means** the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) EME **means** an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) Functionality **means** the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) Prices **means** all applicable taxes less all unconditional discounts;
- (h) Proof of B-BBEE status level of contributor **means**:
  - 1) B-BBEE Status level certificate issued by an authorized body or person;
  - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
  - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) QSE **means** a Qualifying Small Business Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) Rand Value **means** the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes.

|                 |                                  |                     |               |
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### 3. POINTS AWARDED FOR PRICE

#### 3.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

$P_s$  = Points scored for price of bid under consideration

$P_t$  = Price of bid under consideration

$P_{\min}$  = Price of lowest acceptable bid

### 4. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

| B-BBEE Status Level of Contributor | Number of points (90/10 system) | Number of points (80/20 system) |
|------------------------------------|---------------------------------|---------------------------------|
| 1                                  | 10                              | 20                              |
| 2                                  | 9                               | 18                              |
| 3                                  | 6                               | 14                              |
| 4                                  | 5                               | 12                              |
| 5                                  | 4                               | 8                               |
| 6                                  | 3                               | 6                               |
| 7                                  | 2                               | 4                               |
| 8                                  | 1                               | 2                               |
| Non-compliant contributor          | 0                               | 0                               |

### 4. BID DECLARATION

4.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

|                 |                                  |                     |               |
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## 5. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

5.1 B-BBEE Status Level of Contributor = .....(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

## 6. SUB-CONTRACTING

6.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

|     |  |    |  |
|-----|--|----|--|
| YES |  | NO |  |
|-----|--|----|--|

6.1.1 If yes, indicate:

- i) What percentage of the contract will be subcontracted .....%
- ii) The name of the subcontractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE

(Tick applicable box)

|     |  |    |  |
|-----|--|----|--|
| YES |  | NO |  |
|     |  |    |  |

- v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations,2017:

| Designated Group: An EME or QSE which is at least 51% owned by:   | EME<br>√ | QSE<br>√ |
|---|----------|----------|
| Black people  |          |          |
| Black people who are youth  |          |          |
| Black people who are women  |          |          |
| Black people with disabilities                                    |          |          |
| Black people living in rural or underdeveloped areas or townships |          |          |
| Cooperative owned by black people                                 |          |          |
| Black people who are military veterans                            |          |          |
| <b>OR</b>   |          |          |
| Any EME   |          |          |
| Any QSE   |          |          |

## 7. DECLARATION WITH REGARD TO COMPANY/FIRM

7.1 Name of company/firm: .....

7.2 VAT number: .....

7.3 Company registration number: .....

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#### 7.4 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One person business/sole propriety
- ☐ Close corporation
- ☐ Company
- ☐ (Pty) Limited

[TICK APPLICABLE BOX]

#### 7.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

.....

.....

#### 7.6 COMPANY CLASSIFICATION

- ☐ Manufacturer
- ☐ Supplier
- ☐ Professional service provider
- ☐ Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

7.7 Total number of years the company/firm has been in business:

.....

7.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
  - (a) disqualify the person from the bidding process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;

|                 |                                  |                     |               |
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- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury from obtaining business from any organ of state for a period not exceeding 10 years, after the audi alteram partem (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution.

#### WITNESSES

1. ....
2. ....

.....  
SIGNATURE(S) OF BIDDERS(S)

DATE: .....

ADDRESS .....

.....

|                 |   |                     |                      |
|-----------------|---|---------------------|----------------------|
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SBD 7.2

## CONTRACT FORM - RENDERING OF SERVICES

**THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.**

### PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution)..... in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid .
2. The following documents shall be deemed to form and be read and construed as part of this agreement:
  - (i) Bidding documents, viz
    - Invitation to bid;
    - Tax clearance certificate;
    - Pricing schedule(s);
    - Filled in task directive/proposal;
    - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
    - Declaration of interest;
    - Declaration of bidder's past SCM practices;
    - Certificate of Independent Bid Determination;
    - Special Conditions of Contract;
  - (ii) General Conditions of Contract; and
  - (iii) Other (specify)
3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.
4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.

|                                   |   |                                   |             |
|-----------------------------------|---|-----------------------------------|-------------|
| Document Title                    | Contract Form Rendering of Services (SBD 7.2) |                                   |             |
| Document Number                   | FIN-FM-033                                    | Revision Date                     | 01 May 2019 |
| Page Number                       | Page 1 of 3                                   | *Next Revision Date               | 01 May 2021 |
| Revision Number                   | Rev 01  | Access                            | Controlled  |
| Reviewed: Chief Financial Officer |   | Approved: Chief Executive Officer |             |

5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.
6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

DATE .....

**WITNESSES**

1 .....

2 .....

DATE: .....

**SBD 7.2**

**CONTRACT FORM - RENDERING OF SERVICES**

**PART 2 (TO BE FILLED IN BY THE PURCHASER)**

1. I..... in my capacity as.....  
accept your bid under reference number .....dated.....for the rendering of services indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating service delivery instructions is forthcoming.
3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

|                 |   |                     |             |
|-----------------|---|---------------------|-------------|
| Document Title  | Contract Form Rendering of Services (SBD 7.2) |                     |             |
| Document Number | FIN-FM-033                                    | Revision Date       | 01 May 2019 |
| Page Number     | Page 2 of 3                                   | *Next Revision Date | 01 May 2021 |
| Revision Number | Rev 01  | Access              | Controlled  |

| DESCRIPTION OF SERVICE | PRICE (ALL APPLICABLE TAXES INCLUDED) | COMPLETION DATE | B-BBEE STATUS LEVEL OF CONTRIBUTION | MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable) |
|------------------------|---------------------------------------|-----------------|-------------------------------------|--|
|                        |                                       |                 |                                     |  |

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT .....ON.....

NAME (PRINT) .....

SIGNATURE .....

OFFICIAL STAMP

WITNESSES

1 .....

2 .....

DATE: .....

|                 |   |                     |             |
|-----------------|---|---------------------|-------------|
| Document Title  | Contract Form Rendering of Services (SBD 7.2) |                     |             |
| Document Number | FIN-FM-033                                    | Revision Date       | 01 May 2019 |
| Page Number     | Page 3 of 3                                   | *Next Revision Date | 01 May 2021 |
| Revision Number | Rev 01  | Access              | Controlled  |

## 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-
  - 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?<br/> <b>(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>audi alteram partem</i> rule was applied).</b></p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website(<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) and can be accessed by clicking on its link at the bottom of the home page.</p> | Yes<br><input type="checkbox"/> | No<br><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)?<br/> <b>The Register for Tender Defaulters can be accessed on the National Treasury's website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) by clicking on its link at the bottom of the home page.</b></p>   | Yes<br><input type="checkbox"/> | No<br><input type="checkbox"/> |
| 4.2.1 | If so, furnish particulars:  |                                 |                                |
| 4.3   | 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?   | Yes<br><input type="checkbox"/> | No<br><input type="checkbox"/> |

|   |  |   |               |
|---|--|---|---------------|
| Document Title                          | Declaration Of Bidder's Past Supply Chain Management Practices (SBD 8) |   |               |
| Document Number                         | FIN-FM-027   | Revision Date                           | 01 April 2020 |
| Page Number                             | Page 1 of 2  | *Next Revision Date                     | 01 April 2025 |
| Revision Number                         | Rev 03   | Access                                  | Controlled    |
| Reviewed by:<br>Chief Financial Officer |  | Approved by:<br>Chief Executive Officer |               |

|       |   |                                 |                                |
|-------|---|---------------------------------|--------------------------------|
| 4.3.1 | If so, furnish particulars:   |                                 |                                |
| 4.4   | 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? | Yes<br><input type="checkbox"/> | No<br><input type="checkbox"/> |
| 4.4.1 | If so, furnish particulars:   |                                 |                                |

### 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**

|                 |  |                     |               |
|-----------------|--|---------------------|---------------|
| Document Title  | Declaration Of Bidder's Past Supply Chain Management Practices (SBD 8) |                     |               |
| Document Number | FIN-FM-027   | Revision Date       | 01 April 2020 |
| Page Number     | Page 2 of 2  | *Next Revision Date | 01 April 2025 |
| Revision Number | Rev 03   | Access              | Controlled    |



**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

- 1 This Standard Bidding Document (SBD) must form part of all bids<sup>1</sup> 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).<sup>2</sup> 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:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> 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.

|   |  |   |               |
|---|--|---|---------------|
| Document Title                          | Certificate Of Independent Bid Determination (SBD 9) |   |               |
| Document Number                         | FIN-FM-028   | Revision Date                           | 01 April 2020 |
| Page Number                             | Page 1 of 3  | *Next Revision Date                     | 01 April 2025 |
| Revision Number                         | Rev 03   | Access                                  | Controlled    |
| Reviewed by:<br>Chief Financial Officer |  | Approved by:<br>Chief Executive Officer |               |

<sup>3</sup> 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.

## 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

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 consortium<sup>3</sup> will not be construed as collusive bidding.

|                 |  |                     |               |
|-----------------|--|---------------------|---------------|
| Document Title  | Certificate Of Independent Bid Determination (SBD 9) |                     |               |
| Document Number | FIN-FM-028   | Revision Date       | 01 April 2020 |
| Page Number     | Page 2 of 3  | *Next Revision Date | 01 April 2025 |
| Revision Number | Rev 03   | Access              | Controlled    |

6. 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.

7. 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.

8. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirect

9. ly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the 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

|                 |  |                     |               |
|-----------------|--|---------------------|---------------|
| Document Title  | Certificate Of Independent Bid Determination (SBD 9) |                     |               |
| Document Number | FIN-FM-028   | Revision Date       | 01 April 2020 |
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| Revision Number | Rev 03   | Access              | Controlled    |

| Policy Number | Claim Number | Insurer Claim No      | Status                                 | Date Registered | DOL        | Event Description | Gross        |
|---------------|--------------|-----------------------|--|-----------------|------------|-------------------|--------------|
| 1717354       | CL00305036   |                       | Registered                             | 2019/08/20      | 2019/08/15 | Accident          |              |
| 1717354       | CL00303297   | #8830607039ZA_001#07# | Settled                                | 2019/07/22      | 2019/07/19 | Accident          | R 89 431,92  |
| 1717354       | CL00305029   |                       | Registered                             | 2019/08/19      | 2019/07/16 | Accident          |              |
| 1717354       | CL00302836   | 9747925528ZA          | Registered                             | 2019/07/12      | 2019/07/09 | Accident          | R 40 295,70  |
| 1717354       | CL00302745   | 8501652272ZA          | Awaiting repair / replacement Invoices | 2019/07/11      | 2019/07/04 | Windscreen        | R 850,00     |
| 1717354       | CL00301944   | 9624526871ZA          | Registered                             | 2019/06/28      | 2019/06/25 | Accident          |              |
| 1717354       | CL00302510   | 0448926382ZA          | Settled                                | 2019/07/09      | 2019/06/24 | Theft             | R 4 831,65   |
| 1717354       | CL00301643   | 6241102320ZA          | Approved                               | 2019/06/25      | 2019/06/19 | Accident          | R 22 824,38  |
| 1717354       | CL00301426   |                       | Registered                             | 2019/06/20      | 2019/06/19 | Accident          |              |
| 1717354       | CL00300143   |                       | Registered                             | 2019/06/03      | 2019/05/29 | Accident          |              |
| 1717354       | CL00299811   | 3691595324ZA          | Registered                             | 2019/05/27      | 2019/05/26 | Accident          | R 199 000,00 |
| 1717354       | CL00300552   |                       | Registered                             | 2019/06/06      | 2019/05/18 | Accident          |              |
| 1717354       | CL00299884   |                       | Registered                             | 2019/05/28      | 2019/05/15 | Accident          |              |
| 1717354       | CL00298906   | 4307001560ZA          | Registered                             | 2019/05/13      | 2019/05/08 | Accident          | R 4 745,74   |
| 1717354       | CL00298906   | 4307001560ZA          | Settled, incorrect risk                | 2019/05/13      | 2019/05/08 | Accident          |              |
| 1717354       | CL00297936   | 6645923304ZA          | Registered                             | 2019/04/29      | 2019/04/28 | Accident          | R 5 002,50   |
| 1717354       | CL00298155   | 2443442796ZA          | Registered                             | 2019/05/02      | 2019/04/07 | Accident          | R 26 265,25  |
| 1717354       | CL00296679   | 8737384446ZA          | Registered                             | 2019/04/10      | 2019/04/02 | Accident          | R 7 483,94   |
| 1717354       | CL00295883   | 9827598985ZA          | Approved                               | 2019/04/01      | 2019/03/29 | Accident          | R 107 010,01 |
| 1717354       | CL00295494   | 4843442217ZA          | Awaiting repair / replacement Invoices | 2019/03/26      | 2019/03/19 | Windscreen        | R 5 000,00   |
| 1717354       | CL00295902   | 2224815135ZA          | Approved                               | 2019/04/01      | 2019/03/06 | Accident          | R 8 639,20   |
| 1717354       | CL00294126   | 6942144472ZA          | Settled                                | 2019/03/06      | 2019/03/05 | Accident          | R 25 550,26  |
| 1717354       | CL00294104   |                       | Third Party notification only          | 2019/03/06      | 2019/03/04 | Accident          |              |
| 1717354       | CL00292789   |                       | Not Taken Up                           | 2019/02/18      | 2019/02/15 | Accident          |              |

|         |            |                        |                               |                     |            |            |              |
|---------|------------|------------------------|-------------------------------|---------------------|------------|------------|--------------|
| 1717354 | CL00292610 |                        | Not Taken Up                  | 2019/02/14          | 2019/02/09 | Accident   |              |
| 1717354 | CL00292302 | #0791503857ZA_001#07#  | Awaiting reply from insurer   | 2019/02/11          | 2019/02/08 | Accident   | R 139 650,00 |
| 1717354 | CL00291481 | 4203058574ZA           | Settled                       | 2019/01/30          | 2019/01/28 | Windscreen | R 5 986,86   |
| 1717354 | CL00291272 | Claim no: 7525582325ZA | Settled                       | 2019/01/29          | 2019/01/28 | Accident   | R 2 153,72   |
| 1717354 | CL00290972 | #9675627368ZA_001#07#  | Not Taken Up                  | 2019/01/24          | 2019/01/14 | Accident   | R -          |
| 1717354 | CL00289977 | No claim letter only   | Awaiting reply from insurer   | 2019/01/14          | 2019/01/10 | Accident   | R -          |
| 1717354 | CL00289631 | 9190203470ZA           | Approved                      | 2019/01/09          | 2019/01/07 | Accident   | R 21 129,84  |
| 1717354 | CL00289670 |                        | Registered                    | 2019/01/09          | 2019/01/07 | Accident   |              |
| 1717354 | CL00289861 | 7591906199ZA           | Settled                       | 2019/01/11          | 2019/01/05 | Accident   | R 6 608,13   |
| 1717354 | CL00289469 | 4181005168ZA           | Settled                       | 2019/01/07          | 2019/01/04 | Windscreen | R 7 485,93   |
| 1717354 | CL00289454 |                        | Registered                    | 2019/01/07          | 2019/01/02 | Accident   |              |
| 1717354 | CL00289496 | 4181005168ZA           | Not Taken Up                  | 2019/01/07          | 2019/01/02 | Accident   | R -          |
| 1717354 | CL00288619 |                        | Registered                    | 2018/12/18          | 2018/12/18 | Accident   |              |
| 1717354 | CL00288634 | 9578668062ZA           | Registered                    | 2018/12/18          | 2018/12/13 | Accident   |              |
| 1717354 | CL00288310 |                        | Registered                    | 2018/12/11          | 2018/12/11 | Accident   | R -          |
| 1717354 | CL00288304 |                        | Registered                    | 2018/12/11          | 2018/12/11 | Accident   |              |
| 1717354 | CL00288308 |                        | Registered                    | 2018/12/11          | 2018/12/11 | Accident   |              |
| 1717354 | CL00288112 | 5879773612ZA           | Third Party notification only | 2018/12/10          | 2018/12/10 | Accident   |              |
| 1717354 | CL00289292 | 5059358200ZA           | Registered                    | 2019/01/03          | 2018/12/09 | Accident   | R 29 868,78  |
| 1717354 | CL00289292 | 5059358200ZA           | Settled, incorrect risk       | 2019/01/03          | 2018/12/09 | Accident   |              |
| 1717354 | CL00288125 | #2999324091ZA_001#07#  | Awaiting claim documents      | 2018/12/10          | 2018/12/09 | Accident   |              |
| 1717354 | CL00287879 | 0811314644ZA           | Approved                      | 2018/12/05          | 2018/11/30 | Accident   | R 10 158,85  |
| 1717354 | CL00288139 | 2383664994ZA           | Registered                    | 2018/12/10 12:50 PM | 2018/11/30 | Windscreen |              |
| 1717354 | CL00289382 | #6700306976ZA_001      | Settled                       | 2019/01/04          | 2018/11/28 | Accident   | R 2 698,04   |

|         |            |                       |   |            |            |            |              |
|---------|------------|-----------------------|---|------------|------------|------------|--------------|
| 1717354 | CL00287638 |                       | Registered - Premium Paid and on Cover          | 2018/12/03 | 2018/11/12 | Windscreen |              |
| 1717354 | CL00286293 |                       | Registered - (manual) Premium paid and on cover | 2018/11/15 | 2018/11/09 | Windscreen | R 10 361,50  |
| 1717354 | CL00289535 | #4287707151ZA_001#07# | Settled   | 2019/01/08 | 2018/11/08 | Damage     | R 23 156,78  |
| 1717354 | CL00285620 |                       | Settled   | 2018/11/12 | 2018/11/08 | Accident   | R 6 434,58   |
| 1717354 | CL00283958 | 7900768728ZA          | Settled   | 2018/10/31 | 2018/10/31 | Accident   | R 16 610,23  |
| 1717354 | CL00283449 | #5454466856ZA_001     | Third Party notification only                   | 2018/10/29 | 2018/10/28 | Accident   | -R 0,00      |
| 1717354 | CL00285348 | 7983618355ZA          | Registered                                      | 2018/11/09 | 2018/10/28 | Accident   | -R 0,00      |
| 1717354 | CL00283935 | 6792889162ZA          | Assessor/LA/Invest/Contractor appointed         | 2018/10/31 | 2018/10/27 | Accident   | R 73 801,00  |
| 1717354 | CL00285242 |                       | Registered - Premium Paid and on Cover          | 2018/11/08 | 2018/10/18 | Windscreen |              |
| 1717354 | CL00280163 | 8152270311ZA          | Settled   | 2018/10/05 | 2018/10/04 | Accident   | R 1 450,00   |
| 1717354 | CL00280587 | #6486034904ZA_001     | Settled   | 2018/10/09 | 2018/09/28 | Accident   | R 14 596,26  |
| 1717354 | CL00284725 | #1419901611ZA         | Settled   | 2018/11/06 | 2018/09/28 | Accident   | R 13 785,34  |
| 1717354 | CL00278293 |                       | Settled   | 2018/09/20 | 2018/09/20 | Accident   | R 5 034,27   |
| 1717354 | CL00280593 | 9847095303ZA          | Settled   | 2018/10/09 | 2018/09/02 | Accident   | R 37 169,62  |
| 1717354 | CL00280645 |                       | Registered                                      | 2018/10/09 | 2018/09/01 | Windscreen |              |
| 1286766 | CL00275893 | 190809510/5/60        | Registered - Premium Paid and on Cover          | 2018/09/04 | 2018/08/31 | Windscreen | R 2 722,97   |
| 1286766 | CL00275587 | 190777022/5/133       | Settled   | 2018/09/03 | 2018/08/29 | Accident   | R 6 657,04   |
| 1286766 | CL00274419 | 190750256             | Settled   | 2018/08/24 | 2018/08/23 | Accident   | R 218 000,00 |
| 1286766 | CL00274232 |                       | Registered - Premium Paid and on Cover          | 2018/08/23 | 2018/08/21 | Windscreen | R 13 000,00  |

|         |            |                                  |  |            |            |            |              |
|---------|------------|----------------------------------|--|------------|------------|------------|--------------|
| 1286766 | CL00271745 | 190526011                        | Settled                                | 2018/08/06 | 2018/08/05 | Accident   | R 12 280,62  |
| 1286766 | CL00273807 | 190604330/4/144                  | Settled                                | 2018/08/21 | 2018/08/04 | Accident   | R 28 330,58  |
| 1286766 | CL00271789 | 190513360/5/427                  | Settled                                | 2018/08/06 | 2018/08/01 | Accident   | R 58 583,73  |
| 1286766 | CL00270405 |                                  | Settled                                | 2018/07/26 | 2018/07/25 | Accident   | R 35 400,00  |
| 1286766 | CL00270516 | 190261719/5/402                  | Registered - Premium Paid and on Cover | 2018/07/27 | 2018/07/23 | Windscreen | R 2 155,56   |
| 1286766 | CL00269933 |                                  | Settled                                | 2018/07/24 | 2018/07/23 | Accident   | R 12 306,17  |
| 1286766 | CL00269963 | 190225097/5/257 Ins :<br>MERSETA | Registered - Premium Paid and on Cover | 2018/07/24 | 2018/07/23 | Windscreen | R 1 094,74   |
| 1286766 | CL00269866 | 190203930/5/257                  | Settled                                | 2018/07/24 | 2018/07/18 | Accident   | R 4 732,25   |
| 1286766 | CL00269073 | 190121631                        | Approved                               | 2018/07/18 | 2018/07/17 | Windscreen | R 2 703,19   |
| 1286766 | CL00268980 |                                  | Settled                                | 2018/07/17 | 2018/07/14 | Accident   | R 384 564,00 |
| 1286766 | CL00268980 |                                  | Settled, incorrect risk                | 2018/07/17 | 2018/07/14 | Accident   |              |
| 1286766 | CL00267261 | 189935641/5/1                    | Settled                                | 2018/07/05 | 2018/07/04 | Accident   | R 15 795,20  |
| 1286766 | CL00266618 | 189868286/5/410                  | Settled                                | 2018/07/02 | 2018/06/30 | Accident   | R 18 812,83  |
| 1286766 | CL00266670 | 189864302/5/252                  | Settled                                | 2018/07/02 | 2018/06/30 | Accident   | R 46 363,64  |
| 1286766 | CL00266274 | 189828276/5/1                    | Settled                                | 2018/06/28 | 2018/06/27 | Accident   | R 209 926,84 |
| 1286766 | CL00264947 | 189709250                        | Settled                                | 2018/06/19 | 2018/06/19 | Accident   | R 35 076,92  |
| 1286766 | CL00264980 |                                  | Settled                                | 2018/06/19 | 2018/06/19 | Accident   | R 15 795,21  |
| 1286766 | CL00264764 | 189678274/5/397                  | Settled                                | 2018/06/18 | 2018/06/18 | Accident   | R 11 221,88  |
| 1286766 | CL00265123 | 189711395                        | Settled                                | 2018/06/20 | 2018/06/13 | Windscreen | R 7 238,79   |
| 1286766 | CL00263669 | 189605102/5/100                  | Settled                                | 2018/06/11 | 2018/06/10 | Accident   | R 13 253,78  |
| 1286766 | CL00263397 | 189520646/5/94                   | Registered - Premium Paid and on Cover | 2018/06/07 | 2018/06/04 | Windscreen | R 3 770,28   |
| 1286766 | CL00262392 | 189410620/5/329                  | Settled                                | 2018/05/31 | 2018/05/31 | Accident   | R 31 907,32  |
| 1286766 | CL00262500 | 189421117/5/1                    | Settled                                | 2018/06/01 | 2018/05/30 | Windscreen | R 1 917,40   |
| 1286766 | CL00262090 | 189812329                        | Settled                                | 2018/05/30 | 2018/05/29 | Accident   | R 32 152,85  |
| 1286766 | CL00259562 | 189099231                        | Settled                                | 2018/05/11 | 2018/05/11 | Accident   | R 36 101,98  |
| 1286766 | CL00258914 | 189041144                        | Settled                                | 2018/05/07 | 2018/05/07 | Accident   | R 157 352,00 |

|         |            |                            |  |            |            |            |              |
|---------|------------|----------------------------|--|------------|------------|------------|--------------|
| 1286766 | CL00260130 | 189167857/5/327            | Settled                                | 2018/05/15 | 2018/05/07 | Accident   | R 13 433,64  |
| 1286766 | CL00258432 | 188987010/5/240            | Settled                                | 2018/05/03 | 2018/05/01 | Accident   | R 6 954,96   |
| 1286766 | CL00259454 | 189080018                  | Settled                                | 2018/05/10 | 2018/04/24 | Windscreen | R 3 200,00   |
| 1286766 | CL00264770 | 189677642/5/397            | Settled                                | 2018/06/18 | 2018/04/22 | Accident   | R 4 734,83   |
| 1286766 | CL00256352 | 188746934                  | Settled                                | 2018/04/17 | 2018/04/16 | Windscreen | R 4 488,68   |
| 1286766 | CL00258685 | 189072830/5/116            | Settled                                | 2018/05/04 | 2018/04/15 | Accident   | R 11 960,64  |
| 1286766 | CL00256403 | 188768580/5/198            | Settled                                | 2018/04/17 | 2018/04/13 | Accident   | R 12 423,25  |
| 1286766 | CL00257786 |                            | Settled                                | 2018/04/26 | 2018/04/12 | Accident   | R 3 786,95   |
| 1286766 | CL00255754 | 188674330/5/46             | Settled                                | 2018/04/12 | 2018/04/10 | Accident   | R 6 429,91   |
| 1286766 | CL00254972 | 188608124/5/56             | Not Taken Up                           | 2018/04/09 | 2018/04/06 | Windscreen | R -          |
| 1286766 | CL00255264 | 188680410/5/89             | Settled                                | 2018/04/10 | 2018/04/06 | Windscreen | R 3 329,00   |
| 1286766 | CL00255509 | 188719864                  | Settled                                | 2018/04/11 | 2018/03/24 | Accident   | R 14 606,89  |
| 1286766 | CL00253140 | 188449883                  | Settled                                | 2018/03/23 | 2018/03/22 | Accident   | R 416 050,00 |
| 1286766 | CL00253788 | 188512267                  | Settled                                | 2018/04/03 | 2018/03/12 | Accident   | R 6 183,44   |
| 1286766 | CL00252664 | 188331521                  | Settled                                | 2018/03/20 | 2018/03/05 | Windscreen | R 2 774,58   |
| 1286766 | CL00250339 | 188105696                  | Settled                                | 2018/03/06 | 2018/03/04 | Windscreen | R 1 909,50   |
| 1286766 | CL00255959 | 188719864/5/46             | Settled                                | 2018/04/13 | 2018/03/03 | Accident   | R 11 500,00  |
| 1286766 | CL00250491 | Claim Id : 188125611/5/398 | Settled                                | 2018/03/06 | 2018/03/02 | Accident   | R 43 179,90  |
| 1286766 | CL00249876 |                            | Registered - Premium Paid and on Cover | 2018/03/02 | 2018/02/28 | Windscreen | R -          |
| 1286766 | CL00249788 | 188034039                  | Settled                                | 2018/03/01 | 2018/02/28 | Windscreen | R 1 069,11   |
| 1286766 | CL00250549 | 188134254                  | Settled                                | 2018/03/07 | 2018/02/17 | Accident   | R 8 234,43   |
| 1286766 | CL00250261 | 188404073/5/408            | Settled                                | 2018/03/05 | 2018/02/16 | Accident   | R 16 713,63  |
| 1286766 | CL00247205 | 187746698                  | Settled                                | 2018/02/13 | 2018/02/12 | Windscreen | R 5 196,47   |
| 1286766 | CL00247184 | 187742323                  | Settled                                | 2018/02/13 | 2018/02/10 | Accident   | R 440 600,00 |
| 1286766 | CL00246377 | 187691699                  | recovery in progress                   | 2018/02/07 | 2018/02/07 | Accident   | R 43 526,51  |
| 1286766 | CL00248199 | 187880300                  | Settled                                | 2018/02/19 | 2018/02/05 | Accident   | R 16 277,38  |
| 1286766 | CL00246252 | 187683270                  | recovery in progress                   | 2018/02/07 | 2018/02/02 | Accident   | R 14 375,08  |
| 1286766 | CL00248548 | 187899443                  | Settled                                | 2018/02/21 | 2018/01/30 | Accident   | R 12 902,49  |
| 1286766 | CL00247833 | 187824079                  | Settled                                | 2018/02/16 | 2018/01/30 | Windscreen | R 860,83     |



|         |            |                |  |            |            |            |             |
|---------|------------|----------------|--|------------|------------|------------|-------------|
| 1286766 | CL00246981 | 187729335      | Settled                                | 2018/02/12 | 2018/01/29 | Theft      | R 14 994,86 |
| 1286766 | CL00244420 | 187434181      | recovery in progress                   | 2018/01/25 | 2018/01/21 | Accident   | R 30 497,29 |
| 1286766 | CL00242260 | 187175305      | Settled                                | 2018/01/11 | 2018/01/10 | Damage     | R 18 121,74 |
| 1286766 | CL00242116 | 187154510      | Settled                                | 2018/01/11 | 2018/01/03 | Windscreen | R 6 584,39  |
| 1286766 | CL00241317 | 187057485      | Settled                                | 2018/01/05 | 2018/01/02 | Windscreen | R 8 127,04  |
| 1286766 | CL00243732 | 187369401      | Settled                                | 2018/01/23 | 2017/12/28 | Accident   | R 13 274,45 |
| 1286766 | CL00240082 | 186932048      | Registered - Premium Paid and on Cover | 2017/12/21 | 2017/12/20 | Windscreen | R 4 562,98  |
| 1286766 | CL00240209 | 186963423      | Settled                                | 2017/12/21 | 2017/12/18 | Accident   | R 28 233,11 |
| 1286766 | CL00247311 | 187873819      | Settled                                | 2018/02/13 | 2017/12/18 | Damage     | R 1 100,00  |
| 1286766 | CL00239392 | 186847865      | Settled                                | 2017/12/14 | 2017/12/13 | Accident   | R 55 374,86 |
| 1286766 | CL00239126 |                | Settled                                | 2017/12/13 | 2017/12/07 | Accident   | R 3 225,00  |
| 1286766 | CL00254505 | 188603904      | Settled                                | 2018/04/05 | 2017/12/07 | Accident   | R 1 100,00  |
| 1286766 | CL00238141 | 186705734      | Settled                                | 2017/12/07 | 2017/12/07 | Accident   | R 13 605,00 |
| 1286766 | CL00236794 | 186548434      | Settled                                | 2017/11/29 | 2017/11/23 | Windscreen | R 5 974,81  |
| 1286766 | CL00236629 | 186523164      | recovery in progress                   | 2017/11/28 | 2017/11/23 | Accident   | R 28 330,50 |
| 1286766 | CL00236235 | 186495616      | Settled                                | 2017/11/24 | 2017/11/23 | Accident   | R 47 357,91 |
| 1286766 | CL00238014 | 186679091      | Settled                                | 2017/12/06 | 2017/11/21 | Windscreen | R 13 435,40 |
| 1286766 | CL00235824 | 186437950      | Settled                                | 2017/11/22 | 2017/11/17 | Windscreen | R 2 620,86  |
| 1286766 | CL00243139 | 187295696      | Settled                                | 2018/01/18 | 2017/11/14 | Windscreen | R 5 657,97  |
| 1286766 | CL00234050 | 186384342      | Settled                                | 2017/11/10 | 2017/11/09 | Accident   | R 18 080,92 |
| 1286766 | CL00233741 | 186206550      | Settled                                | 2017/11/08 | 2017/11/05 | Windscreen | R 9 114,26  |
| 1286766 | CL00233462 | 186235789/5/79 | Settled                                | 2017/11/07 | 2017/11/05 | Windscreen | R 7 204,77  |
| 1286766 | CL00233680 | 186198697      | Settled                                | 2017/11/08 | 2017/11/03 | Windscreen | R 23 024,40 |
| 1286766 | CL00231462 | 185973212      | Registered - Premium Paid and on Cover | 2017/10/25 | 2017/10/24 | Windscreen | R -         |
| 1286766 | CL00230084 |                | Settled                                | 2017/10/17 | 2017/10/14 | Accident   | R -         |
| 1286766 | CL00227541 | 185792960/     | Settled                                | 2017/10/02 | 2017/10/02 | Accident   | R 30 700,30 |
| 1286766 | CL00227979 | 185796175      | Settled                                | 2017/10/04 | 2017/10/02 | Accident   | R 11 287,67 |
| 1286766 | CL00227800 | 185795195      | Settled                                | 2017/10/03 | 2017/10/01 | Accident   | R 33 844,31 |

|         |            |                                  |            |            |            |            |              |
|---------|------------|----------------------------------|------------|------------|------------|------------|--------------|
| 1286766 | CL00227559 | 185792234                        | Settled    | 2017/10/02 | 2017/09/26 | Accident   | R 56 087,57  |
| 1286766 | CL00226766 | 185790380                        | Settled    | 2017/09/26 | 2017/09/24 | Accident   | R 203 400,00 |
| 1286766 | CL00232995 | 186133218                        | Settled    | 2017/11/03 | 2017/09/15 | Windscreen | R 5 041,48   |
| 1286766 | CL00225559 | 185311899                        | Settled    | 2017/09/15 | 2017/09/12 | Accident   | R 29 681,91  |
| 1286766 | CL00222661 | 185059901                        | Registered | 2017/08/28 | 2017/08/27 | Accident   | R 13 000,00  |
| 1286766 | CL00222152 | 184980630                        | Settled    | 2017/08/23 | 2017/08/21 | Accident   | R 29 388,58  |
| 1286766 | CL00222665 | 185045323                        | Settled    | 2017/08/28 | 2017/08/17 | Accident   | R -          |
| 1286766 | CL00220385 | 184918056                        | Settled    | 2017/08/10 | 2017/08/09 | Accident   | R 26 046,85  |
| 1286766 | CL00221173 | 184892014                        | Settled    | 2017/08/16 | 2017/08/01 | Windscreen | R 5 258,69   |
| 1286766 | CL00218911 | 184636824                        | Registered | 2017/08/01 | 2017/07/22 | Accident   | R 13 000,00  |
| 1286766 | CL00217652 | 184507595                        | Registered | 2017/07/21 | 2017/07/18 | Windscreen | R 13 000,00  |
| 1286766 | CL00216849 | 184407639                        | Registered | 2017/07/17 | 2017/07/08 | Accident   | R 13 000,00  |
| 1286766 | CL00215482 | 184243881                        | Registered | 2017/07/05 | 2017/06/30 | Accident   | R 13 000,00  |
| 1286766 | CL00215474 | 184243130                        | Settled    | 2017/07/05 | 2017/06/30 | Accident   | R 109 835,98 |
| 1286766 | CL00214664 | 184202026/5/1                    | Settled    | 2017/06/29 | 2017/06/28 | Windscreen | R 748,34     |
| 1286766 | CL00215489 | 184244578                        | Registered | 2017/07/05 | 2017/06/28 | Accident   | R 13 000,00  |
| 1286766 | CL00214152 | 184106663                        | Settled    | 2017/06/27 | 2017/06/19 | Accident   | R 17 507,15  |
| 1286766 | CL00213916 | 184066971                        | Registered | 2017/06/23 | 2017/06/07 | [None]     | R 13 000,00  |
| 1286766 | CL00212082 | 183840924/5/351                  | Settled    | 2017/06/09 | 2017/06/06 | Windscreen | R 11 642,60  |
| 1286766 | CL00210560 | 183683055                        | Settled    | 2017/05/30 | 2017/05/27 | Accident   | R 12 449,02  |
| 1286766 | CL00215494 | 184252180                        | Registered | 2017/07/05 | 2017/05/22 | Accident   | R 13 000,00  |
| 1286766 | CL00208260 | 183416987/5/119                  | Settled    | 2017/05/12 | 2017/05/04 | Windscreen | R 7 353,58   |
| 1286766 | CL00207147 | 183288288/5/187 Ins :<br>MERSETA | Settled    | 2017/05/05 | 2017/05/01 | Windscreen | R 2 894,20   |
| 1286766 | CL00207615 | 183338013                        | Registered | 2017/05/09 | 2017/05/01 | Windscreen | R 13 000,00  |
| 1286766 | CL00214887 | 184185601                        | Settled    | 2017/06/30 | 2017/04/26 | Accident   | R 4 737,45   |
| 1286766 | CL00205874 | 183137115                        | Settled    | 2017/04/24 | 2017/04/21 | Accident   | R 52 304,16  |
| 1286766 | CL00204698 | 182992143                        | Settled    | 2017/04/13 | 2017/04/11 | Accident   | R 25 441,78  |
| 1286766 | CL00206121 |                                  | Settled    | 2017/04/25 | 2017/04/10 | Accident   | R -          |
| 1286766 | CL00204366 | 182957879 and 182958336          | Settled    | 2017/04/11 | 2017/04/08 | Accident   | R 5 402,40   |
| 1286766 | CL00203863 | 182899569                        | Settled    | 2017/04/06 | 2017/04/05 | Accident   | R 11 006,94  |
| 1286766 | CL00206278 | 183182625                        | Settled    | 2017/04/26 | 2017/04/05 | Accident   | R 11 507,11  |
| 1286766 | CL00202110 | 182711080                        | Registered | 2017/03/27 | 2017/03/27 | Accident   | R 13 000,00  |

|         |            |                                  |  |            |            |            |             |
|---------|------------|----------------------------------|--|------------|------------|------------|-------------|
| 1286766 | CL00201964 | 182699373                        | Settled                                | 2017/03/24 | 2017/03/23 | Accident   | R -         |
| 1286766 | CL00202308 | 182734845/5/322 Ins :<br>MERSETA | Settled                                | 2017/03/28 | 2017/03/18 | Windscreen | R 3 027,91  |
| 1286766 | CL00201060 | 182590797                        | Settled                                | 2017/03/17 | 2017/03/13 | Accident   | R 12 160,89 |
| 1286766 | CL00201059 | 182590380                        | Registered                             | 2017/03/17 | 2017/03/13 | Accident   | R 13 000,00 |
| 1286766 | CL00202478 | 182753939                        | Settled                                | 2017/03/29 | 2017/03/12 | Accident   | R 3 273,38  |
| 1286766 | CL00201185 | 182604542                        | Settled                                | 2017/03/17 | 2017/03/11 | Accident   | R -         |
| 1286766 | CL00201742 | 182665339                        | Settled                                | 2017/03/23 | 2017/03/10 | Accident   | R 5 853,88  |
| 1286766 | CL00199640 | 182434663                        | Settled                                | 2017/03/08 | 2017/03/07 | Accident   | R 7 083,31  |
| 1286766 | CL00201736 | 182665193                        | Settled                                | 2017/03/23 | 2017/03/07 | Accident   | R 13 003,66 |
| 1286766 | CL00199771 | 182475475                        | Settled                                | 2017/03/09 | 2017/03/06 | Accident   | R 16 527,02 |
| 1286766 | CL00200167 | 182502162                        | Registered                             | 2017/03/13 | 2017/03/02 | Accident   | R 25 800,00 |
| 1286766 | CL00200534 | 182532770                        | Settled                                | 2017/03/14 | 2017/03/02 | Accident   | R 6 545,75  |
| 1286766 | CL00199129 | 182378682                        | Registered                             | 2017/03/06 | 2017/03/02 | Accident   | R 13 000,00 |
| 1286766 | CL00200019 | 182478628                        | Settled                                | 2017/03/10 | 2017/02/24 | Accident   | R 23 337,77 |
| 1286766 | CL00197527 | 182200247                        | Settled                                | 2017/02/22 | 2017/02/19 | Accident   | R 1 721,00  |
| 1286766 | CL00198817 | 182346209                        | Settled                                | 2017/03/02 | 2017/02/17 | Accident   | R -         |
| 1286766 | CL00197994 | 182245798/5/1                    | Settled                                | 2017/02/24 | 2017/02/16 | Windscreen | R 3 134,57  |
| 1286766 | CL00195118 | 181937521                        | Registered                             | 2017/02/06 | 2017/02/05 | Accident   | R 13 000,00 |
| 1286766 | CL00196476 |                                  | Registered - Premium Paid and on Cover | 2017/02/15 | 2017/01/30 | Windscreen | R -         |
| 1286766 | CL00194593 | 181884827                        | Settled                                | 2017/02/02 | 2017/01/24 | Accident   | R 8 944,55  |
| 1286766 | CL00192830 | 181670622                        | Settled                                | 2017/01/23 | 2017/01/16 | Accident   | R 5 880,86  |
| 1286766 | CL00194767 | 181894539                        | Settled                                | 2017/02/03 | 2017/01/11 | Accident   | R 5 000,00  |
| 1286766 | CL00198014 | 182249475/5/184 Ins :<br>MERSETA | Settled                                | 2017/02/24 | 2017/01/09 | Windscreen | R 513,00    |

**FNB CLAIM HISTORY AS AT 01ST DECEMBER 2021**

| CLAIM NUMBER   | DATE OF LOSS | SECTION | ITEM                      | PERIL    | CAUSE                      | INCURED     | STATUS      |
|----------------|--------------|---------|---------------------------|----------|----------------------------|-------------|-------------|
| 59-13179-12737 | 04-Feb-21    | MOTOR   | FORD MUSTANG 2,3 ECOBOOST | ACCIDENT | THIRD PARTY                | R250,000 00 | IN PROGRESS |
| 59-13018-12589 | 21-Jan-21    | MOTOR   | FORD RANGER 3,2 TDCi      | ACCIDENT | COLLISION SINGLE VEHICLE   | R27,543 00  | AUTHORISED  |
| 5913007-12579  | 16-Jan-21    | MOTOR   | VOLKSWAGEN POLO VIVO      | GLASS    | WINDSCREEN                 | R4000 00    | AUTHORISED  |
| 59-12929-12505 | 06-Jan-21    | MOTOR   | BMW 320D                  | ACCIDENT | COLLISION INSURED AT FAULT | R30,777 82  | AUTHORISED  |
| 59-12821-12407 | 05-Jan-21    | MOTOR   | VOLKSWAGEN POLO VIVO      | ACCIDENT | THIRD PARTY                | R43,938 00  | IN PROGRESS |
| 59-12697-12285 | 16-Dec-21    | MOTOR   | MITSUBISHI LANCER 2,0     | GLASS    | WINDSCREEN                 | R4843,94 00 | AUTHORISED  |
| 59-12686-12274 | 14-Dec-21    | MOTOR   | PEUGEOT 308, 1,6          | GLASS    | WINDSCREEN                 | R8415,53 00 | SETTLED     |

**TOTAL**
**R369,518 34**

CLAIM ANALYSIS

Date of Loss from: 01 November 2019 to 30 November 2020  
All Insurance Companies selected  
All Insurer Groups selected  
All Insurers selected  
All Broker Branches selected  
All Accounts Executives selected

All Policy Types selected  
Client reference: MERSE001  
All Agent References selected  
**All values are VAT Inclusive**

All Claim Areas selected  
All Claim Causes selected  
All Administrators selected  
No driver's age band values

"F" indicates that claim has been finalised

| Claim Reference | Loss Date  | Reported   | Authorised | Insurer | Insurer Ref No. | Name    | Area          | Class | Cause                    | Sum Insured | Excess   | Recovery |        | Paid       |            | Outstanding | Total Cost |
|-----------------|------------|------------|------------|---------|-----------------|---------|---------------|-------|--------------------------|-------------|----------|----------|--------|------------|------------|-------------|------------|
|                 |            |            |            |         |                 |         |               |       |                          |             |          | Insurer  | Client | Total Paid | Paid Date  |             |            |
| MERSE001-0001   | 12/12/2019 | 17/12/2019 |            | NEWMM3M |                 | MERSETA | 03            | MOTOR | WINDSCREE<br>N           | 157.00      | 0.00     | 0.00     | 0.00   | 1,764.68   | 22/01/2020 | F           | 3,529.36   |
| MERSE001-0005   | 21/12/2019 | 13/01/2020 |            | NEWMM3M | JYF820MP        | MERSETA | 03            | MOTOR | INSURED AT<br>FAULT      | 159.00      | 0.00     | 0.00     | 0.00   | 1,484.44   | 23/01/2020 | F           | 1,484.44   |
| MERSE001-0007   | 22/12/2019 | 15/01/2020 |            | NEWMM3M |                 | MERSETA |               | MOTOR | WINDSCREE<br>N           | 159.00      | 500.00   | 0.00     | 0.00   | 3,340.63   | 28/01/2020 | F           | 3,340.63   |
| MERSE001-0002   | 23/12/2019 | 23/12/2019 |            | NEWMM3M | YYX288GP        | MERSETA | 04            | FLEET | INSURED AT<br>FAULT      | 159.00      | 0.00     | 0.00     | 0.00   | 7,365.23   | 15/01/2020 | F           | 7,365.23   |
| MERSE001-0003   | 23/12/2019 | 24/12/2019 |            | NEWMM3M |                 | MERSETA | 03            | MOTOR | INSURED AT<br>FAULT      | 159.00      | 6,560.00 | 0.00     | 0.00   | 36,710.00  | 26/02/2020 |             | 86,710.00  |
| MERSE001-0004   | 07/01/2020 | 07/01/2020 |            | NEWMM3M | FSF751FS        | MERSETA | 03            | MOTOR | WINDSCREE<br>N           | 160.00      | 500.00   | 0.00     | 0.00   | 1,590.70   | 12/03/2020 | F           | 1,590.70   |
| MERSE001-0006   | 11/01/2020 | 13/01/2020 |            | NEWMM3M | CY74ZBGP        | MERSETA | 03            | MOTOR | LOSS                     | 160.00      | 500.00   | 0.00     | 0.00   | 5,396.63   | 19/02/2020 | F           | 5,396.63   |
| MERSE001-0008   | 27/01/2020 | 28/01/2020 |            | NEWMM3M | DX39CLGP        | MERSETA | 03            | MOTOR | INSURED AT<br>FAULT      | 160.00      | 2,500.00 | 0.00     | 0.00   | 35,523.98  | 18/03/2020 | F           | 35,523.98  |
| MERSE001-0010   | 29/01/2020 | 03/02/2020 |            | NEWMM3M |                 | MERSETA | 03            | MOTOR | BREAKDOW<br>N            | 160.00      | 0.00     | 0.00     | 0.00   | 0.00       |            | F           | 0.00       |
| MERSE001-0009   | 30/01/2020 | 31/01/2020 |            | NEWMM3M | CN62CKGP        | MERSETA |               | MOTOR | INSURED AT<br>FAULT      | 160.00      | 0.00     | 0.00     | 0.00   | 0.00       |            | F           | 0.00       |
| MERSE001-0011   | 03/02/2020 | 05/02/2020 |            | NEWMM3M | CR18ZDGP        | MERSETA | 03            | MOTOR | INSURED AT<br>FAULT      | 160.00      | 0.00     | 0.00     | 0.00   | 2,673.23   | 13/02/2020 | F           | 2,673.23   |
| MERSE001-0012   | 08/02/2020 | 14/02/2020 |            | NEWMM3M | YYX288GP        | MERSETA | 03            | MOTOR | INSURED AT<br>FAULT      | 160.00      | 2,500.00 | 0.00     | 0.00   | 38,776.50  | 26/02/2020 | F           | 38,776.50  |
| MERSE001-0016   | 17/02/2020 | 26/02/2020 |            | NEWMM3M |                 | MERSETA | 03            | MOTOR | ACCIDENT                 | 160.00      | 2,500.00 | 0.00     | 0.00   | 13,228.17  | 14/07/2020 | F           | 13,228.17  |
| MERSE001-0014   | 22/02/2020 | 25/02/2020 |            | NEWMM3M |                 | MERSETA | 03            | MOTOR | LOSS                     | 160.00      | 500.00   | 0.00     | 0.00   | 4,127.41   | 04/03/2020 | F           | 4,127.41   |
| MERSE001-0013   | 23/02/2020 | 24/02/2020 |            | NEWMM3M |                 | MERSETA | 03            | MOTOR | THIRD<br>PARTY HIT       | 160.00      | 2,500.00 | 0.00     | 0.00   | 127,077.50 | 18/08/2020 |             | 127,077.50 |
| MERSE001-0015   | 23/02/2020 | 25/02/2020 |            | NEWMM3M | HS75HRGP        | MERSETA | 03            | MOTOR | INSURED AT<br>FAULT      | 160.00      | 0.00     | 0.00     | 0.00   | 0.00       |            | F           | 0.00       |
| MERSE001-0018   | 28/02/2020 | 28/02/2020 |            | NEWMM3M |                 | MERSETA |               | MOTOR | DAMAGE                   | 160.00      | 500.00   | 0.00     | 0.00   | 2,350.00   | 02/06/2020 | F           | 2,350.00   |
| MERSE001-0017   | 02/03/2020 | 02/03/2020 |            | NEWMM3M | ND882897        | MERSETA | 03            | MOTOR | WINDSCREE<br>N           | 160.00      | 500.00   | 0.00     | 0.00   | 2,705.31   | 05/03/2020 | F           | 2,705.31   |
| MERSE001-0019   | 03/03/2020 | 04/03/2020 |            | NEWMM3M | ND656275        | MERSETA | 03            | MOTOR | INSURED AT<br>FAULT      | 160.00      | 2,500.00 | 0.00     | 0.00   | 4,199.94   | 25/08/2020 | F           | 4,199.94   |
| MERSE001-0020   | 12/03/2020 | 13/03/2020 |            | NEWMM3M | JGD783EC        | MERSETA | 03            | MOTOR | INSURED AT<br>FAULT      | 160.00      | 2,500.00 | 0.00     | 0.00   | 31,457.50  | 23/06/2020 | F           | 31,457.50  |
| MERSE001-0021   | 19/03/2020 | 20/03/2020 |            | NEWMM3M | YRV724GP        | MERSETA | 03            | MOTOR | BREAKDOW<br>N            | 160.00      | 0.00     | 0.00     | 0.00   | 0.00       |            | F           | 0.00       |
| MERSE001-0022   | 23/03/2020 | 23/03/2020 |            | NEWMM3M | FP81KZGP        | MERSETA | ATTORNEY FILE | MOTOR | THIRD<br>PARTY HIT       | 160.00      | 2,500.00 | 0.00     | 0.00   | 79,018.80  | 27/10/2020 |             | 79,018.80  |
| MERSE001-0023   | 24/03/2020 | 24/03/2020 |            | NEWMM3M | HT96JCGP        | MERSETA | 03            | MOTOR | INSURED<br>BREAKDOW<br>N | 160.00      | 0.00     | 0.00     | 0.00   | 0.00       |            | F           | 0.00       |
| MERSE001-0024   | 14/04/2020 | 15/04/2020 |            | NEWMM3M |                 | MERSETA | 03            | MOTOR | HAIL                     | 159.00      | 2,500.00 | 0.00     | 0.00   | 23,200.09  | 30/07/2020 | F           | 23,200.09  |

CLAIM ANALYSIS

| Claim Reference | Loss Date  | Reported   | Authorised | Insurer | Insurer Ref No. | Name    | Area           | Class | Cause                   | Sum Insured |          | Recovery |        | Paid       |            |             |            |            |
|-----------------|------------|------------|------------|---------|-----------------|---------|----------------|-------|-------------------------|-------------|----------|----------|--------|------------|------------|-------------|------------|------------|
|                 |            |            |            |         |                 |         |                |       |                         |             | Excess   | Insurer  | Client | Total Paid | Paid Date  | Outstanding | Total Cost |            |
| MERSE001-0025   | 18/05/2020 | 20/05/2020 |            | NEWMM3M | CM22SY GP       | MERSETA | 03             | MOTOR | INSURED AT FAULT        | 158.00      | 2,500.00 | 0.00     | 0.00   | 15,448.20  | 30/06/2020 | F           | 0.00       | 15,448.20  |
| MERSE001-0026   | 01/06/2020 | 01/06/2020 |            | NEWMM3M |                 | MERSETA |                | MOTOR | BREAKDOW N              | 159.00      | 0.00     | 0.00     | 0.00   |            |            | F           | 0.00       | 0.00       |
| MERSE001-0027   | 04/06/2020 | 10/06/2020 |            | NEWMM3M | ZIMA82EC        | MERSETA | 03             | MOTOR | INSURED AT FAULT        | 159.00      | 2,500.00 | 0.00     | 0.00   | 32,318.24  | 15/09/2020 | F           | 0.00       | 32,318.24  |
| MERSE001-0028   | 16/06/2020 | 22/06/2020 |            | NEWMM3M | ND656275        | MERSETA | Durban Suburbs | MOTOR | INSURED AT FAULT        | 159.00      | 2,500.00 | 0.00     | 0.00   | 25,545.41  | 25/08/2020 | F           | 0.00       | 25,545.41  |
| MERSE001-0029   | 29/06/2020 | 29/06/2020 |            | NEWMM3M | HW91KPGP        | MERSETA | 03             | MOTOR | INSURED AT FAULT        | 159.00      | 2,500.00 | 0.00     | 0.00   | 48,713.33  | 08/09/2020 | F           | 0.00       | 48,713.33  |
| MERSE001-0030   | 29/06/2020 | 29/06/2020 |            | NEWMM3M | HW91KPGP        | MERSETA | 03             | MOTOR | INSURED AT FAULT        | 159.00      | 2,500.00 | 0.00     | 0.00   | 22,252.50  | 08/09/2020 | F           | 0.00       | 22,252.50  |
| MERSE001-0038   | 06/07/2020 | 02/09/2020 |            | NEWMM3M | JGJ746EC        | MERSETA | 03             | MOTOR | WINDSCREE N             | 159.00      | 500.00   | 0.00     | 0.00   | 5,822.36   | 29/09/2020 | F           | 0.00       | 5,822.36   |
| MERSE001-0031   | 12/07/2020 | 13/07/2020 |            | NEWMM3M | SWL584GP        | MERSETA | 03             | MOTOR | INSURED AT FAULT        | 159.00      | 2,500.00 | 0.00     | 0.00   | 8,378.26   | 22/09/2020 | F           | 0.00       | 8,378.26   |
| MERSE001-0032   | 23/07/2020 | 24/07/2020 |            | NEWMM3M | DH47KHGP        | MERSETA |                | MOTOR | WINDSCREE N             | 159.00      | 0.00     | 0.00     | 0.00   | 474.95     | 28/07/2020 | F           | 0.00       | 474.95     |
| MERSE001-0033   | 28/07/2020 | 28/07/2020 |            | NEWMM3M | FC65SCGP        | MERSETA | 03             | MOTOR | INSURED AT FAULT        | 159.00      | 2,500.00 | 0.00     | 0.00   | 30.00      | 04/08/2020 | F           | 0.00       | 30.00      |
| MERSE001-0034   | 30/07/2020 | 03/08/2020 |            | NEWMM3M | FTK959FS        | MERSETA | 03             | MOTOR | INSURED AT FAULT        | 159.00      | 2,500.00 | 0.00     | 0.00   | 16,497.87  | 01/12/2020 | F           | 0.00       | 16,497.87  |
| MERSE001-0035   | 04/08/2020 | 04/08/2020 |            | NEWMM3M | BK35RSGP        | MERSETA | 03             | MOTOR | WINDSCREE N             | 159.00      | 500.00   | 0.00     | 0.00   | 1,623.00   | 08/09/2020 | F           | 0.00       | 1,623.00   |
| MERSE001-0036   | 14/08/2020 | 14/08/2020 |            | NEWMM3M | JL66TYGP        | MERSETA | 03             | MOTOR | THIRD PARTY HIT INSURED | 159.00      | 2,500.00 | 0.00     | 0.00   | 53,309.40  | 07/10/2020 |             | 0.00       | 53,309.40  |
| MERSE001-0037   | 22/08/2020 | 24/08/2020 |            | NEWMM3M | JYF820MP        | MERSETA | 03             | MOTOR | WINDSCREE N             | 159.00      | 500.00   | 0.00     | 0.00   | 6,488.50   | 08/09/2020 | F           | 0.00       | 6,488.50   |
| MERSE001-0039   | 01/09/2020 | 07/09/2020 |            | NEWMM3M |                 | MERSETA | 03             | MOTOR | WINDSCREE N             | 159.00      | 500.00   | 0.00     | 0.00   | 1,702.41   | 29/09/2020 | F           | 0.00       | 1,702.41   |
| MERSE001-0040   | 04/09/2020 | 08/09/2020 |            | NEWMM3M |                 | MERSETA | 03             | MOTOR | INSURED AT FAULT        | 159.00      | 2,500.00 | 0.00     | 0.00   | 119,530.44 | 17/11/2020 |             | 0.00       | 119,530.44 |
| MERSE001-0041   | 08/09/2020 | 09/09/2020 |            | NEWMM3M | CY11HWGP        | MERSETA | 03             | MOTOR | BREAKDOW N              | 159.00      | 0.00     | 0.00     | 0.00   | 0.00       |            |             | 0.00       | 0.00       |
| MERSE001-0042   | 15/09/2020 | 15/09/2020 |            | NEWMM3M | HC65YZGP        | MERSETA | 03             | MOTOR | WINDSCREE N             | 159.00      | 0.00     | 0.00     | 0.00   | 0.00       |            | F           | 0.00       | 0.00       |
| MERSE001-0043   | 18/09/2020 | 18/09/2020 |            | NEWMM3M | FRS724MP        | MERSETA | 03             | MOTOR | BREAKDOW N              | 159.00      | 0.00     | 0.00     | 0.00   | 0.00       |            |             | 0.00       | 0.00       |
| MERSE001-0044   | 22/09/2020 | 23/09/2020 |            | NEWMM3M | KZK362GP        | MERSETA | 03             | MOTOR | INSURED HIT T/P         | 159.00      | 2,500.00 | 0.00     | 0.00   | 20,469.25  | 13/10/2020 |             | 50,000.00  | 70,469.25  |
| MERSE001-0048   | 27/09/2020 | 09/10/2020 |            | NEWMM3M | JGJ746EC        | MERSETA | 03             | MOTOR | WINDSCREE N             | 159.00      | 500.00   | 0.00     | 0.00   | 5,822.36   | 20/10/2020 | F           | 0.00       | 5,822.36   |
| MERSE001-0045   | 28/09/2020 | 29/09/2020 |            | NEWMM3M | HK48RVGP        | MERSETA | 03             | MOTOR | INSURED AT FAULT        | 159.00      | 0.00     | 0.00     | 0.00   | 0.00       |            | F           | 0.00       | 0.00       |
| MERSE001-0046   | 29/09/2020 | 30/09/2020 |            | NEWMM3M | CA 5464431      | MERSETA | 03             | MOTOR | BREAKDOW N              | 159.00      | 0.00     | 0.00     | 0.00   | 0.00       |            |             | 0.00       | 0.00       |
| MERSE001-0047   | 02/10/2020 | 02/10/2020 |            | NEWMM3M | DM49YRGP        | MERSETA | 03             | MOTOR | INSURED AT FAULT        | 159.00      | 0.00     | 0.00     | 0.00   | 0.00       |            |             | 50,000.00  | 50,000.00  |
| MERSE001-0049   | 20/10/2020 | 20/10/2020 |            | NEWMM3M | DL25HPGP        | MERSETA | 03             | MOTOR | WINDSCREE N             | 159.00      | 0.00     | 0.00     | 0.00   | 0.00       |            | F           | 0.00       | 0.00       |
| MERSE001-0050   | 27/10/2020 | 27/10/2020 |            | NEWMM3M | FTV846EC        | MERSETA | 03             | MOTOR | BREAKDOW N              | 159.00      | 0.00     | 0.00     | 0.00   | 0.00       |            |             | 0.00       | 0.00       |
| MERSE001-0051   | 29/10/2020 | 29/10/2020 |            | NEWMM3M | ZTX402GP        | MERSETA | 03             | MOTOR | WINDSCREE N             | 159.00      | 500.00   | 0.00     | 0.00   | 4,789.54   | 08/12/2020 | F           | 0.00       | 4,789.54   |
| MERSE001-0052   | 05/11/2020 | 05/11/2020 |            | NEWMM3M | ABELGP          | MERSETA | 03             | MOTOR | WINDSCREE N             | 159.00      | 500.00   | 0.00     | 0.00   | 3,283.41   | 17/11/2020 | F           | 0.00       | 3,283.41   |
| MERSE001-0057   | 10/11/2020 | 30/11/2020 |            | NEWMM3M | HDC670FS        | MERSETA | 03             | MOTOR | WINDSCREE N             | 159.00      | 500.00   | 0.00     | 0.00   | 7,179.70   | 22/12/2020 | F           | 0.00       | 7,179.70   |
| MERSE001-0053   | 13/11/2020 | 13/11/2020 |            | NEWMM3M | HW91RPGP        | MERSETA | 03             | MOTOR | WINDSCREE N             | 159.00      | 0.00     | 0.00     | 0.00   | 474.95     | 08/12/2020 | F           | 0.00       | 474.95     |
| MERSE001-0054   | 21/11/2020 | 23/11/2020 |            | NEWMM3M | CK06KSGP        | MERSETA | 03             | MOTOR | BREAKDOW N              | 159.00      | 0.00     | 0.00     | 0.00   | 0.00       |            | F           | 0.00       | 0.00       |
| MERSE001-0055   | 24/11/2020 | 24/11/2020 |            | NEWMM3M | DR26JGGP        | MERSETA | 03             | MOTOR | WINDSCREE N             | 159.00      | 500.00   | 0.00     | 0.00   | 1,882.62   | 29/12/2020 | F           | 0.00       | 1,882.62   |

CLAIM ANALYSIS

|                 |            |            |            |         |                 |         |      |       |                  |             | Recovery  |         | Paid   |            |            |             |              |           |
|-----------------|------------|------------|------------|---------|-----------------|---------|------|-------|------------------|-------------|-----------|---------|--------|------------|------------|-------------|--------------|-----------|
| Claim Reference | Loss Date  | Reported   | Authorised | Insurer | Insurer Ref No. | Name    | Area | Class | Cause            | Sum Insured | Excess    | Insurer | Client | Total Paid | Paid Date  | Outstanding | Total Cost   |           |
| MERSE001-0056   | 27/11/2020 | 27/11/2020 |            | NEWMM3M | ANDERSN-ZN      | MERSETA | 03   | MOTOR | THIRD PARTY HIT  | 159.00      | 2,500.00  | 0.00    | 0.00   | 40,551.26  | 05/01/2021 | F           | 0.00         | 40,551.26 |
| MERSE001-0058   | 27/11/2020 | 27/11/2020 |            | NEWMM3M | ABELS-GP        | MERSETA | 03   | MOTOR | INSURED AT FAULT | 159.00      | 0.00      | 0.00    | 0.00   | 1,200.00   | 09/02/2021 |             | 10,045.75    | 11,245.75 |
| Total           |            |            |            |         |                 |         |      |       | Claims: 58       | 9,237.00    | 64,060.00 | 0.00    | 0.00   | 865,778.70 |            | 161,810.43  | 1,027,589.13 |           |

**MERSETA**  
**FLEET LIST**

Must be comprehensive

|      |            |  |                |         |               |                   |                 |          |        | ACTIVE        |
|------|------------|--|----------------|---------|---------------|-------------------|-----------------|----------|--------|---------------|
| YEAR | MAKE       | MODEL                                    | VALUE (RETAIL) | PREMIUM | Excess Waiver | Windscreen Waiver | Roadside Assist | Car Hire | SASRIA | TOTAL PREMIUM |
| 2019 | HAVAL      | H6 2.0T LUXURY DCT                       | 409 778        |         |               |                   |                 |          |        |               |
| 2015 | VW         | POLO 1.6 COMFORTLINE                     | 163 800        |         |               |                   |                 |          |        |               |
| 2003 | VW         | POLO CLASSIC 1.4                         | 38 100         |         |               |                   |                 |          |        |               |
| 2014 | BMW        | F30 320D M-SPORT A/T                     | 222 000        |         |               |                   |                 |          |        |               |
| 2012 | VW         | POLO VIVO 1.4                            | 89 900         |         |               |                   |                 |          |        |               |
| 2015 | AUDI       | A5 1.8TFSI MULTI                         | 315 000        |         |               |                   |                 |          |        |               |
| 2015 | HYUNDAI    | IX35 2.0 PREMIUM                         | 210 100        |         |               |                   |                 |          |        |               |
| 2016 | BMW        | X5 XDRIVE 3.0D M -SPORT A/T (F15)        | 778 910        |         |               |                   |                 |          |        |               |
| 2012 | FORD       | RANGER 3.2 TDCI XLT P/U D/C              | 297 121        |         |               |                   |                 |          |        |               |
| 2007 | BMW        | 320D E90                                 | 86 300         |         |               |                   |                 |          |        |               |
| 2011 | TOYOTA     | COROLLA PROFESSIONAL 1.3                 | 117 800        |         |               |                   |                 |          |        |               |
| 2013 | GWM        | STEED 5 2.5 TCI P/U D/C                  | 112 765        |         |               |                   |                 |          |        |               |
| 2014 | VOLKSWAGEN | POLO 1.4 COMFORTLINE SDR                 | 256 530        |         |               |                   |                 |          |        |               |
| 2012 | VW         | POLO VIVO 1.4 TRENDLINE SDR              | 91 300         |         |               |                   |                 |          |        |               |
| 2005 | BMW        | 650i COUPE A/T                           | 119 600        |         |               |                   |                 |          |        |               |
| 2014 | VW         | JETTA GP 2.0 TDI HIGHLINE DSG            | 238 400        |         |               |                   |                 |          |        |               |
| 2012 | MAHINDRA   | XUV 500 2.2D MHAWK (W8)                  | 132 600        |         |               |                   |                 |          |        |               |
| 2010 | MERC BENZ  | C180 CGI BE AVANTGARDE                   | 128 860        |         |               |                   |                 |          |        |               |
| 2019 | GWM        | M4 1.5 CROSSOVER                         | 181 900        |         |               |                   |                 |          |        |               |
| 2007 | VW         | JETTA 2.0 COMFORTLINE                    | 84 600         |         |               |                   |                 |          |        |               |
| 2010 | MAZDA      | 6 2.5 INDIVIDUAL                         | 145 500        |         |               |                   |                 |          |        |               |
| 2013 | FORD       | FIESTA 1.4 AMBIENTE                      | 86 600         |         |               |                   |                 |          |        |               |
| 2010 | MERC BENZ  | C180K BE CLASSIC A/T                     | 131 600        |         |               |                   |                 |          |        |               |
| 2015 | FORD       | FIGO 1.4 AMBIENTE                        | 90 900         |         |               |                   |                 |          |        |               |
| 2013 | VW         | POLO VIVO 1.4 TRENDLINE                  | 102 500        |         |               |                   |                 |          |        |               |
| 2007 | VW         | GOLF GTI 5 2.0T FSI                      | 124 400        |         |               |                   |                 |          |        |               |
| 2015 | NISSAN     | HARDBODY NP300 2.4i HI-RIDER 4X4 P/U D/C | 234 080        |         |               |                   |                 |          |        |               |
| 2014 | AUDI       | A4 2.0 TFSI SE QUATTRO STRON             | 261 100        |         |               |                   |                 |          |        |               |
| 2004 | RENAULT    | CLIO 1.2 AUTHENTIQUE                     | 26 250         |         |               |                   |                 |          |        |               |
| 2005 | TOYOTA     | COROLLA                                  | 60 000         |         |               |                   |                 |          |        |               |
| 2014 | VW         | POLO 1.6 TDI COMFORTLINE                 | 156 000        |         |               |                   |                 |          |        |               |
| 2019 | MAZDA      | 2 1.5 DYNAMIC SDR                        | 251 080        |         |               |                   |                 |          |        |               |



|      |               |                                   |         |  |  |  |  |  |  |  |
|------|---------------|-----------------------------------|---------|--|--|--|--|--|--|--|
| 2016 | HYUNDAI       | I20 1.2 MOTION                    | 157 600 |  |  |  |  |  |  |  |
| 2013 | CHEVROLET     | SPARK 1.2 CAMPUSS/CURVE SDR       | 68 400  |  |  |  |  |  |  |  |
| 2009 | MERC BENZ     | C200K                             | 198 400 |  |  |  |  |  |  |  |
| 2017 | TOYOTA        | ETIOS 1.5Xs/Sprint 5DR            | 143 000 |  |  |  |  |  |  |  |
| 2007 | BMW           | Z4 ROADSTER                       | 150 000 |  |  |  |  |  |  |  |
| 2014 | CHEVROLET     | TRAILBLAZER 2.5 LT                | 177 900 |  |  |  |  |  |  |  |
| 2010 | TOYOTA        | AURIS 1.6 XS                      | 139 000 |  |  |  |  |  |  |  |
| 2015 | VW            | POLO GP 1.2 TSI COMFORTLINE       | 172 700 |  |  |  |  |  |  |  |
| 2009 | OPEL          | CORSA UTILITY 1.4i CLUB S/C P/U   | 71 400  |  |  |  |  |  |  |  |
| 2013 | BMW           | 528i A/T                          | 284 700 |  |  |  |  |  |  |  |
| 2011 | CHEVROLET     | CRUZE 1.6 LS                      | 88 800  |  |  |  |  |  |  |  |
| 2018 | VOLKSWAGEN    | POLO VIVO 1.4 COMMFORTLINE        | 167 700 |  |  |  |  |  |  |  |
| 2012 | BMW           | 335i (E90)                        | 164 700 |  |  |  |  |  |  |  |
| 2009 | TOYOTA        | COROLLA 1.4 ADVANCE               | 96 200  |  |  |  |  |  |  |  |
| 2016 | NISSAN        | ALMERA 1.5 ACENTA A/T             | 155 300 |  |  |  |  |  |  |  |
| 2019 | MERCEDES BENZ | A 200 A/T AMG LINE                | 648 950 |  |  |  |  |  |  |  |
| 2006 | FORD          | FOCUS 1.6 Si 5DR                  | 57 000  |  |  |  |  |  |  |  |
| 2015 | MAZDA         | 3 2.0 INDIVIDUAL 4DR              | 200 600 |  |  |  |  |  |  |  |
| 2009 | HYUNDAI       | I20 1.4                           | 82 500  |  |  |  |  |  |  |  |
| 2009 | TOYOTA        | COROLLA 1.3 PROFESSIONAL          | 100 500 |  |  |  |  |  |  |  |
| 2004 | BMW           | 320D MANUAL                       | 53 500  |  |  |  |  |  |  |  |
| 2006 | MITSUBISHI    | COLT 2800 TDI RODEO 4X2 P/U D/C   | 76 900  |  |  |  |  |  |  |  |
| 2015 | AUDI          | A1 1.0T FSI                       | 169 800 |  |  |  |  |  |  |  |
| 2011 | TOYOTA        | YARIS ZEN + 3                     | 109 600 |  |  |  |  |  |  |  |
| 2015 | VW            | GOLF VII GTI 2.0 TSI              | 594 027 |  |  |  |  |  |  |  |
| 2016 | TOYOTA        | AVANZA 1.3 S                      | 167 900 |  |  |  |  |  |  |  |
| 2018 | HYUNDAI       | ELANTRA 1.6 EXECUTIVE             | 257 826 |  |  |  |  |  |  |  |
| 2015 | JEEP          | WRANGLER 2.8 CRD UNLTD SAHARA A/T | 442 700 |  |  |  |  |  |  |  |
| 2008 | TOYOTA        | YARIS T3+                         | 65 900  |  |  |  |  |  |  |  |
| 2012 | JEEP          | COMPASS 2.0 LTD                   | 139 900 |  |  |  |  |  |  |  |
| 2017 | VOLKSWAGEN    | POLO VIVO GP 1.4 TRENDLINE        | 142 600 |  |  |  |  |  |  |  |
| 2015 | HYUNDAI       | IX35 2.0 EXECUTIVE                | 244 950 |  |  |  |  |  |  |  |
| 2018 | HAVAL         | H2 1.5T LUXURY A/T                | 272 300 |  |  |  |  |  |  |  |
| 1995 | TOYOTA        | COROLLA 180i GLE                  | 25 900  |  |  |  |  |  |  |  |
| 2015 | FORD          | ECOSPORT 1.0 ECOBOOST TITANIUM    | 185 400 |  |  |  |  |  |  |  |
| 2008 | MAZDA         | 3 1.6 ACTIVE                      | 118 000 |  |  |  |  |  |  |  |
| 2020 | MAZDA         | CX-5 2.0 DYNAMIC A/T              | 496 700 |  |  |  |  |  |  |  |
| 2011 | MAZDA         | 3 1.6 ACTIVE SPORT                | 147 600 |  |  |  |  |  |  |  |

|      |           |  |         |  |  |  |  |  |  |  |
|------|-----------|--|---------|--|--|--|--|--|--|--|
| 2018 | HYUNDAI   | TUCSON 2.0 PREMIUM A/T                 | 354 800 |  |  |  |  |  |  |  |
| 2013 | RENAULT   | CLIO IV 1.2 1.2 AUTHENTIQUE 5DR (55KW) | 101 200 |  |  |  |  |  |  |  |
| 2005 | FORD      | FOCUS 1.06i ABIENTE H/B                | 41 400  |  |  |  |  |  |  |  |
| 2005 | TOYOTA    | HILUX 2.7 VVTi RAIDER P/U D/C          | 98 000  |  |  |  |  |  |  |  |
| 2013 | PEUGEOT   | 208 VTI ACCESS 5DR                     | 99 500  |  |  |  |  |  |  |  |
| 2012 | VW        | POLO 1.4 COMFORTLINE 5DR               | 126 800 |  |  |  |  |  |  |  |
| 2018 | TOYOTA    | COROLLA QUEST 1.6 A/T                  | 179 700 |  |  |  |  |  |  |  |
| 2018 | RENAULT   | CLIO IV 900 T DYNAMIQUE                | 205 200 |  |  |  |  |  |  |  |
| 2017 | CHEVROLET | CORSA UTILITY 1.4 CLUB P/U S/C         | 134 800 |  |  |  |  |  |  |  |
| 2018 | TOYOTA    | HILUX DAKAR 2.8 GD-6 RB P/U D/C A/T    | 514 249 |  |  |  |  |  |  |  |
| 2019 | VW        | POLO VIVO 1.4 COMFORTLINE              | 238 873 |  |  |  |  |  |  |  |
| 2015 | VW        | POLO GP 1.2 TSI COMFORTLINE (66KW)     | 172 700 |  |  |  |  |  |  |  |
| 2014 | RENAULT   | MEGANE III 1.6 DCI HATCH               | 167 200 |  |  |  |  |  |  |  |
| 2012 | HYUNDAI   | ELANTRA 1.8 GL/EXECUTIVE A/T           | 123 700 |  |  |  |  |  |  |  |
| 2017 | CHEVROLET | TRAILBLAZER 2.5 LT A/T                 | 310 944 |  |  |  |  |  |  |  |
| 2016 | TOYOTA    | AURIS 1.6 XR                           | 246 400 |  |  |  |  |  |  |  |
| 2013 | VW        | POLO 1.4 TRENDLINE                     | 116 800 |  |  |  |  |  |  |  |
| 2017 | HYUNDAI   | CRETA 1.6 EXECUTIVE A/T                | 278 600 |  |  |  |  |  |  |  |
| 2016 | AUDI      | A4 1.4 TFSI STRONIC                    | 320 400 |  |  |  |  |  |  |  |
| 2019 | FORD      | D/C                                    | 683 950 |  |  |  |  |  |  |  |
| 2014 | FIAT      | 500L 1.4 EASY 5DR                      | 127 800 |  |  |  |  |  |  |  |
| 2011 | CHEVROLET | CORSA UTILITY 1.4 SPORT                | 91 675  |  |  |  |  |  |  |  |
| 2004 | TOYOTA    | COROLLA 140i                           | 42 300  |  |  |  |  |  |  |  |
| 2017 | TOYOTA    | RAV4 2.0 GX CVT                        | 289 200 |  |  |  |  |  |  |  |
| 2012 | VW        | POLO 1.4 COMFORTLINE 5DR               | 126 800 |  |  |  |  |  |  |  |
| 2015 | FORD      | RANGER 2.2TDCi XL P/U D/C              | 203 110 |  |  |  |  |  |  |  |
| 2017 | TOYOTA    | ETIOS 1.5Xs/Sprint                     | 147 500 |  |  |  |  |  |  |  |
| 2006 | VW        | 1.4 VELOCITY                           | 38 200  |  |  |  |  |  |  |  |
| 2018 | SUZUKI    | IGNIS 1.2 GLX                          | 164 600 |  |  |  |  |  |  |  |
| 2012 | CHEVROLET | ORLANDO 1.8 LS                         | 126 000 |  |  |  |  |  |  |  |
| 2005 | OPEL      | CORSA 1.8 GSI                          | 50 900  |  |  |  |  |  |  |  |
| 2011 | HYUNDAI   | ELANTRA 1.8 GLS/EXECUTIVE              | 110 500 |  |  |  |  |  |  |  |
| 2019 | BMW       | 220i SPORT LINE SHADOW EDITION A/T     | 642 559 |  |  |  |  |  |  |  |
| 2018 | HYUNDAI   | CRETA 1.6 EXECUTIVE 1.6 D A/T          | 312 400 |  |  |  |  |  |  |  |
| 2014 | VW        | POLO GP 1.2 TSI HIGHLINE DSG (81KW)    | 182 200 |  |  |  |  |  |  |  |
| 2009 | AUDI      | S3 SPORTBACK STRONIC                   | 184 300 |  |  |  |  |  |  |  |
| 2013 | BMW       | X1 SDRIVE 2.0D A/T                     | 206 000 |  |  |  |  |  |  |  |
| 2002 | MERC BENZ | C200 ELEGANCE                          | 62 600  |  |  |  |  |  |  |  |

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|------|---------------|---------------------------------|---------|--|--|--|--|--|--|--|
| 2007 | MERC BENZ     | ML 320                          | 152 000 |  |  |  |  |  |  |  |
| 2017 | TOYOTA        | RAV4 2.0 GX CVT                 | 289 200 |  |  |  |  |  |  |  |
| 2017 | VW            | MOVE UP 1.0 SDR                 | 147 900 |  |  |  |  |  |  |  |
| 2015 | MERCEDES BENZ | C250 BLUETEC AVANTGARDE A/T     | 362 000 |  |  |  |  |  |  |  |
| 2017 | DATSUN        | GO 1.2 LUX                      | 91 100  |  |  |  |  |  |  |  |
| 2010 | MITSUBISHI    | LANCER 2.0 GLS                  | 87 900  |  |  |  |  |  |  |  |
| 2015 | OPEL          | CORSA 1.0T ECOFLEX ESSENTIA SDR | 134 800 |  |  |  |  |  |  |  |
| 2006 | RENAULT       | SCENIC II PRIVILEGE 2.0         | 69 300  |  |  |  |  |  |  |  |
| 2012 | PEUGEOT       | 308 1.6 COMFORT/ACCESS          | 101 000 |  |  |  |  |  |  |  |
| 2012 | VW            | POLO VIVO 1.4 SDR               | 83 000  |  |  |  |  |  |  |  |
| 2008 | HUMMER        | H3 LUXURY A/T                   | 172 300 |  |  |  |  |  |  |  |
| 2003 | TOYOTA        | TOYOTA COROLLA 160i GLE         | 43 000  |  |  |  |  |  |  |  |
| 2017 | NISSAN        | NAVARA 2.3D LE 4X4 A/T P/U D/C  | 603 969 |  |  |  |  |  |  |  |
| 2018 | HAVAL         | H2 1.5T LUXURY                  | 241 200 |  |  |  |  |  |  |  |
| 2008 | VW            | GOLF GTI 2.0T FSI               | 154 600 |  |  |  |  |  |  |  |
| 2014 | CHEVROLET     | UTILITY 1.4 A/C P/U S/C         | 104 405 |  |  |  |  |  |  |  |
| 2006 | TOYOTA        | YARIS T3 5DR A/C                | 54 200  |  |  |  |  |  |  |  |
| 2018 | TOYOTA        | COROLLA QUEST 1.6               | 205 278 |  |  |  |  |  |  |  |
| 2007 | TOYOTA        | FORTUNER 3.0D-4D RAISED BODY    | 144 500 |  |  |  |  |  |  |  |
| 2013 | HYUNDAI       | IX35 R2.0 CRDI GLS/EXECUTIVE    | 193 000 |  |  |  |  |  |  |  |
| 2012 | HYUNDAI       | I10                             | 80 400  |  |  |  |  |  |  |  |
| 2013 | NISSAN        | NV 200 1.6 VISIA F/C P/V        | 110 010 |  |  |  |  |  |  |  |
| 2010 | BMW           | 523i(F10)                       | 395 000 |  |  |  |  |  |  |  |
| 2017 | MAZDA         | MAZDA2 1.5 DYNAMIC SDR          | 157 600 |  |  |  |  |  |  |  |
| 2018 | FORD          | FIGO 1.5 VCT TREND SDR          | 157 601 |  |  |  |  |  |  |  |
| 2019 | VOLKSWAGEN    | polo vivo 1.6 highline 5dr      | 202 500 |  |  |  |  |  |  |  |
| 2018 | VOLKSWAGEN    | GOLF VII 1.0 TSI TRENDLINE      | 244 600 |  |  |  |  |  |  |  |
| 2016 | HONDA         | BALLADE 1.5 ELEGANCE M/T        | 169 700 |  |  |  |  |  |  |  |
| 2018 | VOLKSWAGEN    | POLO 1.0 TSI TRENDLINE          | 197 900 |  |  |  |  |  |  |  |
| 2017 | FORD          | FOCUS 1.0 ECOBOOST AMBIENTE     | 174 800 |  |  |  |  |  |  |  |
| 2005 | RENAULT       | MODUS 1.4 EXPRESSION            | 39 800  |  |  |  |  |  |  |  |
| 2018 | DATSUN        | GO 1.2 LUX                      | 139 500 |  |  |  |  |  |  |  |
| 2014 | BMW           | X3XDRIVE 20D A/T                | 276 800 |  |  |  |  |  |  |  |
| 2020 | HONDA         | BALLADE 1.5 EXECUTIVE CVT       | 345 900 |  |  |  |  |  |  |  |
| 2016 | CHEVROLET     | UTILITY 1.4 SPORT P/U S/C       | 158 600 |  |  |  |  |  |  |  |
| 2013 | VOLVO         | V40 T3 EXCEL                    | 179 700 |  |  |  |  |  |  |  |
| 2014 | FORD          | FIGO AMBIENTE                   | 78 500  |  |  |  |  |  |  |  |
| 2019 | RENAULT       | SANDERO STEPWAY 900T EXPRESSION | 169 800 |  |  |  |  |  |  |  |

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| 2018 | TOYOYTA    | ETIOS 1.5 XS/SPRINT 5DR                   | 149 200  |  |  |  |  |  |  |  |
| 2016 | MAZDA      | CX-3 2.0 ACTIVE M/T                       | 202 000  |  |  |  |  |  |  |  |
| 2013 | VOLKSWAGEN | POLO VIVO 1.4 TRENDLINE M/T SEDAN         | 101 270  |  |  |  |  |  |  |  |
| 2015 | VOLKSWAGEN | POLO GP 1.2 TSI HIGHLINE (81KW) 5DR       | 173 200  |  |  |  |  |  |  |  |
| 2017 | FORD       | FIESTA 1.4 AMBIENTE 5DR                   | 162 050  |  |  |  |  |  |  |  |
| 2011 | KIA        | CERATO 2.0 5DR A/T                        | 72 000   |  |  |  |  |  |  |  |
| 2015 | TOYOTA     | COROLLA 1.8 EXCLUSIVE CVT                 | 214 990  |  |  |  |  |  |  |  |
| 2020 | FORD       | RANGER 2.0D BI-TURBO WILDTRAK A/T P/U D   | 723 900  |  |  |  |  |  |  |  |
| 2018 | VOLKSWAGEN | POLO GP 1.4 TRENDLINE                     | 207 614  |  |  |  |  |  |  |  |
| 2016 | VOLKSWAGEN | T6 KOMBI 2.0 TDI                          | 321 500  |  |  |  |  |  |  |  |
| 2018 | VOLKSWAGEN | TIGUAN ALLSPACE 2.0 TSI H/LINE 4MOT DSG f | 498 200  |  |  |  |  |  |  |  |
| 2014 | BMW        | 320D MODERN LINE A/T                      | 218 400  |  |  |  |  |  |  |  |
| 2017 | TOYOTA     | C-HR 1.2T                                 | 238 700  |  |  |  |  |  |  |  |
| 2014 | OPEL       | ASTRA 1.4T ENJOY A/T                      | 166 600  |  |  |  |  |  |  |  |
| 2014 | AUDI       | A3 1.4T FSI STRONIC                       | 171 800  |  |  |  |  |  |  |  |
| 2011 | FORD       | FIESTA 1.6                                | R72, 200 |  |  |  |  |  |  |  |
| 2016 | MINI       | COOPER S CLUBMAN A/T                      | 304 500  |  |  |  |  |  |  |  |
| 2018 | VOLKSWAGEN | POLO VIVO 1.4 TRENDLINE 5DR               | 152 800  |  |  |  |  |  |  |  |
| 2005 | SUZUKI     | VZ 800                                    | 50 100   |  |  |  |  |  |  |  |
| 2021 | NISSAN     | QASHQAI 1.5dCi Acenta Plus                | 503 837  |  |  |  |  |  |  |  |