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APPOINTMENT OF A FRAMING SERVICE PROVIDER FOR THE PERIOD OF 12 MONTHS AT THE WILLIAM HUMPHREYS ART GALLERY (WHAG)

The William Humphreys Art Gallery (WHAG) based in Northern Cape is a schedule 3 public entity (Non-Profit Organisation (NPO)) and public benefit organisation supported by the National Department of Sport, Arts and Culture. The William Humphreys Art Gallery provides for the aesthetic and cultural needs of the local community it serves as well as to the people of South Africa and the African continent.

William Humphreys Art Gallery (WHAG) invites proposals for Framing of artworks services for the period of 12 months in full compliance with the Public Finance Management Act (PFMA) Act 1 of 1999 and related regulations.

For enquiries, bid specifications and mandatory documents to be completed contact Tumelo Semosa @ 053 831 1724/5.

Closing date for quotations is **28 May 2024**. Submit written quotations through email to tumelo@whag.co.za

The William Humphrey Art Gallery reserves the right to not make any appointment in this regard.

1. INVITATION

The purpose of this request for the appointment of a framing service providers is to render framing of artworks services for William Humphreys Art Gallery for a period of 12 months.

2. OBJECTIVES

- i. The appointed a framing service provider will be utilized by William Humphreys Art Gallery for the period of 12 months for conservation purposes.

3. SCOPE OF WORK

- i. The service providers are required to submit their price per square meter for framing services.
- ii. The service provider who bid for the framing service must be able to render services for the William Humphreys Art Gallery in Kimberley (Northern Cape Province).

- iii. The service provider must be able to delivery and supply framing service as per specified minimum requirement as and when required.
- iv. The service provider must be able to provide the quotation for the required service within 7 days. William Humphreys Art Gallery will enter into negotiations with the service provider for a shorter period of delivery.
- v. The quotation should cover all costs (inclusive of delivery costs) to provide the service.
- vi. No pre-payment/deposit shall be paid to the contractor prior services being rendered.

EVALUATION CRITERIA

Pricing and Preferential Evaluation

The following 80/20 criteria will be used for the evaluation of the proposals:

- a. **Pricing** 80 points
- b. **Preferential Points** 20 points

Preferential Points will be awarded as per below scoring:

CRITERION	POINTS	PROOF OF CLAIM
B-BBEE Status	4	Valid B-BBEE verification certificate or an affidavit confirming micro enterprise status.
Businesses Based in the Northern Cape	4	Proof of Business Address
Ownership by Youth	4	WHAG SBD 4 Form, Company Registration Documents, and Identity Documents of Shareholders
Ownership by Women	4	WHAG SBD 4 Form, Company Registration Documents, and Identity Documents of Shareholders
Ownership by People with Disabilities	4	WHAG SBD 4 Form, Company Registration Documents, and Identity Documents of Shareholders

B-BBEE Status Points will be awarded as per below:

B-BBEE STATUS	POINTS
Level 1	4
Level 2	3
Level 3	2
Level 4 and below	1
Non-compliant	0

Ownership Points for Youth, Women, and People with Disabilities will be awarded as per below:

OWNERSHIP	POINTS
Above 50%	4
Above 40%	3
Above 25%	2
Above 10%	1

MANDATORY INFORMATION TO BE SUBMITTED

The written application should be accompanied by the following minimum documentation:

- a. Central Supplier Database (CSD) Registration Number.
- b. WHAG SBD 4 Form – Bidder's Disclosure.
- c. B-BBEE Certificate.

*All current and potential creditors/contractors/consultants and other suppliers of goods and services to William Humphreys Art Gallery are required to **self-register** on the government Central Supplier Database. Please visit the CSD website www.csd.gov.za for further details or contact WHAG for assistance.*