



SOUTH AFRICAN BROADCASTING SABC SOC LIMITED
("the SABC")

REQUEST FOR PROPOSAL (RFP)

RFP NUMBER: RFP/RBF/2021/61
RFP TITLE: TURNKEY SOLUTION FOR: SUPPLY, DELIVERY, INSTALLATION AND CONFIGURATION OF CORE BROADCAST SYSTEMS, PERIPHERALS AND TECHNICAL FURNITURE FOR BLOEMFONTEIN'S LESEDI FM ON-AIR STUDIOS AND NEWS READING BOOTHS FACILITIES.

EXPECTED TIMEFRAME

| BID PROCESS | EXPECTED DATES |
|---|---|
| Bid Advertisement Date | 29 November 2021 |
| Bid Documents Available From | National Treasury's tender portal (http://www.etenders.gov.za) SABC Website (http://www.sabc.co.za/sabc/tenders/) |
| Non-Compulsory Briefing Session | Date: 08 December 2021 Time: 10:00 am to 11:00 am Venue: Microsoft Teams |
| Venue / Link for virtual Briefing Session | Click here to join the meeting Learn More Meeting options |
| Bid Closing Date and Time | 28 January 2022 @ 12:00 noon |
| Contact details | tenderqueries@sabc.co.za |

The SABC retains the right to change the timeframe whenever necessary and for whatever reason it deems fit.

BIDS DELIVERY

SABC's Tender Box
SABC Office
Radio Park
Henley Road; Auckland
Johannesburg
or
E-mail: RFPSubmissions@sabc.co.za

ENSURE THAT YOUR LINKS FOR WE-TRANSFER AND GOOGLE DROP BOX SHOULD EXPIRE AFTER 30 DAYS FROM THE DAY OF SUBMISSION.

During the COVID-19 pandemic, bidders may submit bids in the tender box or electronically until further notice. Refer to Document A for Conditions to be observed when bidding.

Late Bid submissions will not be accepted for consideration by the SABC.



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1. MANDATORY DOCUMENTS

- 1.1 Submit proof of Central Supplier Database (CSD) registration (Bidder must be registered with CSD in order to do business with the SABC)
- 1.2 Provide valid letter of authority from the Original Equipment Manufacturer (OEM) to distribute or resell the broadcasting products within the boundaries of South Africa. The Letter must not be older than one year from closing date of bid, must be on the letterhead of the OEM and signed by an authorized official. No other letter will be accepted if it's not from the OEM.
- 1.3 Bidder must complete: DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS (Annexure A)

NON SUBMISSION OF THE MANDATORY DOCUMENTS WILL RESULT IN AUTOMATIC DISQUALIFICATION

2. REQUIRED DOCUMENTS

- 2.1 SARS "Pin" to validate supplier's tax matters
- 2.2 Original or Certified copy of Valid BBBEE Certificate (from SANAS accredited Verification Agency)
- 2.3 All EME's and 51% black Owned QSE's are only required to obtain a **sworn affidavit** on an annual basis, confirming the following:
 - 3.3.1. Annual Total Revenue of R10 Million or less (EME) or Revenue between R10 Million and R50 Million for QSE
 - 3.3.2. Level of Black Ownership

Note 1:

Verification Agencies and Auditors who are accredited by the IRBA (Independent Regulatory Board for Auditors) are no longer the 'approved regulatory bodies' for B-BBEE verification and therefore IRBA auditors are not allowed to issue B-BBEE certificates after 30 September 2016.

Note 2:

Any misrepresentation in terms of the above constitutes a criminal offence as set out in the B-BBEE act as amended.

- 2.4 Proof of Valid TV License Statement (Company's, Shareholders and all Directors'), or affidavit proving that company and/or officials are not in possession of TV licence. Verification will also be done by the SABC internally.
- 2.5 Certified copy of Company Registration Document that reflect Company Name, Registration number, date of registration and active Directors or Members.
- 2.6 Certified copy of Shareholders' certificates.
- 2.7 Certified copy of ID documents of the Directors or Members.
- 2.8 Last three years audited/reviewed financial statements OR the Companies Management Accounts.

NB: NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHOM THEIR TAX AND TV LICENCE MATTERS ARE NOT IN ORDER.



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C O N T E N T S

DOCUMENT A: CONDITIONS TO BE OBSERVED WHEN BIDDING

DOCUMENT B: GENERAL CONDITIONS OF THE BID/PROPOSAL

DOCUMENT C: QUESTIONNAIRE

DOCUMENT D: DECLARATION OF INTEREST

DOCUMENT E: FUNCTIONALITY REQUIREMENTS

DOCUMENT F: CONFIDENTIALITY

DOCUMENT G: PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017- SBD 6.1

DOCUMENT H: DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES - SBD 8

DOCUMENT I: CERTIFICATE OF INDEPENDENT BID DETERMINATION SBD 9

DOCUMENT J: ACCEPTANCE OF CONDITIONS OF BID

DOCUMENT K: VENDOR FORM (SABC SUPPLIER/VENDOR REGISTRATION FORM) - (ATTACHED SEPARATELY) / PLEASE ALSO REGISTER ON CENTRALISED DATA BASE - <https://secure.csd.gov.za>



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DOCUMENT A

CONDITIONS TO BE OBSERVED WHEN BIDDING

1.0 LODGING OF PROPOSALS

1.1 Bidders are required to complete and sign the RFP Document and initial all pages (including proposal and brochures).

1.2 During the COVID-19 pandemic, bidders may submit bids in the tender box or electronically until further notice as follows:

1.2.1. Tender box submission

Bids submitted in the tender box must adhere to the following:

- Bids must be submitted in one (1) original, two (2) copies of the original and 1 (one) soft copy (CD) or memory stick, by hand and be enclosed in a sealed envelope marked distinctly with the RFP number. All soft copies should be in PDF format and must contain proposal, all completed forms, and attachments. This envelope must indicate the Bid number and the name and delivery address of the Bidder.

1.2.2. Electronic submission:

Bids submitted electronically must adhere to the following:

- The single point of entry is RFPSubmissions@sabc.co.za.
- Electronic submissions must be submitted in a PDF format that is protected from any modifications, deletions or additions.
- Financial/pricing information should be presented in a **separate** attachment from the Technical/Functional Response information. The onus is on the Bidder to ensure that all mandatory and required documents are included in the electronic submission.
- All electronic submissions should be prominently marked with the full details of the tender in the email subject line namely Bidder's Name, Tender No and Tender Title.
- Bidders are advised to email electronic submissions at least thirty minutes before the bid closing time to cater for any possible delay in transmission or receipt of the bid. The onus is on bidder to ensure that the bid is submitted on time via email



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- Tender submission emails received after submission date and time will be declared late bid submissions and will not be accepted for consideration by SABC.

1.4 The SABC will not be responsible for any failure or delay in the email transmission or receipt of the email including but not limited to:

- Receipt of incomplete bid
- File size
- Delay in transmission or receipt of the bid
- Failure of the Bidder to properly identify the bid
- Illegibility of the bid; or
- Security of the bid data.

1.5 Bidders must ensure that bids are delivered timeously to the correct address. Bids not received in a specified manner, and by the specified time and date as set out in this RFP document will be rejected. The bid box is generally open 24 hours a day, 7 days a week.

2.0 COMPLIANCE WITH CONDITIONS OF PROPOSAL

2.1 No alteration, amendment or variation of the submitted proposal by the closing date of this bid shall be permitted, unless otherwise agreed in writing by both the SABC and the bidder. Should the bidder desire to make any amendments to the conditions of their proposal document, they shall stipulate upfront in their proposal document. The SABC reserves the right to reject such bid document.

3.0 COMPLIANCE WITH TECHNICAL SPECIFICATIONS

3.1 All bidders are required to submit bids in accordance with stipulated technical specification as indicated on this bid document. Failure to comply with the required technical specification will result in disqualification.

4.0 SCHEDULE OF QUANTITIES

4.1 Bidders are required to submit a detailed Schedule of Quantities indicating how the bid amount is composed. This schedule shall contain itemised descriptions, quantities and unit prices.

5.0 BID PRICES

5.1 No change in the submitted bid prices shall be accepted and/or approved by the SABC after receipt and before award of this bid.



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- 5.2 All prices are to be quoted in the Republic of South African Rand with VAT as a separate item.
- 5.3 All local suppliers quoting in foreign currency must convert the currency to Rands and indicate the exchange rate applicable. The local suppliers must provide reasons with evidence why they are quoting in foreign currency
- 5.4 The prices quoted should be inclusive of all costs needed to perform the specified services, not limited to, all kinds of local guarantee bonds, taxes and duties, customs, customs clearance, inland transportation, storage, unpacking, positioning, installation, integration and testing. The prices quoted should be inclusive of all costs for the duration of the project.
- 5.5 This bid document is not an offer to purchase, order or contract.
- 5.6 Prices must be fixed for the first year and shall, where applicable, be subject to an increase of not more than the applicable CPI.
- 5.7 Bid prices for supplies in respect of which installation/erection/assembly is a requirement, shall include ALL costs on a basis of delivery on site as specified.
- 5.8 Bid prices shall, where necessary, include packaging. If desired, packaging material may be returned to the bidder provided the amount of credit that will be allowed for the returnable packaging is shown against each item concerned.
- 5.9 Any response submitted by a Bidder is subject to negotiation and review by the SABC.

6.0 SOURCE OF SERVICE AND MATERIAL

- 6.1 In the case of equipment/goods, which are partially or completely designed and/or manufactured in the Republic of South Africa, Bidders shall state the local content percentage.
- 6.2 Documentation certifying the local content percentage shall be submitted.

7.0 ACCEPTANCE OF PROPOSALS

- 7.1 The SABC does not bind itself to accept the lowest or any bid/proposal, nor shall it be responsible for or pay any expenses or losses which may be incurred by the Bidders in the preparation and delivery of its/his/her bid/proposal. The SABC reserves the right to accept a separate bid/proposal or separate bids/proposals for



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any one or more of the sections of a specification. The SABC also reserves the right to withdraw the bid at any stage.

7.2 No bid shall be deemed to have been accepted unless and until a formal contract/letter of award is prepared and signed.

7.3 The SABC reserves the right, should it deem it necessary, to monitor every stage of the contract to ensure:

- that the directors who were awarded the bid are in control of the company and/or that changes in directors does not affect delivery of the goods/services/work adversely;
- that, if there are changes in the control of the company, these should be brought to the attention of the SABC;
- that in the event that the bid or any part thereof is to be subcontracted to another company or organisation after the bid was awarded, the Bidders must immediately advise the SABC and the SABC shall approve same as it deems fit;
- successful delivery of the goods/services/works in terms of the contract, or timeous termination of the contract should such action be in the best interest of the SABC;
- audit the successful Bidder's contract from time to time.

7.4 This bid will remain valid 180 (one hundred and eighty) days from the date of bid closing.

8.0 DEFAULT BY BIDDERS

8.1 If Bidders purport to withdraw their bid(s)/proposals within the period for which they have agreed that their bid/proposal shall remain open for acceptance, or fails to enter into a written contract when called upon to do so, or fails to accept an order in terms of the bid, the SABC may, without prejudice to any other legal remedy which it may have, accept their bid(s) notwithstanding the purported withdrawal, or proceed to accept any other less favourable bid or call for bids afresh and may recover from the defaulting Bidders any additional expense it has incurred for the calling for new bids or the acceptance of any less favourable bid.

9.0 AMPLIFICATION OF PROPOSALS



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- 9.1 The SABC may, after the opening of bids, call on the Bidder to amplify in writing any matter which is not clear in the Bidder's submission and such amplification shall form part of the original bid.
- 9.2 In the event of the Bidders failing to supply such information within the specified timeframe, the bid will be liable to rejection.
- 9.3 The SABC reserves the right to:
- not evaluate and award bids that do not comply strictly with this bid document;
 - make a selection solely on the information received in the bids;
 - enter into negotiations with any one or more of preferred Bidder(s) based on the criteria specified in the evaluation of this bid;
 - contact any Bidder during the evaluation process, in order to clarify any information, without informing any other Bidders. During the evaluation process, no change in the content of the bid shall be sought, offered or permitted;
 - award a contract to one or more Bidder(s);
 - accept any bid in part or full at its own discretion; and
 - cancel this bid or any part thereof at any time.

Should Bidder(s) be selected for further negotiations, they will be chosen on the basis of the greatest benefit to the SABC and not necessarily on the basis of the lowest costs.

10.0 IMPORT/EXPORT PERMITS

- 10.1 Bidders are required to include complete information on equipment and/or components requiring export/import permits.

11.0 COST OF BIDDING

- 11.1 The Bidder shall bear all costs and expenses associated with preparation and submission of its bid/proposal, and the SABC shall under no circumstances be responsible or liable for any such costs, regardless of, without limitation, the conduct or outcome of the bidding, evaluation, and selection process.

12.0 COMMUNICATION

- 12.1 The SABC has provided a single point of entry for any questions or queries that the Bidder may have. All queries must be submitted in writing and directed to authorised



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contact person. **Unauthorised communication with any other personnel or member of staff of the SABC, with regard to this bid is strongly discouraged and will result in disqualification of the respective Bidder's bid/proposal submission.**

- 12.2 Should there be a difference of interpretation between the Bidder and SABC; SABC reserves the right to make a final ruling on such interpretation.
- 12.3 The closing time for clarification of queries is 3 (three) days before the deadline for bid/proposal submission. The Bidders should take note that questions together with responses will be sent to all Bidders who attended compulsory Briefing Session.

13.0 AUTHORISED CONTACT PERSONS

- 13.1 All enquiries in respect of this bid must be addressed to:

Tender Office
SCM Division
Radio Park Office Block
Henley Road
Auckland Park
Johannesburg
South Africa
E-mail: RFPSubmissions@sabc.co.za

14.0 BROAD-BASED ECONOMIC EMPOWERMENT

For bidders to be awarded BBBEE points, they must supply the following:

- 14.1 Micro Enterprise (EME), must submit a sworn affidavit signed by the Commissioner of Oaths as per the requirement in the Justice of Peace and Commissioners of Oaths Act, 1963 (Act No. 61 of 1963) or the Companies and Intellectual Property Commission ("CIPC") certificate on an annual basis.
- 14.2 Bidders other than EMEs must submit their original and valid B-BBEE status level verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a Verification Agency accredited by SANAS, (Only South African Accreditation Systems (SANAS) is the authorised body to issue B-BBEE certificates)
- 14.3 No B-BBEE certificates or affidavits from IRBA and Accounting Officers will be accepted, as they are **not** allowed to issue B-BBEE affidavit or certificates to EMEs and QSEs as it was under 2007 Codes.
- 14.4 A trust, consortium or joint venture, will qualify for points for their B-BBEE status



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level as a legal entity, provided that B-BBEE status level certificate under the consortium or joint venture name is submitted.

- 14.5 Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 14.6 A bidder will not be awarded B-BBEE points if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not have the same B-BBEE status level or higher that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.
- 14.7 A bidder awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.

15.0 MISREPRESENTATION AND FRONTING IS PROHIBITED

Fronting means a deliberate circumvention or attempted circumvention of the B-BBEE Act and the Codes. Fronting commonly involves reliance on data or claims of compliance based on misrepresentations of facts, whether made by the party claiming compliance or by any other person.

It is an offence to misrepresent or provide false information regarding a company's information or engaging in a fronting practice. If there is any contravention of some sought, the SABC may open a criminal and/or civil case/s against the bidder and its directors/members in terms of applicable legislation, and ban the bidder & its directors/members from doing business with the SABC for a pre-determined period.

It is important to note that any proposal that does not conform fully to the instructions and requirements in this RFP may be disqualified.

Suppliers might be required to demonstrate their proposed capabilities by means of a presentation, clear and easily verifiable reference documentation and/or a visit to an existing client site where their capabilities may be demonstrated.

Bids, which do not meet the technical requirements, will not be considered for further evaluation.

END OF DOCUMENT



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DOCUMENT B

GENERAL CONDITIONS OF PROPOSAL

1.0 COMPLIANCE WITH COMPLETION OF PROPOSAL

- 1.1 The bid forms should not be retyped or redrafted but photocopies may be prepared and used.
- 1.2 Bid forms must be signed in the original form; in ink and forms with photocopied signatures or other such reproduction of signature will be rejected.
- 1.3 Should bid forms not be filled in by means of mechanical devices, for example typewriters, ink, preferably black, must be used to fill in bid.
- 1.4 Bidders shall check the numbers of the pages and satisfy themselves that none are missing or duplicated. No liability shall be accepted in regard to claims arising from the fact that pages are missing or duplicated. Incomplete bids will result in disqualification.

2.0 COMPLIANCE WITH TECHNICAL SPECIFICATIONS

- 2.1 Unless a departure is clearly stated by the Bidder at the time of bidding, the works shall be taken as complying in detail with the Technical Specifications, and the Bidder shall be held liable on all the terms and conditions of the contract as if this bid contained no departures. Technical specifications contained in any brochures or any other descriptions submitted shall apply for acceptance test purposes.

3.0 WARRANTY

- 3.1 If there are any defects arising from failure of goods to meet the specifications within the period specified in the contract, the Bidder shall replace the defective items at his expense or shall refund the SABC such costs as the SABC may incur in replacing such defective item. The Bidder shall also bear the cost of transporting replaced/repared items to the place of destination.

4.0 INSPECTION

- 4.1 The Bidder shall permit and assist the SABC's representatives in carrying out any inspections that are called for in the proposal or specifications.

5.0 PACKAGING



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- 5.1 Goods purchased on this bid must be adequately protected and securely packaged during shipment and until delivery at the destination.
- 5.2 Goods must be clearly marked with the Bidder's name, description of contents and the SABC's order number and delivery address.

6.0 RISK

- 6.1 The Bidder will be responsible for losses that SABC incurred due to Bidder's negligence or intention and Bidder must provide Liability Insurance. This will be a condition of contract.

7.0 DELIVERY

- 7.1 Delivery will be to the Stores of the SABC Auckland Park, Johannesburg, Republic of South Africa. The contractual delivery date must be strictly complied with and each delivery must be preceded or accompanied by delivery note. If delivery does not take place within the period stipulated, the SABC may cancel the contract concluded with the bidder without further notice to the Bidder and with immediate effect without prejudice to any other course of action available to the SABC to recover any damages out of such delay. Receipt of the goods by the SABC will not be regarded as acceptance thereof until the goods have been acceptance tested in compliance with the Technical Specifications.

8.0 PAYMENT

- 8.1 Payment, in currency other than South African Rand, will be made by means of a telegraphic or wired bank transfer.

The Bidder must provide:

- Name and address of their bank.
- Company account number to be credited.
- Sort/swift code of bank.

- 8.2 The SABC's standard payment terms are 30 days from date of Invoice.

9.0 ASSIGNMENT OF CONTRACT

- 9.1 The Bidder shall not have the right to cede any right or delegate any obligation in terms of this contract to any third party unless with the prior written approval of the SABC.

10.0 PROPOSALS ARE CONSIDERED TO BE BINDING ON THE BIDDERS



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- 10.1 Representations made in the bid/proposal, including claims made in respect of commitments to dates of delivery, shall be considered binding on the Bidder on acceptance of the bid/proposal by the SABC and same will be form part of the contract to be concluded, unless specifically noted by the Bidder in the bid/proposal that same maybe subject to change;

11.0 COMPLIANCE WITH SABC POLICIES

- 11.1. SABC will not procure any goods, services, works or content from any employee or employee owned business, to ensure that suppliers competing for the SABC's business have confidence in the integrity of SABC's selection process.
- 11.2. SABC will not procure any goods, services, works or content from any SABC Independent Contractor or Independent Contractor-owned business, to ensure that suppliers competing for the SABC's business have confidence in the integrity of SABC's selection process.
- 11.3. No former employees, SABC's Non-Executive members and Independent Contractors will be awarded contracts with the SABC within 24 months after resigning from SABC employment or not being engaged with the SABC.
- 11.4. Should former employees, SABC's Non-Executive members and Independent Contractors resign from the employment of the SABC or not being engaged with the SABC and become directors of other businesses bidding with SABC, such bid will not be considered until the cooling off period of two years has expired.
- 11.5. "The SABC has a zero tolerance to theft, fraud and corruption. Such activities will be investigated and stringent action institutes such as laying of criminal charges or even removal from the SABC database of service providers. Should you suspect or become aware of any suspicious acts of fraud, theft or corruption involving SABC employees or other suppliers rendering services to the SABC, contact the SABC whistle blowers hotline at "0800 372 831"

12.0 FAILURE TO COMPLY WITH THESE CONDITIONS

- 12.1 These conditions form part of the bid and failure to comply therewith may invalidate a bid.

13.0 RFP SCHEDULE

- 13.1 Bidders will be contacted as soon as practicable with a status update. At this time, short-listed Bidders may be asked to meet with SABC representatives. Bidders should provide a list of persons and their contact details who are mandated to negotiate on behalf of their company.



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14.0 ADDITIONAL NOTES

- 14.1 All returnable documents as indicated in the bid form must be returned with the response
- 14.2 Changes by the Bidder to his/her submission is not allowed after the closing date.
- 14.3 The person or persons signing the bids must be legally authorized by the Bidder to do so. A list of the person(s) authorized to negotiate on your behalf must be submitted along with the bid.
- 14.4 SABC reserves the right to undertake post-bid negotiations with the preferred Bidder or any number of short-listed Bidders.

FAILURE TO OBSERVE ANY OF THE ABOVE-MENTIONED REQUIREMENTS MAY RESULT IN THE BID BEING OVERLOOKED.

15.0 DISCLAIMERS

- 15.1 Bidders are hereby advised that the SABC is not committed to any course of action as a result of its issuance of this BID and/or its receipt of a bid in response to it. In particular, please note that the SABC may:
 - 15.2 change all services on bid and to have Supplier re-bid on any changes.
 - 15.3 reject any bid which does not conform to instructions and specifications issued herein
 - 15.4 disqualify bids after the stated submission deadline
 - 15.5 not necessarily accept the lowest priced bid
 - 15.6 reject all bids, if it so deem fit
 - 15.7 award a contract in connection with this bid at any time
 - 15.8 award only a portion as a contract
 - 15.9 split the award of the contract to more than one Supplier
 - 15.10 make no award of a contract.

Kindly note that SABC will not reimburse any Bidder for any preparation costs or other work performed in connection with this bid, whether or not the Bidder is awarded a contract.

END OF DOCUMENT B

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DOCUMENT C

QUESTIONNAIRE TO BE COMPLETED WHEN BIDDING

If the information required in respect of each item cannot be inserted in the space provided, additional information may be provided on a separate sheet of paper with a suitable reference to the questionnaire number concerned.

| | |
|---|--|
| 1. Company's Treasury CSD unique registration reference number. | |
| 2. Have your company been issued with a SARS Compliance Status PIN. | |
| 3. If yes, please provide PIN number. The provision of the PIN will be construed as your permission to SABC Procurement to access your tax status on-line. | |
| 4. Are you registered in terms of section 23(1) or 23(3) of the Value-added Tax Act, 1991 (Act 89 of 1991)? | |
| 5. If so, state your VAT registration number and original current tax clearance certificate to be submitted | |
| 6. Are the prices quoted fixed for the full period of contract? | |
| 7. Is the delivery period stated in the bid firm? | |
| 8. What is the address in the Republic of South Africa where an item of the type offered by you may be inspected preferably under working conditions? (Where Applicable) | |
| 9. What is the approximate value of stock in the Republic of South Africa for this | |

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| | |
|--|--|
| particular item? (If required). | |
| 10. Where are the stock held? | |
| 11. What facilities exist for servicing the items offered? | |
| 12. Where are these facilities available? | |
| 13. What are the names and addresses of the factories/suppliers where the supplies will be manufactured and may be inspected, if required? | |

*

ALSO INDICATE WHICHEVER IS NOT APPLICABLE

END OF DOCUMENT C

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**DOCUMENT D
SBD-4
DECLARATION OF INTEREST**

1.0 Any legal person, including persons employed by the state, 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 a price quotation, advertised competitive bid, limited bid or proposal). 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.

2.0 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?):

.....

2.4 Company Registration Number:

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 / personnel numbers must be indicated in paragraph 3 below.

¹“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;

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- c. provincial legislature;
- d. national Assembly or the national Council of provinces; or
- e. Parliament.

²"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 state? **YES/NO**

2.7.2.1 If yes, did you attached proof of such authority to the bid **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**

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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.

.....
.....
.....

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:

.....
.....

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3.0 Full details of directors / trustees / members / shareholders.

| Full Name | Identity Number | Personal Reference Number | Tax Number | State Number | Employee / Pers. Number |
|-----------|-----------------|---------------------------|------------|--------------|-------------------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

4.0 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 IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

END OF DOCUMENT D

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DOCUMENT E

TECHNICAL SPECIFICATION

TURNKEY SOLUTION FOR: SUPPLY, DELIVERY, INSTALLATION AND CONFIGURATION OF CORE BROADCAST SYSTEMS, PERIPHERALS AND TECHNICAL FURNITURE FOR BLOEMFONTEIN'S LESEDI FM ON-AIR STUDIOS AND NEWS READING BOOTHS FACILITIES.

1 INTRODUCTION AND BACKGROUND

The South African Broadcasting Corporation (SABC) office in Bloemfontein, Free State (FS) broadcast centre house among others Lesedi FM. Bloemfontein is also the capital city of Free State and administration hub for the province. Among other offices, Bloemfontein houses the Free State Legislature.

The Bloemfontein broadcast centre comprises of two prime buildings in the upmarket part of the city at the suburb called Westdene. The two buildings are administration block and radio sales block. The administration block houses among others, radio studios, TV studios, news, current affairs offices, production team offices, technicians offices, workshop and main control area. Among the building list features, include air conditioning, reception area, ablution facilities and vehicle parking area.

The SABC is in the process of refurbishing Lesedi FM On-Air, Back-up and News Reading Booth facilities at their Bloemfontein offices. These studios were commissioned over 10 years ago and will be undergoing a facelift that includes the upgrade of broadcast equipment and technical furniture. This upgrade is critical for the region to ensure that the SABC delivers on its mandate as a public broadcaster.

As a result, the SABC invites suitably qualified service provider/s to submit proposals for the Turnkey Solution of the Supply, Delivery, Installation and configuration of Core Broadcast Systems, Peripheral equipment and Technical furniture for 2 x On-Air Studios and 1 x News Reading Booth.

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2 SABC REQUIREMENTS AND SCOPE OF SERVICE

- 2.1 SABC requires the supply, delivery, installation, wiring, configuration and commissioning of digital audio mixing consoles, broadcast peripheral equipment and technical furniture for Two on air studios and news reading booth.
- 2.2 Training will be required for Technical/Production staff and Operational training for End users, on the new studio equipment, and supporting infrastructure.
- 2.3 This project will enhance the drive to provide quality through modern technology.

3 SCOPE OF SERVICES (Technical equipment and technical furniture)

- Technical furniture to house the equipment for the two on air studios and the news-reading booth.
- New digital broadcast equipment and peripherals for two studios and a news-reading booth.
- The 2 x Radio On-Air Studios will have to be connected to the radio main control Lawo Nova 17 router using an Audio Over IP(AoIP) interface, the bidder must provide all the necessary cabling and install it and establish communication.
- It is the responsibility of the manufacturer to design fitting technical furniture for the technical equipment they are providing with the required support frames, structures and dimensions with input from the SABC in terms of finishes. The manufacturer must also provide the SABC with technical drawing in both AutoCAD and PDF for reference and records.
- The supplier will need to provide technical wiring diagrams in AutoCAD and PDF for approval and referencing purposes.

4 DETAILED REQUIREMENTS

| MIXING CONSOLES FOR ON AIR STUDIO'S | | | |
|-------------------------------------|--------------------------|---|-----|
| Item No | Equipment | Description | QTY |
| 1 | Mixing Console Interface | <ul style="list-style-type: none"> • 24 line Inputs • 24 Line Outputs • 8 Mic Inputs • 32 AES/SPDIF inputs with SRC • 32 AES/SPDIF Outputs • AES 67 Card(64 x64) • 32 x GPIO with relay outputs • GPIO breakout box must be provided • 24 Motorized faders with TFT display and buttons for ON/OFF, PFL, TALKBACK • 2 x Virtual or physical mixers(for news reader and producer) • Configurable touch screen (TFT), 6 physical push buttons, Headphone output, and 6.3mm jack with volume control. • Ethernet connectivity • The mixing console must seamlessly integrate with all audio over IP peripheral equipment. | 2 |
| 2 | Mic Control Module | | 2 |

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| | | | |
|----------|---|---|----------|
| | | <ul style="list-style-type: none"> • 5 Push Buttons • Configurable switch buttons for switching the channel ON/OFF , play next on Dira or PFL • Cough Button • Illuminated push button with RGB LED's for ON/OFF & cough • GPIO or RJ45 connection • Headphone socket with volume control | |
| 3 | System Core | | 2 |
| | | <ul style="list-style-type: none"> • 24 Stereo Faders with graphical display for EQ, Dynamics , sends • 48 Summing busses(PGM, AUX, NX,PFL groups) • 24 NX Busses • Integrated virtual mixer functionality • Internal or External clock sync (BNC and AES3) • PTP or GPS sync for time • Talk Show mic level control(auto mix) • Talkback facilities between studios via Ethernet • I/O sharing between studios • PC Independent and fan-free operation • Redundant power supply to be included • Sufficient processing power and slots to cater for additional AE67(livewire/Dante/Ravenna/Q-Lan) and MAD1 cards • Master board with integral control system and signal processing • Integrated routing matrix (non-blocking).4 individual auto mix groups to allow creation of multiple independent mixes. • TFT/Touch display with PPM's, correlation display, clock, stopwatch , setting or equalizer, dynamics unit, snapshots and other parameters • To seamlessly integrate to existing Lawo Nova 17 Router in Main Control. | |
| 4 | Control | | 2 |
| | | <ul style="list-style-type: none"> • Integral Mix Minus • Freely Programmable logic core (red light, fader start, program switch, T/B etc.) • Integration with Radio automation systems • Graphical matrix control with I/O routing | |
| 5 | Configuration , Maintenance & Licenses | | 2 |
| | | <ul style="list-style-type: none"> • Hardware and Peripheral devices and software's for system configuration and logic programming • Integral web server for system diagnosis • Able to support software updates • Remote maintenance via VPN • Ember + Support • HTML5 Support • AES67 Compliant • Remote Support(technical, user assist and outside broadcast operational) | |

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| | | | |
|--|--|--|--|
| | | <ul style="list-style-type: none"> • All Software licenses to be included • Remote control with Web interfaces(minimum of 3 x simultaneous connections) • Complete software's and licenses to fully integrate Dira Playout System. • Integration with Telos VX System • The System to be able to integrate a Visual Radio System • The System to be able to integrate Social Media Integration (WhatsApp, Facebook Live, YouTube, Instagram Live etc.) | |
|--|--|--|--|

| CODECS | | | |
|---------|-----------|---|-----|
| Item No | Equipment | Description | QTY |
| 6 | IP Codecs | | 6 |
| | | <ul style="list-style-type: none"> • 2 x RJ-445 Ethernet LAN Ports • Independent IP connections for Audio Over IP and Remote Control(V.35/X.21 Interface) • G.711, G.722, MPEGLayer2, MPEGAAC, MPEG4AACLC, Linear PCM, MPEG AAC-Enhanced low delay(ELD), HighEfficiencyAAC, Opus • XLR digital AES/EBU I/O • 1 x GPIO connection • Simultaneous analog and digital AES/EBU audio outputs • Automated failover to backup audio on SD card. • All remote connectivity software's to be included | |

| REMOTE BROADCASTING | | | |
|---------------------|---|--|-----|
| Item No | Equipment | Description | QTY |
| 7 | Remote Broadcast Solution for On Air Studio's | | 2 |
| | | <ul style="list-style-type: none"> • Rack Mountable workstation with 1TB SSD, Dual gigabit Ethernet cards • Touch screen monitor • Audio to and From the mixing console with mix minus • Seamless integration to AoIP mixing console = 3 Points • Video conferencing software that allows high resolution audio and high definition video for broadcast purposes • Include licenses for broadcasting remotely from a portable device | |

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| VISUAL RADIO | | | |
|--------------|--|--|-----|
| Item No | Equipment | Description | QTY |
| 8 | Visual Radio Solution for On-Air and Back-Up Studios | | 2 |
| | | <ul style="list-style-type: none"> Fully automated multi-camera Visual Radio system with microphone level detection and automatic shot selection in real time Automated broadcasting of the show on multiple media platforms Ability to broadcast on multiple video streaming platforms(YouTube, Facebook Live etc) 5 x IP based camera system to cover selected microphones. A rack mountable server with seamless integration to an AoIP workflow The system must be able to integrate the “now playing” event from Dira Ability to import logos, fonts and other necessary graphics when designing the show The system must include an app that allows remote monitoring and editing of the show Ember + Support | |

| SOCIAL MEDIA INTEGRATION | | | |
|--------------------------|---|---|-----|
| Item No | Equipment | Description | QTY |
| 9 | Social Media Integration Solutions for On-Air | | 2 |
| | | <ul style="list-style-type: none"> Integration of Facebook, Twitter, WhatsApp, Instagram, etc. to the mixing console Rack mountable workstation with: i7 core or latest, 1 TB SSD storage, Dual Network interface cards. Touch screen Seamless integration to a AoIP mixing console Audio to and from the mixing console with mix minus Full HD (1920 x 1080) quality camera for social media integration | |

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| DIRA! | | | |
|--------------|-----------------------------------|---|-----|
| Item No | Equipment | Description | QTY |
| 10 | Dira Solution for On Air Studio's | | 3 |
| | | <ul style="list-style-type: none"> • Network interface cards for Dira! AoIP integration • HP-i350-T2 PCIe dual port Gigabit NIC • Virtual Sound Cards for Dira! AoIP connectivity. | |

| MIXING CONSOLE FOR NEWS READING BOOTH | | | |
|--|---|--|-----|
| Item No | Equipment | Description | QTY |
| 11 | A digital mixing console for reading booths | | 1 |
| | | <ul style="list-style-type: none"> • 10 Channel Fader Console • 4 Mic Inputs • 8 Analog Inputs • 8 AES Inputs • 8 Analog Inputs • 8 AES Outputs • 8 Analog Outputs • 4 Analogue Monitor Points • 4 AES Monitor Points • 8 GPIO • Talk Back Function • Headphone socket with volume control • Outputs of all decoders and selected PCs have to be routed to the TV, IR remote control with remote extenders. | |

| PERIPHERAL EQUIPMENT | | | |
|-----------------------------|-------------------------------|---|-----|
| Item No | Equipment | Description | QTY |
| 12 | Multifunctional Media Players | | 5 |
| | | <ul style="list-style-type: none"> • CD Player/Recorder, Flash Player/Recorder and USB CF • XLR Type, AES/EBU I/O • Remote Connector-Parallel Port • 1U Rack Mount unit | |
| 13 | Microphones | | 10 |
| | | <ul style="list-style-type: none"> • Dynamic, Large Diameter Capsule, Pressure Gradient Acoustical operating principle, Transducer and Cardioid directional pattern • 20 Hz to 20 KHz frequency range | |
| 14 | Microphone Pop Shields | | 20 |
| | | <ul style="list-style-type: none"> • Pop shields to be branded with Lesedi FM logo | |

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| | | | |
|----|---|---|----------------|
| 15 | RAG Controllers | | 3 |
| | | <ul style="list-style-type: none"> • 19" Rack Mount Rag Controllers • Controllers must have telephone ringing indicator and caller entry | |
| 16 | RAG Displays(On Air) | | 11 |
| | | <ul style="list-style-type: none"> • Wall Mount Rag Displays • On-Air LED Display | |
| 17 | Headphones | | 15 |
| | | <ul style="list-style-type: none"> • 5 to 20KHz range • Dynamic, closed • 3.5 mm(1/8") stereo mini jack plug with adaptor for 3.5mm(1/4") stereo jack plug • Single sided coiled cable, minimum 1m /maximum 3m | |
| 18 | Headphone Amps | | 4 |
| | | <ul style="list-style-type: none"> • Minimum 2 Channels each with individual volume control • Balanced XLR, and 1/4" TRS connectors • 1/4 Connector (Stereo) | |
| 19 | Audio Monitors For On Air Studios | | 4 Pairs |
| | | <ul style="list-style-type: none"> • Professional Broadcasting Active Studio Audio Monitors (Far Field 3 way) Dimensions (W x H x D) =27cm x45cmx30cm) • Analog and Digital Inputs XLR connectors • A Ceiling Mount with swivel and tilt (per speaker) | |
| 20 | Audio Monitors for Green Room and Reception Area | | 2 Pairs |
| | | <ul style="list-style-type: none"> • Analog/Digital Inputs • XLR Connectors • Professional Ceiling Mount Speaker, Grill Diameter 21.6cm,Frequency Response 70 HZ to 15khz • Professional 4channel Power Amplifier with XLR inputs and Outputs, AES input, Each channel with an independent power section and 1U in size • Separate volume control per Area | |
| 21 | Microphone Arms | | 12 |
| | | <ul style="list-style-type: none"> • Angle Poise • Aluminum tube construction using a switching power supply • Arms with On-Air indicator and dual color indicator • Supporting microphones weighing up to 2Kgs • All mounting accessories to be included | |
| 22 | Television Sets | | 3 |
| | | <ul style="list-style-type: none"> • 42" to 43" 1920 x 1080 Smart Television sets • 3 x HDMI ports, 2 x USB ports, 1 x RJ 45 Network Port • Toslink Audio Output • Wall mounting accessories for TV sets to be included (Swivel, Tilt and Zoom with lockable adjustment) | |
| 23 | Digital Wall Clocks | | 6 |
| | | <ul style="list-style-type: none"> • IP Clocks wit NTP • Ethernet IP connectivity | |
| 24 | Audio Patch | | 3 |

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| | | | |
|-----------|---|---|--------------------|
| | Panels(Analog) | | |
| | | <ul style="list-style-type: none"> 8 x Analog In with baluns 8 x Analog Out with baluns XLR Connectors 1u Rack Mountable Unit | |
| 25 | Audio Breakout Panel(Digital) | | 3 |
| | | <ul style="list-style-type: none"> 4 x SPDIF In (RCA Connector with impedance matching baluns) 4 x SPDIF Out(RCA connector with impedance matching baluns) 4 x AES In(XLR) 4 x AES Out(XLR) 1u Rack Mountable Unit | |
| 26 | Silence Sense Solution for On Air | | 1 |
| | | <ul style="list-style-type: none"> The system must send alerts when silence is detected It must be able to send email and SMS when silence is detected The system must be able to detect and audio level drop on studio output and automatically trigger alert. The system must come with a web interface control The system must be able to trigger autoplay during dead air | |
| 27 | Meter Bridge | | As Required |
| | | <ul style="list-style-type: none"> 4 Channel horizontal LED display with phase meter | |
| 28 | Wall Mounted Network Rack | | 2 |
| | | <ul style="list-style-type: none"> 12U swing Frame Wall Mount Rack 600 x 600 x 635(W x D x H) | |
| 29 | Patch Panel for Main Control | | 2 |
| | | <ul style="list-style-type: none"> 26 points x 2 rows patch panel | |
| 30 | DJ Mixing Console(1 Pair of turntables per studio) | | 2 |
| | | <ul style="list-style-type: none"> Each pair with 2 CD Shuttles Analog Output(RCA) Digital Output(Coaxial) USB port 100 Base TX LAN port To accommodate major smart devices sources(iPhone, iPad, Android Smartphones/Android Tablets) Full color LCD touch screen To support major audio formats (MP3, WAV, FLAC, AIFF, AAC, ALAC etc.) A 2-channel mixer must be included for each pair. | |
| 31 | Multichannel VPN Hub | | 1 |

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| | | | |
|-----------|---------------------|--|----------|
| | | <ul style="list-style-type: none"> The hub must fully integrate with an already existing Vprinet Multichannel VPN Router 2620 It must have a 19" 1U Rack mountable enclosure Gbit LAN Interface Gbit WAN Interface Bonding capacity of 400Mbps(minimum) Ability to bond up to a minimum of 6 WAN lines into a single virtual link Must have a Redundancy system for failover Must have a Multi-user web administration system Must Include Hot swappable plug modules Allow for Streaming Optimization Must allow Hub Tunnel Segmentation All the Licenses required for Updates and Support must be included . | |
| 32 | Video Matrix | | 2 |
| | | <ul style="list-style-type: none"> Minimum of 12 input sources Minimum of 6 output displays Integration to the mixing console (GPIO, Ember+, AE67 etc.) Switching of inputs to output video displays in the studio Support all video sources in the studio (DSTV, OVHD, PC, IP Cameras etc.) Support all the required formats (IP, HDMI, SDI, etc.) All the required cabling and adapters for connectivity must be provided. Outputs of all decoders and some PC's to be routed to the TV, IR remote control with remote extenders | |
| 33 | DTT Decoder | | 1 |
| | | <ul style="list-style-type: none"> A standard DVB-T2 DTT decoder with minimum requirements. Remote extenders to enable control of decoder audio output to be routed to the mixing console via baluns. Must be routed to both Video Matrix and Mixing Console. | |
| 34 | OVHD Decoder | | 1 |
| | | <ul style="list-style-type: none"> A standard OVHD decoder with minimum requirements. Remote extenders to enable control of decoder audio output to be routed to the mixing console via baluns. Must be routed to both Video Matrix and Mixing Console. | |
| 35 | DSTV Decoder | | 1 |
| | | <ul style="list-style-type: none"> A standard DSTV decoder with minimum requirements. Remote extenders to enable control of decoder audio output to be routed to the mixing console via baluns. Must be routed to both Video Matrix and Mixing Console. | |

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| NETWORKING REQUIREMENTS | | | |
|-------------------------|---|--|--|
| 36 | Networking Requirements for Main and Back-up Studios, Editing booths and Master Control Room. | | 3 (main, backup and newsreading booth) |
| | | <ul style="list-style-type: none"> • AoIP Network requirements to support AES67 Standards (Dante, Ravenna, Livewire, QLAN, etc.) Primary and redundant network including cat 6 cabling and patch panels • Automatic failover with management software Supply swing network racks in the main and back-up studios = Color coded network cabling for primary and redundant network • Wi-Fi access points(1 per studio) • 2 x Catalyst 9300 ,24 Port, POE, Network Advantage Cisco switches with redundant power supply • 50cm type 1 stacking cable • Cabling to racks in the passages, access to the studio through the void. | |
| Item No | Equipment | Description | QTY |
| 37 | Digital Telephone hybrid | | 2 |
| | | <ul style="list-style-type: none"> • Six line Telephone hybrid • Two Internal hybrids on the unit • Analog OR AES/EBU I/O with one input and one output per studio hybrid (using standard XLR connectors) • Single Program on hold function • Audio routing and switch matrix: All digital • Call Screening interface server , call screening software to connect simultaneously and the software must include caller ID decoding(all software licence must be included) • Must have livewire capabilities to interface with the mixer and call screening sever • 2 x 15 pin D-sub with status output and control inputs • 3x Six line phone controllers with AoIP capabilities and must have flexible power options including POE. | |

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Technical Furniture

- Customized furniture that will fit in the Audio Mixing console.
- **Corian** table with the control surface (Fader modules) sunk in on the top.
- The wood needs to be supported by a anodized steal frame for added strength and durability.
- The desk must be ergonomically functional i.e. a chair can slide in underneath and buttons reachable.
- Where hotspots are identified in a Control desk, appropriately sized black anodized aluminium ventilation grilles shall be fitted to enable heat to escape.
- All cables within a control desk shall be loomed to and from appropriately sized slotted cable trays or trunking with a fitted cover. Cables must be grouped and tied together.
- Control desks shall incorporate a tub under the operator control surface to accommodate cables routed to and from control panels etc. IEC power rails and the rear ends of surface mounted control panels.
- Whereas various materials are acceptable for desk construction, subject to SABC approval, all units should be designed to last for at least ten years in an abusive environment that may include people sitting on the work surface, heavy items being temporarily placed on it for certain productions, lateral bumps and knocks.

Bidders to provide a detailed response in accordance with the below mentioned requirements and the bidder must comply with all requirements presented below:

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Bidder to substantiate their solution against the below mentioned requirements, stating which part of the solution satisfies the criteria

| Title | Requirement | Compliance response page reference (as reference to evidence/brochure)(The quotation is not considered to be a reference) | Comply/Non-comply | Min Points | Max Points |
|--|--|--|-------------------|------------|------------|
| 1.Mixing Consoles Interface (critical) | <p>Bidder to include and price of maintenance plan and spares holding</p> <p>Failure to submit OEM letter for the mixing consoles which is mandatory means that the bidder will not be evaluated further</p> <p>Failure to submit OEM letter for the peripherals which is mandatory means that the bidder will not be evaluated further</p> <ul style="list-style-type: none"> • 24 line Inputs = 1 Point • 24 Line Outputs = 1 Point • 8 Mic Inputs = 1 Point • 32 AES/SPDIF inputs with SRC = 1 Point • 32 AES/SPDIF Outputs = 1 Point • AES 67 Card(64 x64) = 1 Point • 32 x GPIO with relay outputs = 1 Point • GPIO breakout box must be provided = 1 Point • 24 Motorized faders with TFT display and buttons for ON/OFF, PFL, TALKBACK = 1 Point • 2 x Virtual or physical mixers(for news reader and producer) = 1 Point • Configurable touch screen (TFT), 6 physical push buttons, Headphone output, and 6.3mm jack with volume control. = 1 Point • Ethernet connectivity = 1 Point • The mixing console must seamlessly integrate with all audio over IP peripheral equipment.= 1 Point | | | 13 | 13 |
| 2. Mic Control Module (critical) | <ul style="list-style-type: none"> • 5 Push Buttons = 1 Point • Configurable switch buttons for switching the channel ON/OFF , play next on Dira or PFL = 1 Point • Cough Button = 1 Point • Illuminated push button with RGB LED's for ON/OFF & cough = 1 Point • GPIO or RJ45 connection = 1 Point • Headphone socket with volume control = 1 Point | | | 6 | 6 |

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| | | | | | |
|---|--|--|--|----|----|
| <p>3. System Core (critical)</p> | <ul style="list-style-type: none"> • 24 Stereo Faders with graphical display for EQ, Dynamics , sends = 1 Point • 48 Summing busses(PGM, AUX, NX,PFL groups) = 1 Point • 24 NX Busses = 1 Point • Integrated virtual mixer functionality = 1 Point • Internal or External clock sync (BNC and AES3) = 1 Point • PTP or GPS sync for time = 1 Point • Talk Show mic level control(auto mix) = 1 Point • Talkback facilities between studios via Ethernet = 1 Point • I/O sharing between studios = 1 Point • PC Independent and fan-free operation = 1 Point • Redundant power supply to be included = 1 Point • Sufficient processing power and slots to cater for additional AE67(livewire/Dante/Ravenna/Q-Lan) and MADi cards= 1 Point • Master board with integral control system and signal processing = 1 Point • Integrated routing matrix (non-blocking).4 individual auto mix groups to allow creation of multiple independent mixes= 1 Point • TFT/Touch display with PPM's, correlation display, clock, stopwatch , setting or equalizer, dynamics unit, snapshots and other parameters = 1 Point • To seamlessly integrate to existing Lawo Nova 17 Router in Main Control. = 1 Point | | | 16 | 16 |
| <p>4.Control (critical)</p> | <ul style="list-style-type: none"> • Integral Mix Minus = 1 Point • Freely Programmable logic core (red light, fader start, program switch, T/B etc.)= 1 Point • Integration with Radio automation systems = 1 Point • Graphical matrix control with I/O routing = 1 Point | | | 4 | 4 |

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| | | | | | |
|---|---|--|--|----|----|
| <p>5. Configuration, Maintenance & Licenses (critical)</p> | <ul style="list-style-type: none"> • Hardware and Peripheral devices and software's for system configuration and logic programming = 1 Point • Integral web server for system diagnosis = 1 Point • Able to support software updates = 1 Point • Remote maintenance via VPN = 1 Point • Ember + Support = 1 Point • HTML5 Support = 1 Point • AES67 Compliant = 1 Point • Remote Support(technical, user assist and outside broadcast operational) = 1 Point • All Software licenses to be included = 1 Point • Remote control with Web interfaces(minimum of 3 x simultaneous connections) = 1 Point • Complete software's and licenses to fully integrate Dira Playout System. = 1 Point • Integration with Telos VX System = 1 Point • The System to be able to integrate a Visual Radio System= 1 Point • The System to be able to integrate Social Media Integration (WhatsApp, Facebook Live, YouTube, Instagram Live etc.) = 1 Point | | | 14 | 14 |
| <p>6. IP Codecs</p> | <ul style="list-style-type: none"> • C2 x RJ-445 Ethernet LAN Ports = 1 Point • Independent IP connections for Audio Over IP and Remote Control(V.35/X.21 Interface) = 1 Point (c) • G.711, G.722, MPEGLayer2, MPEG AAC, MPEG4AACLC, Linear PCM, MPEG AAC-Enhanced low delay(ELD), HighEfficiencyAAC, Opus = 1 Point (c) • XLR digital AES/EBU I/O = 1 Point (c) • 1 x GPIO connection = 1 Point • The codec must have both analog and digital AES/EBU audio outputs = 1 Point • Automated failover to backup audio on SD card.= 1 Point • All remote connectivity software's to be included = 1 Point (c) <p>All points with (c) are critical for the above detailed requirement</p> | | | 4 | 8 |

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| | | | | | |
|---|--|--|--|---|---|
| <p>7. Remote Broadcast Solution for On Air Studio's</p> | <ul style="list-style-type: none"> Rack Mountable workstation with 1TB SSD, Dual gigabit Ethernet cards = 1 Point (c) Touch screen monitor = 1 Point (c) Audio to and From the mixing console with mix minus = 1 Point (c) Seamless integration to AoIP mixing console = 1 Point Video conferencing software that allows high resolution audio and high definition video for broadcast purposes = 1 Point (c) Include licenses for broadcasting remotely from a portable device = 1 Point (c) <p>All points with (c) are critical for the above detailed requirement</p> | | | 5 | 6 |
| <p>8. Visual Radio Solution for On-Air and Back-Up Studios</p> | <ul style="list-style-type: none"> Fully automated multi-camera Visual Radio system with microphone level detection and automatic shot selection in real time = 1 Point (c) Automated broadcasting of the show on multiple media platforms = 1 Point (c) Ability to broadcast on multiple video streaming platforms (YouTube, Facebook Live etc) = 1 Point (c) 5 x IP based Full HD (1920 x 1080) quality camera system to cover selected microphones. = 1 Point (c) A rack mountable server with seamless integration to an AoIP workflow = 1 Point (c) The system must be able to integrate the "now playing" event from Dira = 1 Point (c) Ability to import logos, fonts and other necessary graphics when designing the show = 1 Point The system must include an app that allows remote monitoring and editing of the show = 1 Point (c) Ember + Support = 1 Point (c) <p>All points with (c) are critical for the above detailed requirement</p> | | | 8 | 9 |
| <p>9. Social Media Integration Solutions for On-Air</p> | <ul style="list-style-type: none"> Integration of Facebook, Twitter, WhatsApp, Instagram, etc. to the mixing console = 1 Point (c) Rack mountable workstation with: i7 core or latest, 1 TB SSD storage, Dual Network interface cards. = 1 Point (c) Touch screen = 1 Point (c) Seamless integration to a AoIP mixing console = 1 Point (c) Audio to and from the mixing console with mix minus = 1 Point (c) Full HD (1920 x 1080) quality camera for social media integration = 1 Point (c) <p>All points with (c) are critical for the above detailed requirement</p> | | | 5 | 6 |

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| | | | | |
|--|---|--|----|----|
| 10. Dira Solution for On Air Studio's (critical) | <ul style="list-style-type: none"> Network interface cards for Dira! AoIP integration = 1 Point HP-i350-T2 PCIe dual port Gigabit NIC = 1 Point Virtual Sound Cards for Dira! AoIP connectivity. = 1 Point | | 3 | 3 |
| 11. A digital mixing console for reading booths (critical) | <ul style="list-style-type: none"> 10 Channel Fader Console = 1 Point 4 Mic Inputs = 1 Point 8 Analog Inputs = 1 Point 8 AES Inputs = 1 Point 8 AES Outputs = 1 Point 8 Analog Outputs = 1 Point 4 Analogue Monitor Points = 1 Point 4 AES Monitor Points = 1 Point 8 GPIO = 1 Point Talk Back Function = 1 Point Headphone socket with volume control = 1 Point Outputs of all decoders and selected PCs have to be routed to the TV, IR remote control with remote extenders. = 1 Point | | 12 | 12 |
| 12. Multifunctional Media Players | <ul style="list-style-type: none"> CD Player/Recorder, Flash Player/Recorder and USB CF = 1 Point (c) XLR Type, AES/EBU I/O = 1 Point Remote Connector-Parallel Port = 1 Point 1U Rack Mount unit = 1 Point (c) <p>All points with (c) are critical for the above detailed requirement</p> | | 2 | 4 |
| 13. Microphones (critical) | <ul style="list-style-type: none"> Dynamic, Large Diameter Capsule, Pressure Gradient Acoustical operating principle, Transducer and Cardioid directional pattern = 1 Point 20 Hz to 20 KHz frequency range = 1 Point The microphones to be provided with Pop shields branded with Lesedi FM logo = 1 Point | | 3 | 3 |
| 14. RAG Controllers (critical) | <ul style="list-style-type: none"> 19" Rack Mount Rag Controllers = 1 Point Controllers must have telephone ringing indicator and caller entry = 1 Point | | 2 | 2 |
| 15. RAG Displays (On Air) (critical) | <ul style="list-style-type: none"> Wall Mount Rag Displays = 1 Point On-Air LED Display = 1 Point | | 2 | 2 |
| 16. Headphones | <ul style="list-style-type: none"> 5 to 20KHz range, = Point (c) Dynamic, closed = Point (c) 3.5 mm(1/8") stereo mini jack plug with adaptor for 3.5mm(1/4") stereo jack plug = 1 Point (c) Single sided coiled cable, minimum 1m /maximum 3m = 1 Point <p>All points with (c) are critical for the above detailed requirement</p> | | 3 | 5 |
| 17. Headphone Amps (critical) | <ul style="list-style-type: none"> Minimum 2 Channels each with individual volume control = 1 Point Balanced XLR, and 1/4" TRS connectors = 1 Point 1/4 Connector (Stereo) = 1 Point | | 3 | 3 |

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| | | | | | |
|---|--|--|--|---|---|
| 18. Audio Monitors For On Air Studios | <ul style="list-style-type: none"> Professional Broadcasting Active Studio Audio Monitors (Far Field 3 way) Dimensions (W x H x D) =27cm x45cmx30cm) = 1 Point (c) Analog and Digital Inputs = 1 Point XLR connectors = 1 Point A Ceiling Mount with swivel and tilt (per speaker) = 1 Point (c) <p>All points with (c) are critical for the above detailed requirement</p> | | | 2 | 4 |
| 19. Audio Monitors for Green Room and Reception Area | <ul style="list-style-type: none"> Analog/Digital Inputs = 1 Point (c) XLR Connectors = 1 Point 4 x Professional Ceiling Mount Speaker, Grill Diameter 21.6cm,Frequency Response 70 HZ to 15khz = 1 Point (c) Professional 4channel Power Amplifier with XLR inputs and Outputs, AES input, Each channel with an independent power section and 1U in size = 1 point (c) Separate volume control per Area = 1 Point <p>All points with (c) are critical for the above detailed requirement</p> | | | 3 | 5 |
| 20. Microphone Arms | <ul style="list-style-type: none"> Angle Poise = 1 Point Aluminum tube construction using a switching power supply = 1 Point (c) Arms with On-Air indicator and dual color indicator = 1 Point (c) Supporting microphones weighing up to 2Kgs = 1 Point (c) All mounting accessories to be included = 1 Point (c) <p>All points with (c) are critical for the above detailed requirement</p> | | | 4 | 5 |
| 21. Television Sets | <ul style="list-style-type: none"> 3 x 42" to 43" 1920 x 1080 Smart Television sets = 1 Point (c) 3 x HDMI ports, 2 x USB ports, 1 x RJ 45 Network Port = 1 Point Toslink Audio Output = 1 Point Wall mounting accessories for TV sets to be included (Swivel, Tilt and Zoom with lockable adjustment) = 1 Point (c) <p>All points with (c) are critical for the above detailed requirement</p> | | | 2 | 4 |

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| | | | | | |
|--|---|--|--|---|---|
| | <ul style="list-style-type: none"> 1 x 32" 1920 x 1080 Smart Television sets = 1 Point (c) 3 x HDMI ports, 2 x USB ports, 1 x RJ 45 Network Port = 1 Point Toslink Audio Output = 1 Point Wall mounting accessories for TV sets to be included (Swivel, Tilt and Zoom with lockable adjustment) = 1 Point (c) <p>All points with (c) are critical for the above detailed requirement</p> | | | 2 | 4 |
| 22. Digital Wall Clocks (critical) | <ul style="list-style-type: none"> IP Clocks with NTP = 1 Point Ethernet IP connectivity = 1 Point | | | 2 | 2 |
| 23. Audio Patch Panels (Analog) | <ul style="list-style-type: none"> 8 x Analog In with baluns = 1 Point (c) 8 x Analog Out with baluns = 1 Point (c) XLR Connectors = 1 Point 1u Rack Mountable Unit = 1 Point (c) <p>All points with (c) are critical for the above detailed requirement</p> | | | 3 | 4 |
| 24. Audio Breakout Panel(Digital) | <ul style="list-style-type: none"> 4 x SPDIF In (RCA Connector with impedance matching baluns) = 1 Point (c) 4 x SPDIF Out(RCA connector with impedance matching baluns) = 1 Point (c) 4 x AES In(XLR) = 1 Point 4 x AES Out(XLR) = 1 Point 1u Rack Mountable Unit= 1 Point (c) <p>All points with (c) are critical for the above detailed requirement</p> | | | 3 | 5 |
| 25. Silence Sense Solution for On Air (critical) | <ul style="list-style-type: none"> The system must send alerts when silence is detected = 1 Point It must be able to send email and SMS when silence is detected = 1 Point The system must be able to detect and audio level drop on studio output and automatically trigger alert. = 1 Point The system must come with a web interface control = 1 Point The system must be able to trigger autoplay during dead air = 1 Point | | | 5 | 5 |
| 26. Meter Bridge (critical) | <ul style="list-style-type: none"> 4 Channel horizontal LED display with phase meter = 1 Point | | | 1 | 1 |
| 27. Wall Mounted Network Rack (critical) | <ul style="list-style-type: none"> 12U swing Frame Wall Mount Rack = 1 Point 600 x 600 x 635(W x D x H) = 1 Point | | | 2 | 2 |

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| | | | | | |
|---|---|--|--|----|----|
| 28. Patch Panel for Main Control (critical) | <ul style="list-style-type: none"> 26 points x 2 rows patch panel = 1 Point | | | 1 | 1 |
| 29. DJ Mixing Console (1 Pair of turntables per studio) | <ul style="list-style-type: none"> Each pair with 2 CD Shuttles = 1 Point (c) Analog Output(RCA) = 1 Point (c) Digital Output(Coaxial) = 1 Point (c) USB port = 1 Point (c) 100 Base TX LAN port = 1 Point (c) To accommodate major smart devices sources(iPhone, iPad, Android Smartphones/Android Tablets) = 1 Point (c) Full color LCD touch screen = 1 Point To support major audio formats (MP3, WAV, FLAC, AIFF, AAC, ALAC etc.) = 1 Point A 4-channel mixer must be included for each pair. = 1 Point (c) <p>All points with (c) are critical for the above detailed requirement</p> | | | 7 | 9 |
| 30. Multichannel VPN Hub (critical) | <ul style="list-style-type: none"> The hub must fully integrate with an already existing Vprinet Multichannel VPN Router 2620 = 1 Point It must have a 19" 1U Rack mountable enclosure = 1 Point Gbit LAN Interface = 1 Point Gbit WAN Interface = 1 Point Bonding capacity of 400Mbps(minimum) = 1 Point Ability to bond up to a minimum of 6 WAN lines into a single virtual link = 1 Point Must have a Redundancy system for failover = 1 Point Must have a Multi-user web administration system = 1 Point Must Include Hot swappable plug modules = 1 Point Allow for Streaming Optimization = 1 Point Must allow Hub Tunnel Segmentation = 1 Point All the Licenses required for Updates and Support must be included. = 1 Point | | | 12 | 12 |

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| | | | | |
|---|--|--|---|---|
| 31. Video Matrix (critical) | <ul style="list-style-type: none"> Minimum of 12 input sources = 1 Point Minimum of 6 output displays = 1 Point Integration to the mixing console (GPIO, Ember+, AE67 etc.) = 1 Point Switching of inputs to output video displays in the studio = 1 Point Support all video sources in the studio (DSTV, OVHD, PC, IP Cameras etc.) = 1 Point Support all the required formats (IP, HDMI, SDI, etc.) = 1 Point All the required cabling and adapters for connectivity must be provided. = 1 Point Outputs of all decoders and some PC's to be routed to the TV, IR remote control with remote extenders = 1 Point | | 8 | 8 |
| 32. DTT Decoder (critical) | <ul style="list-style-type: none"> A standard DVB-T2 DTT decoder with minimum requirements. = 1 Point Remote extenders to enable control of decoder audio output to be routed to the mixing console via baluns. = 1 Point Must be routed to both Video Matrix and Mixing Console. = 1 Point | | 3 | 3 |
| 33. OVHD Decoder (critical) | <ul style="list-style-type: none"> A standard OVHD decoder with minimum requirements. = 1 Point Remote extenders to enable control of decoder audio output to be routed to the mixing console via baluns. = 1 Point Must be routed to both Video Matrix and Mixing Console. = 1 Point | | 3 | 3 |
| 34. DSTV Decoder (critical) | <ul style="list-style-type: none"> A standard DSTV decoder with minimum requirements. = 1 Point Remote extenders to enable control of decoder audio output to be routed to the mixing console via baluns. = 1 Point Must be routed to both Video Matrix and Mixing Console. = 1 Point | | 3 | 3 |
| 34 Networking Requirements for Main and Back-up Studios, Editing booths and Master Control Room. (critical) | <ul style="list-style-type: none"> AoIP Network requirements to support AES67 Standards (Dante, Ravenna, Livewire, QLAN, etc.) = 1 Point Primary and redundant network including cat 6 cabling and patch panels = 1 Point Automatic failover with management software = 1 Point Supply swing network racks in the main and back-up studios = 1 Point Color coded network cabling for primary and redundant network = 1 Point Wi-Fi access points(1 per studio) = 1 Point 2 x Catalyst 9300 ,24 Port, POE, Network Advantage Cisco switches with redundant power supply = 1 Point 50cm type 1 stacking cable = 1 Point Cabling to racks in the passages, access to the studio through the void. = 1 Point | | 9 | 9 |

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| | | | | | |
|--|---|--|--|---|---|
| <p>36. Digital Telephone hybrid</p> | <ul style="list-style-type: none"> • Six line Telephone hybrid = 1 Point (c) • Two Internal hybrids on the unit = 1 Point (c) • Analog OR AES/EBU I/O with one input and one output per studio hybrid (using standard XLR connectors) = 1 Point (c) • Single Program on hold function = 1 Point • Audio routing and switch matrix: All digital = 1 Point • Call Screening interface server , call screening software to connect simultaneously and the software must include caller ID decoding(all software licence must be included) = Point (c) • Must have livewire capabilities to interface with the mixer and call screening sever = 1 Point (c) • 2 x 15 pin D-sub with status output and control inputs = 1 Point • 3x Six line phone controllers with AoIP capabilities and must have flexible power options including POE. = 1 Point (c) <p>All points with (c) are critical for the above detailed requirement</p> | | | 6 | 9 |
|--|---|--|--|---|---|

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| | | | | |
|--------------------------------|---|--|------------|------------|
| 37. Technical Furniture | <ul style="list-style-type: none"> • Customized furniture that will fit in the Audio Mixing console = 1 Point (c) • Corian table with the control surface (Fader modules) sunk in to the desk = 1 Point (c) • The desk must be ergonomically functional i.e a chair can slide in underneath and buttons reachable = 1 Point • Where hotspots are identified in a Control desk , appropriately sized black anodized aluminum ventilation grilles shall be fitted to enable heat to escape = 1 Point1 (c) • All cables within a control desk shall be loomed to and from appropriately sized slotted cable trays or trunking with a fitted cover = 1 point (c) • Cables must be grouped and tied together = 1 Point • Control desks shall incorporate a tub under the operator control surface to accommodate cables routed to and from control panels etc. IEC power rails and the rear ends of surface mounted control panels = 1 point • Whereas various materials are acceptable for desk construction, subject to SABC approval, all units should be designed to last for at least ten years in a high traffic environment that may include people sitting on the work surface, heavy items being temporarily placed on it for certain productions, lateral bumps and knocks. The wood needs to be supported by an anodized steal frame for added strength and durability = 1 Point (c) • Provide a 3D conceptual drawing graphical illustrations of previous broadcast related work completed = 1 Point (c) <p>All points with (c) are critical for the above detailed requirement</p> | | 6 | 9 |
| Total | | | 192 | 223 |

5 THE RESPONSE FORMAT

Vendors are requested to respond to the tender in the following formats:

5.1 Technical Response

A point-by-point response is required, i.e. a comment for each point or paragraph that is associated with the numbering should be made.

The response to technical requirements must state “Comply” or “Non-Comply.” The vendor must further specify how the system/product meets or differs, for each aspect as stated below, including references or supporting information to clarify the response. A mere

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“Comply” or “Partially Comply” statement or no response, without detail shall be seen as “Non-Compliant” and will be scored as such.

5.2 Pricing Breakdown Model

- 5.2.1** All hardware, software and licenses, installation, integration, training and support etc. must be specified, broken down into individual elements on a Bill of Materials (BOM) and the pricing of each, specified on hard copy (paper copy) and in soft copy (Excel format).
- 5.2.2** Bidders must provide a detailed cost breakdown by pricing all items for the delivery of **a total solution** as per the specification. All deviations should be stipulated as options with the indicative unit prices.
- 5.2.3** Supplier must provide the product specifications of the hardware and software of the items priced.
- 5.2.4** Bidders must submit unit and total pricing in SA Rands (Excluding VAT), and where applicable, use the Foreign currency rate below to calculate the Rand value. Use Annexure C to indicate the total amount subject to exchange rate variation.

R/\$ 16.17, R/€ 18.15, R/£ 21.51

5.3 EVALUATION CRITERIA

Bidders should note that only bidders who met the **Mandatory Documents Criteria** of the bid shall be evaluated further for Functionality (where indicated), Price and B-BBEE.

Responses will be evaluated using a predetermined set of evaluation criteria. The evaluation criteria is designed to reflect the SABC's requirements in terms of identifying a suitable service provider and ensure the selection process is transparent and afford all the bidders a fair opportunity for evaluation and selection.

During the evaluation process, the SABC may require a bidder's representative to answer questions with regard to the proposal and/or require certain bidders to make a formal presentation to the evaluation team.

5.4 Functionality Evaluation

The evaluation is based on functionality, which will be evaluated using the following criteria and points:

- 5.4.1** The tender submission will be technically evaluated out of a threshold of a **minimum of 192** and a **maximum of 223** for **(phase 1)**, should the bidder/s not meet the required points, and they will be disqualified and will not qualify for further evaluation.
- 5.4.2** The tender submission (phase 2) will be technically evaluated out of a minimum threshold of **53 points** out of maximum of **75 points**
- 5.4.3** All bidders achieving less than the set threshold will be declared non-responsive and therefore will not continue forward for evaluation of BBBEE & Price Preference.

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5.5 Technical Evaluation Criteria

Phase 1:

| Evaluation Area | Evaluation Criteria | Min Points | Max Points |
|---------------------------------------|--|------------|------------|
| Compliance to Technical Specification | <p>Complete compliance with the technical specifications for the Digital Audio Mixing Consoles, Broadcast Peripherals and Technical Furniture as detailed in section 4 of the RFP document Compliance with the technical specifications as detailed in the tender document:</p> <p>Provide full details of the proposed product. As per adherence to Technical Furniture specifications and finishes. Pictures of previous completed studio installations.</p> <p>Non-compliance with any of the above = 0 points</p> <p>Bidder to submit brochures with the list of specifications for the proposed equipment, including page numbers, in the response, of where information can be found.</p> | 192 | 223 |
| Total | | 192 | 223 |

- 5.5.1 The above-mentioned technical criteria have a **Minimum threshold of 192** and a **Maximum threshold of 223**, indicating that all that the requirements must be complied with.
- 5.5.2 Should the bidder not meet the threshold set, they will be deemed non-compliant with the above criteria and they will be disqualified and not be evaluated further.

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5.6 Functionality Criteria:

Phase 2:

| Evaluation Area | Evaluation Criteria | Min Points | Max points |
|---|--|------------|------------|
| Delivery, Installation & Configuration | <p>Bidder to clearly indicate the delivery lead time from supplier after placing of order: and this will be scored as follows:</p> <ul style="list-style-type: none"> • 4 – 6 Weeks of delivery= 15 points • 7 – 10 Weeks of delivery = 10 points • More than 10 Weeks of delivery = 0 points | 10 | 15 |
| Project Plan including Method Statement | <p>Bidder to provide a detailed Project Plan (e.g. GANTT chart) including method statement that responds to the Scope of Work and outlines the proposed solution.</p> <ul style="list-style-type: none"> - Project plan must include the list of activities to successfully complete the implementation of the project = 5 points - Period of installation and configuration = 5 points - Period of commissioning = 5 points - Period for testing and handover = 5 points - Non-compliance with all the above = 0 points | 20 | 20 |
| Bidders Track record | <p>Bidders are required to demonstrate their experience in the delivery of works aligned to this RFP document (Section 4) by providing valid reference letters containing all the required information referenced in Annexure B of the RFP document (See reference letter template) for successfully completed projects.</p> <p>The Reference Letter must meet the following: Be on a client's business letterhead and must be signed with contactable and valid email address 3 - 5 Successfully completed similar type of projects = 5 points 2 Successfully completed similar type of projects = 3 points</p> | 3 | 5 |

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| Evaluation Area | Evaluation Criteria | Min Points | Max points |
|--------------------------------------|--|------------|------------|
| | Less than 2 Successfully completed similar type of projects = 0 points | | |
| Qualifications | <p>The service provider should have qualified technicians/engineers on the product quoted, who will provide maintenance and support = 5 points</p> <p>Submit the CV's, including relevant experience of the proposed project implementation team = 10 points</p> | 10 | 15 |
| Warranty (upon commissioning) | <p>Bidder to clearly specify the duration of the warranty:</p> <ul style="list-style-type: none"> Standard warranty (Equipment 12 months, technical furniture 12 months) with no financial implication to the SABC = 5 points Standard warranty (Equipment 12 months, technical Furniture 12 months) with financial implication to the SABC = 0 points Extended warranty (Equipment, technical furniture) with no financial implication to the SABC = 10 points Extended warranty (Equipment, technical furniture) with financial implication to the SABC = 5 points | 5 | 10 |
| Training | <p>Bidder to provide details of the training plan offered and the financial implications to the SABC</p> <ul style="list-style-type: none"> Training with no financial implication = 10 points Training with financial implication = 5 points | 5 | 10 |
| Total | | 53 | 75 |

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Bidders who obtain less than **minimum threshold of 53 points out of a maximum 75 points** will be declared non-responsive and will be eliminated from further evaluation

5.7 BBBEE and Price

The bid responses will be evaluated on the 80/20 point system. Bidders are to provide detailed breakdown of all direct and indirect costs associated with the contract, including licence fees if any.

5.8 Financial Stability

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The financial stability evaluation is used to assess the financial risk of the shortlisted bidders.

FINANCIAL STABILITY

Respondents are required to submit their audited financial statements for the past 3 years with their Proposal/Bid in order to enable the SABC to establish financial stability as follows:-

| Area | Assessment Criteria |
|-------------------------|--|
| Financial Due Diligence | Bidders financial due diligence will be assessed based on submitted audited financial statements using financial ratios, where applicable. |

5.9 Objective Criteria

- 5.9.1 The SABC reserve the right not to consider proposals from bidders who are currently in litigation with the SABC.
- 5.9.2 The SABC further reserve the right not to award this tender to any bidder based on the proven poor record of accomplishment of the bidder in previous projects within the SABC.
- 5.9.3 Bidders who are blacklisted or have committed other acts of fraud and misrepresentation of facts e.g. tax compliance, BBBEE, company financials, etc. will be eliminated from the bid process.

END OF DOCUMENT E

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DOCUMENT F

CONFIDENTIALITY

All information related to this bid both during and after completion is to be treated with strict confidence. Should the need however arise to divulge any information gleaned from the service which is either directly or indirectly related to the SABC, written approval to divulge such information will have to be obtained from SABC.

The bidders must ensure that confidential information is: maintained confidential; not disclosed to or used by any unauthorised person; so as to prevent any disclosure or unauthorised use with at least the standard of care that bidders maintain to protect their own confidential information; only used for the purpose of considering and responding to this RFP; and not reproduced in any form except as required for the purpose of considering and responding to this bid. Bidders must ensure that: access to confidential information is only given to those of its partners, officers, employees and advisers who require access for the purpose of considering and responding to this RFP; and those partners, officers, employee and advisers are informed of the confidential information section and keep that information confidential. This bid remains at all times the property of the SABC. No rights other than as provided in this bid and in respect of the confidential information are granted or conveyed to bidder/s

NAME OF BIDDER: _____

PHYSICAL ADDRESS: _____

Bidder's contact person: Name : _____

Telephone : _____

Mobile : _____

Fax.: _____

E-mail address : _____

END OF DOCUMENT F

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**DOCUMENT G
SBD 6.1**

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.

1.0 GENERAL CONDITIONS

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

- the **80/20** system for requirements with a Rand value above R30 000 (all applicable taxes included).

1.2 The value of this bid is estimated to exceed R30 000 (all applicable taxes included) and therefore the.....**80/20**.....system shall be applicable.

1.3 Preference points for this bid shall be awarded for:

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

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

| | POINTS |
|--|---------------|
| 1.3.1.1 PRICE | 80 |
| 1.3.1.2 B-BBEE STATUS LEVEL OF CONTRIBUTION | 20 |
| Total points for Price and B-BBEE must not exceed | 100 |

1.4 Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

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1.5 The SABC 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 SABC.

2.0 DEFINITIONS

2.1 **“all applicable taxes”** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;

2.2 **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad -Based Black Economic Empowerment Act;

2.3 **“B-BBEE status level of contributor”** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;

2.4 **“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 services, works or goods, through price quotations, advertised competitive bidding processes or proposals;

2.5 **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);

2.6 **“comparative price”** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;

2.7 **“consortium or joint venture”** 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;

2.8 **“contract”** means the agreement that results from the acceptance of a bid by an organ of state;

2.9 **“EME”** means any enterprise with an annual total revenue of R10 million or less as per the Amended Codes of Good Practice (COGP).

2.10 **“Firm price”** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;

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- 2.11 **“functionality”** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- 2.12 **“non-firm prices”** means all prices other than “firm” prices;
- 2.13 **“person”** includes a juristic person;
- 2.14 **“rand value”** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- 2.15 **“sub-contract”** means the primary contractor’s assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract;
- 2.16 **“total revenue”** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 2.17 **“trust”** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and
- 2.18 **“trustee”** means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

3.0 ADJUDICATION USING A POINT SYSTEM

- 3.1 The bidder obtaining the highest number of total points will be awarded the contract.
- 3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts;.
- 3.3 Points scored must be rounded off to the nearest 2 decimal places.
- 3.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 3.5 However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality.
- 3.6 Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

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4.0 AWARDED FOR PRICE

4.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

80/20 or **90/10**

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

Where

P_s = Points scored for comparative price of bid under consideration

P_t = Comparative price of bid under consideration

P_{min} = Comparative price of lowest acceptable bid

5.0 Points awarded for B-BBEE Status Level of Contribution

15.1 In terms of Regulation 5 (2) and 6 (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 |

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6.0 BID DECLARATION

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

7.0 B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3.1.2 AND 5.1

7.1 B-BBEE Status Level of Contribution:..... =(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by means of a B-BBEE affidavit or certificate issued by a Verification Agency accredited by SANAS.

8.0 SUB-CONTRACTING

8.1 Will any portion of the contract be sub-contracted? YES / NO (delete which is not applicable)

8.1.1 If yes, indicate:

(i) What percentage of the contract will be subcontracted?
.....%

(ii) The name of the sub-contractor?
.....

(iii) The B-BBEE status level of the sub-contractor?
.....

(iv) Whether the sub-contractor is an EME? YES / NO (delete which is not applicable)

9.0 DECLARATION WITH REGARD TO COMPANY/FIRM

9.1 Name of company/firm:
.....

9.2 VAT registration number:
.....

9.3 Company registration number
.....

9.4 Type Of Company/ Firm

- Partnership/Joint Venture / Consortium
- One person business/sole propriety
- Close corporation

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- Company
 - (Pty) Limited
- [TICK APPLICABLE BOX]

9.5 Describe Principal Business Activities

.....

.....

.....

.....

Company Classification

- Manufacturer
 - Supplier
 - Professional service provider
 - Other service providers, e.g. transporter, etc.
- [TICK APPLICABLE BOX]

9.6 Total number of years the company/firm has been in business?

9.7 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 contribution indicated in paragraph 7 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 paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the SABC that the claims are correct;
- (iv) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the SABC 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) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, 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.
.....

SIGNATURE(S) OF BIDDER(S)

2.

DATE:

ADDRESS:

.....
.....
.....
.....

END OF DOCUMENT G

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DOCUMENT H
SBD 8

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1.0 This Standard Bidding Document must form part of all bids invited.
- 2.0 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.
- 3.0 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.
- 4.0 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 | 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? (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). The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page. | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 4.1.1 | If so, furnish particulars: | | |
| 4.2 | 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)? Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page. | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| 4.2.1 | If so, furnish particulars: | | |

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| | | | |
|-------|--|---------------------------------|--------------------------------|
| 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 <input type="checkbox"/> | No <input type="checkbox"/> |
| 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 <input type="checkbox"/> | No <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

END OF DOCUMENT H

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DOCUMENT I

SBD 9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1.0 This Standard Bidding Document (SBD) must form part of all bids¹ invited.
- 2.0 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).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3.0 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.
- 4.0 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.
- 5.0 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² 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 SABCs who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

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CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid RPF: **RFP/RBF/2021/61**

in response to the invitation for the bid made by: **South African Broadcasting Corporation SOC Limited "SABC"**

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
6. 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 consortium³ will not be construed as collusive bidding.
7. 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.

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- 8. 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.
- 9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

³ 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.

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 |

END OF DOCUMENT I

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DOCUMENT J

ACCEPTANCE OF CONDITIONS OF BID

By signing the BID document, the Bidder is deemed to acknowledge and accept that all the conditions governing this BID, including those contained in any printed form stated to form part thereof and SABC Limited will recognize no claim for relief based on an allegation that the Bidder overlooked any such condition or failed properly to take it into account for the purpose of calculating bided prices or otherwise.

SIGNED at _____ this _____ day of _____ 2020

NAME OF COMPANY _____

NAME OF THE SIGNATORY (IES) _____

CAPACITY: _____

Are you authorised to sign on behalf of the company (YES/NO) _____

WITNESSES:

- 1. _____
- 2. _____

BIDDER

END OF DOCUMENT J

END OF THE REQUEST FOR PROPOSAL DOCUMENT

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ANNEXURE A

SBD 6.2

DECLARATION CERTIFICATE FOR LOCAL PRODUCTION AND CONTENT FOR DESIGNATED SECTORS

This Standard Bidding Document (SBD) must form part of all bids invited. It contains general information and serves as a declaration form for local content (local production and local content are used interchangeably).

Before completing this declaration, bidders must study the General Conditions, Definitions, Directives applicable in respect of Local Content as prescribed in the Preferential Procurement Regulations, 2011, the South African Bureau of Standards (SABS) approved technical specification number SATS 1286:2011 (Edition 1) and the Guidance on the Calculation of Local Content together with the Local Content Declaration Templates [Annex C (Local Content Declaration: Summary Schedule), D (Imported Content Declaration: Supporting Schedule to Annex C) and E (Local Content Declaration: Supporting Schedule to Annex C)].

1. General Conditions

- 1.1. Preferential Procurement Regulations, 2011 (Regulation 9) makes provision for the promotion of local production and content.
- 1.2. Regulation 9.(1) prescribes that in the case of designated sectors, where in the award of bids local production and content is of critical importance, such bids must be advertised with the specific bidding condition that only locally produced goods, services or works or locally manufactured goods, with a stipulated minimum threshold for local production and content will be considered.
- 1.3. Where necessary, for bids referred to in paragraph 1.2 above, a two stage bidding process may be followed, where the first stage involves a minimum threshold for local production and content and the second stage price and B-BBEE.
- 1.4. A person awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 1.5. The local content (LC) expressed as a percentage of the bid price must be calculated in accordance with the SABS approved technical specification number SATS 1286: 2011 as follows:

$$\text{LC} = [1 - x / y] * 100$$

Where

- x is the imported content in Rand
- y is the bid price in Rand excluding value added tax (VAT)

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Prices referred to in the determination of x must be converted to Rand (ZAR) by using the exchange rate published by South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid as indicated in paragraph 4.1 below.

The SABC approved technical specification number SATS 1286:2011 is accessible on [http://www.thedti.gov.za/industrial development/ip.jsp](http://www.thedti.gov.za/industrial%20development/ip.jsp) at no cost.

1.6 A bid may be disqualified if –

- (a) this Declaration Certificate and the Annex C (Local Content Declaration: Summary Schedule) are not submitted as part of the bid documentation; and
- (b) the bidder fails to declare that the Local Content Declaration Templates (Annex C, D and E) have been audited and certified as correct.

2. Definitions

- 2.1. "bid" includes written price quotations, advertised competitive bids or proposals;
- 2.2. "bid price" price offered by the bidder, excluding value added tax (VAT);
- 2.3. "contract" means the agreement that results from the acceptance of a bid by an organ of state;
- 2.4. "designated sector" means a sector, sub-sector or industry that has been designated by the Department of Trade and Industry in line with national development and industrial policies for local production, where only locally produced services, works or goods or locally manufactured goods meet the stipulated minimum threshold for local production and content;
- 2.5. "duly sign" means a Declaration Certificate for Local Content that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility (close corporation, partnership or individual).
- 2.6. "imported content" means that portion of the bid price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or its subcontractors) and which costs are inclusive of the costs abroad (this includes labour or intellectual property costs), plus freight and other direct importation costs, such as landing costs, dock duties, import duty, sales duty or other similar tax or duty at the South African port of entry;
- 2.7. "local content" means that portion of the bid price which is not included in the imported content, provided that local manufacture does take place;
- 2.8. "stipulated minimum threshold" means that portion of local production and content as determined by the Department of Trade and Industry; and
- 2.9. "sub-contract" means the primary contractor's assigning, leasing, making out work to, or employing another person to support such primary contractor in the execution of part of a project in terms of the contract.

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

| <u>Description of services, works or goods</u> | <u>Stipulated minimum threshold</u> |
|--|-------------------------------------|
| _____ | _____ % |
| _____ | _____ % |
| _____ | _____ % |

4. Does any portion of the services, works or goods offered have any imported content?

(Tick applicable box)

| | | | |
|-----|--------------------------|----|--------------------------|
| YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|

4.1 If yes, the rate(s) of exchange to be used in this bid to calculate the local content as prescribed in paragraph 1.5 of the general conditions must be the rate(s) published by SARB for the specific currency at 12:00 on the date of advertisement of the bid.

The relevant rates of exchange information is accessible on www.reservebank.co.za.

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

| Currency | Rates of exchange |
|----------------|-------------------|
| US Dollar | |
| Pound Sterling | |
| Euro | |
| Yen | |

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| | |
|-------|--|
| Other | |
|-------|--|

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

5. Were the Local Content Declaration Templates (Annex C, D and E) audited and certified as correct?

(Tick applicable box)

| | | | |
|-----|--------------------------|----|--------------------------|
| YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|

5.1. If yes, provide the following particulars:

- (a) Full name of auditor:
- (b) Practice number:
- (c) Telephone and cell number:
- (d) Email address:

(Documentary proof regarding the declaration will, when required, be submitted to the satisfaction of the Accounting Officer / Accounting Authority)

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

LOCAL CONTENT DECLARATION

(REFER TO ANNEX B OF SATS 1286:2011)

| |
|--|
| <p>LOCAL CONTENT DECLARATION BY CHIEF FINANCIAL OFFICER OR OTHER LEGALLY RESPONSIBLE PERSON NOMINATED IN WRITING BY THE CHIEF EXECUTIVE OR SENIOR MEMBER/PERSON WITH MANAGEMENT RESPONSIBILITY (CLOSE CORPORATION, PARTNERSHIP OR INDIVIDUAL)</p> <p>IN RESPECT OF BID NO.</p> |
|--|

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

NB

1 The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

2 Guidance on the Calculation of Local Content together with Local Content Declaration Templates (Annex C, D and E) is accessible on <http://www.thdti.gov.za/industrial-development/ip.jsp>. Bidders should first complete Declaration D. After completing Declaration D, bidders should complete Declaration E and then consolidate the information on Declaration C. Declaration C should be submitted with the bid documentation at the closing date and time of the bid in order to substantiate the declaration made in paragraph (c) below. Declarations D and E should be kept by the bidders for verification purposes for a period of at least 5 years. The successful bidder is required to continuously update Declarations C, D and E with the actual values for the duration of the contract.

I, the undersigned, (full names),

do hereby declare, in my capacity as

of(name of bidder entity), the following:

- (a) The facts contained herein are within my own personal knowledge.
- (b) I have satisfied myself that:
 - (i) the goods/services/works to be delivered in terms of the above-specified bid comply with the minimum local content requirements as specified in the bid, and as measured in terms of SATS 1286:2011; and
 - (ii) the declaration templates have been audited and certified to be correct.
- (c) The local content percentage (%) indicated below has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E which has been consolidated in Declaration C:

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

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| | |
|---|--|
| Local content %, as calculated in terms of SATS 1286:2011 | |
|---|--|

If the bid is for more than one product, the local content percentages for each product contained in Declaration C shall be used instead of the table above.

The local content percentages for each product has been calculated using the formula given in clause 3 of SATS 1286:2011, the rates of exchange indicated in paragraph 4.1 above and the information contained in Declaration D and E.

(d) I accept that the Procurement Authority / Institution has the right to request that the local content be verified in terms of the requirements of SATS 1286:2011.

(e) I understand that the awarding of the bid is dependent on the accuracy of the information furnished in this application. I also understand that the submission of incorrect data, or data that are not verifiable as described in SATS 1286:2011, may result in the Procurement Authority / Institution imposing any or all of the remedies as provided for in Regulation 13 of the Preferential Procurement Regulations, 2011 promulgated under the Preferential Policy Framework Act (PPPFA), 2000 (Act No. 5 of 2000).

SIGNATURE: _____ DATE: _____

WITNESS No. 1 _____ DATE: _____

WITNESS No. 2 _____ DATE: _____

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ANNEXURE B

REFERENCE LETTER TEMPLATE

The Bidder is required to use the attached reference letter template to obtain clear and easily verifiable references in response to the bid requirements.

This reference letter format is not to be completed by the bidder, but it is to be completed by the clients of the bidder who is bidding for this project giving reference to their level of the service rendered in either their current or previous project. The reference letter must be completed on the letterhead of the clients of the bidder and not the bidder.

| REFERENCE LETTER FORMAT | | |
|---|--------------------|----------------------|
| Reference Letterhead | | |
| Reference Legal Name | | |
| Name of the company you are giving reference about | | |
| Bid Number / Reference Number | | |
| Bid / Project Description: | | |
| Describe the Contract / Project work and/or Service the above company provided to your organisation | | |
| Project / Contract period (start date) | | |
| Project / Contract period (end date) | | |
| Service period (start date) | | |
| Service period (end date) | | |
| Project / Contract Cost | | |
| <i>Please rate the above bidder according to the following Criteria by ticking column and providing comments / details:</i> | | |
| Criteria | Meets requirements | Exceeds requirements |
| Completed similar projects | | |
| | | |
| Overall Impression / Satisfaction with bidder | | |
| Completed by: | | |
| Signature: | | |
| Company Name: | | |
| Position: | | |
| Contact Telephone Number: | | |
| Date: | | |

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ANNEXURE C

TENDER PRICE SUMMARY

BREAKDOWN OF AN ALL-INCLUSIVE TENDER PRICE

Fixed Amount (Duration of Contract) R _____

Variable Amount (Exchange Rate dependent) R _____ @ R/\$ 16.17
R/€ 18.15
R/£ 21.51

=====

SUB TOTAL R _____

Add 15% Vat R _____

=====

TOTAL TENDER AMOUNT R _____

BIDDER'S DETAILS:

Name of Tenderer: _____

Address: _____

Telephone: _____

Signature: _____

Date: _____

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ANNEXURE D

GUIDELINE FOR BRIEFING SESSION

Applicable where Briefing Sessions are not compulsory or mandatory:

Due to the Covid-19 pandemic, and in compliance with National Treasury Instruction Note 5, institutions are advised as far as possible to avoid convening briefing sessions. Therefore a briefing session **WILL NOT BE SCHEDULED** in cases where it is avoidable and the following will apply:

- Bidders are requested to submit their queries related to the bid via email
- Bidders must send their queries to the Bid Office via the email tenderqueries@sabc.co.za
- The queries must be submitted at least within 10 days after the tender has been advertised on the National Treasury E-Tender Portal and the SABC Website.
- The Bid Office will forward the queries to the Bid Specification Team for relevant response.
- All queries and responses will be consolidated into a schedule of questions and answers and published on all the platforms that were utilized to advertise the tender within 5 days after the query deadline.

Applicable where Briefing Sessions are unavoidable:

Where a briefing session cannot be avoided and, to the extent permitted by the Disaster Management Act (DMA) Regulations, the following will apply:

- The briefing session meeting will be arranged by means of an online session using the Microsoft TEAMS or similar enablers, the date and time of which will be published on the E-Tender Portal and SABC Website.
- Bidders who have access to Microsoft Teams or similar enablers are kindly requested to advise of their interest to participate in the online briefing session by sending an email to tenderqueries@sabc.co.za 3 days before the briefing session so as to be invited.
- On the date and time of the briefing session, bidders will be invited via Microsoft Teams or similar enablers to attend the online briefing session meeting.
- Bidders who are unable to connect via Microsoft TEAMS or similar enablers are requested to submit their queries related to the bid via email. The aforementioned process will follow
- Site Inspection will not be made compulsory however the bidders should be advised that non-attendance of such will be to their disadvantage. Should the need arise for a site inspection to be part of a briefing session, the following will apply:

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- SABC seeks to apply stringent precautionary measures to ensure maximum adherence to COVID-19 protocols and ensure a safe work environment by enforcing social distancing in the workplace. Only a **maximum number of 15 people per session** will be permitted to attend the briefing session at a time. The SCM Practitioner will arrange multiple sessions to accommodate only the allowed maximum number. The first come first rule will apply. If the first session is full, Bidders will attend the next session.
- The dates and times of the briefing sessions will be advertised on the National Treasury E-Tender Portal and the SABC Website.
- Bidders are required to confirm attendance at least one day in advance of session date using the email tenderqueries@sabc.co.za.
- Bidders must wear masks and practise social and physical distancing at all times.
- Bidders must comply with SABC COVID 19 screening process. Should the bidder's entry be denied due to high temperature or related COVID 19 restriction, such bidder's attendance should be acknowledged, and alternative Site Inspection be arranged if needed for a different representative from the same company.
- All queries and responses from the various briefings sessions will be consolidated into a schedule of questions and answers and communicated to all Bidders who have attended the compulsory briefing sessions.