



RFQ073/2025

Artscape is a Cultural Institution in terms of section 3 of the Cultural Institutions Act 1998 (Act no.119 of 1998). Artscape, listed as a schedule 3A (National entity) under the Public Finance Management Act, 1999 (Act No1 of 1999) seeks Quotations for

Goods	<input type="checkbox"/>
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 /or

Services	<input checked="" type="checkbox"/>
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 below five hundred thousand rand (R500 000.00).

Insert CSD Codes:

M									
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Insert CSD 36 digit security code: _____

Supplier name: _____

The following documents needs to be submitted with quotations:

- BBBEE Certificate/ Sworn Affidavit
- SARS No and SARS status Pin

The attached forms to be completed by Supplier:

- SBD4, SBD6.1, SBD8 & SBD 9

As a service provider, you are deemed to have read and accepted the Government Procurement: General Conditions of Contract (GCC) of July 2010, (<http://www.treasury.gov.za>)

Date Issued:	09 September 2025
Description of Goods or Service:	
<p>1. PURPOSE</p> <p>Artscape invites suitably qualified and experienced service providers to bid for the provision of a comprehensive Insurance broking service for a period of 24 months commencing from 1 October 2025 until 30 September 2027.</p> <p>1.1 INTRODUCTION</p> <p>Artscape manages the Artscape Theatre Centre, a complex which belongs to the Provincial Government of the Western Cape. Artscape is a facilitator of stage performances, community arts activities, training programmes as well as audience development initiatives to sustain all forms of performing arts.</p> <p>1.2.1 Artscape's Key Mandate is as Follows:</p> <ul style="list-style-type: none"> • Artscape was declared a Cultural Institution in terms of Section 3 of the Cultural Institutions Act, Act 119 of 1998. • Artscape is listed as a schedule 3A (National Institute) under the Public Finance Management Act, Act 1 of 1999. • Artscape's objectives were gazetted in the Government Gazette number 25242, 1 August 2003. 	



1.2 OBJECTIVES OF THE INSURANCE BROKING SERVICES

The objective of this RFQ is to appoint a suitable independent Insurance Broker who will manage Artscape's insurance function and obtain sufficient quotations for the insurance underwriting services of Artscape risks in compliance with the requirements of the Public Finance Management Act (PFMA).

- Bidders must be experienced in rendering insurance services to public entities or government institutions.
- The bidder's primary business must be to provide short-term insurance services.
- Must be registered as a Financial Services Provider (FSP), (submit registered FSP name and FSP Number).
- Must be registered with relevant professional body i.e. South African Insurance Association (SAIA), Financial Intermediaries Association (FIA). (Certified copy of registration certificate as proof of membership must be submitted).
- Professional indemnity insurance, certified copy of certificate required. Provide full details of the bidder's professional indemnity insurance, including; underwriter, limits of any one occurrence and deductible as well as maturity dates.
- Fidelity guarantee insurance, certified copy of certificate required. Provide full details of the bidder's fidelity guarantee insurance arrangements, including; underwriter, limits of any one occurrence and deductible as well as maturity dates.
- Audited financial statements. Submit most recent audited financial statements, reviewed financial statements or management accounts.
- Three references of current or past, not older than 36 months, similar customers (public entity/government, indicating scope of work and value).

1.3 SCOPE OF WORK

The scope of Insurance broking services includes at least the under-mentioned. Should any other function be regarded as imperative by the bidder the functions shall be offered and clearly defined.

The Insurance broking service must, in consultation with the CFO provide the following :

- At least one (1) quotation from an insurance underwriter to provide insurance cover (As per Annexure A) for the general assets and risks of Artscape.
- **The items to be insured are per the attached (Annexure A).**
- The successful insurance broker will also be required to obtain a minimum of one (1) quotation from insurance underwriter to provide Indemnity liability insurance cover for Artscape for the 12 month periods 1 October 2025 to 30 September 2026, ; 1 October 2026 to 30 September 2027. The quotation must include the insurance broker's commission for the year.



- **The indemnity/liability cover is per attached Annexure B.**
- The quotation must also provide the deductibles (excess) in respect of each class of claim.
- Provide advice to Artscape and identify risks which have not been covered. Provide risk management services to Artscape.
- Engage with the insurance underwriters and manage any claims for Artscape.
- We also enclose the **new policy loss ratio** with claims experience.

1.4 EXPECTED OUTCOMES AND DELIVERABLES

Ensure that Artscape's insurance risk is properly managed.

1.5 QUALITY ASSURANCE REVIEWS OF THE WORK

Must be registered with relevant professional body i.e. South African Insurance Association (SAIA), Financial Intermediaries Association (FIA). Certified copy of registration certificate as proof of membership must be submitted

1.6 INDEPENDENCE AND OBJECTIVITY OF STAFF

In carrying out the work, the insurance broker must ensure that their staff maintain their objectivity by remaining independent of Artscape.

The consultant shall:

- Have no executive or managerial powers, functions or duties except those relating to Insurance advice
- Not be involved in the day to day operation of Artscape

Date Goods or Service required:	01 October 2025 at
Delivered to :	Artscape
For more information (Technical)	Theresa Lombard thereseal@artscape.co.za
For more information (Supply Chain Management)	
RFQ Closing date & Time:	19 September 2025 at 13:00
Submit RFQ To:	scm@artscape.co.za

SUPPLIER RESPONSE

Name of Supplier:	
Address of Supplier:	
Contact Tel:	Email:



Supplier Specifications include Brand/Model if applicable	Price (incl VAT) 1 October 2025 to 30 September 2026	Price (incl VAT) 1 October 2026 to 30 September 2027
(A) Asset insurance cover excluding broker commission		
(B) Brokers commission on asset insurance cover		
(C) Total Asset insurance cover including broker commission		
(D) SASRIA Premium on Assets		
(E) Broker Commission on SASRIA		
(F) TOTAL SASRIA premium incl Broker Fee		
(G) Indemnity/Liability insurance cover premium excluding broker commission		
(H) Broker commission on Indemnity/liability insurance cover		
(I) TOTAL Indemnity/Liability insurance cover including broker commission		
(J) TOTAL for Asset and liability cover including broker commission and SASRIA Premiums and Commission (C +F+I)		

*Insert more rows if needed.

*Brochures/Catalogues can be submitted with quotation.

*All prices must be firm and VAT Inclusive.

- The 80/20 price/preference point system will be applied to the evaluation of responsive quotations, whereby the order(s) will be placed within the Supplier(s) scoring in the highest total number of adjudication points. Price shall be scored as follows: $Ps = 80 \times \frac{1 - (Pt - Pmin)}{Pmin}$
- Where:** Ps is the number of points scored for price; Pt is the comparative price of the quoted under consideration; Pmin is the comparative price of the lowest responsive quotation.
- Preference points shall be scored as follows:
Points will be awarded to tenderers who are eligible for preference in respect of B-BBEE contribution.

By signing this request for order form the supplier offers to supply the goods or service in respect of **RFQ** and **Description** of goods or services _____, as described in this document.

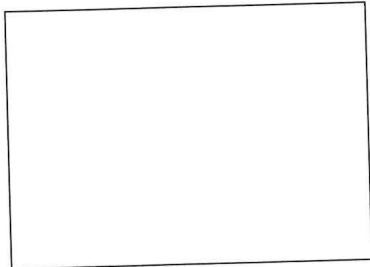


Signature

Date

Print name: _____

On Behalf of the Supplier (duly authorised)



COMPANY STAMP

Note: It is advised that documents be returned in PDF.



SBD 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.



with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....

3 DECLARATION

I, _____ the _____ undersigned,
 (name).....in

submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 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 consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 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.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

² 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.



institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

- 3.6 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.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder



SBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

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

1.2 To be completed by the organ of state

- a) The applicable preference point system for this tender is the 80/20 preference point system.
- b) The 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **"tender"** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in



legislation;

- (b) **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **"tender for income-generating contracts"** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **"the Act"** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

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

Where

- P_s = Points scored for price of tender under consideration
- P_t = Price of tender under consideration
- P_{min} = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

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

80/20

$$P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right)$$

Where

- P_s = Points scored for price of tender under consideration
- P_t = Price of tender under consideration
- P_{max} = Price of highest acceptable tender



4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that the 80/20 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that the 80/20 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where the 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE Status level 1 = 20 points B-BBEE Status level 2 = 18 points B-BBEE Status level 3 = 14 points B-BBEE Status level 4 = 12 points B-BBEE Status level 5 = 8 points B-BBEE Status level 6 = 6 points B-BBEE Status level 7 = 4 points B-BBEE Status level 8 = 2 points Non-compliant contributor = 0 point	20	



DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –



- (a) disqualify the person from the tendering process;
- (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted 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, if deemed necessary.

.....

SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

.....



SBD 8

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's database 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 National Treasury after the <i>audi alteram partem</i> rule was applied).	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)? The 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:		



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"/>
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <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



SDB9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

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



CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder



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.
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

ARTSCAPE INSURANCE SCHEDULE (Annexure A)

POLICY SECTION	Revised Insured R A amount at 30 TE September 2022	Excess payable in event of claim	Annual Premium for 1 October 2025 to 30 September 2026	Annual Premium for 1 October 2026 to 30 September 2027	TOTAL PREMIUM FOR 2 YEARS 1 Oct 2025 to 30 September
Plant, Machinery and Other Contents	R 6 000 000				
Stock in Trade	R 100 000				
Costumes	R 250 000				
Décor	R 1 000 000				
Sound equipment	R 6 000 000				
Streaming equipment	R 1 200 000				
Musical Instruments including pianos	R 5 000 000				
Lighting equipment	R 16 000 000				
CCTV	R 1 200 000				
Stage production equipment	R 1 300 000				
Leakage: First Loss	R 15 000 000				
Power Surge	R 100 000				
ESCALATION - 5%	R 1 300 000				
Inflation - 5%	R 1 365 000				
TOTAL OF ABOVE	R 55 715 000		0.00	0.00	0.00
BUSINESS INTERRUPTION (Difference Basis)					
Gross Profit / Rental / Revenue	R 20 500 000				
Additional Increase in Cost of Working	R 2 000 000				
Additional Claims Preparation Costs	R -				
EXTENSIONS	R -				
- Unspecified suppliers	R -				
- Specified suppliers	R -				
- Specified Customers	R -				
- Acc Damage(Subject to BI Cover)must have Acc Dam section	R -				
- Theft (Subject to BI Cover) must have Theft Section	R -				
- Prevention of Access (extended cover)	R 15 375 000				
- Public Utilities (extended cover)	R 15 375 000				
- Public Telecommunications (extended cover)	R 15 375 000				
Power Surge	R 100 000				
TOTAL BUSINESS INTERRUPTION	R 20 500 000		0.00	0.00	0.00
ACCIDENTAL DAMAGE					
Limit - Defined Events (I)	R 500 000				
Limit - Defined Events (II)	R -				
TOTAL ACCIDENTAL DAMAGE	R 500 000		0.00	0.00	0.00
OFFICE COMPREHENSIVE					
Contents	R 1 100 000				
Rent (30%)	R 330 000				
Theft (Forcible and Violent entry/exit)	R 412 500				
Increase in Cost of Working (30% of Contents Sum ins)	R 330 000				
Loss of Documents	R 550 000				
Liability for Documents	R 50 000				

Power Surge	R 100 000			
TOTAL OFFICE COMPREHENSIVE	R 2 772 500	0.00	0.00	0.00
BUSINESS ALL RISKS				
Musical Instruments (Item limit: 20% of sum insured)	R 300 000			
Samsung Galaxy A53 cell phone : S/N353881/48/596/109/4	R 7 774.00			
TOTAL BUSINESS ALL RISKS	R 300 000	0.00	0.00	0.00
GOODS IN TRANSIT				
Estimated annual carry limit required:	TBA			
Load Limit	R 175 000			
Additional Claims Preparation Costs	R -			
TOTAL GOODS IN TRANSIT		0.00	0.00	0.00
THEFT				
First Loss (including malicious damage)	R 100 000			
Buildings Increased Limit (R5000 automatically included)	R 25 000			
TOTAL THEFT	R 125 000	0.00	0.00	0.00
MONEY				
Major Limit	R 45 000			
Seasonal Increase	R 100 000			
Personal Assault - Capital Sum	R 10 000			
Permanent Disability	R 10 000			
Medical	R 10 000			
TOTAL Money		0.00	0.00	0.00
ELECTRONIC EQUIPMENT				
Hardware and Software (Excl. portable equipment)	R 2 905 260			
Laptops	R 1 158 787			
Kyocera TASKALFA 325CI S/N W258Y52454	R 55 000.00			
Power Surge	R 100 000			
Total Electronic equipment		R 0	0.00	0.00
MOTOR VEHICLES	Rate	Premium	Premium	Premium
1999 Toyota Corolla 16 GLE CA 227 439	Retail Value			
Toyota Corolla 2.0 XR CVT 2025 CAA628192	Retail Value			
2008 Hyundai Bakkie 2.6 CA 521 039	Retail Value			
2008 Hyundai Elantra 1.6 CA 681 006	Retail Value			
Toyota Quantum 2.5D- 4D14 Seat 2023 CAA149 944	Retail Value			
Scheme Trailer	R 1 000.00			

Car Hire - "details of Cover"	R	5 000						
Loss of Keys	R	5 000						
Wreckage Removal (limit can be increased premium charged)	R	6 175						
Tobar on Toyota Quantum	R	-						
	R	-						
Applicable to Commercial type Vehicles	R	2 500 000						
Passenger Liability	R	2 500 000						
Unauthorised Passenger Liability	R	250 000						
Golf Carts Third Party / Passenger Liability	R	2 500 000						
ThirdLiability			0.00	0.00	0.00			
Motor vehicle premium								
			Premium	Premium	Premium			
MACHINERY BREAKDOWN	Rate							
Machinery breakdown (R1m limit branch)	R10 000 000							
Deterioration of Stock (R100 000 limit branch)	R	-						
Loss of Profits following Mach Breakdown (full value)	R20 500 000							
First loss limit applicable	R	4 000 000						
Total Machinery premium			0.00	0.00	0.00			
POLICY PREMIUM EXCLUDING SASRIA			R	-	R	-	R	-
Brokers fee/commission							R	-
TOTAL PREMIUM INCLUDING BROKER COMMISSION			R	-	R	-	R	-
			Annual Prm	Annual Prm	total 3 year Prm			
SASRIA	Rate							
FIRE (INCL OFF CONTENTS, BAR, GLASS & EE)	R20 500 000							0.00
Security Costs - Max R10Million	R	-						0.00
BUS INT ** Gross Profit **	R20 500 000							0.00
Additional Increase Cost of Working	R	2 000 000						0.00
MONEY	R	-						0.00
GOODS IN TRANSIT	R	-						0.00
MOTOR - PRIVATE (NO. OF VEHICLES)								0.00
MOTOR - COMMERCIAL (NO. OF VEHICLES) - under 3500kg								0.00
MOTOR - COMMERCIAL 3500KG AND OVER	R	-						0.00
MOTOR TRADERS (TOTAL VALUE OF VEHICLES REQUIRED)	R	-						0.00
Total SASRIA premium			0.00	0.00	0.00			
								0.00
Commission on SASRIA			R	-	R	-		0.00
TOTAL SASRIA PREMIUM INCL BROKER FEE/COMMISSION								
TOTAL PREMIUM INCLUDING SASRIA AND BROKER FEE			R0	R0	R0			

ARTSCAPE INDEMNITY INSURANCE COVER from 1 October 2025 to 30 September 2027 (Annexure B)							
CLASS	BASIS OF INSURANCE COVER	LIMITS OF INDEMNITY in Rand		Deductible/ Excess	Premium for 1 October 2025to 30 September 2026	Premium for 1 October 2026 to 30 September 2027	TOTAL PREMIUM FOR 2 YEARS from 1 Oct 2025 to 30 September 2027
		Any one occurrence	Annual aggregate				
General liability	Claims made	R50,000,000	Unlimited	R15,000			R0
Pollution liability	Claims made	R5,000,000	N/A	R15,000			R0
Employers liability	Claims made	R50,000,000	Unlimited	NIL			R0
Claims preparation costs	Claims made	R1,000,000	Unlimited	NIL			R0
TOTAL Premium including VAT excl broker commission					R0	R0	R0
Broker commission					R0	R0	R0
TOTAL Premium including VAT including broker commission							

Policy Loss Ratio

Policy Number	CPT/EBPANP/000198731								
Insured Name	ARTSCAPE COMPANY AND ALL OTHER LEGAL ENTITIES REQUIRED TO BE INSURED								
Broker Name	Silverlake Trading 305 (Pty) Ltd								
Renewal Date	2026-10-01								
Period	Premium Months	GEP	GLI	GELR	NEP	NLI	NELR	claim count	Source system
October 2022 - September 2023	12	131 662,54	0,00	0,00 %	72 679,86	0,00	0,00 %	0	Ekundu
October 2023 - September 2024	12	133 894,23	33 004,34	24,65 %	82 730,30	16 502,17	19,95 %	3	Ekundu
October 2024 - September 2025	12	179 352,89	36 976,47	20,62 %	108 577,53	32 435,21	29,87 %	2	Ekundu
3 Year Loss Ratio	36	444 909,66	69 980,81	15.73%	263 987,69	48937,3827	18.54%	5	
5 Year Loss Ratio	36	444 909,66	69 980,81	15.73%	263 987,69	48937,3827	18.54%	5	