



National Gambling Board
South Africa

a member of **the dti** group

REQUEST FOR QUOTATION

RFQ 052 (2022-2023):

B-BBEE VERIFICATION SERVICES

1. BACKGROUND

- 1.1 The National Gambling Board (the NGB) hereby invites price quotations from the service providers to provide a B-BBEE verification services for the financial period 2022/2023, 2023/2024 and 2024/2025.

2. PURPOSE OF REQUEST FOR QUOTATION

- 2.1 The purpose of the request is to invite price quotations from the service providers to provide B-BBEE a verification services for the financial period 2022/2023, 2023/2024 and 2024/2025.

3. SPECIFICATIONS

- 3.1 The specifications for B-BBEE verification services are as follows:

- ✓ The service provider must be accredited by SANAS;
- ✓ The service provider must conduct an assessment in order to draft the certificate and provide the NGB with a B-BBEE certificate for the financial period 2022/2023, then followed by 2023/2024 and 2024/2025 financial periods;
- ✓ The service provider must provide the NGB with a B-BBEE certificate, conduct the assessment in order to draft the certificate and conduct the exercise by 31 May of each year;
- ✓ The service provider must also provide the entity with feedback in the form of a close out report and present it to NGB, highlighting areas where the entity can improve its B-BBEE level.

- 3.2 The key details to note are as follows:

- ✓ The National Gambling Board Schedule 3A public entity;
- ✓ The size of the organisation (37 officials);
- ✓

- 3.3 Service providers will be evaluated according to the below evaluation checklist:

Functional Evaluation	Comply/Did not comply
Did the supplier indicate on the quote: conducting an assessment and providing NGB with a B-BBEE certificate for the financial year 2022/2023, 2023/2024 and 2024/2025.	
Did the supplier indicate on the quote: providing the entity with feedback in the form of a close out report and present it to the NGB,	

4. RFP TERMS AND CONDITIONS

4.1 The following conditions will apply:

- 4.1.1 The response to the RFQ must include a company's a letter of resolution authorizing a particular person to sign documents including an SLA;
- 4.1.2 Prices quoted must be **firm** prices and VAT inclusive;
- 4.1.3 Quotations must be valid for **30 days**;
- 4.1.4 All prospective service providers must be registered on National Treasury's Central Supplier Database (CSD) prior to submission of quotations;
- 4.1.5 Tax PIN or CSD registration number must be submitted;
- 4.1.6 The 80/20 Preference points system will apply in terms of Preferential Procurement Regulations 2017;
- 4.1.7 The following documents must be submitted with the quotation:
 - SBD 4;
 - Complete the SBD 6.1 form and further substantiate points claimed by submitting a valid B-BBEE Status Level Certificate issued by an authorized body or person; or a sworn affidavit prescribed by the B-BBEE Codes of Good Practice in cases of EMEs and QSEs;
 - A company resolution authorizing a particular person to enter into a contractual agreement with the NGB.

4.2 Evaluation criteria

Quotations will be evaluated for compliance with the specifications stipulated on item 3 prior to being evaluated for price and B-BBEE. Service providers who fail to quote according to the specifications stipulated on item 3 will not proceed to the next phase of evaluation for price and B-BBEE.

Price and BBBEE Status level of contribution

Points awarded for price

The 80 preference points system for price will be utilised.

The following formula will be applied:

$$P_s = 80[1 - P_t - P_{min} / P_{min}]$$

Where:

Ps = Points scored for price of bid under consideration

Pt = Rand value of bid under consideration

Pmin = Rand value of lowest acceptable bid

Points awarded for B-BBEE status level of contributor

A maximum of 20 points will be awarded for B-BBEE Status Level of Contributor.

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

5 DISCLAIMER

5.1 The NGB reserves the right not to appoint a service provider and is also not obliged to provide reasons for the rejection of any quotation. The NGB reserves the right to:

5.1.1 Award the contract or any part thereof to one or more service providers.

5.1.2 Reject all quotations.

5.1.3 Decline to consider any quotation that does not conform to any aspect of the bidding process.

5.1.4 Request further information from any service provider after the closing date, for clarity purposes.

6 NOTES TO BIDDERS

- 6.1 The NGB will not be liable to reimburse any costs incurred by the bidder during the quotation process.
- 6.2 Evaluation of quotations will be carried out by the NGB. The NGB may, if necessary, contact bidders to seek clarity on any aspect of the quotation.
- 6.3 Payments shall be made promptly by the NGB, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier provided that services have been satisfactorily rendered.
- 6.4 The supplier shall furnish the NGB with an invoice upon fulfillment of obligations to the satisfaction of the NGB.
- 6.5 Prices charged by the service provider for services rendered under the contract shall not vary from the prices quoted by the supplier.

7 ENQUIRIES

- 7.1 Supply Chain Management: Contact Mr. Robert Gcaba Tel: (010) 003 3498 or e-mail to: scm@ngb.org.za

8 DEADLINE FOR SUBMISSION OF QUOTATIONS

- 8.1 A quotation may be e-mailed or hand delivered for the attention of Mr. Robert Gcaba. Tel: 010 003 3498, Email: scm@ngb.org.za

Address: 420 Witch Hazel Avenue,
Block C, Eco Glades 2,
Eco Park,
Centurion,
The National Gambling Board,
0144

- 8.2 The deadline for the submission of quotations is **09 December 2022 at 16h:00 Central African Time.**

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