



## **REQUEST FOR PROPOSAL**

**FOR**

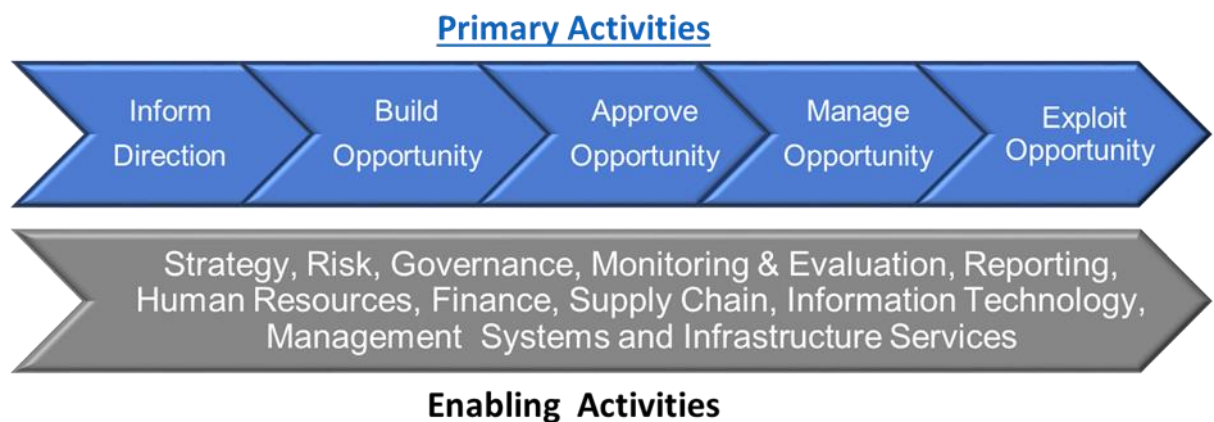
**THE PROVISION OF MEDIA MONITORING AND ANALYSIS SERVICES TO THE  
TECHNOLOGY INNOVATION FOR THE PERIOD OF 12 MONTHS WITH AN  
OPTION TO RENEW FOR ADDITIONAL 12 MONTHS.**

**Issue Date: Tuesday 07 October 2025**

**Response Deadline: Tuesday 14 October 2025 at 11h00**

## 1. INTRODUCTION

- 1.1 The National System of Innovation in South Africa is still very young and fragmented and the flow of technology and information amongst people, enterprises and institutions is limited. The inability of academic research to reach the market as products and services is limiting economic development especially about technology innovation.
- 1.2 The Technology Innovation Agency (TIA) an entity of the Department of Science, Technology and Innovation (DSTI ) was established in terms of the TIA Act (Act No. 26 of 2008), with the objective to stimulate and intensify technological innovation in order to improve economic growth and the quality of life of all South Africans by developing and exploiting technological innovations, as the value chain depicted below.



## 2. PURPOSE

TIA invites suitable qualified, reputable and knowledgeable service providers to submit proposals for media monitoring and analytics services. TIA finds media monitoring necessary for tracking our publicity, self-generated or otherwise. News monitoring services are needed to stay informed in international, national, regional, and local areas that we are unable to monitor ourselves, due to limited resources.

### **3. BACKGROUND**

As a state-owned entity, the TIA operates in the public domain and interacts with a number of stakeholders, media being one of them. As a result, TIA is constantly under media scrutiny and its representatives and investees are featured on different media platforms profiling their investment and or achievements.

The aim of TIA's media strategy is to favourably position itself in the media industry as a leader and enabler for technology development and innovation. It is about profiling the organisation in a way that will raise awareness about its brand as well as protect and enhance its image (reputation management). To efficiently do that, TIA needs to know and understand what stories are being written or broadcasted about it even on social media platforms. These stories need to be analysed to understand which media or journalists are writing about TIA and how it impacts the organisation. It is for these reasons that TIA is looking for service provider to provide a comprehensive media monitoring and analysis services for a period of 12 months with an option to renew for another 12 months.

### **4. SCOPE OF WORK**

Service providers are required to submit proposals to conduct broadcast, print, online, digital, and social media monitoring for the TIA.

#### **Print**

The successful service provider will be expected to monitor all major national daily, weekly, regional and community newspapers, including major national magazines, trade journals and periodicals for specific keywords or topics or a combination of the specific words and topics.

- The service provider must provide daily email summaries to TIA.
- The print articles are to be provided in the following format:
  - The actual articles (including colour PDF/JPEG attachment) must be attached to the daily e-mail summary;
  - All relevant articles in electronic format (digital or PDF) must be listed, archived and accessible electronically on a secure electronic portal accessible to designated TIA officials twenty-four (24) hours a day; and
  - The service provider must provide TIA with access to an online portal, which includes a fully searchable archive of relevant articles.

### **Broadcast**

- The service provider must monitor, daily, all broadcast media (radio and TV; community, online, campus, satellite, business, free to air etc)
- The service provider should provide summaries of video and audio clips of the relevant broadcasts.
- Broadcast items are to be provided in the following format:
  - Email summaries of video and audio clips of relevant items or reports must be sent to TIA daily.
  - All video and/or audio clips must be made available to TIA via a secure electronic portal of the Service Provider for download.

### **Online and social media**

- The service provider must monitor online and internet publications daily. The service provider must also monitor social media including Facebook, Twitter, websites, blogs, chat rooms and related online media for content that involves TIA.
- The service provider must provide TIA with daily summaries via email, of relevant online articles published in online publications, as well as posts and comments on social media.

## **MEDIA ANALYSIS AND TRENDS**

The service provider will submit to TIA on a weekly, monthly, quarterly, and annual basis, as well as per ad hoc request, a media content analysis report compiled from print, broadcast, social media, and online media.

The analysis should include:

- Quantitative analysis of actual coverage (per centimetre column or per second/minute etc.), as well as the advertising value equivalent of such coverage in all media.
- Qualitative analysis of the key issues covered in the media that is of relevance for TIA, the public perception of key issues that involve TIA, the nature of coverage (positive, negative or neutral) and the reputational impact of such coverage on TIA
- The identity of the key journalists and media houses covering these issues.
- Objective analysis of media reports, as they relate to the perceived image of TIA in the media. This includes analysis of the perceived public image of TIA services, achievements, organisational developments as well as developments in TIA' environment that have an impact on its reputation; and
- Analysis of public perceptions of TIA as expressed by media commentators and stakeholders in the media, is also required. Analysis should identify and highlight reporting trends, angles and potential reputational risks, providing strategic insight to TIA.
- Unlimited keyword tracking for online and social media
- Password-protected portal on which all mainstream and community print, online and broadcast, media monitoring products and analysis reports will be uploaded by the service provider and downloaded by authorised users from the TIA.
- Alert the TIA immediately to critical, urgent and breaking news stories relevant to the agency. The alerts must be provided via SMS and email to key TIA officials.

In addition, to the weekly, monthly, quarterly, ad hoc reports, TIA also requires an annual report, to coincide with TIA's financial year-end (end of March). The annual report must reflect details of the above analysis over a twelve (12) month period from April to March. Furthermore, the service provider must have an ability to do media monitoring on all media platforms in other African countries and the world. Submit monthly and quarterly electronic narrative and statistical analysis report of all media coverage gathered for the TIA.

## **5. ELIMINATION CRITERIA**

Proposals will be eliminated under the following conditions:

- Submission after the deadline.
- Proposals submitted at incorrect location.
- Non-compliant tax status by the time TIA appoints
- Non-registered service providers in the Central Supplier Database

## **6. MANDATORY REQUIREMENTS**

The proposal must outline the methodology the service provider intend adopting to meet the deliverables specified above. This should include the following:

- Provide comprehensive plan how the service provider will achieve the desired objective, specify timelines to be taken to execute the functions.
- Clear budget breakdown
- Samples of weekly, monthly, quarterly and annual media monitoring reports.

## **7. PROPRIETARY INFORMATION**

TIA considers this Request for Proposal (RFP) and all related information, either written or verbal, which is provided to the Bidder, to be proprietary to TIA. It shall be kept confidential by the Bidder and its officers, employees, agents and representatives.

The Bidder shall not disclose, publish, or advertise this specification or related information in part or to any third party without the prior written consent of TIA. This applies regardless of whether the recipient of this RFP responds with a proposal or not.

## **8. ENQUIRIES & RESPONSES**

Nana Modiba – [nana.modiba@tia.org.za](mailto:nana.modiba@tia.org.za)

## **9. MEDIUM OF COMMUNICATION**

All documentation submitted in response to this RFP must be in English.

## **10. VERIFICATION OF DOCUMENTS BY THE SERVICE PROVIDERS**

Respondents should check the numbers of the pages to satisfy themselves that none is missing or duplicated. No liability will be accepted by TIA regarding anything arising from the fact that pages are missing or duplicated.

## **11. SUBMISSIONS OF RFPs**

It is the responsibility of the prospective supplier to ensure that the proposal is submitted by no later



Proposals should be submitted to Nana Modiba at: [nana.modiba@tia.org.za](mailto:nana.modiba@tia.org.za) by **11h00 on Tuesday 14 October 2025.**

## **12. GENERAL TERMS AND CONDITIONS**

- 11.1 The Respondent is responsible for all costs incurred in the preparation and submission of the proposal
- 11.2 Kindly note that TIA is entitled to
  - 11.2.1 Amend any RFP conditions, validity period, specifications, or extend the closing date and/or time of RFPs before the closing date. All Respondents, to whom the RFP documents have been issued, will be advised in writing of such amendments in good time;
  - 11.2.2 Verify any information contained in a proposal;
  - 11.2.3 Not to appoint any bidder;
  - 11.2.4 Vary, alter, and/or amend the terms of this RFP, at any time prior to the finalisation of its adjudication hereof;
  - 11.2.5 An omission to disclose material information, a factual inaccuracy, and/or a misrepresentation of fact may result in the disqualification of a proposal, or cancellation of any subsequent contract.
  - 11.2.6 TIA reserves the right not to accept the lowest proposal or any proposal in part or in whole. TIA normally awards the contract to the Bidder who proves to be fully capable of handling the contract and whose Proposal is technically acceptable and/or financially advantageous to TIA. Appointment as a successful contractor shall be subject to the parties agreeing to mutually acceptable contractual terms and conditions. In the event of the parties failing to reach such agreement within 30 days from the appointment date, TIA shall be entitled to appoint the contractor who was rated second, and so on.





- 11.2.7 TIA also reserves the right to award this RFP as a whole or in part without furnishing reasons.
- 11.2.8 TIA also reserves the right to cancel or withdraw from this RFP as a whole or in part without furnishing reasons and without attracting any liability.
- 11.2.9 The Bidder hereby offers to render all of the services described in the attached documents (if any) to TIA on the terms and conditions and in accordance with the specifications stipulated in this RFP documents (and which shall be taken as part of, and incorporated into, this proposal at the prices inserted therein).
- 11.2.10 This proposal and its acceptance shall be subject to the terms and conditions contained in this RFP document.
- 11.2.11 The Respondent shall prepare for a possible presentation should TIA require such and the Respondent shall be notified thereof no later than 4 (four) days before the actual presentation date.
- 11.2.12 Validity period: 90days after closing date
- 11.2.13 Failure to comply with any of the terms and conditions as set out above will invalidate the Proposal.
- 11.2.14 TIA's decision on proposals received shall be final and binding
- 11.3 TIA may disregard any submission if that bidder, or any of its Directors:
- 11.3.1 Abused the Supply Chain Management (SCM) system of any Government Department / Institution
- 11.3.2 Committed proven fraud or any other improper conduct in relation to such system.
- 11.3.3 Failed to perform on any previous contract and the proof thereof exists.
- 11.3.4 Restricted from doing business with the public sector if such a supplier obtained preferences fraudulently or if such supplier failed to perform on a contract based on specific goals.

### 13. PERIOD OF THE CONTRACT

The contract will be for a year with an option to renew for another 12 months.  
The service providers are required to submit quotations for 24 months.

### 14. EVALUATION CRITERIA

In addition to the requirements as stated, all proposals will be evaluated based on evaluation criteria below, and the 80/20 preferential point system. To assess which proposals will best suit the corporate operational requirements of TIA, proposals will be assessed as follows:

N o	Evaluation criteria	Scoring guide	Weighting	Max score
1	Experience:  Company profile that details expertise in media monitoring	Provide a company profile outlining years of experience, track record of conducting media monitoring across print, online, social media and broadcast media platforms. In depth knowledge of analysing media reports and rating them into positive, negative and neutral on daily, weekly and monthly basis (minimum experience of 3 years)  5 = 10 years and more in media monitoring 4 = 7 to 9 years in media monitoring 3 = 6 to 7 years in media monitoring 2 = 3 to 5 years in media monitoring	0.2	5

No	Evaluation criteria	Scoring guide	Weighting	Max score
		1 = Less than 2 years in media monitoring.		
2	<p>Demonstrate experience in media monitoring:</p> <p><b><u>Methodology</u></b></p> <p>Understanding of the brief and presentation of relevant media monitoring methodology and approach outlining the following areas:</p> <ul style="list-style-type: none"> <li>Media monitoring: Clearly defined and detailed plan of doing media monitoring analysis for all platforms</li> </ul>	<p>The service provider must outline a detailed methodology to be followed in monitoring and analysing media.</p> <p>Detailed methodology covering all the areas (media monitoring, media analysis, alerts, and website portal) = 5</p> <p>Methodology not covering one or more of the areas = 0</p>	0.4	5

N o	Evaluation criteria	Scoring guide	Weighting	Max score
	<p>mentioned in the scope of work.</p> <ul style="list-style-type: none"> <li>Media Analysis: A clear outline of what the analysis will cover as per the scope of work.</li> <li>Alerts: A description of how monitoring alerts will be sent and which system(s) will be utilised.</li> <li>Website portal: The service provider must be able to provide examples of website portals they have previously managed.</li> <li>Clearly defined and detailed plan of</li> </ul>			

No	Evaluation criteria	Scoring guide	Weighting	Max score
	doing media and social media monitoring.			
3	<p>Reference letters</p> <p>The bidder must provide contactable references for work done in the past 5 (five) years in line with the scope of work in section 4.</p> <ul style="list-style-type: none"> <li>- At least one reference must be in public sector</li> <li>- At least one reference must be in the private sector</li> <li>- One reference can be in the services sector</li> </ul> <p>Note: TIA reserves the right to contact the references</p>	<p>References and track record in media monitoring:</p> <p>Reference Letters</p> <p>5 = 5 reference letters or work orders accompanied by contactable reference</p> <p>4 = 4 reference letters or work orders accompanied by contactable reference</p> <p>3 = 3 reference letters or work orders accompanied by contactable reference</p> <p>2 = 2 reference letters or work orders accompanied by contactable reference</p> <p>0 = Less than 2 letters or work orders accompanied by contactable reference.</p>	0.2	5

N o	Evaluation criteria	Scoring guide	Weighting	Max score
	supplied by the bidder.			
4.	Personnel experience	<p>Capability, capacity of the proposed team (attach CV of the proposed team outlining relevant individual Qualifications and Experience in conducting media monitoring</p> <p>The cv's of the team must <b>clearly demonstrate experience for media monitoring / work done in private / public sector.</b></p> <p>5 = 10 years and more in <b>media monitoring and analysis of the proposed team.</b></p> <p>4 = 7 to 9 years in <b>media monitoring and analysis of the proposed team.</b></p> <p>3 = 6 to 7 years in <b>media monitoring and analysis of the proposed team.</b></p> <p>2 = 3 to 5 years in <b>media monitoring and analysis of the proposed team.</b></p> <p>1 = Less than 2 years in <b>media monitoring and analysis of the proposed team.</b></p>	0.2	5
	Total weight		1	

No	Evaluation criteria	Scoring guide	Weighting	Max score
	Minimum qualifying score (expressed as percentage)			70%

#### 15. SECOND STAGE: EVALUATION IN TERMS OF SPECIFIC GOALS

Bidders who met the 70% threshold will be evaluated further based on 80/20 specific goals as below:

Specific goals	Points	Proof
At least 51% Black ownership	10	Share register / certificate
Less than 51% Black ownership	0	
At least 50% of project team comprises of Black women professionals.	5	ID documents
Less than 50% of project team comprises of black and / or women professionals	0	
At least 1 position in the project team is given to a young Black professional (that is under 35 years old)	5	ID documents
No young Black professional that is under 35	0	
<b>Total points for Specific goals</b>	<b>80</b>	
<b>Price</b>	<b>20</b>	<b>Quotation</b>



Total	100	
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## **SBD4 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 interest<sup>1</sup> 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

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<sup>1</sup> 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.

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## 2.2

Do you, or any person connected with the bidder, have a relationship 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 consortium<sup>2</sup> 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

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<sup>2</sup> Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

- 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 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**

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#### 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
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

#### 1.2 To be completed by the organ of state

*(delete whichever is not applicable for this tender).*

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) Either the **90/10 or 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

- “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;
- “price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- “rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- “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
- “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 OR 90/10 PREFERENCE POINT SYSTEMS

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

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ Ps = 80 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right) & \text{or} & Ps = 90 \left( 1 - \frac{Pt - P_{min}}{P_{min}} \right) \end{array}$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = 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 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ Ps = 80 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right) & \text{or} & Ps = 90 \left( 1 + \frac{Pt - P_{max}}{P_{max}} \right) \end{array}$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = 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 or 90/10 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 either the 80/20 or 90/10 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 either the 80/20 or 90/10 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 90/10 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 either the 90/10 or 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 (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
At least 51% Black ownership		10		
Less than 51% Black ownership		0		

At least 50% of project team comprises of Black women professionals.		5		
Less than 50% of project team comprises of black and / or women professionals		0		
At least 1 position in the project team is given to a young Black professional (that is under 35 years old)		5		
No young Black professional that is under 35		0		

#### 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:** .....  
.....  
.....

