



MMABANA ARTS, CULTURE AND SPORT FOUNDATION

TENDER DESCRIPTION:	EXPRESSION OF INTEREST AND APPOINTMENT OF A SERVICE PROVIDER AS EVENT MANAGEMENT FOR MMABANA ARTS, CULTURE AND SPORT FOUNDATION FOR THE TAUNG CULTURAL CALABASH EVENT FOR THREE (3) YEARS
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TENDER NUMBER: MACSF10/B/HO/2023

NAME OF BIDDER:

CSD NUMBER:

BID CLOSING DATE 29 AUGUST 2023



MMABANA Head Office
101 Dr James Moroka Drive
Mmabatho, 2735
North West RSA

MMABANA ARTS, CULTURE AND SPORT FOUNDATION

Bids are hereby invited from suppliers for the following bid:

Bid number	Description	Contact person	Compulsory briefing session	Closing date
MACSF10/B/HO/2023	EXPRESSION OF INTEREST AND APPOINTMENT OF A SERVICE PROVIDER AS EVENT MANAGEMENT FOR MMABANA ARTS, CULTURE AND SPORT FOUNDATION FOR THE TAUNG CULTURAL CABABASH EVENT FOR THREE (3) YEARS.	<ul style="list-style-type: none">Technical enquiries: Mr Tshepiso Konopi (082 880 5128 or konopit@mmabana.org.za)Supply chain enquiries: Mr Mandla Twala (066 189 9515 or mtwala@mmabana.org.za).	NON-APPLICABLE	DATE: FRIDAY, 29 AUGUST 2023 TIME: 11H00AM VENUE: MMABANA MAFIKENG CENTER, 101 DR JAMES MOROKA DRIVE, MMABATHO.

THE DOCUMENT IS DOWNLOADABLE ON THE MMABANA ARTS, CULTURE AND SPORT FOUNDATION WEBSITE (www.mmabana.org.za) and on the E-tender portal documents will be free.

Each tender shall be enclosed in a sealed envelope that bears the correct identification details and shall be placed in the tender box located at:

101 Dr James Moroka Drive, Mmabatho, 2735

Documents must be deposited in the bid box not later than **11:00AM on 29 August 2023**

Bidders must contact the following officials for any enquiries:

- Technical enquiries: Mr Tshepiso Konopi (082 880 5128 or konopit@mmabana.org.za).
- Supply chain enquiries: Mr Mandla Twala (066 189 9515 or mtwala@mmabana.org.za).

Bids will remain valid for a period of 90 days after the closing date.

Bids received after the closing date and time will not be considered. The foundation does not bind itself to accept the lowest or any other bid in whole or in part.

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LIST OF RETURNABLE DOCUMENTS THAT SHOULD FORM PART OF THE BID DOCUMENT			
•	SBD 1 – Fully Completed		
•	SBD 3.1 – Fully Completed		
•	SBD 4 – Fully Completed		
•	SBD 6.1 – Fully Completed		
•	General Condition of Contract (GCC) - (Initial each page)		
•	Full CSD Report (reflecting the company information, validity of tax status, B-BBEE information and directors/ members/ owners' information)		
•	Business Registration Certificate		
•	Certified ID Copies of the shareholders		
•	Company Profile		
•	Pricing schedule – Fully Completed and Casted		
•	Detailed Specification ((Initial each page)		

1. CRITICAL INFORMATION ON DISQUALIFICATIONS

A bid that does not comply with the peremptory requirements stated hereunder will be regarded as not being an “acceptable bid”, and such a bid will be rejected. An “acceptable bid” means any bid which, in all respects, complies with the conditions of the bid and the specifications as set out in the bid documents, including the conditions as specified in the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000) and related legislation as published in *Government Gazette 22549*, dated 10 August 2001, in terms of which provision is made for this policy.

1. If any pages have been removed from the bid document and have therefore not been submitted.
2. If the bid document is completed using a pencil. Only black ink must be used to complete the bid document.
3. The bidder attempts to influence or has in fact influenced the evaluation and/or awarding of the contract.
4. In the event of there being scratching out, writing over or painting out rates or information, affecting the evaluation of the bid, without initialling next to the amended rates or information. However; in cases where the total amount (aggregated) has not been affected, the bid will still be acceptable.
5. In the event of the use of correction fluid (e.g. tippex), any erasable ink, or any erasable writing instrument (e.g. pencil) on sections affecting the evaluation process of the bid.
6. If the Bid has not been properly signed by a person having the authority to do so. (Refer to Declaration).
7. The bid has been submitted after the relevant closing date and time.
8. The accounting officer must ensure that, irrespective of the procurement process followed, no award may be given to a person –
 - i. who is in the service of the state;
 - ii. if that person is not a natural person, of which any director, manager, principal shareholder or stakeholder is a person in the service of the state; or
 - iii. who is an advisor or consultant contracted to the municipality in respect of a contract that would cause a conflict of interest.
9. Bid offers will be rejected if the bidder or any of his/her directors are listed on the Register of Bid Defaulters in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act 12 of 2004) as a person prohibited from doing business with the public sector.
10. Bid offers will be rejected if the bidder has abused the Mmabana Arts Culture and Sport Foundation supply chain management system.
11. Failure to complete and sign the certificate of independent determination or disclosure of wrong information.
12. If the bidder has failed to submit ALL required documents as specified on the bid document.
13. No late, faxed, and emailed bids will be considered. Bid received after the closing date and time at the address indicated in the bid documents, will not be accepted for consideration.
14. **Failure to comply with the above will lead to immediate disqualification.**



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2. CERTIFICATE OF AUTHORITY FOR SIGNATORY

Status of concern submitting tender (complete whichever is applicable):

COMPANY/PARTNERSHIP/ONE-PERSON BUSINESS/CLOSE CORPORATION/JOINT VENTURE

A. COMPANY

If the bidder is a company, a certified copy of the resolution of the board of directors that is personally signed by the chairperson of the board, authorising the person who signs this bid to do so and to sign any contract resulting from this bid, and any other documents and correspondence in connection with this bid or contract on behalf of the company, must be submitted with this bid.

An example is shown below:

By resolution of the board of directors on 20....., Mr/Ms
..... has been duly authorised to sign all documents in
connection with Bid Number

SIGNED ON BEHALF OF THE COMPANY:

IN HIS/HER CAPACITY AS

DATE:

SIGNATURE OF SIGNATORY:

WITNESSES: 1.

2.



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B. PARTNERSHIP

The following particulars in respect of every partner must be furnished and signed by every partner:

Full name of partner

.....

.....

.....

We, the undersigned, hereby authorise to sign this bid as well as any contract resulting from the bid and any other documents and correspondence in connection with this bid or contract on our behalf.

.....
Signature **Signature** **Signature**

.....
Date **Date** **Date**

C. ONE-PERSON BUSINESS

I, the undersigned, , hereby confirm that I am the sole owner of the business trading as

.....
Signature **Date**



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D. CLOSE CORPORATION

In the case of a close corporation submitting a bid, a certified copy of the founding statement of such corporation shall be included with the bid with a resolution by its members, authorising a member or other official of the corporation to sign the documents and correspondence in connection with this bid or contract on behalf of the company.

An example is shown below:

By resolution of the members at the meeting on 20..... at
....., Mr/Ms, whose signature appears below, has
been duly authorised to sign all documents in connection with Bid Number

SIGNED ON BEHALF OF THE CLOSE CORPORATION:

IN HIS/HER CAPACITY AS:

DATE:
OF SIGNATORY:

SIGNATURE

WITNESSES: 1.

2.



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E. CERTIFICATE OF AUTHORITY FOR JOINT VENTURES

This returnable schedule is to be completed by joint ventures.

We, the undersigned, are submitting this bid offer in joint venture and hereby authorise Mr/Ms , authorised signatory of the company..... , acting in the capacity of the lead partner, to sign all documents in connection with the bid offer and any contract resulting from it on our behalf.

SIGNED ON BEHALF OF THE JOINT VENTURES:

IN HIS/HER CAPACITY AS:

DATE:

SIGNATURE OF SIGNATORY: AND

IN HIS/HER CAPACITY AS:

DATE:

SIGNATURE OF SIGNATORY:

WITNESSES: 1.

2.

3. SCOPE OF WORK / TERMS OF REFERENCE

EXPRESSION OF INTEREST AND APPOINTMENT OF A SERVICE PROVIDER AS EVENT MANAGEMENT FOR MMABANA ARTS, CULTURE AND SPORT FOUNDATION FOR THE TAUNG CULTURAL CALABASH EVENT FOR THREE (3) YEARS

3.1. INTRODUCTION

In the quest to grow the Arts, Culture, Tourism and Artistic Sports Sector of the Northwest Province, and to contribute significantly to the economy while fostering a more cohesive and united society, MACSF is involved in a plethora of activities and initiatives to stimulate the creative sector, and one such programme is the Taung Cultural Calabash. This programme does not only satisfy the functional/technical objectives, but that it also always contributes to the key strategic outcomes, which include:

- Social Cohesion and Nation building.
- Tourism stimulation through arts, culture, and heritage.
- A productive, diverse, and inclusive Arts, and Culture sector
- A professional, transformed, development focused Arts, and Culture sector

The embodiment and essence of all the work and corporate mission of Mmabana Arts, Culture and Sport Foundation is best captured by its impact statement and outcomes.

3.2. PURPOSE

Mmabana Arts, Culture and Sport Foundation is intending to appoint service provider/s in event management that would have the ability, capacity, experience, and knowledge to implement and manage the Taung Cultural Calabash Festival over a three (3) year period.

3.2.1. Duration of the contract

The contract period will commence during the current financial year 2023/2024 until 2025/2026. The commencement period of the contract will be from the date of the award, subject to project approval of annual project close-out reports.

3.3. BACKGROUND

Mmabana, Arts, Culture and Sport Foundation implemented the event through a Service Provider during the 2022/2023 financial year. The extensive demands for event planning, execution and management necessitated the need for an outsourced events management approach.

3.4. SPECIAL CONDITIONS OF CONTRACT

3.4.1. APPLICABILITY

- This bid is applicable to MACSF, Contracted Parties, Partners (where applicable),

3.4.2. SOURCE SELECTION

The following will be implemented as part of quality assurance:

- The appointed service provider will be given at least 21 days' notice before the culmination of an event.
- In cases where dates are available, the company will be informed earlier of the information. It should however be noted that in some urgent cases notification may be at shorter notice.

- A briefing meeting will be attended with the appointed service provider, for planning, implementation, and reporting
- Continuous liaison between Mmabana Arts, Culture and Sport Foundation and the appointed company will take place on a weekly and sometimes daily basis.
- The appointed company should provide a close-out report with specific details that will be prescribed, eg, job creation.

3.5. TASK DESCRIPTIONS RELATING TO TAUNG CULTURAL CALABASH

ITEM NO	TASKS
The service provider will be expected to plan, organize, implement, manage and report on the event with respect to the following tasks and categories:	
3.5.1	STAKEHOLDER ENGAGEMENT
	Identify and consult stakeholder/s and delegated official/s involved in the organizing of the Taung Cultural Calabash.
	Ensure that Mmabana Arts, Culture and Sport Foundation delegated official/s are constantly informed of planning and that there is close co-operation with the delegated MACSF official.
3.5.2	LOGISTICAL REQUIREMENTS
	Provide logistical requirements for TCC event as prescribed in the specification: <ul style="list-style-type: none"> • Stage and Sound (Technical crew and relevant structural Engineer Certificates), back-up generator, Audio-visual Screens, technical riders, crowd control barriers. • VIP Marquees with a provision deco, flooring, lighting .air-conditioning , heaters and audio visual screens • Tents for the following services: Artists backstage, audience overflow, merchandising and accreditation, life style market. • Ablutions (Public and VIP toilets) as per floor plan. • Catering for invited guests, officials, artists and crew • Ticket services (On site and Online) • Security • Event Categorization (SASREA application) • Waste Management • Marketing and PR • Accommodation for invited guests, officials, artists and crew
	JOC <ul style="list-style-type: none"> • Ensure the activation of Joint Operation Centers for the event and provide safety certification for all infrastructures erected for the event.
	MARKETING AND COMMUNICATIONS

3.5.3	<p>Use all marketing platforms to improve visibility and promote the event</p> <ul style="list-style-type: none"> • Social media marketing • Traditional marketing • Establish partnerships and collaborations with specific brands and media houses • Public relations plan to have contracts with broadcasters and media houses • Measure and adjust marketing efforts for each event / programme • Create footage of all the events <p>Develop a brand identity for the festival</p> <ul style="list-style-type: none"> • Design and buy branding material and apparel for the event that will be used for the duration of the contract
3.5.4	<p>ARTIST ENGAGEMENT FOR THE MAIN AND FRINGE EVENTS</p>
	<p>It will be expected of service provider to:</p> <ul style="list-style-type: none"> - Co-ordinate the securing of artists and development of performance line-up for the following events: Opening night, Kgotla Event, Music Festival , Theatre productions, Traditional Dance performance, Arts Exhibition , Fashion Show, Comedy Show during the implantation of the 3 event the event. - Coordinate the allocation and payment of stalls in the food court , lifestyle market and beer garden - MACSF will approve the final artists line-up and theatre productions to ensure it is relevant and consistent to the theme of the event. - Be the liaison body between Mmabana Arts, Culture and Sport Foundation and the artists before and after the event. - Ensure proper technical riders, transport, accommodation, and catering requirements are met . - Handle all contracts, bookings, EFT payments and other administrative issues related to the artists performances.
	<p>It will be required of the appointed Service provider to appoint the following companies/ professionals to run the event: Artists Management company, Fashion show director , Art curator, Coordinators for the Kgotla event, Lifestyle, Theatre productions, Film screening and food & beverages court stalls. Stage Manager to co-ordinate the performances and Programme Directors/ for each event .</p>
	<p>It will be expected of the service provider to provide all technical requirements to artists as per their technical riders.</p>
	<p>MAIN AND FRINGE EVENTS TO BE ORGANIZED AND MANAGED</p>
	<p>The Taung Cultural Calabash in accordance with the SLA.</p>

3.5.5	<p>MAIN EVENT</p> <ul style="list-style-type: none"> • Music Festival • Kgotla Event <p>FRINGE EVENTS</p> <ul style="list-style-type: none"> • Theatre productions • Traditional Dance and storytelling Show • Film Screening • Comedy Show • Art & Craft Exhibition • Fashion Show • Life- style market • Food and beverages court <p>Provide the following information to MACSF for approval within one month after the appointment:</p> <ul style="list-style-type: none"> • A proposed Artist line up . The selection criteria is regarded as an integral part thereof. • A list of proposed theatre and dance productions with synopsis Screening and rehearsals of the productions are regarded as an integral part thereof. • A list of visual artists and fashion designers with profiles to Macsf for approval within one month after the appointment. The selection criteria is regarded as an integral part thereof. • Provide a proposed programme for the Kgotla Event in consultation with the Tribal Authority Council • Provide a proposed plan for the Life – style market and food court A <p>Take charge of all the necessary liaison and programming regarding the TCC Event.</p> <p>Source, book, liaise and pay for venues where the Festival and Shows will be held.</p>
3.5.6	<p>SECURITY</p> <p>Service provider to work in consultation with a delegated minimum information security standard (MISS) official/s responsible for security in the plan and provision of the security for the event</p> <p>Attending security meetings organized by JOC</p> <p>Ensure that security plans are drafted and submitted to Mmabana Arts, Culture and Sport Foundational representative on time.</p> <p>Service provider will be responsible for overall security services, including liaison with law enforcement agencies for the duration of the event.</p>
3.6	<p>CATERING</p>

	<p>Take responsibility for coordinating the catering for</p> <ul style="list-style-type: none"> • VIP's / invited guests as per agreement with the Mmabana Arts, Culture and Sport Foundational representative • Officials • Working Team • Crew • Artists including Competition winners • JOC members, Police and Traffic Officers on duty
	The service provider should cater for all dietary requirements.
B	<p>MARQUE & TENTS</p> <ul style="list-style-type: none"> • VIP MARQUE The service provider should ensure that marque event is properly decorated with furniture and flooring Décor should fit in with Mmabana Arts, Culture and Sport Foundational Corporate identity manual and overall event look and feel. It should have a air conditioners, heaters , audio visual screens and provision for catering and refreshments • ARTISTS / BACKSTAGE TENT The tent should be partitioned to make provision for changing rooms for male and females as well as a holding area with tables and chairs for catering of meals for artists. • OVERFLOW TENT The tent should made provided in case of rainy weather condition for festival attendees (no flooring or chairs) • LIFESTYLE MARKET TENT The tent should cater for a maximum of 20 (3x3m) stalls • TICKET BOOTH The ticket booth should have a table and 2 chairs with lighting
	ALLOCATION OF SPACE
	<ul style="list-style-type: none"> • Allocate space for a food court (stalls for 3x3 food vendor stalls) stall holder to provide own gazebos • Make provision for a bar • Allocate space for kiddies corner (jumping castle / slides etc
3.7	INVITATION AND ACCREDITATION
	Event Management Company will be liaise with Mmabana Arts, Culture and Sport Foundational representatives in terms of accreditation management.
3.8	WASTE MANAGEMENT
	Event Management Company must implement a waste management plan to ensure that the area where the event is held is clean (pre-during-and-post the event)
3.9	INFORMATION / DOCUMENTATION TO BE PROVIDED BY SERVICE PROVIDERS
	IMPLIMENTATION PLAN WITH COST BREAK DOWNS
	The event management company is to attend a compulsory site -inspection at all proposed venues

3.9.1	The event management company shall provide a detailed cost breakdown of the following:
	The service provider to provide a project implementation plan with specific reference to the to:
	<ul style="list-style-type: none"> • Market and Communication Plan. • Logistic Plan. • Security Plan (3000pax) • Activity Plan • Event safety officer
	<p>-The festival will take place in Taung or any other place to be notified by MACSF.</p> <p>-Multiple venues can be utilized for the implementation of the project.</p> <p>-Expected capacity of 3000 members of the public that will attend and participate during the festival.</p> <p>-Accommodation, transport arrangements and hospitality.</p> <p>-The event will run over a period of 3 days which will be over a weekend (Friday, Saturday and Sunday, ie. Opening Night Event and the main festival).</p> <p>- Cost effectiveness should be taken into consideration.</p>
	Provide an Event Activity Plan for the Kgotla Event
	For the purposes of this bid, interested Event management company should not budget for a period exceeding current fiscal year 2022/2023.
	The service provider should keep record of all work opportunities created (age, gender, youth, disabilities) during the event through a comprehensive close-out report and supporting documents i.e proof of payments and artists registers etc.

PRICING SCHEDULE:

The 3yrs budget escalation must fully completed.

Required services – Taung Cultural Calabash Main Event							
Proposed Venues: Mmabana Taung show grounds, Mmabana Taung Complex, Theatre, Amphitheatre, Foyer, parking lot							
N o.	Items	Qty	Unit cost	Total Amount	Y1	Y2	Y3
1.	STAGE AND SOUND <ul style="list-style-type: none"> Music Festival 	Ref - to Detailed Spec					
2.	TENTS <ul style="list-style-type: none"> Backstage for artists Merchandize and accreditation. Lifestyle market Overflow for attendees 	Ref - to Detailed Spec					
3.	MARQUEE DÉCOR (FOR VIPS) AND	Ref - to Detailed Spec					
4.	SECURITY AND SPEED FENCING	Ref - to Detailed Spec					

5.	ABLUTION FACILITIES Male & Female	Ref - to Detai led Spec					
6.	CATERING SERVICES (vetted) Approximately 200 pax	Ref - to Detai led Spec					
7.	ARTIST MANAGEMENT SERVICES	Ref - to Detai led Spec					
8.	EVENT / PROGRAMME MANAGEMENT SERVICES <ul style="list-style-type: none"> • Art Exhibition curator • Fashion Show Director • Comedy Host • Film Screening • Theatre Productions • Stall coordinators 	Ref - to Detai led Spec					
9.	VIDEO AND PHOTOGRAPHY SERVICES	Ref - to Detai led Spec					
10.	Ticket Sales / at reputable ticket vendors e.g., computicket Ticket Booth at Mmabana Taung Center	Ref - to Detai led Spec					



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11	Accommodation for staff, guests and artists Approximately 100 pax	Ref - to Detai led Spec					
12	Marketing and advertising	Ref - to Detai led Spec					
13	Opening Night -	Ref - to Detai led Spec					

PRICING SCHEDULE

The 3yrs budget escalation must be fully complete.

Required services – Kgotla Event							
Proposed Venues: Tribal Office							
N o.	Items	Qty	Unit cost	Total Amount	Y1	Y2	Y3
1.	STAGE AND SOUND <ul style="list-style-type: none"> PA system Elevated platform (with Structural Certificate and Technicians) 	Ref -to Detail ed Spec					
2.	2 x TENTS <ul style="list-style-type: none"> For audience Catering 	Ref -to Detail ed Spec					
3.	Chairs and Decor 1000 pax	Ref -to Detail ed Spec					
4.	ABLUTION FACILITIES (Public and VIP) 6 X PORTABLE PLASTIC TOILET (Flushable) (MALE & FEMALE) 2 X VIP (MALE & FEMALE)	Ref -to Detail ed Spec					
5.	CATERING SERVICES Approximately 1000 pax (In consultation with the Chieftancy)	Ref -to Detail ed Spec					

6.	ARTIST MANAGEMENT SERVICES (Sourcing of local artists - related genres in consultation with the Tribal office)	Ref -to Detail ed Spec					
7.	EVENT / PROGRAMME MANAGEMENT SERVICES • Kgotla Event	Ref -to Detail ed Spec					
8.	VIDEO AND PHOTOGRAPHY SERVICES	Ref -to Detail ed Spec					
9.	TRANSPORT	Ref -to Detail ed Spec					



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**PART A
INVITATION TO BID**

SBD 1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	MACSF001/B/HO/2023	CLOSING DATE:	29 AUGUST 2023	CLOSING TIME:	11H00AM
DESCRIPTION	EXPRESSION OF INTEREST AND APPOINTMENT OF A SERVICE PROVIDER AS EVENT MANAGEMENT FOR MMABANA ARTS, CULTURE AND SPORT FOUNDATION FOR THE TAUNG CULTURAL CABABASH EVENT FOR THREE (3) YEARS				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
MMABANA MAFIKENG CENTER					
101 Dr James Moroka Drive, Mmabatho, 2735					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Mr. M. Twala		CONTACT PERSON	Mr Tshepiso Konopi	
TELEPHONE NUMBER	066 189 9515		TELEPHONE NUMBER	082 880 5128	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	mtwala@mmabana.org.za		E-MAIL ADDRESS	konopit@mmabana.org.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					



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PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

(Proof of authority must be submitted e.g. company resolution)

DATE:

.....



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SBD 3.1

**PRICING SCHEDULE – FIRM PRICES
(PURCHASES)**

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder.....	Bid number... MACSF10/B/HO/2023
Closing Time 11:00	Closing date...18 AUGUST 2023.....

OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY ** (ALL APPLICABLE TAXES INCLUDED)
----------	----------	-------------	---

- | | | |
|---|--|-----------------------------------|
| - | Required by: | |
| - | At: |
..... |
| - | Brand and model | |
| - | Country of origin | |
| - | Does the offer comply with the specification(s)? | *YES/NO |
| - | If not to specification, indicate deviation(s) | |
| - | Period required for delivery |
*Delivery: Firm/not firm |
| - | Delivery basis | |

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable



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

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.



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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 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.

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.



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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

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
- 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

- (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 OR 90/10 PREFERENCE POINT SYSTEMS

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

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

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:

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

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 (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
Black People (POINTS WILL BE PROPORTIONALLY AWARDED IN LINE WITH OWNERSHIP OF BUSINESS).	4	
Black Females (POINTS WILL BE PROPORTIONALLY AWARDED IN LINE WITH BLACK FEMALE OWNERSHIP OF BUSINESS).	5	
Black Youth (POINTS WILL BE PROPORTIONALLY AWARDED IN LINE WITH BLACK YOUTH OWNERSHIP OF BUSINESS).	5	
People with Disability (MEDICAL REPORT/RECORD)	3	



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Promotion of Enterprises in Local District/Municipal Area. <div>3 - Acceptable evidence of Operational office owned or leased in Dr Ruth Segomotsi Mompoti District.</div> <div>2 - Acceptable evidence of Operational office owned or leased outside Dr Ruth Segomotsi Mompoti District but within the North West Province.</div> <div>1 - Acceptable evidence of Operational office owned or leased outside Dr Ruth Segomotsi Mompoti District and the North West Province but within South African.</div>	3	
Total Points	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



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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:
.....
.....
.....



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5. STAGES OF EVALUATION

The bid will be evaluated in five stages.

Stage 1: Administrative compliance.

Stage 2: Mandatory/Technical Evaluation

Stage 3: Functionality Criteria

Stage 4: Preference Point System

5.1. ADMINISTRATIVE COMPLIANCE

Bidders shall be evaluated for administrative compliance as required by the MACSF's Supply Chain Management requirements.

5.2. MANDATORY REQUIREMENTS/TECHNICAL EVALUATION

Failure to submit the mandatory requirements will disqualify bidders.

ITEMS	MANDATORY
INVITATION TO BID	SBD1 – Fully Completed
BIDDEFER'S DISCLOSURE	SBD4 – Fully Completed
PRICING SCHEDULE – FIRM PRICES(PURCHASES)	SBD 3.1 – Fully Completed
PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERFENTAIL PROCUREMENT REGULATIONS 2022	SBD 6.1 – Fully Completed
GENERAL CONDITIONS OF CONTRACT	Initial every page
FULLY COMPLETED MMABANA PRICE SCHEDULE FOR BOTH (MAIN EVENT AND KGOTLA EVENT)	Fully Completed and Cast.
DETAILED COMPANY PROFILE	
DETAILED SPECIFICATION (INITIALED ON EACH PAGE)	

5.3. FUNCTIONALITY CRITERIA

The minimum score of 70 points (out of 100) is required to go through to the next stage of the tender. All bidders who fail to meet the said minimum score will be disqualified and will therefore not be considered further for evaluation.

No	CRITERIA	SCALE	WEIGHT	HIGHEST POSSIBLE SCORE
1	Company experience and proof of successful delivery in or events of similar magnitude. (Submit signed reference letters in referees' letterhead) events of this nature. NB Appointment letters/ Purchase Order will not be considered.		5	20
	Non- Submission	0		
	1 - 3 references letters	2		
	Or a reference letter stating the number of years you hosted a successful event with a specific entity/ organization (1-3 years)			
	4 - 5 references letters	3		
	Or a reference letter stating the number of years you hosted a successful event with a specific entity/ organization (4-5 years)			
	6 references letters and above	4		
	Or a reference letter stating the number of years you hosted a successful event with a specific entity/ organization (6 or more years)			
2	Personnel track record in executing events of this nature or similar event management. planning, organizing, and directing the completion of specific projects for an organization while ensuring these projects are on time, on budget, and within scope. Attach CV's.		5	20
	Project Manager			
	Non-Submission	0		
	1 - 3 years	1		
	3-5years	2		

	Personnel track record in executing events of this nature or similar event management. planning, oversight, and management and coordination of logistics support operations to ensure smooth accomplishment of projects. Logistic Officer																																					
	Non-Submission	0																																				
	1 - 3 years	1																																				
	4-5 years	2																																				
3	Demonstrated capacity of service provider to perform the service: - Attached Implementation Plan. (Relevant supporting document to each requested implementation plan).																																					
	Non-Submission	0																																				
3.1.1	Detailed marketing and communication implementation plan and budget break down. <ul style="list-style-type: none"> • (Provision of photographer and a videographer for event). • Organize media partnership (Radio, Television and Social platforms). • Manage promotional and advertising tools (streets adverts, posters). • Media Briefing. 	1	5	35																																		
3.1.2	Attached SLA or proof of promissory agreement with media house.	1	5																																			
3.1.3	Detailed activity plan and budget break down. (Non submission of a plan = 0 points) i.e. <table border="1"> <thead> <tr> <th>Main Activities</th><th>Start Date</th><th>End Date</th><th>Venue of the event</th><th>output</th></tr> </thead> <tbody> <tr> <td>Opening Night</td><td>22 Sep 23</td><td>22 Sep 23</td><td>Mmabana Taung Theatre</td><td>Stakeholder engagement 1000pax</td></tr> <tr> <td>Fashion Show and comedy Show</td><td>22 Sep 23</td><td>22 Sep 23</td><td>Mmabana Taung Theatre</td><td>Stakeholder engagement 1000pax</td></tr> <tr> <td>Theatre Productions</td><td>23 Sep 23</td><td>23 Sep 23</td><td>Mmabana Taung Theatre/ Intimate theatre/ Drama Studio</td><td>Drama shows and winners presentation s 1000pax</td></tr> <tr> <td>Traditional Dance & Story Telling</td><td>23 Sep 23</td><td>23 Sep 23</td><td>Mmabana Taung Amphi Theatre</td><td>Heritage and culture celebration 1000pax</td></tr> <tr> <td>Main Music Festival</td><td>24 Sep 23</td><td>24 Sep 23</td><td>Mmabana Taung Showgrounds</td><td>Enteratinme nt spectacle 3000pax</td></tr> <tr> <td>Kiddies Zone</td><td>23 Sep 23</td><td>24 Sep 23</td><td>Overflow area Mmabana Taung</td><td>Children's safe zone 1000 pax</td></tr> </tbody> </table>	Main Activities	Start Date		End Date	Venue of the event	output	Opening Night	22 Sep 23	22 Sep 23	Mmabana Taung Theatre	Stakeholder engagement 1000pax	Fashion Show and comedy Show	22 Sep 23	22 Sep 23	Mmabana Taung Theatre	Stakeholder engagement 1000pax	Theatre Productions	23 Sep 23	23 Sep 23	Mmabana Taung Theatre/ Intimate theatre/ Drama Studio	Drama shows and winners presentation s 1000pax	Traditional Dance & Story Telling	23 Sep 23	23 Sep 23	Mmabana Taung Amphi Theatre	Heritage and culture celebration 1000pax	Main Music Festival	24 Sep 23	24 Sep 23	Mmabana Taung Showgrounds	Enteratinme nt spectacle 3000pax	Kiddies Zone	23 Sep 23	24 Sep 23	Overflow area Mmabana Taung	Children's safe zone 1000 pax	1
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	Lifestyle market & Food and beverages court	23 Sep 23	24 Sep 23	Parking Lot	Selling of art products and food (foot Traffic) 3000 pax			
	Kgotla event	22 Sep 23	22 Sep 23	Tribal Office	Heritage event 2000 pax			
3.1.4	Detailed security implementation plan in line with the specification and budget break down. (i.e., as per detailed specification).					1	5	
3.1.5	Attached SLA or promissory agreement with security company/ register security company)					1	5	
	Detailed logistical implementation plan and breakdown budget. i.e.,					1	5	
4	Bank Rating Letter							
	Non-Submission					0		
	Rating F and Below					1	5	25
	Rating E					2		
	Rating D					3		
	Rating C					4		
	Rating B & A					5		
	TOTAL							100

5.4. PREFERENCE POINT SYSTEM

Preferential points to be used will be the 80/20 points system in terms of the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000) Regulations 2022.

- 80 points for price
- 20 points as per Mmabana Preferential Procurement Policy and in terms of the Preferential Procurement Regulations 2022
- **The price for price will be calculated as follows:**
 - o $P_s = 80(1 - P_t - P_{min}/P_{min})$

Where P_s = Points scored for comparative bid under consideration.

P_t = Price of tender under consideration and.

P_m = Price of lowest acceptable tender.

- Please note there will be no price escalations for the first twelve months of contract.
- The table as detailed in SBD 6.1 to be used to calculate the score out of twenty (20) in line with Mmabana specific goals for this Bid:

NB: Only Bidders who submitted proof of Locality and proof of disability will be awarded points for locality and disability.

15. VALIDITY PERIOD

The validity period for the tender after closure is 90 days.

16. MARKET ANALYSIS

The Foundation reserves the right to conduct market analysis. Should the Foundation exercise this option, where a tenderer offers a price that is deemed not to be viable to supply goods or services as required, written confirmation will be made with the tenderer if they will be able to deliver on the price, if a tenderer confirm that they cannot, The tenderer will be disqualified on the basis of being non-responsive. If they confirm that they can deliver, a tight contract to mitigate the risk of non-performance will be entered into with the service provider. Further action on failures by the supplier to deliver will be handled in terms of the contract including performance warnings and listing on the database of restricted suppliers.

The foundation further reserves the right to negotiate a market related price with a tenderer scoring the highest points. If the tenderer does not agree to a market- related price, the foundation reserves the right to negotiate a market-related price with the tenderer scoring the second highest points, if the tenderer scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the tenderer scoring the third highest points. If a market-related price is not agreed, the foundation reserves the right to cancel the tender.



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17. CONTRACTUAL ARRANGEMENT

The service provider is required to enter into a Service Level Agreement with MACSF and other MACSF to perform all functions as set out in the project Specification or Terms of Reference. **The service provider will be required to submit a detailed plan on how the appointed entity will be able to grow and revive the event over the period of the contract. (Sourcing of external funding/Sponsorship's).**