

Department:	Supplier Chain Management	Document number:	AIDC-SCM-TMP-011	 Supplier Park Development Company SOC Ltd t/a Automotive Industry Development Centre Your partner in becoming globally competitive
Document Classification	Normal document			
Document Type	TEMPLATE			
Name of Document:	REQUEST FOR QUOTATION/PROPOSAL (RFQ)			

## REQUEST FOR QUOTATION (RFQ) WITH FUNCTIONALITY

**REQUEST FOR POTENTIAL SERVICE PROVIDERS TO SUBMIT A QUOTATION TO THE AIDC TO CONDUCT RESEARCH ON THE PERFORMANCE, ECONOMIC IMPACT, AND OPPORTUNITIES OF THE CHINESE AUTO SECTOR IN GAUTENG.**

### REQUEST FOR QUOTATION (RFQ) DETAILS

**RFQ NUMBER** : PR16135

**PROJECT NO.** : BDD OVERHEADS

**ISSUE DATE** : 02 May 2025

**BRIEFING YES/NO** : YES

**BRIEFING SESSION DATE AND TIME** : N/A

**CLOSING DATE** : 09 May 2025

**CLOSING TIME** : 11H00

**RFQ VALIDITY DATE** : 90 Business days

### REQUESTOR DETAILS

<b>Requested By (SCM):</b>	Gloria Modiakgotla
<b>Contact Number:</b>	012 564 5320
<b>Department Requested for:</b>	BDD
<b>For general RFQ and submissions contact</b>	quotations@aidc.co.za

### REQUEST FOR QUOTATION (RFQ) CLOSING VENUE

E-mail to: [quotations@aidc.co.za](mailto:quotations@aidc.co.za)

**NB: DO NOT COPY ANY AIDC PERSONNEL, INCLUDING THE SCM OFFICIAL, ON YOUR RESPONSE; RESPONSES WITH AIDC EMPLOYEES COPIED WILL BE DISQUALIFIED.**

THE AIDC RESERVES THE RIGHT TO AWARD THE QUOTE IN PART OR IN FULL AT ITS OWN DISCRETION

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**DETAILS OF BIDDER**

COMPANY NAME: .....

CONTACT PERSON: .....

TELEPHONE NUMBER: .....

CELLULAR NUMBER: .....

FAX NUMBER: .....

EMAIL ADDRESS: .....

In submitting any information or documentation requested in this RFQ, the Respondent is hereby consenting to the processing of their personal information for the purpose of this RFQ and further confirming that they are aware of their rights in terms of Section 5 of POPIA

**Respondents are required to provide consent below:**

YES		NO	
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	YES	NO
Please indicate if your company is Registered on National Treasury – Central Supplier Database (provide your CSD Number)		
CSD number		

**” ACTIVE STATUS”**: - means your BBBEE Certificate or Sworn affidavit is still valid (thus your documents have not yet expired)

**NB: Please Note: - AIDC won't be able to do business with suppliers not registered on CSD as per National Treasury SCM Instruction No.4 of 2016/17.**

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## EVALUATION CRITERIA

### 1. EVALUATION CRITERIA

The following will be considered in the evaluation:

EVALUATION CRITERIA
▪ Compliance
▪ Pre-qualification
▪ Functionality at <b>100%</b> with minimum of <b>70%</b>
▪ Price <b>(80)</b>
▪ Specific goals <b>(20)</b>

THE FOLLOWING DOCUMENT ARE REQUIRED - PLEASE TICK YES ONLY IF THE DOCUMENTS ARE ATTACHED TO YOUR PROPOSAL

A. Administration Criteria - Compliance Requirements – all documents to be submitted	YES	NO
SARS Pin to verify your status		
Valid Sworn affidavit (as issued by DTI/or CIPC), must be an original or certified copy or a certified copy of BBBEE SANAS accredited verification certificate. NB: Suppliers to use approved DTI or CIPC Affidavit template (check website: <a href="http://www.dti.gov.za">www.dti.gov.za</a> )		
SBD 4 – Declaration of Interest form – completed and signed		
SBD 6.1 Preference points claim form in terms of the preferential procurement regulations 2022 (PPR 2022)		
SBD 6.2 - Declaration Certification for Local Production and Content. (PPR 2022) and Annexure C <b>where local content production is a specific goal, it must be noted under 6.1 for specific goal.</b>		

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**THE FOLLOWING DOCUMENT ARE REQUIRED - PLEASE TICK YES ONLY IF THE DOCUMENTS ARE ATTACHED TO YOUR PROPOSAL**

<b>B. Pre-qualification documents</b>	<b>YES</b>	<b>NO</b>
<p><b>1. Key Personnel –</b></p> <p>The following compliance must be submitted by the bidder with the response to this tender and failure to submit will render the bid non-responsive and won't be evaluated further: -</p> <ul style="list-style-type: none"> <li>➤ Project Manager/Principal Consultant, with relevant qualifications (NQF Level 7 or Degree in Economics or Higher.</li> </ul> <p><b>Certificates must be certified (certification must not be older than 6 months)</b></p> <p><b>NB: AIDC reserves the right to verify the certificates</b></p>		

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### C Functionality

Based on Capability	TYPE OF SUPPORTING DOCUMENTS REQUIRED	MAXIMUM	SCORE	MINIMUM
<i>NB: The bidder shall achieve a minimum score of 70 points under functionality to be able to be evaluated further on pricing &amp; specific goals system.</i>		Maximum Points	Point Scored	Minimum Points
<b>Capability</b>		<b>100</b>		<b>70</b>
<b>A. Experience of Key Personnel</b>				
<p>A) Project team leader: Economist: The project team leader must have at least 5 years or more experience in the field of economic impact assessment and automotive research projects, or the number of similar projects conducted must be submitted.</p> <ul style="list-style-type: none"> <li>5 years &lt; experience = <b>0 points</b></li> <li>5 &gt; 10 years' experience = <b>10 points</b></li> <li>Above 10 years' experience = <b>15 points</b></li> </ul> <p><b>(Curriculum Vitae of the Project Team Leader that will be assigned for this project must be submitted as proof).</b></p> <p>B) Project team member, Researcher:  <b>The project team member must have at least 2 (two) years' experience in the field of Economic impact assessment, automotive research, and the number of similar projects conducted must be submitted.</b></p> <p>Experience: <b>15 points</b></p> <ul style="list-style-type: none"> <li>2 years &lt; experience = <b>0 points</b></li> <li>2 &gt; 5 years' experience = <b>5 points</b></li> <li>Above 5 years' experience = <b>10 points</b></li> </ul> <p><b>(Curriculum Vitae of project team members that will be assigned for this project must be submitted)</b></p> <p><b>The project team must possess at least a degree in the field of Economics or any other equivalent Degree or Postgraduate Diploma. Accreditation (NQF Level 7)</b></p>	CVs	30		

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<b>Project team:</b> <ul style="list-style-type: none"> <li>No degree = <b>0 points</b></li> <li>Degree NQF level 7 in economics or equivalent = <b>5 points</b></li> </ul>				
<b>B) Organogram</b>				
<b>An organogram clearly stating roles and responsibilities for the project</b> <ul style="list-style-type: none"> <li>No organogram = <b>0 points</b></li> <li>Organogram stating roles and responsibilities = <b>5 points</b></li> </ul>	<b>Organogram stating roles and responsibilities for the project</b>	<b>5</b>		
<b>C) Project Plan</b>				
<b>A project plan outlining the process, activities, timeframes, project dependencies, and how the service provider will meet the deadline to achieve this project.</b> <ol style="list-style-type: none"> <li>Clear and realistic timeframes, the schedule of activities for implementing the project, cost projections for the project, including milestones and project deliverables, distribution of resources, and a clear completion date = <b>10 points</b></li> <li>Clear and realistic timeframes, including milestones = <b>6 points</b></li> <li>Clear and realistic timeframes = <b>4 points</b></li> <li>No Project Plan = <b>0 points</b></li> </ol>	<b>Work Plan/ Schedule</b>	<b>10</b>		
<b>D) Methodology and Approach</b>				
<b>The bidder must provide a detailed proposal of the methodology/ approach to be used to carry out the work in line with the scope of work. The proposal must indicate, but not be limited to, the following:</b> <ul style="list-style-type: none"> <li>Understanding of economic impact assessment = <b>5 points</b></li> <li>Demonstrate advanced knowledge in auto sector research = <b>5 points</b></li> <li>Approach followed in developing an automotive research project = <b>5 points</b></li> <li>No detailed project methodology provided = <b>0 points</b></li> </ul>		<b>15</b>		

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<b>E) Bidders Track Record</b>				
<b>List of similar projects undertaken by the bidder with client reference letters for each completed project.</b> <ul style="list-style-type: none"> <li>5 letters - automotive research or feasibility study projects were undertaken and completed = <b>30 points</b></li> <li>4 letters - automotive research or feasibility study projects were undertaken and completed = <b>24 points</b></li> <li>3 letters - automotive research or feasibility study projects undertaken and completed = <b>18 points</b></li> <li>2 letters - automotive research or feasibility study projects = <b>12 points</b></li> <li>1 letter - automotive research or feasibility study projects = <b>6 points</b></li> </ul> <p><b>Client reference letter for each project cited to be provided. No points will be awarded for any project without an accompanying client reference letter</b></p>	<b>Reference Letters</b>	<b>30</b>		
<b>F) Skills Transfer</b>				
<b>TRANSFER OF SKILLS TO AIDC STAFF (to capacitate AIDC to deliver on future related tasks)</b> <ul style="list-style-type: none"> <li>No skills transfer plan/program not included = <b>0 points</b></li> <li>The skills transfer plan program is detailed and comprehensively covers knowledge-sharing mechanisms and capacity development methodologies = <b>10 points</b></li> </ul>	<b>Detailed plan on skill transfer, example module, and number of sessions per Plan Chapter</b>	<b>10</b>		
<b>TOTAL SCORE</b>		<b>100</b>		<b>70</b>

**Total points available 100 and only bidders that score above the minimum threshold of 70.00 points will be evaluated further.**

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## Preferential procurement targets

### Take note!

The following preferential procurement targets will be followed out of 20 points. Points will be awarded for specific goals related to this RFQ. The total points obtained will be used to evaluate 80/20, where 80 points are assigned to price and the remaining 20 points are assigned to a specific goal. Bidder must attach supporting documents listed below and complete SBD6.1 in full on page 4 of 5. (To be completed by the tenderer), a bidder who fails to complete in full or complete incorrectly SBD 6.1 to claim points for specific goals will receive a score of zero for that goal.

Specific goals	Supporting evidence for meeting preferential procurement targets	Points
B-BBEE status contributor level 1, 2, 3 or 4.	Valid affidavit (as issued by DTI/or CIPC), must be an original or certified copy or a certified copy of SANAS accredited verification certificate.	<b>20</b>

Dear Service Provider

## REQUEST FOR PROPOSAL /QUOTATION (RFQ) – SCOPE OF WORK/SERVICE

### 2. INTRODUCTION

#### 2.1. MANDATE

AIDC is the dedicated developmental agency of the Gauteng Growth and Development Agency (GGDA) in relation to the specific industrial, infrastructure and training needs required by the automotive and allied sector - those based in the Gauteng province. The AIDC is thus tasked by GGDA with special developmental type projects aimed at enhancing and possibly expanding the automotive and allied-related sector with a focus on enterprise development; also, in support of government's aims at BBBEE SMME development and the radical transformation of various townships. The AIDC otherwise explores other developmental projects, external to the objectives of the GGDA in support of the AIDC's own business development processes. These include projects related to the transport and energy sectors, as well as the development of the Tshwane Auto City. The AIDC's focus, in terms of the 2016 Gauteng Economic Development Plan/Framework (GEDP/F), is towards the automotive sector in the Northern Corridor of the Gauteng City Region (GCR) framework.

#### 2.2. VISION

The Vision of the AIDC is:

To be the leading implementation agency delivering creative, efficient, best practice and value-based solutions in support of government programmes related to the automotive and allied sectors.

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### 2.3. MISSION

The Mission of the AIDC, in pursuit of its Vision, is to provide innovative customised solutions: To develop the automotive manufacturing sector to globally competitive standards of excellence through a world-class value proposition which enables effective and sustainable socio-economic growth.

### 3. PURPOSE

The Automotive Industry Development Centre (AIDC) seeks to appoint an experienced service provider to assist the organisation in conducting comprehensive research on the performance, economic impact, and opportunities of the Chinese auto sector in Gauteng. The research must also consider the performance, opportunities, and impact of the entire auto sector industry within Gauteng Province. These must be done in light of Gauteng economic development programs such as the GT2030, the National Development Plan etc. In addition, the service provider should consider the GGDA's strategic goals.

### 4. BACKGROUND AND RATIONALE

The New Growth Path and the Industrial Policy Action Plan outline the government's industrial agenda for the critical jobs drivers, prioritised industrial sectors, and a range of interventions required to accelerate economic growth, create jobs and fight poverty and under-development. Chinese car brands are increasingly becoming a regular sight on South African roads, a sign that these cars are experiencing a surge in popularity across the country. Chinese car brand sales are now competing with, if not outpacing, some legacy brands like BMW, Nissan, Ford, Toyota, Mercedes Benz, VW, and Isuzu. The rise of Chinese automakers in South Africa is a masterclass in market penetration.

Once dismissed as cheap and unreliable, they've not only reshaped perceptions but are now disrupting German dominance and rapidly gaining market share.

The biggest loser Mercedes-Benz, with sales plummeting 82% from 28,993 in 2014 to just 5,048 in 2024. Audi followed with a 70% decline, while BMW and Mini saw drops of 50%. Meanwhile, Asian brands like Chery, Haval, and Suzuki have surged. In 2014, these three brands collectively sold 8,127 units by 2024, that number skyrocketed 1,000% to 89,416. Suzuki led the charge, growing 776% from 6,402 to 56,109. Chery exploded with a 1,435% increase, jumping from 1,297 to 19,911, while Haval saw an incredible 3,029% growth from 428 to 13,396. According to the National Automobile Dealers' Association (NADA), this shift is driven by South Africa's growing price sensitivity, a trend that's reshaping the automotive landscape.

In the fast-evolving motor vehicle industry worldwide, where electric vehicles are fast gaining popularity, it is important to determine the production and sales of different types of Chinese vehicle brands in South Africa and Gauteng. It is also important to know the trend of FDI projects in the motor industry from China that have targeted Gauteng in the last 5 years.

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## 5. GOALS AND OBJECTIVES

The main objective is to conduct comprehensive research on the performance, economic impact, and opportunities of the Chinese auto sector in Gauteng. The specific goals and objectives of the review are as follows: To determine:

- The depth of Chinese auto company manufacturing and/or assembling in Gauteng.
- FDI projects in the motor industry from China that have targeted Gauteng in the last 10 years
- Sales trends of Chinese vehicles in Gauteng over the last ten years
- Trend in the growth of Chinese car sales of different brands as compared with car brands from other countries
- Comprehensive value chain analysis of the Chinese auto industry in Gauteng
- Impact of Chinese activities on the traditional 7 OEMs of the motor industry and other component suppliers
- Imports of Chinese vehicles into SA – this not only includes Chinese brands but other traditional brands that we import from China (calculate Opportunity cost: imports vs local manufacturing for the manufacturer and the province)
- EV imports from China (calculate Opportunity cost: imports vs local manufacturing for the manufacturer and the province)
- The Direct Impact of Chinese Competition on Production
- Loss of market share by Gauteng OEMs to Chinese OEMs
- The Impact of Chinese competition on Employment and GDP
- Impact on Gauteng SMMEs
- Estimated job losses because of increased import penetration from China vs number of jobs created by the Chinese Auto in Gauteng.
- Research and analyse the current Chinese aftermarket/aftersales support strategy

## 6. SCOPE OF WORK

To conduct comprehensive research on the performance, economic impact, and opportunities of the Chinese auto sector in Gauteng. The study should determine the value chain of Chinese motor brands for passenger and commercial vehicles, as well as OEMs in Gauteng.

Taking the above into consideration, the service provider will need to conduct an in-depth study on the impact of Chinese automotive imports on the Gauteng Economy, local OEMs, and socio-economic assessment.

The Service Provider to research the following key elements of the project:

### a. Status quo analysis

- China automotive sector profile in Gauteng.
- Gauteng automotive sector customer profile.
- China FDI projects in South Africa

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## b. Economic Assessment

- Determine the trend in the production of Chinese car brands in Gauteng.
- Determine the sales trend of Chinese car brands in Gauteng
- Determine investment flows from China in the motor industry in Gauteng
- Give a comparison in the sales and production trends between Chinese car brands vs legacy brands such as Toyota, BMW, Volvo, Peugeot, Ford, Mercedes Benz, Volkswagen, Nissan, Isuzu etc.
- Determine the impact of Chinese Electric Vehicles (EV) in the SA/Gauteng EV Market

## c. Gap and opportunity cost analysis

- Opportunity cost of vehicle imports in general and from China in particular.
- China automotive sector investor requirements/frequently asked questions by the Chinese auto industry.
- Identify China auto opportunities in Gauteng (also explore the opportunities accorded through BRICs).
- Opportunities of investors of Electric Vehicle component manufactures in Gauteng.

## 7. PROJECT DELIVERABLES

The key deliverables from the service provider are:

- Inception report
- Status quo report
- Economic valuation and impact assessment report
- Gap and opportunity analysis report
- Final Report

### ✓ **The service provider should also:**

Provide an inception report with a refined outline and methodology for approval by AIDC.

The inception report and project plan should be signed off by the AIDC before any further work commences.

1<sup>st</sup> draft report to ensure adequate review before finalising the report.

### ✓ **Final Report**

The service provider should prepare and deliver to the AIDC a substantive and comprehensive final report of all work performed as part of this study.

### ✓ **The final report must also include:**

- An executive summary.
- A PowerPoint presentation that summarises the study.
- Final presentation to the AIDC Board of Directors

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## 8. REQUIRED EXPERTISE AND RELEVANT SKILLS

The research on the impact of China's Automotive Sector requires that the prospective service provider demonstrate capacity, expertise, and capabilities in the following key competencies:

- a) The required skills and experience for this project range from relevant commercial-, auto sector specialists, as well as project management.
- b) The service provider should have experience in interacting with a variety of stakeholders as well as good research and report-writing skills.
- c) Project Team Leader must be an economist who specialises in the auto sector.
- d) The successful service provider will be expected to enter into a service-level agreement with the AIDC with respect to the deliverables of the project.
- e) Advanced knowledge and experience in auto sector research and business development plans.
- f) Excellent planning, communication, writing, and stakeholder consultation skills.
- g) The following is a list of a selection criterion for service providers:
  - i. Proven technical competence in the fields of automotive, economics business economic development, and Project Management.
  - ii. Appropriate portfolios and project team competencies.
- h) Quality of presentation of the proposal:
  - i. Methodology or approach.
  - ii. Understanding of project purpose.
  - iii. Outline of expected outputs.
  - iv. Indicators and means of verifying progress.
  - v. Expertise in the development of business plans and feasibility studies

## 9. TIME FRAMES

The deliverables in these phases are expected to take no more than **3 months** (or any other agreed-upon reasonable time) to complete after the signing of a contract. It is also expected that the service provider will develop a budget that is indicative of their daily charge rate, including subsistence and travel expenses where appropriate. The appointed service provider will also submit deliverables in the stated time frames:

- a) A detailed Project Plan or Inception Report should be submitted to the AIDC within 15 working days of appointment and signing of the SLA by the successful bidder. The Project Plan must at least address the following:
  - i. Confirmation of the names of the project team members who will be involved in the project.
  - ii. Prepare a preliminary Work Plan which briefly outlines the work schedule/milestones, related costs per milestone and the timeframes in which the work is to be conducted

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## 10. REPORTING PROCEDURES

The appointed service provider will report directly to the AIDC project leader, for purposes of day-to-day management of the project. All payments will be made on a phased/milestone approach, as would be agreed contractually. All invoices must detail the work completed for the phase thereof. The service provider will be expected to prepare and make PowerPoint presentations of:

- Prepare and make a draft report available, as and when required, which the AIDC and other stakeholders will review and comment on in the process of producing the final report.
- Prepare and make the presentation of the final reports incorporating clear and implementable recommendations.

## 11. INTELLECTUAL PROPERTY MANAGEMENT

All materials produced during the study belong to the AIDC. No data is allowed to be reproduced and re-used without prior written permission.

## 12. PRICE SCHEDULE

AIDC invites you to supply a quote for various items as per the Scope of work below.

NB:

- 12.1.** For fair price comparison, bidders must indicate whether they are VAT registered.
- 12.2.** Bidders submitting two different bids/proposals in value will be disqualified.
- 12.3.** If you have not received an order within a validity date of 90 business days of the RFQ. Please accept that your quote was unsuccessful.

NB: The detailed pricing proposal must be submitted, which should clearly separate the different opinions and sum the totals.

Item No.	Description	UOM*	QTY	Unit Price – Hourly Rate (excl. VAT)	Total Price (excl. VAT)
	<b>In line with detailed SCOPE specification as detailed in this same document.</b>				
1.	Project Manager – Economist	Item	1	R	
2.	Researcher	Item	1	R	R
				<b>SUB-TOTAL</b>	<b>R</b>
				<b>VAT 15%</b>	<b>R</b>
				<b>GRAND TOTAL</b>	<b>R</b>

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<b>Document Classification</b>	<b>Normal document</b>			
<b>Document Type</b>	<b>TEMPLATE</b>			
<b>Name of Document:</b>	<b>REQUEST FOR QUOTATION/PROPOSAL (RFQ)</b>			

Delivery period in weeks: .....

**QUOTE CONDITIONS:**

1. This Quote is subject to the Government Procurement General Conditions of Contract that may not be amended. Quotes should not be qualified by own conditions.
2. All price(s) must be inclusive of all costs plus VAT and must be firm for the duration of the contract period. VAT must be shown separately by VAT Vendors and non-registered or deregistered Vendors should exclude VAT from their quotes. Price(s) quoted must be valid for at least ninety (90) days from the closing date of the quotation and a firm delivery period must be indicated.
3. AIDC will not accept any changes or purported changes by the Respondent to the bid rates after the closing date and/or after the award of the business unless the quotation/offer specifically provides for it.
4. AIDC reserves the rights to validate any information submitted by Respondents in response to this bid. This would include, but is not limited to, requesting the Respondents to provide supporting evidence. By signing POPIA clause and submitting a bid, respondents hereby irrevocably grant the necessary consent to AIDC to do so.
5. All goods must be delivered to the address indicated in the RFQ document.
6. All prices quoted must be fixed & firm prices and where applicable, price negotiation with the preferred supplier will be entered into.
7. All purchases will be made through an AIDC Official Purchase Order with Order Number. Therefore, no goods must be delivered, or a service be rendered without a valid official Purchase Order & Number been received. The onus rests with the service provider to ensure they have received the above. Changes to RFQ/PO specifications should be communicated to the SCM Officer.
8. Fully Complete & sign the attached SBD forms, thus SBD 4, 6.1 and 6.2 NB: Quotes without or with not fully completed SBD 4 will not be considered, and with SBD 6.1 bidder with score zero)
9. The 80/20 preference point system is applicable to price quotations and tenders with a rand value from R2 000 up to a rand value of R50 million (all applicable taxes included).
10. This RFQ will be evaluated based on the 80/20 preferential point system as stipulated in the Preferential Procurement Policy Framework Act & PPR 2022. 20 Points allocated to specific goals listed in Table 1 of SBD 6.1 PPR 2022 Section 4.2
11. An EME is required to submit a sworn affidavit confirming their annual total revenue of R10 million or less and level of black ownership to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2022. In terms of the Generic Codes of Good Practice, an enterprise including a sole propriety with annual total revenue of R10 million or less qualifies as an EME.
12. A QSE is required to submit a sworn affidavit confirming their annual total revenue of between R10 million and R50 million and level of black ownership or a B-BBEE level verification certificate to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2022
13. B-BBEE Status Level Verification Certificates (NB: Certificate are identifiable by a SANAS logo) or Valid Sworn affidavit (as issued by DTI/or CIPC
14. (EME/QSE see point 9&10 above) to be provided in order to claim points for specific goals:

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**Please note that failure to comply with the RFQ conditions will invalidate your proposal (if mandatory/prequalification documents are not returned then consider your quotation not accepted).**

I ..... in my capacity as .....  
**certify that the information supplied is correct and I have read and understood the AIDC general terms and conditions, and I accept them.**

**Signature:** .....

**Company Name:** .....

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