



Artscape a Cultural Institution in terms of section 3 of the Cultural Institutions Act 1998 (Act no.119 of 1998).  
Artscape is a listed Public Finance 

Goods	X
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 as a schedule Management 

Services	
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 3A (National entity) under the Act, 1999 (Act No1 of 1999) Seeks Quotations for (R500 000.00). /or below five hundred thousand rand

**Insert CSD Codes:**

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**Insert CSD 36 digit security code:** \_\_\_\_\_

**The following documents needs to be submitted with quotations:**

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

**The attached forms to be completed by Supplier:**

- SBD4, SBD8 & SBD 9

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

<b>Date Issued:</b>	<b>10/12/2021</b>
<b>Description of Goods or Service:</b>	<b>Quantity:</b>
<p><b>Detailed Specifications:</b>  <b>Introduction</b>  <b>Digital Lighting Console and consumables</b></p> <p>A Lighting console that has all the subtleties to operate any art forms in the theatre industry and television broadcasts of events ,but also invest in a console that offers the user a vast and easy layout with minimal button pushing to speed up programming time. Where all colour , presets , gobos images are graphically displayed over a number of touch screens. Creating effects , moods and atmosphere for special events and live performances such as more upbeat musicals would be easily achievable.</p> <p>The main focus of the lighting control system shall be to maximise controls of LEDs and conventional luminaires, moving lights and video servers, but it should not be limited to this function and these fixtures.</p> <p><b>1.1 General Requirements</b></p> <p>Supply and deliver of a digital lighting control system.</p> <p>The lighting control system must be provided either as a console or a networked control system. All individual devices must use a standardised ethernet network for inter-communication.</p> <p>The lighting console must have the following :</p> <ol style="list-style-type: none"> <li>protection against electric shock</li> <li>protection against the impact of high temperatures</li> <li>the isolation of functional sections of the electrical systems through the use of galvanic isolation</li> </ol>	

## **1.2 Basic System Design**

Lighting control console must have the following :

- An integral logic board
- Embedded operating system
- Uninterrupted power supply.
- The unit must be able to distribute DMX via Ethernet using Ethernet DMX nodes or DMX over Ethernet protocols

The unit must be able to receive external signals like MIDI or Timecode anywhere in the network.

## **1.3 Dimensions and Weight**

The unit should not exceed 46 kg

Desirable dimensions when folded and drawer closed shall not exceed 1 256 x 539 x 181 mm / (width x depth x height)

Desirable dimensions when unfolded for operation 1 256 x 584 x 409 (max. 450) mm (width x depth x height,

## **1.4 Power Supply**

The power supply must at least be designed for operation at AC 100 - 240 V; 50/60 Hz and a load of max. 300 VA

## **1.5 Central Processing Unit and Storage**

The console shall incorporate a manufacturer-designed processing engine featuring high performance Intel technology. The minimum requirements for the main CPU are an Intel Core i-series at minimum 3GHz and a minimum of 16 GB RAM.

The console shall have an integrated solid-state-drive with a minimum capacity of 128 GB to store the operating system and show files.

The unit must have a removable USB flash drives, an FTP server or a Microsoft Windows (or NFS shared) drive through a network connection.

The unit shall incorporate a thermal design which includes a cooling corridor to transferring heat from Central Processing Unit (CPU) and Graphical Processing Unit (GPU) to isolate critical components from dust and reduces fan-noise to a very low level.

## **1.6 Connectors**

The unit shall support the following inputs :

- 1 x powerCON TRUE1
- 3 x etherCON/RJ45
- 6 x DMX512-A Out
- 1 x DMX512-A In
- 1 x MIDI In
- 1 x MIDI Out
- 1 x Linear Timecode
- 1 x Audio In XLR
- 1 x GPI (D-SUB DE9 female) for remote control
- 2 x DisplayPort 1.2 for external screens
- 2 x S/PDIF In and Out
- 3 x USB 2.0 (type A)
- 3 x USB 3.0 (type A)

2 x LED desk light (4pin XLR)

Ethernet ports must be 1000BASE-T compatible.

The number of DMX ports shall be expandable with network nodes and network channel expansions.

DMX Out ports shall be configurable as DMX In.

All DMX ports shall be RDM compatible.

## **1.7 Display & Keyboard layout**

The unit shall have a graphical user interface (GUI) and must be touch screen.

The unit must have three 3x multi-touch screens with a diagonal viewable size not exceeding of 15.6 inches.

The unit shall be provided in a monitor wing with a dual friction hinge system providing fast-folding for portability whilst ensuring maximum visibility for users.

The unit shall have two multi-touch screens with a diagonal viewable size not exceeding 7inches.

And one of these two screens shall be provided to be used as trackpad.

The unit must have dedicated encoder and playback information to be accessible directly from three 14.9inch multi-touch letterbox screens, located below the monitor wing.

Two external monitors with optional touch screen functionality shall be connectable to the console using Display Ports for video information and USB (type A) connector for the touch screen input (consult with console manufacturer for monitor and/or touch screen type).

The unit shall have an integral alphanumeric keyboard for instant labelling of stored objects or for command line input.

The unit must have virtual keyboard.

The optional external keyboard must be connectable via USB.

The unit must have backlit buttons

The backlight intensity level shall be adjustable by the user

The units buttons shall be grouped such as, like the numeric keypad, screen navigation, user command, control button and recall playback button.

The unit must a minimum of 4 rows with executor buttons for freely assignable playbacks.

The unit must have motorised faders.

The unit must have rotary encoders for each for the executor buttons

The unit must also provide dedicated software buttons on all screens to recall user assignable views or macros.

### **1.8 Faders**

The unit shall have independent long-life motorised faders with a stroke length not exceeding 6cm

All motorised faders shall incorporate a colour to identify the functionality and state of the fader.

Each fader strip shall be provided with an additional button

Faders and buttons should be assignable to multiple functions:

The console shall have two long-life motorised faders, with a stroke length not exceeding of 10cm,

An adjacent Go+, Go- and Pause-buttons, for playing the main cue list.

These motorised faders shall incorporate a colour changing light to identify the fader.

The unit shall have two corresponding buttons and two corresponding rotary RGB backlit encoders

The unit must have a letterbox screen above the fader information in plain text shall be shown for messages and actual values.

The motorised faders shall move to their corresponding position when reassigning the main sequence or changing their basic function.

### **1.9 Grand master & Encoders**

The units shall have a rotary RGB backlit encoder grand master

The unit must have a blackout button included as encoder

The unit's encoders shall be magnetic rotary encoders to resist excessive use and avoid wearing.

The unit must have five dual encoders with push function be provided to control multifunctional devices

The unit should at least have two multipurpose single encoders with three corresponding buttons each

The unit must at least have 60 rotary RGB backlit playback encoders

### **1.10 Level Wheel**

The unit must have a level wheel to control intensity of certain parameters, including the intensity parameter of moving lights and multimedia devices,

The level wheel shall operate on all selections of different luminaires and fixtures, single or in groups.

### **1.11 External Mouse**

The unit must be able to connect a regular 2-button scroll wheel mouse via USB.

Digital Lighting Console and consumables

### **1.12 General Operations**

The unit must be able to update software by imported from an USB flash drive or through an Ethernet network connection.

All update packages shall be provided free of charge at o cost to the end user.

The unit must operate of a real-time version of Linux.

The unit shall provide 12 288 (HTP/LTP) parameters which are calculated in 24bit.

The unit shall be able to be expanded with processing units to a total of 250 000 parameters.

The unit must be able to do an output of each parameter either in 8bit, 16bit or 24bit using 1, 2 or 3 DMX channels.

The unit shall have a keypad to access dimmers, moving lights and various devices.

The unit shall must be capable of assigning different values by using either the numeric keypad, the command line, the encoders or the level wheel.

The unit must be able to store these values into a number of cues, sequences, or presets, limited only by the system's capacity.

### **1.13 Patch and fixture types**

The unit shall provide a predefined library of well-known and popular fixtures.

The corresponding control channels shall have optional resolutions of 8bit, 16bit or 24bit.

The unit must have a fixture editor to allow the user to create or edit fixture libraries.

The unit shall support the GDTF protocol natively to replicate the real-world physical components of most complex fixtures.

The unit's fixture library shall have written function sets for all attributes to give direct access for selecting parameters such as colours, gobos and the resetting the logics or homing mechanical parts of a fixture.

The unit shall have bitmap files to describe and display gobos in the graphical user interface for easy operation.

The unit shall also use bitmap files to show beams and shading in a 3D visualiser.

The unit must have a 3D visualiser with a fixture selection tools and basic user-definable label options to identify the fixture objects.

The unit shall have a virtual dimmer function to allow the control of standard RGB fixtures and to simulate dimmer functions and control intensity levels independently from the colour attributes.

The unit must provide the option to invert pan and/or tilt values or to swap these two functions on all moving head fixtures.

The unit must be able to create patch sheet showing information about DMX channel assignment, the fixture and channel start and end addresses.

#### **1.14 Screen Configurations**

The unit must be able to give the user the options of personalising and adjusting the position and size on the screens.

The unit must be able to store and recall for a single or all screens.

#### **1.15 Editing and Programming**

The unit shall be able to move, copy and delete all items like presets, groups, sequences and pages

The unit must be able to control and select all items such as channels, fixtures, groups, sequences, presets and pages by logic functions like “plus”, “minus” and “thru”.

The unit must be able to save a number attributes and functions of a multifunctional device as a single addressable fixture number.

The unit must be able to provide the user with the following channel information :

- a) if they are already in use
- b) if they are unused and still available
- c) if they are stored in a certain cue, sequence or preset
- d) if they are currently in a certain preset

The unit should be able to store a selection of channels and fixtures as a group.

The unit should also be capable to store dedicated fixture attributes as a presets

The unit should make use of relative or absolute intensity changes by making use the level wheel, an encoder or the button “AT” (followed by a numeric entry).

The unit shall have the “AT”, “FULL” and “HIGHLIGHT” button for easy editing.

The button “FULL” shall set the selected channels and fixtures to a user defined intensity.

The button “HIGHLIGHT” shall set the output of the selected channels and fixtures temporarily to a user defined intensity and attribute setting without affecting the programmer.

The unit must be capable to define the colour feature of any type of fixture by a dedicated colour picker in a graphical user interface.

The unit must be able to display all values, with a pointer on the screen.

The unit shall have a command line to directly change DMX channels and all features of moving lights and media devices.

The unit should be possible to copy intensities and attributes from one selection to another selection of channels or fixtures.

The unit must have a Undo and Redo option, to be implemented to step back and forth in the command history.

The unit must be able to assign dedicated timing values to each channel, fixture, preset type and attribute, using the command line or an encoder.

The unit must have the option to assign dedicated values for fade, out-fade, delay, out-delay and snap times via the command line.

The unit shall have a graphical user interface for later display and editing the cue timings.

All cues of a sequence on the unit shall be editable to specify the cue triggers such as :

- user "GO",
- Auto follow with a given time,
- The external sound input or timecode inserted by the user.
- 

The unit shall provide a timecode editor with a complete overview of events based on symbols as well as written text.

The unit shall offer possible to set markers in the timeline to easily jump between parts of the timecode.

### **1.16 Playback**

The unit must be able to assign sequences, effects, presets and macros to playback buttons.

The unit should be able to assign a playback to any of the playback buttons.

- As a playback button alone
- A playback button with a fader
- A playback button with a rotary encoder or any of the combinations of those.

The unit must have the capabilities to assign any sequence to any fader or rotary encoder.

The unit must be able to assign a group, speed, , highlight, solo master to any fader or rotary encoder.

The unit shall support auto marking for fixtures,

The times for "preset position whilst at zero percent" shall be defined by the user.

The unit shall provide the "auto mark" options to be on a cue-by-cue basis or all cues in the cue list.

The unit must offer various playbacks priorities to prevent playbacks with a higher priority to be overwritten from playbacks with a lower priority.

### **1.17 Backup & Showfiles**

The unit should at least offer the following to a showfile :

- a) 9 999 groups
- b) 10 x 9 999 predefined presets, expandable by user defined presets
- c) 9 999 sequences, with 9 999 cues each
- e) 4 096 dimmer profiles
- f) 32 user profiles
- g) 256 users

The unit must save all relevant data in a showfile, including all assigned user profiles, the fixtures 3D coordinates and corresponding 3D objects.

The unit must have a auto save function with a user defined interval

The unit shall not delay data being processed and transmitted via DMX-Outputs or Ethernet network during this auto save process.

The unit must come with start showfiles and tutorial showfiles that cannot be modified by the user.

The unit must at least support remote backups via SFTP, NFS or Windows file sharing (SMB) to store showfiles on an external file server.

### **1.18 Reports and Printing**

The unit must have a function to export the total or specified partial show data in a format that is recognised by commonly used programs, to display, edit and print this data.

### **1.19 Network**

The unit shall be fully networkable.

The unit shall have the ability to access WAN.

The unit shall be possible to provide various types of support within the WAN framework such as:

- software updates
- technical support
- online help and fixture downloads

### **1.20 Full Tracking Backup**

The unit must have an option to set up a full tracking backup system with other consoles, or PC based online software editors.

### **1.21 Multi User Environment**

The unit should be able to store a minimum of 32 user profiles

The unit shall provide all users their own personal setups and screen layouts, these profiles must also be password protectable.

### **1.22 Remote Control**

The unit shall have a dedicated terminal application for the use of a remote control.

All command line commands can also be executed via the dedicated Terminal connection.

The Terminal connection shall be established by using a TCP/IP connection.

The unit should be able to be remotely controlled by any web browser application running on any operating system, using an IEEE 802.11 compliant WLAN connection or direct LAN access.

The unit shall also have the capability to be remotely triggered via the following inputs :  
MIDI, DMX, SMPTE, MIDI time code or Open Sound Control.

## **2. Supply and deliver 6x Network to Dmx converters**

The unit must have at least 4 ports / way outs to convert ethernet to dmx data

The unit shall have the following connections or outputs :

- 1 x power con true1
- 1 x ethercon / RJ45
- 4 x DMX512-A out - 5pin XLR female
- 1 x USB 2.0 (type A)

## **3. Supply and deliver 2x Lighting Network Switcher**

The unit shall have a robust metal chassis designed as a rack mounting unit

### **Power Supply**

The power supply shall be designed for operation at 100-240V, 50/60Hz (automatic detection) and a load of max. 100VA.

### **Connectors**

The network switch shall come with the following connectors:

- 1x powerCON
- 1x USB (type B)
- 9x ports to be Neutrik etherCON connectors and support Ethernet 1000Base-T with 1GB/s bandwidth.
- One of these 9 ports must be implemented as management port for configuration of the switch at the front side panel.
- 4 ports as SFP cages for Mini-GBICs.
- It must be an option to design two of them as Neutrik opticalCON or FIBERFOX (multimode) fibre optic connection.

The unit shall be compatible with Mini-GBICs for fibre optic connection running Multi or Single-mode or Copper with a bandwidth of 1000Base-T at least.

### **Controls and Displays**

The unit shall provide a Power-LED on the front side panel to display power on/off

The unit must have a status-LED to display operational state.

The unit must have a bicolour Link-LED at front and rear side panel to display connection speed

The unit should at least have another multicoloured LED for each port to display which group (VLAN) the port is assigned to.

The unit must have a menu button to change the view of displayed information and to reset the switch to its factory defaults.

### **Protocol Filter**

The unit should at least provide and support pre-defined filter for at least the following protocols:

- Art-Net
- sACN
- MA-Net3
- MA-Net2
- dot2-Net
- Midi Show Control (MSC)
- Kinet

## Manual and Documentation

The manufacturer, supplier or the vendor must provide an installation manual and an operation manual in English.

### 4. Supply and deliver 4x Gigabit Ethernet SX MINI-GBIC SFP Transceiver

The unit shall have the following features

- 1 x SFP (mini-GBIC) compatible slots
- 1 x Ethernet 1000Base-SX - LC x 2 interface
- Data Transfer Rate is 1 Gbps
- Data Link Protocol is GigE
- Cabling tpe - 1000Base-SX

### 5. Supply and deliver and 2x 150m of Multi Mode LC Fibre

The Fibre run is to be housed in 25mm PVC Conduit for enhance protection.

- **Training & Operational manuals**

Maintenance training course will be provided to the in-house electronics department together with operational training course to be provided to in-house lighting staff. All Operational manuals to be in English.

## Abbreviations

DMX	-	Digital Multiplex.
MIDI	-	Musical Instrument Digital Interface
TIME CODE	-	Ssequence of numeric codes generated at regular intervals by a timing
synchronisation		system
SMPTE	-	Society of Motion Picture and Television Engineers
kg	-	Kilogram
mm	-	Millimetres
AC	-	Alternating current
V	-	Voltage
VA	-	Volt-ampere
Hz	-	Hertz
CPU	-	Central processing unit
GPU	-	Graphics processing unit
GHz	-	Gigahertz
GB	-	Gigabyte
RAM	-	Random access memory
FTP	-	File transfer protocol
NFS	-	Network File System
GPI	-	General Purpose Interface
D-SUB DE9	-	9-pin connector
S/PDIF	-	Sony/Philips Digital Interface
USB	-	Universal serial bus:
LED	-	Light Emitting Diode
RDM	-	Remote Device Management
GUI	-	Graphic user interface
RGB	-	red, blue and green
HTP	-	Highest Takes Precedence
LTP	-	Latest Takes Precedence

bit	-	Binary digit
GDTF	-	General Device Type Format
3D	-	Three Dimensional
WAN	-	Wide area network
WLAN	-	Wireless computer network
SFTP	-	Shielded Foiled Twisted Pairs (cable)
TCP/IP	-	Transmission Control Protocol
IEEE 802.11	-	A set of local area network
Art-Net	-	Network Protocol
sACN	-	Network Protocol
MA-Net3	-	Network Protocol
MA-Net2	-	Network Protocol
dot2-Net	-	Network Protocol
MSC	-	Midi Show Control
Gbps	-	Gigabit per second
GigE	-	Gigabit Ethernet
Gbps	-	Unit of data rate
tpe	-	thermoplastic rubbers
Pvc	-	Polyvinyl chloride

	TBC
<b>Delivered to :</b>	<b>DF Malan Street, Foreshore, Cape Town</b>
<b>For more information (Technical)</b>	<b>Mr Faheem Bardien Email: faheemb@artscape.co.za</b>
<b>For more information (Supply Chain Management)</b>	<b><a href="mailto:Natasjap@artscape.co.za">Natasjap@artscape.co.za</a></b>
<b>RFQ Closing date &amp; Time:</b>	<b>17 December 2021</b>
<b>Submit RFQ To:</b>	<b><a href="mailto:natasjap@artscape.co.za">natasjap@artscape.co.za</a></b>

**SUPPLIER RESPONSE**

<b>Name of Supplier:</b>	
<b>Address of Supplier:</b>	
<b>Contact Tel :</b>	<b>Email:</b>

<b>Supplier Specifications include Brand/Model if applicable</b>	<b>Quantity</b>	<b>Price Per Unit (incl VAT)</b>	<b>Total (incl VAT)</b>
<b>TOTAL</b>			

\*Insert more rows if needed.

\*Brochures/Catalogues can be submitted with quotation.

\*All prices must be firm and VAT Inclusive.

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

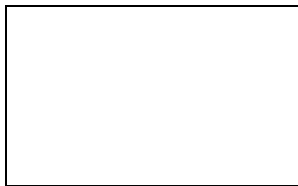
By signing this request for order form the supplier offers to supply the goods or service in respect of **RFQ** and **Description** of goods or services \_\_\_\_\_, as described in this document. \_\_\_\_\_

Signature

Date

Print name: \_\_\_\_\_

On Behalf of the Supplier (duly authorised)



**COMPANY STAMP**

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

#### **SBD 4**

##### **DECLARATION OF INTEREST**

1. Any legal person, including persons employed by the state<sup>1</sup>, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

2.1 Full Name of bidder or his or her representative: .....

Identity Number: .....

Position occupied in the Company (director, trustee, shareholder<sup>2</sup>): .....

Company Registration Number: .....

Tax Reference Number: .....

VAT Registration Number: .....

- 2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

<sup>1</sup>"State" means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;

- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

<sup>2</sup>"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder presently employed by the state? **YES / NO**

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member: .....

Name of state institution at which you or the person connected to the bidder is employed : .....

Position occupied in the state institution: .....

Any other particulars:

.....

.....

.....

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? **YES / NO**

2.7.2.1 If yes, did you attached proof of such authority to the bid document? **YES / NO**

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof:

.....

.....

.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? **YES / NO**

2.8.1 If so, furnish particulars:

.....

.....

.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

2.9.1 If so, furnish particulars.

.....  
.....  
.....

2.10 Are you, or any person connected with the bidder, YES/NO  
aware of any relationship (family, friend, other) between  
any other bidder and any person employed by the state  
who may be involved with the evaluation and or adjudication  
of this bid?

2.10.1 If so, furnish particulars.

.....  
.....  
.....

2.11 Do you or any of the directors / trustees / shareholders / members YES/NO  
of the company have any interest in any other related companies  
whether or not they are bidding for this contract?

2.11.1 If so, furnish particulars:

.....  
.....  
.....

**3 Full details of directors / trustees / members / shareholders.**

Full Name	Identity Number	Personal Reference Number	Tax Number	State Number	Employee / Persal Number

**4 DECLARATION**

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.  
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23  
OF THE GENERAL CONDITIONS OF CONTRACT 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  
2011**

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2011.**

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**1. GENERAL CONDITIONS**

1.1 The following preference point systems are applicable to all bids:

- 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 The value of this bid is estimated not to exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 system shall be applicable.
- 1.3 Preference points for this bid shall be awarded for:
- (a) Price; and
  - (b) B-BBEE Status Level of Contribution.
- 1.4 The maximum points for this bid are allocated as follows:

	<b>POINTS</b>
<b>PRICE</b>	80
<b>B-BBEE STATUS LEVEL OF CONTRIBUTION</b>	20
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

- 1.5 Failure on the part of a bidder to submit proof of B-BBEE Status Level of contribution together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

## 2. DEFINITIONS

- 2.2 **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad Based Black Economic Empowerment Act;
- 2.3 **“B-BBEE status level of contributor”** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 2.4 **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- 2.5 **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);

- 2.6 **“EME”** means any Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad Based Black Economic Empowerment Act;
- 2.7 **“functionality”** means the ability of a tender to provide goods or services in accordance with specifications as set out in the tender documents.
- 2.8 **“prices”** includes all applicable taxes less all unconditional discounts;
- 2.9 **“proof of BBBEE status of contribution”** means:
- 2.9.1 BBBEE Status level certificate issued by an authorized body or person;
- 2.9.2 A Sworn affidavit as prescribed by the BBBEE Codes of Good Practice;
- 2.9.3 Any other requirement prescribed in terms of the BBBEE Act;
- 2.10 **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad Based Black Economic Empowerment Act;
- 2.11 **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

### 3. POINTS AWARDED FOR PRICE

#### 3.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

#### 80/20

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

Where

$P_s$  = Points scored for comparative price of bid under consideration

$P_t$  = Comparative price of bid under consideration

$P_{\min}$  = Comparative price of lowest acceptable bid

### 4 Points awarded for B-BBEE Status Level of Contribution

- 4.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

<b>B-BBEE Status Level of Contributor</b>	<b>Number of points (80/20 system)</b>
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

## 5. BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

## 6. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contribution: ..... = .....(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contribution.

## 7 SUB-CONTRACTING

7.1 Will any portion of the contract be sub-contracted?

**(Tick applicable box)**

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

7.1.1 If yes, indicate:

- (i) what percentage of the contract will be subcontracted? .....%
- (ii) the name of the sub-contractor? .....
- (iii) the B-BBEE status level of the sub-contractor? .....
- (iv) whether the sub-contractor is an EME or QSE?

(Tick applicable box)

YES		NO	
-----	--	----	--

(v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in term Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at last 51% owned by:	EME	QSE
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdevelopment areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

## 8 DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company/firm .....  
:

8.2 VAT registration number : .....

8.3 Company registration number .....  
:

8.4 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One person business/sole propriety
- ☐ Close corporation
- ☐ Company
- ☐ (Pty) Limited

[TICK APPLICABLE BOX]

8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....  
.....  
.....  
.....

8.6 COMPANY CLASSIFICATION

- ☐ Manufacturer
- ☐ Supplier
- ☐ Professional service provider

- ☐ Other service providers, e.g. transporter, etc.  
[TICK APPLICABLE BOX]

8.7 Total number of years the company/firm has been in business? .....

8.8 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution of contributor indicated in paragraph 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 paragraph 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- (iv) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
  - (a) disqualify the person from the bidding 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) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, 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

**WITNESSES:**

1. ....

.....  
SIGNATURE(S) OF BIDDER(S)

4. ....

DATE:.....  
ADDRESS:.....  
.....

SBD 8

**DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES**

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

Item	Question	Yes	No
------	----------	-----	----

4.1	Is the bidder or any of its directors listed on the National Treasury's database as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?  s this Register enter the National Treasury's website, <a href="http://www.treasury.gov.za">www.treasury.gov.za</a> , click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		

#### CERTIFICATION

**I, THE UNDERSIGNED (FULL NAME).....**

**CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.**

.....  
**Signature**

.....  
**Date**

.....  
**Position**

.....  
**Name of Bidder**

**SDB9**

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

- 1 This Standard Bidding Document (SBD) must form part of all bids<sup>1</sup> invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).<sup>2</sup> Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.

- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
- a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
  - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

### **CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

---

(Bid Number and Description)

in response to the invitation for the bid made by:

---

(Name of Institution)

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

I certify, on behalf of: \_\_\_\_\_ that:

(Name of Bidder)

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

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium<sup>3</sup> will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - (a) prices;
  - (b) geographical area where product or service will be rendered (market allocation)
  - (c) methods, factors or formulas used to calculate prices;
  - (d) the intention or decision to submit or not to submit, a bid;
  - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
  - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

<sup>3</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.

10. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

.....

Signature

.....

Date

.....

Position

.....

Name of Bidder