



SOUTH AFRICAN TOURISM

PART C: TENDER EVALUATION PROCESS- SAT TENDER 351/26 PANEL OF GLOBAL INTEGRATED MARKETING AGENCIES (CREATIVE, CONTENT, BRAND DESIGN, ACTIVATION, DIGITAL, PR AND MEDIA)

Summary of the Evaluation Phases (table below):

Table 1: Evaluation Summary

Phase 1 Administrative and Mandatory Bid Requirements	Phase 2 Desktop Functional Technical and Presentation Evaluation	Phase 3 Price and Preference points (Specific goals) Evaluation
Service providers' responses will be evaluated based on compliance with the administrative and mandatory bid requirements.	Service provider (s) are required to achieve a minimum threshold of 75 points (Phase 2A) to proceed to Phase 2 B. Bidders who achieve 75 points under Phase 2B will proceed to Phase 3. The Tender/Evaluation Matrix Cross Reference: Service providers should reference the criteria to the portfolio of evidence in the bid proposal. It is of vital importance that systematic scoring can be carried out. 1. Phase 2. A: Desktop technical, functional evaluation= 100 points: - A bidder must meet a minimum threshold of 75 points of desktop technical and functional evaluation to be considered for the next assessment phase, Phase 2B (Presentation). - Failure to meet the minimum point threshold result in disqualification in this phase. 2. Phase 2. B Presentation = 100 - A bidder must meet the minimum threshold of 75 points of Phase 2B functional evaluation to be considered for the next phase of evaluation, Phase 3 (Price and preference points-specific Goals). - Failure to meet the minimum will result in disqualification in this phase.	The tender will be evaluated on the 90/10 preference points system. Preference points system (specific goals) based on the tender above R50 million.

Phase 1: Administrative and Mandatory Bid Requirements

Without limiting, the generality of South African Tourism is another critical requirement for this Bid, Service provider (s) Must submit all the documents required.

All documents must be completed and signed by the duly authorised representative of the prospective service provider (s). During this phase, service providers' responses will be evaluated based on compliance with the listed administrative and mandatory bid requirements.

Table 2: Phase 1 Evaluation

Documents that must be submitted	YES/NO	
Invitation SBD 1		Complete and sign where applicable.
Registration on the Central Supplier Database (CSD)		- All bidders, including proposed partner/subcontractor agencies, must be registered as a service provider on the National Treasury's Central Supplier Database (CSD). - If the bidder is not registered, register with your company before submitting your proposal. Visit https://secure.csd.gov.za/ to obtain your vendor number. Submit proof of registration. (Applicable to South African Companies only) - Proof of registration can be in any form that SAT can verify that the bidder is registered on the CSD, e.g., MAAA number, CSD report, etc. - Tax compliance is only considered when awarding the tender (the bidder), not during various evaluation phases. - During the award phase, if a bidder is found to be non-compliant as per the CSD or SARS confirmation, the bidder must provide proof of compliance or written proof by SARS of their tax compliance status within seven working days, of which failure will result in the tender not being awarded to the bidder. - SAT reserves the right to consider the next bidder within the process.
Where Consortia / Joint Ventures / Sub-contractors are involved, each party must be registered on the Central Supplier Database and their tax compliance status will be verified through the Central Supplier Database.		
Declaration of Interest - SBD 4		
Preference points claim form in terms of the preferential procurement regulations 2022 - SBD 6.1		- Complete and sign where applicable. - If any bidder is found to have missed signing off or duly completed the SBD, SAT may require, within two working days, a sign-off or duly completed of the SBD, and failure will result in the bid being disqualified.
Mandatory Bid Requirements		
Proof of consortium/Joint venture agreement, etc., if applicable.		Consortium / Joint Venture (where applicable) Where the bid is submitted by a consortium or joint venture, the bid must include a document or undertaking signed by all parties, before the closing date and time, confirming that they will work together on this tender. The document must identify the parties and the lead bidder. Failure to provide this will result in disqualification (This requirement is only

		applicable to bidders who consider a consortium or Joint venture)
The bidder's attendance of the compulsory briefing session.		- The bidder must have been represented at the compulsory online briefing session stipulated on the bid document and advert using (SA time). - Attendance will be confirmed against South African Tourism's attendance record for the session. - In the case of a consortium or joint venture, attendance by the lead bidder or any party to the consortium/joint venture is sufficient

Phase 2: Desktop Technical Evaluation = Weighting out of 100 basis points

All service providers are required to respond to the technical evaluation criteria scorecard and provide information/portfolio of evidence that they unconditionally hold the available capacity, ability, experience, and qualified staff to provide the requisite business requirements to South African Tourism under this tender.

The technical, functional evaluation (functionality) will comprise two (2) phases:

Phase 2. A will measure the responsiveness of proposals as per submission on or before the closing date and time and Phase 2. B will comprise a presentation functional evaluation.

Phase 2 A Desktop technical, functional evaluation- A bidder will be evaluated out of 100 points and must score a minimum threshold of 75 out of 100 points to qualify for presentation in Phase 2. B.

Phase 2 B Presentation- A bidder will be evaluated out of 100 points and must score a minimum threshold of 75 out of 100 points to be further assessed in the following evaluation phase (Price and Preference Points-Specific Goals).

Table 3: Phase 2A Evaluation

Evaluation criteria	Weighting	Reference Page in Bidder's Proposal
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Criterion 1: Demonstrated Experience in Developing and Executing Integrated Destination Marketing Campaigns showcasing industry excellence targeting the global audience Requirement The bidder must demonstrate experience in developing and executing integrated destination marketing campaigns with a proven global footprint across multiple markets The bidder must provide four (4) case studies completed within the last 5 years, comprising: • Two International case studies - illustrating global coverage and reach • Two South African case studies- illustrating local reach Each case study must be relevant to the nature and scope of services described in Part B of the Tender Document and must demonstrate the bidder's role in the development and execution of the campaign. Each case study must demonstrate the below: 1. Strategy and Creative Execution The campaign strategy, creative concept and how the campaign was executed. 2. Methodology The approach used to develop, implement, and manage the campaign. 3. Reporting Tools The tools or mechanisms used to monitor, measure and report campaign performance. 4. Performance Indicators / Campaign ROI The KPIs, results and/or return on investment achieved by the campaign. Reference Requirements Each case study must be supported by a client reference on a formal letterhead that directly relates to that case study. A case study without a valid reference will be disregarded and the score determined from the remaining case studies. South African Tourism reserves the right to verify references or case studies where applicable. The reference letter and/or case study must include valid and contactable client details that may be used to verify the bidder's role and the work performed. Only case studies for work completed within the last 5 years will be considered. Requirements for Case Studies to Be Considered A case study will only be considered where it: • is relevant to the required scope of work; • relates to work completed within the last 5 years; • clearly demonstrates the bidder's role in the campaign; and • is supported by a corresponding client reference with valid and contactable details. Scoring	40	
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Score	Evaluation Requirement		
3 points	Submitted 2 international and 2 South African case studies , each supported by a corresponding client reference letters. The submission collectively demonstrates all four required elements : Strategy and Creative Execution; Methodology; Reporting Tools; and Performance Indicators/Campaign ROI.		
2 points	Submitted at least 2 international and 1 South African case study , each supported by a corresponding client reference letters. The submission collectively demonstrates at least three of the four required elements .		
1 point	Submitted at least 1 international and 1 South African case study , each supported by a corresponding client reference letter. The submission collectively demonstrates at least two of the four required elements .		
0 points	The submission does not meet the minimum requirements for 1 point, or the case studies submitted are older than five years, or the required corresponding client references/contact details are not provided or cannot be verified.		

Criterion 2: Agency Industry Accolades and Awards		
Description The bidder must demonstrate recognised excellence, expertise and innovation within the marketing and communications industry through relevant industry accolades and awards. The bidder must submit evidence of awards or accolades received by the agency. The evidence must clearly indicate: - the name of the award or accolade; - the awarding organisation; - the year in which the award was received; and - the category or work for which the award was received. Only awards and accolades relevant to the marketing, communications, advertising, creative, digital, media or related industry will be considered.		30
Score	Requirement	
3 points	The bidder provides evidence of at least 3 relevant industry awards or accolades received during the past 10 years.	
2 points	The bidder provides evidence of 2 relevant industry awards or accolades received during the past 10 years.	
1 point	The bidder provides evidence of 1 relevant industry award or accolade received during the past 10 years.	
0 points	The bidder provides no qualifying industry awards or accolades, or the evidence submitted does not meet the stated requirements.	
Requirements for Awards and Accolades to Be Considered		
An award or accolade will only be considered where it: - was awarded to the bidding agency; - is relevant to the marketing and communications industry; - was received within the stated period; and - is supported by verifiable evidence, such as a certificate, official award notification, published award listing or equivalent proof. -		

Criteria 3: Resource allocation plan & CVs/Detailed Profiles of the proposed Five Resources. 2: While agencies may allocate additional resources to deliver the account, the evaluation is based on the Five (5) key roles. NB: The bidder must demonstrate the relevant expertise and experience of the proposed Five resources by submitting Curriculum Vitae (CVs)/ Detailed Profiles , to support the years of experience for all key personnel areas of expertise ensuring that the resource is clearly linked to a specific role The bidder must demonstrate access to the following five key agency resources, supported by relevant CVs/ Detailed Profiles : 1. Creative Director 2. Business Unit Director / Account Director (Account Management) 3. Strategy & Planning Lead 4. Digital & Social Media Lead 5. Brand Experiential Manager NB: Bidders are strictly not allowed to duplicate a single resource for more than one role. The submitted CVs/ Detailed Profiles must demonstrate that the proposed resources have relevant experience in their respective disciplines. The Creative Director, Account Director/Business Unit Director, and Digital & Social Media Lead are mandatory resources and must be included as part of the overall resource assessment. Criteria Scoring • 3 Points: The bidder submits CVs / Detailed Profiles for all five required resources – ○ Creative Director, ○ Business Unit Director/Account Director, ○ Strategy & Planning, ○ Digital & Social Media, and ○ Brand Experiential Manager ○ each of the five (5) proposed resources individually demonstrates more than ten (10) years. • 2 Points: The bidder submits CVs for at least four of the five required resources, including the ○ Creative Director, ○ Business Unit Director/Account Director, and ○ Digital & Social Media Lead, ○ Strategy & Planning, ○ each of the four (4) proposed resources individually demonstrates 8 to 10 years of relevant experience. • 1 Point: The bidder submits CVs for at least three of the five required resources, including the: ○ Creative Director, ○ Business Unit Director/Account Director, and ○ Digital & Social Media Lead, ○ each of the three (3) proposed resources individually demonstrates 5 to 7 years of relevant experience. • 0 Points: The bidder does not meet the minimum resource requirements. This includes: ○ Submission of fewer than the minimum required resources; ○ The proposed resources have less than 5 years of relevant experience; or ○ The bidder fails to provide sufficient CV/ Profiles evidence to substantiate the required resource and/or experience. ○ If a resource is duplicated ○ The proposed resource does not meet required number of years or requirements for any of the points scoring as defined above i.e. 3-point, 2-point, 1 point.	30	
PHASE 2A TOTAL	100	

PHASE 2 B PRESENTATION		100	
Criterion 1: Live Presentation of Phase 1 Case Study			
Description			
Bidders who progress to Phase 2B will be required to deliver a live presentation on one of the case studies submitted as part of their Phase 2A tender response.			
The purpose of the presentation is to assess the bidder's demonstrated capability in developing and executing a globally integrated destination marketing campaign, including strategic problem-solving, innovation and creativity, campaign integration, measurement and return on investment.			
The case study presented in Phase 2B must be one of the case studies submitted and evaluated during Phase 2A desktop evaluation. The bidder may expand on the original submission but may not substitute it with a new case study. (In summary, this section assesses depth of delivery and results, not existence, and that new evidence may add detail but cannot replace the case study).		50	
Evaluation Area	What the Bidder Must Demonstrate		
1. Globally Integrated Campaign	Evidence that the campaign was implemented across multiple markets, audiences and/or channels, with clear integration of strategy, creative and execution.		
2. Strategic Problem-Solving, Innovation & Creativity	A clearly defined marketing or brand challenge; the strategic response developed to address it; ability to translate insights into actionable plans and evidence of innovative and creative thinking in the solution.		
3. Reporting & Measurement	Clearly defined KPIs; reporting methodology; tools, dashboards or mechanisms used to monitor campaign performance; and evidence of campaign optimisation where applicable.		
4. Campaign Performance & ROI	Measurable campaign results against stated objectives and KPIs, including quantified outcomes and evidence of ROI and/or value delivered.		
Scoring Scale			
Each evaluation area will be scored independently as follows:			
Score	Assessment Standard		
3 - Strong Evidence	The bidder clearly explains the approach and provides specific, credible and measurable evidence from the case study demonstrating the requirements.		
2 - Adequate Evidence	The bidder demonstrates the requirement and provides supporting evidence, but the level of detail, depth or measurable evidence is limited.		
1 - Limited Evidence	The bidder addresses the requirement at a high level but provides limited supporting evidence or insufficient detail to demonstrate capability.		
0 - Not Demonstrated	The requirement is not addressed, is unclear, or no supporting evidence is provided.		
Evidence Requirements			

Scores will be based on the quality, relevance and credibility of the evidence presented against each evaluation area. General statements, unsupported claims or references to capability without evidence from the presented case study will not receive full marks. For campaign performance and ROI, the bidder should clearly demonstrate the campaign objective, relevant KPI or benchmark, actual performance achieved, and the basis on which ROI or campaign value was determined.			
Criterion 2: Proposed Methodology and Implementation Approach - (Live Presentation) Description This criterion assesses the bidder's proposed methodology for addressing the marketing challenge and delivering the required campaign. The bidder must demonstrate a clear, practical and structured approach to campaign development, implementation, management, measurement and reporting.			
Evaluation Area	What the Bidder Must Demonstrate	50	
1. Strategic and Creative Approach	A clear understanding of the marketing challenge and a logical strategic and creative approach to addressing it. The proposed solution should demonstrate relevance, creativity and alignment to the campaign objectives.		
2. Project Implementation Plan	A structured implementation approach covering key activities, timelines, milestones, deliverables, roles and responsibilities, dependencies and required resources.		
3. Project Management and Execution Methodology	A clear methodology for managing and executing the campaign, including workflow, governance, quality control, stakeholder coordination, risk management and mechanisms for adapting or optimising implementation where required.		
4. Measurement, Reporting and ROI	A clear approach to defining KPIs, monitoring campaign performance, reporting results, optimising performance and measuring ROI and/or value delivered against campaign objectives.		
Scoring Scale Each evaluation area will be scored as the below:			
Score	Assessment Standard		
3 - Strong Evidence	The bidder presents a clear, detailed and practical methodology supported by specific processes, tools, examples or evidence demonstrating how the requirement will be delivered.		
2 - Adequate Evidence	The bidder demonstrates a workable approach and addresses the requirement, but some elements lack detail, depth or supporting evidence.		
1 - Limited Evidence	The bidder addresses the requirement at a high level, but the approach is insufficiently developed or lacks sufficient detail to demonstrate effective delivery.		

0 - Not Demonstrated	The requirement is not addressed, is unclear, or no meaningful methodology or supporting evidence is presented.		
Evidence Requirements			
Scores will be based on the clarity, completeness, practicality and relevance of the proposed methodology against each evaluation area.			
General statements or assertions of capability without explaining how the bidder will implement, manage, measure and report on the campaign will not receive full marks.			
The bidder should clearly demonstrate the relationship between the marketing challenge, proposed solution, implementation approach, measurement framework and expected campaign outcomes.			
PHASE 2 B PRESENTATION		100	

Bidders must meet the minimum threshold of 75 points to proceed to Phase 3: Price and Preference (specific goals) evaluation. Failure to meet the minimum thresholds of both evaluation phases will result in disqualification regardless of combined scored points.

- Bid proposals will be evaluated strictly according to the bid evaluation criteria stipulated in this section.
- Bidders must submit supportive documentation for all functional requirements as part of their bid documents as indicated in the Terms of Reference.
- The panel responsible for scoring the respective bids will evaluate and score all bids based on information presented in the proposals in line with the RFP.
- The score for functionality will be calculated in terms of the table below, where each Bid Evaluation Committee (BEC) member will rate each criterion on the bid evaluation score sheet.

Phase 3: Price and Preference (specific goals) Evaluation (90/10) = 100 points

Only Bidders who meet the minimum 75 points threshold of functionality in Phase 2B will be evaluated in Phase 3 for price and preference (Specific goals). **The panel will consist of the five (5) highest-ranked bidders, based on total points in Phase 3.**

The total points for price evaluation (out of 90) and the total points for specific goals evaluation (out of 10) will be consolidated. The bidder who scores the highest points for comparative pricing and specific goals of after the consolidation of points will normally be considered the preferred bidder, with whom South African Tourism will enter into further negotiations for the contract.

Table 5: Price and Preference (specific goals)

1. LIST OF RETURNABLES			
BIDDERS SHOULD PLEASE ADHERE TO THE FOLLOWING INSTRUCTIONS			
a) TICK APPLICABLE BOX			
b) ENSURE THAT THE FOLLOWING DOCUMENTS ARE COMPLETED, SUBMITTED AND SIGNED WHERE APPLICABLE			
ANNEXURES	DOCUMENT DESCRIPTION	YES	NO
PART A & B	IS BID INVITATION FORM, TERMS, AND CONDITIONS FOR BIDDING COMPLETED, SIGNED AND SUBMITTED?		
SUPPLIER IS REQUIRED TO USE THE PRESCRIBED SEQUENCE IN ATTACHING THE ANNEXURES THAT COMPLETE THE BID OR RFQ DOCUMENT			
ANNEXURE A	IS THE STANDARD BID DOCUMENT (SBD4) FORM BIDDER'S DISCLOSURE COMPLETED, SIGNED AND SUBMITTED?		
ANNEXURE B	IS BIDDER'S SWORN AFFIDAVIT - EXEMPTED MICRO ENTERPRISE (EME) - OR QUALIFYING SMALL ENTERPRISE (QSE) - STILL VALID (FOR A PERIOD OF 12 MONTHS) FROM THE DATE SIGNED BY THE COMMISSIONER SUBMITTED TO CLAIM POINTS FOR SMME'S?		
ANNEXURE C	IS THE BIDDER'S QUOTED PRICE OR FINANCIAL OFFER SUBMITTED AND ALIGNED WITH THE SCOPE OF WORK? OR STATED IN THE BELOW TABLE OF DESCRIPTION		

		OF SERVICE/GOODS?		
	ANNEXURE D	IS PROOF OF OWNERSHIP BY BLACK WOMAN ATTACHED IN THE FORM OF (A) COPY OF THE FOUNDING DOCUMENTATION OF THE COMPANY WITH WHICH THE OWNERSHIP IS LISTED, (B) COPY OF THE ID-DOCUMENT(S) OF THE BLACK WOMAN(E)		
	ANNEXURE E	IS PROOF OF OWNERSHIP BY BLACK PERSON (S) IN THE FORM OF, (A) COPY OF THE FOUNDING DOCUMENTATION OF THE COMPANY WITH WHICH THE BLACK OWNERSHIP IS LISTED, AND (B) COPY OF IDENTITY DOCUMENTS.		
	ANNEXURE F	IS PROOF OF OWNERSHIP BY BLACK YOUTH ATTACHED IN THE FORM OF (A)) COPY OF THE FOUNDING DOCUMENTATION OF THE COMPANY WITH WHICH THE OWNERSHIP IS LISTED, (B) COPY OF THE ID-DOCUMENT(S) OF THE BLACK YOUTH.		
	ANNEXURE G	IS THE LATEST REPORT FROM CENTRAL SUPPLIER DATABASE (CSD) SUBMITTED? THE REPORT WILL BE USED AMONGST OTHERS TO VERIFY TAX COMPLIANT AND BANKING DETAILS. TO FURTHER CONFIRM IF THE SHAREHOLDERS/DIRECTORS OF THE COMPANY ARE BLACK WOMEN, BLACK YOUTH OR BLACK-OWNED. INFORMATION AND DETAILS ON BLACK WOMEN, BLACK YOUTH AND BLACK OWNERSHIP SHOULD BE SIMILAR TO THE INFORMATION SUBMITTED ON ANNEXURES C, D,E AND F ABOVE.		

2. APPLICATION OF PREFERENCE POINT SYSTEM**4.1 DEFINITIONS**

HISTORICALLY DISADVANTAGED INDIVIDUALS (HDI) IS DEFINED AS A SOUTH AFRICAN CITIZEN -

- a) WHO, DUE TO THE APARTHEID POLICY THAT WAS IN PLACE, HAD NO VOTING RIGHTS IN THE NATIONAL ELECTIONS PRIOR TO THE INTRODUCTION OF THE CONSTITUTION OF THE REPUBLIC OF SOUTH AFRICA, 1983 (ACT NO. 100 OF 1983) OR THE CONSTITUTION OF THE REPUBLIC OF SOUTH AFRICA, 1993 (ACT NO. 200 OF 1993) (*"THE INTERIM CONSTITUTION"*) AND OR
- b) WHO IS A WOMAN AND/OR
- c) YOUTH

4.2 WITH THE UNDERSTANDING THAT ANY PERSON WHO RECEIVED SOUTH AFRICAN CITIZENSHIP ON OR BEFORE THE INTRODUCTION OF THE INTERIM CONSTITUTION, WILL NOT BE DEEMED TO BE HDI.

4.3 ANY REFERENCE TO WORDS "BID" OR "BIDDER" HEREIN AND/OR IN ANY OTHER DOCUMENTATION SHALL BE CONSTRUED TO HAVE THE SAME MEANING AS THE WORDS "TENDER" OR "TENDERER".

4.4 "A WOMAN" REFERS TO A FEMALE PERSON WHO IS A SOUTH AFRICAN CITIZEN

4.5 "HDI EQUITY OWNERSHIP" REFERS TO THE PERCENTAGE OF A PARTNERSHIP OR BUSINESS THAT IS OWNED BY INDIVIDUALS, OR IN THE CASE OF A COMPANY, THE PERCENTAGE OF SHARES WHICH IS OWNED BY INDIVIDUALS WHO ARE ACTIVELY INVOLVED IN THE MANAGEMENT DECISIONS AND DAY TO DAY OPERATIONAL ACTIVITIES OF THE COMPANY OR BUSINESS AND WHO EXERCISES CONTROL IN THE BUSINESS IN RELATION TO THEIR OWNERSHIP AT THE CLOSE OF TENDER. WHERE INDIVIDUALS ARE NOT ACTIVELY INVOLVED IN THE MANAGEMENT AND DAY TO DAY OPERATIONAL ACTIVITIES OF THE BUSINESS AND WHO DOES NOT EXERCISE CONTROL IN RELATION TO THE PERCENTAGE OF THEIR OWNERSHIP, EQUITY OWNERSHIP POINTS CANNOT BE AWARDED.

4.6 "BLACK PEOPLE" IS A GENERIC TERM WHICH MEANS AFRICANS, COLOURED AND INDIANS WHO ARE CITIZENS OF THE RSA BY BIRTH OR DESCENT OR BY NATURALISATION BEFORE 27 APRIL 1994 OR AFTER.

4.7 "SMALL ENTERPRISE" MEANS A SEPARATE AND DISTINCT BUSINESS ENTITY, TOGETHER WITH ITS BRANCHES OR SUBSIDIARIES, IF ANY, INCLUDING COOPERATIVE ENTERPRISES, MANAGED BY ONE OWNER OR MORE PREDOMINANTLY CARRIED ON IN ANY SECTOR OR SUBSECTOR OF THE ECONOMY.

4.8 "YOUTH" IS A GENERIC TERM WHICH MEANS PERSONS BETWEEN 14 TO 35 YEARS OF AGE. (THE MAXIMUM AGE OF PERSON/DIRECTOR/SHAREHOLDER ETC MUST BE BELOW OR 35 YEARS ON OR BEFORE THE CLOSING DATE AND TIME OF THE RFQ)

4.9 "EXEMPTED MICRO ENTERPRISE (EME)" IN TERMS OF THE GENERIC CODES OF GOOD PRACTICE, IT REFERS TO AN ENTERPRISE WITH AN ANNUAL TOTAL REVENUE OF R 10 MILLION OR LESS.

4.10 "QUALIFYING SMALL ENTERPRISE (QSE)" IN TERMS OF THE GENERIC CODES OF GOOD PRACTICE, IT REFERS TO AN ENTERPRISE WITH AN ANNUAL TOTAL REVENUE OF BETWEEN R 10 MILLION AND R 50 MILLION

4.11 "SPECIFIC GOALS" REFERS TO CONTRACTING WITH PERSONS, OR CATEGORIES OF PERSONS, HISTORICALLY DISADVANTAGED BY UNFAIR DISCRIMINATION ON THE BASIS OF RACE, GENDER OR DISABILITY AND IMPLEMENTING PROGRAMME AS PUBLISHED IN THE GOVERNMENT GAZETTE NO. 16085 DATED 23 NOVEMBER 1994.

4.12 90 / 10 PREFERENCE POINT SYSTEM

TENDERERS WILL BE AWARDED POINTS AS FOLLOWS:

The points must be allocated and awarded as follows:

i.	Total Tendered Price	: 90 points	} Specific Goals (Maximum points)
ii.	Black Women Ownership	: 02 points	
iii.	Black Ownership	: 04 points	
iv.	Black Youth	: 02 points	
v.	Small, Medium and Micro Enterprises	: 02 points	

(SMME's)

Total: 100 points

4.13 THE POINTS SCORED FOR SPECIFIC GOALS WILL BE ADDED TO THE POINTS SCORED FOR PRICE, AND THE TOTAL MUST BE ROUNDED OFF TO THE NEAREST 2 DECIMAL PLACES

4.14 TENDER PRICE

THE FOLLOWING FORMULA WILL BE USED TO CALCULATE THE POINTS OUT OF 90 FOR PRICE IN RESPECT OF TENDER WITH A RAND VALUE EXCEEDING R 50 MILLION (INCLUSIVE OF ALL APPLICABLE TAXES). THE LOWEST ACCEPTABLE TENDER MUST SCORE 90 POINTS FOR PRICE, AND OTHER TENDERS WHICH ARE HIGH IN PRICE MUST SCORE FEWER POINTS, ON PRORATA BASIS.

$$P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

WHERE -

PS = POINTS SCORED (AWARDED) FOR PRICE OF TENDER UNDER CONSIDERATION

PT = PRICE OF TENDER UNDER CONSIDERATION; AND

PMIN = PRICE OF THE LOWEST ACCEPTABLE TENDER

4.15 SPECIFIC GOALS**4.15.1 % OWNED BY PEOPLE WHO ARE BLACK WOMEN (WO)**

A MAXIMUM OF Two (02) POINTS WILL BE AWARDED TO A TENDERER WHO IS A BLACK WOMAN. EQUITY OWNERSHIP FOR BLACK WOMEN WILL BE DETERMINED BY THE % OF THE ENTERPRISE OWNED BY SUCH A PERSON OR BY THE % OF SHARES OWNED BY MEMBER/S WHO ARE ACTIVELY INVOLVED IN THE DAY TO DAY MANAGEMENT OF THE COMPANY OR ENTERPRISE.

% OF ENTERPRISE OWNED BY BLACK WOMEN ----- %

THUS, POINTS AWARDED: $2 \times \frac{\% WO}{100} =$

PROOF OF OWNERSHIP MUST BE ATTACHED IN THE FORM OF:

- a) COPY OF THE FOUNDING DOCUMENTATION ON THE COMPANY WITH WHICH THE OWNERSHIP IS LISTED I.E. CIPC ETC;
- b) COPY OF THE ID-DOCUMENT (S) OF THE BLACK WOMAN(E)
- c) LATEST CENTRAL SUPPLIER DATABASE (CSD) REPORT OF WHICH OWNERSHIP OF THE BLACK WOMAN IS LISTED

4.15.2 % OWNED BY BLACK OWNERSHIP (BO)

A MAXIMUM OF Four (04) POINTS WILL BE AWARDED TO A TENDERER WHO IS A BLACK AND DID NOT HAVE VOTING RIGHTS ACCORDING TO THE DEFINITION OF AN HDI. EQUITY OWNERSHIP FOR BLACKS WILL BE DETERMINED BY THE % OF THE ENTERPRISE OWNED BY SUCH A PERSON OR BY THE % OF SHARES OWNED BY MEMBERS WHO ARE ACTIVELY INVOLVED IN THE DAY-TO-DAY ACTIVITIES OF THE COMPANY OR ENTERPRISE.

% OF ENTERPRISE OWNED BY BLACK PERSON(S) WHO DID NOT HAVE VOTING RIGHTS..... %

THUS, POINTS AWARDED: $04 \times \frac{\% BO}{100} =$

PROOF OF OWNERSHIP MUST BE ATTACHED IN THE FORM OF:

- a) COPY OF ID DOCUMENT.
- b) COPY OF THE FOUNDING DOCUMENTATION ON THE COMPANY WITH WHICH THE OWNERSHIP IS LISTED I.E. CIPC ETC;
- c) LATEST CSD REPORT WITH BLACKS AS SHAREHOLDERS/DIRECTORS OF THE COMPANY

4.15.3 SMALL, MEDIUM AND MICRO ENTERPRISES (SMME'S)

A MAXIMUM OF Two (2) POINTS WILL BE AWARDED TO A TENDERER WHO IS CLASSIFIED AS SMMEIS

THE COMPANY CLASSIFIED AS EME OR QSE?

YES = 2 POINTS

=

NO = 0 POINT

PROOF OF DOCUMENTATION MUST BE ATTACHED IN THE FORM OF:

- a) SWORN AFFIDAVIT THAT IS VALID FOR A PERIOD OF 12 MONTHS FROM THE DATE SIGNED BY THE COMMISSIONER.

4.15.4 % OWNED BY BLACK YOUTH

A MAXIMUM OF TWO (2) POINTS WILL BE AWARDED TO A TENDERER WHO IS Black Youth. EQUITY OWNERSHIP FOR BLACK YOUTH WILL BE DETERMINED BY THE % OF THE ENTERPRISE OWNED BY SUCH A PERSON OR BY THE % OF SHARES OWNED BY MEMBERS WHO ARE ACTIVELY INVOLVED IN THE DAY TO DAY ACTIVITIES OF THE COMPANY OR ENTERPRISE.

% OF ENTERPRISE OWNED BY BLACK YOUTH %

THUS, POINTS AWARDED : $2 \times \frac{\% DO}{100} =$

PROOF OF OWNERSHIP MUST BE ATTACHED IN THE FORM OF:

- a) A COPY OF THE FOUNDING DOCUMENTATION OF THE COMPANY WITH WHICH THE OWNERSHIP IS LISTED I.E. CIPC ETC;
- b) A COPY OF ID DOCUMENT;
- c) LATEST CENTRAL SUPPLIER DATABASE (CSD) REPORT OF WHICH OWNERSHIP OF THE BLACK YOUTH IS LISTED.

4.15.5

Table B: Ownership

NAME AND SURNAME /ENTITY NAME	GENDER (MALE OR FEMALE)	AGE i.e., 32	CITIZENSHIP (RSA, OR SPECIFY OTHER)	ETHNIC GROUP (BLACK, WHITE, ETC.)	NUMBER OF SHARES PER SHAREHOLDER	PERCENTAGE OF OWNERSHIP (%) PER SHAREHOLDER
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Total						

(To be completed by bidder)

TABLE- C: SPECIFIC GOALS

Ownership	Total percentage of ownership	specific goals points claimed
Black Woman ownership		
Black Ownership		
Black Youth Ownership		
Total		

4.16 THE SAT CAN ONLY AWARD POINTS PROVIDED SUFFICIENT INFORMATION AND REQUIRED DOCUMENTS ARE CORRECTLY COMPLETED AND RETURNED WITH THE PROPOSALS IN LINE WITH LIST OF RETURNABLE DOCUMENTS ON PARAGRAPH THREE (3) ABOVE. POINTS OBTAINED FOR PRICE SHOULD BE ADDED TO POINTS OBTAINED FOR SPECIFIC GOALS.

4.17 TENDER MUST BE AWARDED TO THE TENDERER SCORING THE HIGHEST POINTS. HOWEVER, A CONTRACT MAY BE AWARDED TO A TENDERER THAT DID NOT SCORE THE HIGHEST POINTS ONLY IN ACCORDANCE WITH SECTION 2 (1)(F) OF THE PPPFA 05 OF 2000.

3. CRITERIA FOR BREAKING DEADLOCK IN SCORING

- a) IF TWO OR MORE OF THE TENDERERS HAVE SCORED AN EQUAL TOTAL NUMBER OF POINTS, THE CONTRACT WILL BE AWARDED TO THE TENDERER THAT SCORED THE HIGHEST POINTS FOR SPECIFIC GOALS WILL BE PREFERRED;
- b) IF TWO OR MORE TENDERERS SCORE AN EQUAL TOTAL NUMBER OF POINTS AND AN EQUAL NUMBER OF POINTS FOR SPECIFIC GOALS, THE FOLLOWING WILL BE APPLIED IN ORDER, UNTIL THE TIE IS BROKEN:
 - i. THE TENDERER WITH THE HIGHEST FUNCTIONALITY SCORE IN PHASE 2 WILL BE PREFERRED;
 - ii. WHERE A PRESENTATION FORMS PART OF THE EVALUATION, AND THE TIE REMAINS, THE TENDERER WITH THE HIGHEST SCORE IN THE PRESENTATION PHASE (PHASE 2B) WILL BE PREFERRED;
 - iii. If the tie still remains, the tenderer with the highest score in Phase 2A will be preferred;
 - iv. IF THE TIE STILL REMAINS, THE TIE WILL BE DECIDED BY A TRANSPARENT DRAWING OF LOTS.
- c) A DRAWING OF LOTS WILL BE CONDUCTED BY SOUTH AFRICAN TOURISM'S SUPPLY CHAIN MANAGEMENT DEPARTMENT, IN THE PRESENCE OF AT LEAST TWO OFFICIALS WHO ARE NOT MEMBERS OF THE EVALUATION

COMMITTEE FOR EXAMPLE INTERNAL AUDIT; RISK etc. d) THESE CRITERIA APPLY TO ANY TIE THAT AFFECTS APPOINTMENT TO THIS PROJECT, INCLUDING A TIE FOR THE LAST AVAILABLE PLACE, AND TO ANY TIE THAT DECIDES THE RANKING ORDER FOR A RESERVE LIST, WHERE ONE IS KEPT.	
4. DELIVERIES a. ALL DELIVERIES MAY BE ACCOMPANIED BY A DELIVERY NOTE OR AN INVOICE OF AN OFFICIAL PURCHASE ORDER NUMBER AGAINST WHICH THE DELIVERY HAS BEEN AFFECTED b. DELIVERIES NOT COMPLYING WITH THE PURCHASE ORDER FORM MAY BE RETURNED TO THE SUPPLIER(S) AT THE SUPPLIER'S EXPENSE. SAT WILL NOT BE LIABLE FOR PAYMENT OF INCORRECTLY DELIVERED GOODS OR SERVICE	
c. BIDDERS SHOULD INDICATE THE PLANNED DELIVERY PERIOD (IN DAYS) FROM THE DATE AN ORDER IS ISSUED	
5. POPIA DISCLAIMER 5.1. COMPLIANCE WITH THE PERSONAL INFORMATION ACT, 4 OF 2013 PERSONAL INFORMATION SHARED WITH THE SAT SHALL BE TREATED WITH CONFIDENTIALITY AND IN COMPLIANCE WITH THE PROTECTION OF PERSONAL INFORMATION ACT, 4 OF 2013 (POPIA) AND OTHER APPLICABLE LAWS. FOR PURPOSES OF THIS DISCLAIMER, "PERSONAL INFORMATION" SHALL BE DEFINED AS DETAILED IN THE PROMOTION OF ACCESS TO INFORMATION ACT, ACT 2 OF 2000 (PAIA) AND POPIA, AND "PROCESSING" AND "FURTHER PROCESSING" SHALL BE READ, INTERPRETED AND UNDERSTOOD AS DETAILED AND DEFINED IN POPIA. 5.2. CONSENT TO PROCESSING AND FURTHER PROCESSING OF PERSONAL INFORMATION THE SATMAY PROCESS AND FURTHER PROCESS RECEIVED PERSONAL INFORMATION, INTERNALLY OR EXTERNALLY, IN THE EXECUTION OF ITS MANDATE AND/OR AS REQUIRED BY LAW. THE SAT MAY SHARE PERSONAL INFORMATION WITH ITS SERVICE PROVIDERS, AGENTS, CONTRACTORS, LEGAL AND OTHER PROFESSIONAL ADVISORS AUTHORISED TO PROCESS THIS INFORMATION. THE SATMAY THUS PLACE RECEIVED PERSONAL INFORMATION IN THE PUBLIC DOMAIN DUE TO THE NATURE AND REQUIREMENTS OF ITS WORK. 5.3. FURTHER PROCESSING OF PERSONAL INFORMATION YOU FURTHER GRANT THE SATEXPRESS AND/OR IMPLIED PERMISSION TO FURTHER PROCESS RECEIVED PERSONAL INFORMATION AND PLACE IT IN THE PUBLIC DOMAIN, IN THE EXECUTION OF ITS MANDATE AND STATUTORY OBLIGATIONS. 5.4. DUTY OF CARE THE SAT VALUES YOUR PRIVACY AND SHALL TAKE ALL REASONABLE MEASURES TO PROTECT RECEIVED PERSONAL INFORMATION. 5.5. EXEMPTION FROM LIABILITY THE SAT (INCLUDING ITS OFFICIALS AND/OR EMPLOYEES) ACCEPTS NO LIABILITY WHATSOEVER, FOR ANY LOSS, DAMAGE (WHETHER DIRECT, INDIRECT, SPECIAL, OR CONSEQUENTIAL), AND/OR EXPENSES OF ANY NATURE WHATSOEVER WHICH MAY ARISE AS A RESULT OF, OR WHICH MAY BE ATTRIBUTABLE DIRECTLY OR INDIRECTLY, FROM INFORMATION MADE AVAILABLE HEREIN, OR ACTIONS OR TRANSACTIONS RESULTING THEREFROM	

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