



## SOUTH AFRICAN TOURISM

### PART C: TENDER EVALUATION PROCESS - SAT TENDER NUMBER 317/25 CUSTOMISED BUILDING, FLEET AND OFFICE CONTENTS INSURANCE SERVICES FOR 36 MONTHS

Summary of the Evaluation Phases (table below):

**Table 1: Evaluation Summary**

Phase 1 Pre-qualification Criteria	Phase 2 Functional Technical Evaluation	Phase 3 Evaluation of Price and Specific Goals.
Bidders' responses will be evaluated based on compliance with the listed administrative and mandatory requirements.	Only bidder(s) who score 70% and above on Phase 2 will proceed to Phase 3 (Price and Specific goals).	<p>The tender will be evaluated on either the 80/20 or 90/10 preference point system.</p> <p>Once a tender is received, the lowest acceptable tender will be used to determine the preference point system to be used for the evaluation.</p> <p>Where the lowest acceptable tender is below R50 million, the 80/20 preference point system must be used and If the lowest acceptable tender is above R50 million, the 90/10 preference point system must be used.</p>

**Table 2: Phase 1: Administrative Requirements**

Documents that must be submitted	YES/NO	
Invitation SBD 1		Complete and sign where applicable.
Registration on the Central Supplier Database (CSD)		<ul style="list-style-type: none"> <li>All bidders, including proposed partner/subcontractor agencies, must be registered as a service provider on the National Treasury's Central Supplier Database (CSD).</li> <li>If the bidder is not registered, register with your company before submitting your proposal. Visit</li> </ul>

Documents that must be submitted	YES/NO	
		<p><a href="https://secure.csd.gov.za/">https://secure.csd.gov.za/</a> to obtain your vendor number. Submit proof of registration. (Applicable to South African Companies only)</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• Tax compliance is only considered when awarding the tender (the bidder), not during various evaluation phases.</li> <li>• 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.</li> <li>• SAT reserves the right to consider the next bidder within the process.</li> </ul>
Declaration of Interest - SBD 4		<ul style="list-style-type: none"> <li>• Complete and sign where applicable.</li> <li>• If the 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.</li> </ul>
Preference points claim form in terms of the preferential procurement regulations 2022 - SBD 6.1		

Table 3: Mandatory Requirements

**NB: Non-submission results in disqualification.**

**Documents that must be submitted**

**Failure to provide the documents stated below will result in immediate disqualification.**

MANDATORY	YES	NO
<b>Membership</b>  1. Proof of a valid Non-Life Insurance Industry Membership.  <i>N.B: Membership certificate to be valid at the time of the tender closing date.</i>		
<b>Compliance Certificate</b>  2. A valid Certificate of Compliance with the Financial Sector Conduct Authority.  <i>N.B: Compliance certificate to be valid at the time of the tender closing date. Should the certificate be in a renewal process, attach proof of renewal</i>		
3. SASRIA - Attach Valid Proof of registration.		

**Phase 2: Desktop Functional Technical Evaluation**

All bidders 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.

**Table 4: Phase 2 Desktop Technical Functional Evaluation**

Deliverables / Performance Indicators	Weight Allocated	Reference pages in the bidder's proposal.
<b>EVALUATION CRITERIA</b>		
<p><b>1. Company references to showcase credentials and experience relevant to the assignment, specifically demonstrating capacity and capability for the Building, Fleet, and Office Content Insurance (in line with the Scope of Work).</b></p> <ul style="list-style-type: none"> <li>The bidder is required to provide a verifiable contactable client reference on the client's letterhead.</li> </ul> <p>Reference letters should not be older than three (3) years from the closing of this RFP.</p> <p><i>The reference letters should include the following elements:</i></p> <ul style="list-style-type: none"> <li>Contract duration.</li> <li>Contact details: email address, telephone number, or mobile.</li> <li>Contract value</li> <li>Scope (i.e., highlight client assets covered, e.g., Building, Fleet, and/or Building Contents, not the list)</li> </ul> <p><b>Points Scoring:</b></p> <ul style="list-style-type: none"> <li>Five (5) client references = 3 Points</li> <li>Four (4) client references = 2 Points</li> <li>Three (3) client reference = 1 Point</li> </ul> <p><b>The non-scoring factors = zero (0):</b></p> <ul style="list-style-type: none"> <li>No reference letters submitted.</li> <li>Submission of Appointment letters, purchase orders</li> <li>Email reference instead of letterhead reference letters</li> <li>Reference letters without contacts or any of the elements detailed above</li> <li>Two (2) reference letters or less submitted</li> <li>Reference letters that are older than three (3) years or not dated.</li> </ul>	30	

Deliverables / Performance Indicators	Weight Allocated	Reference pages in the bidder's proposal.
<p><b>Claim Processing Methodology</b></p> <p>Showcase (detailed case study) of reference letter on criteria 1 above. The case study should include any of the largest claims handled by the prospective bidder until final settlement for the benefit of the respective client above.</p> <p>Case studies should not be older than three (3) years from the closing of this RFP.</p> <p><b>Points Scoring:</b></p> <ul style="list-style-type: none"> <li>• Five (5) case studies = 3 Points</li> <li>• Four (4) case studies = 2 Points</li> <li>• Three (3) case studies = 1 Point</li> <li>• Two (2) case studies = 0 Points</li> </ul> <p><b>NB: Case studies not aligned to the client references will receive a score of zero (0).</b></p>	30	
<p><b>2. Submit proof of proposed team credentials, experience, and their valid qualifications, including individual proof of Regulatory Examination Certificates of the team members to be involved in the day-to-day services to SA Tourism:</b></p> <p><b>Team Composition</b></p> <ul style="list-style-type: none"> <li>- Key Accounts Manager.</li> <li>- Support Team members.</li> </ul> <p>Detailed CVs of the proposed team must be submitted, and they must elaborate on areas in which they were involved. Insurance support and claims handling (highlight building, fleet, and office contents claims resolved) will be evaluated. The number of years of experience of the proposed team member must be aligned with their respective roles; the team should be exposed to the latest claims regarding handling technology.</p> <p><b>The team must comprise the following:</b></p>		

Deliverables / Performance Indicators	Weight Allocated	Reference pages in the bidder's proposal.
<b><u>Key Accounts Manager - Relevant qualification, Regulatory Examination NQF Level 7</u></b> <ul style="list-style-type: none"> <li>3 years' experience = 1 Point</li> <li>4 - 6 years' experience = 2 Points</li> <li>7 + years' experience = 3 Points</li> </ul> <b>The non-scoring factors = zero</b> <ul style="list-style-type: none"> <li>No CV</li> <li>Less than three (3) years' experience = 0 points</li> <li>Also show the team structure and skill matrix</li> </ul>	20	
<b><u>Support Team Member No.1 - Relevant qualification and Regulatory Examination</u></b> <ul style="list-style-type: none"> <li>Non submission = 0 points</li> <li>1 year experience = 1 Point</li> <li>2 - 4 years' of experience = 2 Points</li> <li>5 years' experience = 3 Points</li> </ul> <b>The non-scoring factors = zero</b> <ul style="list-style-type: none"> <li>No CVs</li> <li>Less than 1 year of experience</li> <li>Also show the team structure and skill matrix.</li> </ul>	10	
<b><u>Support Team Member No.2 - Relevant qualification and Regulatory Examination</u></b> <ul style="list-style-type: none"> <li>Non submission = 0 points</li> <li>1 year experience = 1 Point</li> <li>2 - 4 years' of experience = 2 Points</li> <li>5 years' experience = 3 Points</li> </ul> <b>The non-scoring factors = zero</b> <ul style="list-style-type: none"> <li>No CVs</li> <li>Less than 1 year of experience</li> <li>Also show the team structure and skill matrix.</li> </ul>	10	
<b>Total Weight</b>	100	

A bidder must meet a minimum threshold of **70%** from the desktop technical functional evaluation to be considered for the next phase of evaluation, Phase 3, which is an evaluation on price and specific goals. Failure to meet the minimum points of **70%** threshold will result in disqualification in this phase.

- Bids proposals will be evaluated strictly according to the bid evaluation criteria stipulated in this section.
- As part of their bid documents, bidders must submit supporting documentation for all functional requirements 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 bid 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 using the following value scale/matrix:

**Phase 3: Price and Preference (specific goals) Evaluation (80/90+20/10) = 100 points**

Only Bidders who meet the minimum of 70% threshold of functionality in Phase 2 will be evaluated in Phase 3 for price and preference (Specific goals).

The total points for price evaluation (out of 80/90) and the total points for specific goals evaluation (out of 20/10) will be consolidated. The bidder who scores the highest points for comparative pricing and specific goals after the consolidation of points will normally be considered as the preferred bidder with whom South African Tourism will enter into further negotiations for the respective marketing discipline that was tendered.

**Table 6: Price and Preference (specific goals)**

<b>1. LIST OF RETURNABLES</b>			
<b>BIDDERS SHOULD PLEASE ADHERE TO THE FOLLOWING INSTRUCTIONS</b>			
a) TICK APPLICABLE BOX			
b) ENSURE THAT THE FOLLOWING DOCUMENTS ARE COMPLETED, SUBMITTED AND SIGNED WHERE APPLICABLE			
<b>ANNEXURES</b>	<b>DOCUMENT DESCRIPTION</b>	<b>YES</b>	<b>NO</b>
<b>PART A &amp; B</b>	IS BID INVITATION FORM , TERMS, AND CONDITIONS FOR BIDDING COMPLETED, SIGNED, AND SUBMITTED?		
<b>SUPPLIER IS REQUIRED TO USE THE PRESCRIBED SEQUENCE IN ATTACHING THE ANNEXURES THAT COMPLETE THE BID OR RFQ DOCUMENT</b>			
<b>ANNEXURE A</b>	IS THE STANDARD BID DOCUMENT (SBD4) FORM BIDDER'S DISCLOSURE COMPLETED, SIGNED AND SUBMITTED?		
<b>ANNEXURE B</b>	IS BIDDER'S SWORN AFFIDAVIT – <b>EXEMPTED MICRO ENTERPRISE (EME)</b> – OR <b>QUALIFYING SMALL ENTERPRISE (QSE)</b> – STILL VALID (FOR A <i>PERIOD OF 12 MONTHS</i> ) FROM THE DATE SIGNED BY COMMISSIONER SUBMITTED TO CLAIM POINTS FOR SMME'S?		
<b>ANNEXURE C</b>	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?		
<b>ANNEXURE D</b>	IS PROOF OF OWNERSHIP BY BLACK WOMAN ATTACHED IN THE FORM OF <b>(A)</b> COPY OF THE FOUNDING DOCUMENTATION OF THE COMPANY WITH WHICH THE OWNERSHIP IS LISTED, <b>(B)</b> COPY OF THE ID-DOCUMENT(S) OF THE BLACK WOMAN(E)		
<b>ANNEXURE E</b>	IS PROOF OF OWNERSHIP BY BLACK PERSON (S) IN THE FORM OF, <b>(A)</b> COPY OF THE FOUNDING DOCUMENTATION OF THE COMPANY WITH WHICH THE BLACK OWNERSHIP IS LISTED, AND <b>(B)</b> COPY OF IDENTITY DOCUMENTS.		
<b>ANNEXURE F</b>	IS PROOF OF OWNERSHIP BY BLACK YOUTH ATTACHED IN THE FORM OF <b>(A)</b> ) COPY OF THE FOUNDING DOCUMENTATION OF THE COMPANY WITH WHICH THE OWNERSHIP IS LISTED, <b>(B)</b> COPY OF THE ID-DOCUMENT(S) OF THE BLACK YOUTH.		
<b>ANNEXURE G</b>	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.		
<b>2. APPLICATION OF PREFERENCE POINT SYSTEM</b>			

**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 80 / 20 PREFERENCE POINT SYSTEM**

TENDERERS WILL BE AWARDED POINTS AS FOLLOWS:

**The points must be allocated and awarded as follows:**

- i. Total Tendered Price : 80 points
- ii. Black Women Ownership : 04 points
- iii. Black Ownership : 10 points
- iv. Black Youth : 02 points
- v. Small, Medium and Micro Enterprises : 04 points

(SMME's)

**Specific Goals (Maximum points)**



**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 80 FOR PRICE IN RESPECT OF TENDER WITH A RAND VALUE NOT EXCEEDING R 50 MILLION (INCLUSIVE OF ALL APPLICABLE TAXES). THE LOWEST ACCEPTABLE TENDER MUST SCORE 80 POINTS FOR PRICE, AND OTHER TENDERS WHICH ARE HIGH IN PRICE MUST SCORE FEWER POINTS, ON PRO RATA BASIS.

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

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 FOUR (04) 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:  $4 \times \frac{\% WO}{100} = 14 \times \frac{\% WO}{100} =$

PROOF OF OWNERSHIP MUST BE ATTACHED IN THE FORM OF:

- a) COPY OF THE FOUNDING DOCUMENTATION OF 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 PEOPLE (BO)**

A MAXIMUM OF TEN (10) 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.....%



$$\text{THUS, POINTS AWARDED: } 10 \times \frac{\% BO}{100} = 4 \times \frac{\% BO}{100} =$$

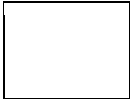
**PROOF OF OWNERSHIP MUST BE ATTACHED IN THE FORM OF:**

- 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 FOUR (4) POINTS WILL BE AWARDED TO A TENDERER WHO IS CLASSIFIED AS SMME

IS THE COMPANY CLASSIFIED AS EME OR QSE?



YES = 4 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.....%



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

**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.

**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
<b>Total</b>						

(To be completed by bidder)

**TABLE- C: SPECIFIC GOALS**

OWNERSHIP	TOTAL PERCENTAGE OF OWNERSHIP	SPECIFIC GOALS POINTS CLAIMED
<b>Black Woman ownership</b>		
<b>Black Ownership</b>		
<b>Black Youth Ownership</b>		
<b>Total</b>		

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 EQUAL TOTAL NUMBER OF POINTS, THE

CONTRACT WILL BE AWARDED TO THE TENDERER THAT SCORED THE HIGHEST POINTS FOR SPECIFIC GOALS;

- b) IF TWO OR MORE TENDERES SCORE EQUAL TOTAL NUMBER OF POINTS IN ALL RESPECTS, THE AWARD WILL BE DECIDED BY THE DRAWING OF LOTS

#### 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. THE 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

##### 7.1 COMPLIANCE WITH 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.

##### 7.2 CONSENT TO PROCESSING AND FURTHER PROCESSING OF PERSONAL INFORMATION

THE SAT MAY 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 SAT MAY THUS PLACE RECEIVED PERSONAL INFORMATION IN THE PUBLIC DOMAIN DUE TO THE NATURE AND REQUIREMENTS OF ITS WORK.

##### 7.3 FURTHER PROCESSING OF PERSONAL INFORMATION

YOU FURTHER GRANT THE SAT EXPRESS 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.

##### 7.4 DUTY OF CARE

THE SAT VALUES YOUR PRIVACY AND SHALL TAKE ALL REASONABLE MEASURES TO PROTECT RECEIVED PERSONAL INFORMATION.

##### 7.5 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

END