



SABC SCM DIVISION
RADIO PARK, HENLEY ROAD
AUCKLAND PARK, 2092
JOHANNESBURG
PRIVATE BAG X1
AUCKLAND PARK X1
AUCKALAND, 2006
www.sabc.co.za

REQUEST FOR QUOTATION (RFQ)

RFQ	RFQ/COM/2023/127
RFQ ISSUE DATE	31 OCTOBER 2023
RFQ DESCRIPTION	PROVISION OF AN EVENT MANAGEMENT COMPANY TO PROCURE SERVICES, AND EXECUTE SABC EC HALF MARATHON AT KINGS BEACH, PORT ELIZABETH ON THE 18 NOVEMBER 2023, ONCE OFF PROJECT.
BRIEFING SESSION / SITE INSPECTION	NONE
CLOSING DATE & TIME	06 NOVEMBER 2023 @ 12:00 PM

Submissions must be electronically emailed to RFQSubmissions@sabc.co.za on or before the closing date of this RFQ.

For queries, please contact **Tando Oldjohn** via email: Tenderqueries@sabc.co.za

The SABC requests your quotation on the services listed above. Please furnish us with all the information as requested and return your quotation on the date and time stipulated above. Late and incomplete submissions will invalidate the quote submitted.

SUPPLIER NAME: _____

POSTAL ADDRESS: _____

TELEPHONENO: _____

FAX NO.: _____

E MAIL ADDRESS: _____

CONTACT PERSON: _____

CELL NO: _____

SIGNATURE OF BIDDER: _____

South African Broadcasting Corporation SOC Limited: Registration Number: 2003/023915/30

Non-Executive Directors: Mr K M Ramukumba (Chairperson); Ms N A Batyi (Deputy Chairperson); Dr R K C Horne; Ms P Kadi; Ms P P Magopeni; Mr D M Maimela; Ms A C Makhwanya; Mr D K Mohuba; Ms M Moonsamy; Ms R M S Motaung; Adv T S Thipanyane; Mr M Tsedu

Executive Directors: Ms N N Wotshela (Acting Group Chief Executive Officer); Mr I C Plaatjes (Chief Operations Officer); Ms Y van Biljon (Chief Financial Officer);

Acting Company Secretary: Mr S F Mdluli

NOTES ON QUOTATIONS AND PROPOSALS SUBMISSION

1. All electronic submissions must be submitted in a **PDF** format that is protected from any modifications, deletions, or additions.
2. Financial/pricing information must be presented in a **separate** attachment from the Technical / Functional Response information.
3. The onus is on the Bidder to further ensure that all mandatory and required documents are included in the electronic submission.
4. All submissions should be prominently marked with the following details in the email subject line:

➤ **RFQ Number and bidders' name.**
5. Bidders are advised to email electronic submissions at least thirty minutes before the bid closing time to cater for any possible delay in transmission or receipt of the bid. The onus is on bidder to ensure that the bid is submitted on time via email.
6. Tender submission emails received after submission date and time will be considered late bid submissions and will not be accepted for consideration by SABC.
7. SABC will not be responsible for any failure or delay in the email transmission or receipt of the email including but not limited to:
 - receipt of incomplete bid.
 - file size.
 - delay in transmission receipt of the bid.
 - failure of the Bidder to properly identify the bid.
 - illegibility of the bid; or.
 - Security of the bid data.

NB: THE BIDDER SHOULD ENSURE THAT LINKS FOR WETRANSFER AND GOOGLE DROP BOX EXPIRE AFTER 30 DAYS OF THEIR SUBMISSIONS INSTEAD OF SEVEN DAYS

1. REQUIRED DOCUMENTS

- 1.1** Submit proof Central Supplier Database (CSD) registration.
- 1.2** Proof of Valid TV License Statement for the Company; all active Directors and Shareholder must have valid TV Licenses.
- 1.3** (Verification will also be done by the SABC internally).
- 1.4** Valid Tax Clearance Certificate or SARS "Pin" to validate supplier's tax matters.
- 1.5** Original or Certified copy of Valid BBBEE Certificate (from SANAS accredited Verification Agency).
- 1.6** Certified copy of Company Registration Document that reflects Company Name, Registration number, date of registration and active Directors or Members.
- 1.7** Certified copy of Shareholders' certificates.
- 1.8** Certified copy of ID documents of the Directors or Members.

NB: NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHO'S TAX MATTERS ARE NOT IN ORDER.

NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHO'S TV LICENCE STATEMENT ACCOUNT IS NOT VALID.

NO CONTRACT WILL BE AWARDED TO ANY BIDDER WHO IS NOT REGISTERED ON THE CSD

1. INTRODUCTION

The SABC Limited (SABC, Company), is a public organization. The SABC is the national broadcaster and delivers via five television channels as well as eighteen radio stations. The SABC head office is based in Auckland Park, Johannesburg, with a regional presence in each of the nine provinces in South Africa.

2. BACKGROUND AND PURPOSE

The SABC was previously a dominant player in the road running space, serving as an official broadcaster of SA track and field championships such as the Comrades and Two Oceans Marathons, as well as the Soweto and Cape Town Marathons. In a competitive broadcast landscape, the SABC EC Region with its well-loved and popular platforms, intends to stage its own half marathon event.

Furthermore, most brands in South Africa (particularly those seeking to target mass consumers) regard marathon sponsorship as a strategy for brand extension and reaching new markets. The planned and approved race will take place on **Saturday, 18 November 2023 at Kings Beach, Port Elizabeth**. The race will be comprised of a 5km walk/run, 10km race and 21Km marathon targeting 2500 participants.

3. OBJECTIVES

The event will take place at Kings Beach, Port Elizabeth on Saturday, 18 November and aims to attract 2500 participants for its inaugural year. The half marathon event will take on an inclusive approach with a 5km fun walk, a 10km race and a 21km race as part of the event. The half marathon is a league race and has been included in the EC provincial race schedule by the Easter Cape Athletics and will follow all ASA rules while being administered and managed by the Eastern Cape Athletics Club and managed by a local Athletics Club; Vukani Multi Sports Club as per ASA requirements. The half marathon will be open to *EVERYONE (professional runners, staff, corporates, clients, audiences nationwide, other athletics clubs and anyone wishing to enter)*.

4. DETAILED TECHNICAL SPECIFICATION

South African Broadcasting Corporation Limited (SABC) requires a reputable service provider (Event Management Company) to procure and execute the services for the SABC EC Half Marathon 2023.

5. REQUIREMENTS AND SCOPE OF SERVICES

5.1. PRE-EVENT SOURCING AND LOGISTICS

Venue Management

The venue for this event is Kings Beach, Summerstrand **(venue has already been secured)**

The appointed service provider will have to make provision for the following items below:

5.2. LIST OF REQUIREMENTS

DESCRIPTION	QUANTITY / PERIOD
EPA HOSTING REQUIREMENTS STAGING	
TOC - EPA Officials	2500
Finish Line - Entry/Results	2500
Finish Line - Bib Numbers	2500
Online Registration hosting fee	Once off
MUNICIPAL REQUIREMENTS	
Registration and Entry collection venue hire and activation point	2 days (17 and 18 November 2023)
COURSE PREP REQUIREMENTS	
Course Measurer - Km marks	TBA
Road Closure Barricades	TBA
Cones	500
Km Boards Markers	5
Lamp Poles Signs	50
REFRESHMENTS FOR SABC RACE ORGANISERS AND WATER POINTS	
Seven Water Race Points	20 000 Sachets
Refreshment Stand for (light meals and non- alcoholic beverages). For both days (17 to 18 November 2023).	TBA
Services Required	
Safety Officer	1
Waste Management	TBA
Medics (Event Support Services)	3 Ambulances
Security Services	TBA
Mobile Toilets	20
Mobile Toilets VIP	3
Gantry Branding	1
Fencing & Crowd Control – Finish line	1
Bibs for Volunteers	TBA

5.3. PRE-EVENT PLANNING

Meetings

- Briefing session upon awarding of work
- Communication, meeting & planning all aspects with the SABC Team
- Status of procurement of services
- Update on procurement and ensure all services are paid in full.

5.4. EVENT DAY

Pre-race Checks (16 November 2023)

- Manage all services / service providers procured in accordance with the scope of work agreed

upon and the services required above.

- Ensure that all the services required are in place prior to the start of the race.
- Liaison with the **SABC Team and Vukani Athletics Club** to ensure all is in place in order to proceed with the race.

5.5. RESOURCES

Project leader whom the SABC Team will liaise with regarding the event and services to be provided.

5.6. EVENT DAY STAFF COMPLIMENT

Project Lead onsite

5.7. Proposal Submission

The proposal should include, at a minimum, the following information:

5.7.1.1. The bidder's proposed fees for the service required itemized billing to be submitted.

6. COSTING

The indicative costing should reflect a detailed cost breakdown, and any direct or indirect costs associated with the rendering of services.

7. DURATION OF THE CONTRACT

Once off

8. LOCATION

Kings Beach, Port Elizabeth

9. EFFECTIVE DATE OF BID OR RFQ VALIDITY PERIOD

Vendors should state in writing in its quotation to the SABC that all furnished information, including price, will remain valid and applicable for thirty (30) days from the date the vendor quotation is received by the SABC.

10. RFQ Response Information

Evaluation criteria

10.1 BBBEE and Price

- The RFQ responses will be evaluated on the **80/20** points system.

The tender submission will be technically evaluated out of 70.

- A minimum threshold of **70 out of a maximum of 100** has been set.

- Bidders achieving less than the set threshold will be declared non-responsive and therefore will not continue forward for evaluation of Price.

SECOND PHASE: FUNCTIONALITY / TECHNICAL EVALUATION CRITERIA

Evaluation Area	Evaluation Criteria	Min Points	Max Points
Previous work experience in an outdoor events or entertainment events an advantage	<p>Bidders must provide descriptive details with photographic or video evidence of the size of event, conceptualization, planning and execution inclusive of hosting high profile guests. etc. (A minimum of 2 years' relevant work experience in an outdoor event supported by a portfolio of evidence).</p> <ul style="list-style-type: none"> Above 2years experience in outdoor event = 30 points 2years experience in outdoor event = 15 points Not provided evidence = 0 point 	15	30
	<p>Demonstrate similar work done for other Clients by providing reference letters. (Evidence in the form of at least 2 signed recommendation letters on company letterhead with contact information of referee. (Alternatively, they can attach two corporate email references – not Gmail, Yahoo or similar)</p> <ul style="list-style-type: none"> 4 & above references of work done = 30 points 2 to 3 references of work done = 15 points -less than 2 references of work done = 0 point. 	15	30
Methodology / Execution/Implementation Plan	<p>Bidders to present one case study or Project Plan that demonstrates the process followed in sourcing and executing services of a successful outdoor event. (Demonstrate staff capacity Ability to integrate with client's communication partners and an amount of time it took for agency to deliver on brief pre and post event, demonstrated by number of debriefs and ability to solve queries and manage 3rd party suppliers).</p> <ul style="list-style-type: none"> Detailed Case Study or Project Plan = 20 points NO Project Plan or Case Study = 0 point 	30	30
Compliance certificate	<p>Certificate of food handling /Food and health certificate issued by local Municipality = 10 points.</p>	10	10
Total		70	100

The points obtained for the paper-based evaluation must be at **least 70 points out of a maximum of 100 points**. Bidders who do not achieve the threshold will be declared non responsive.

11. PRICE AND BEE (SPECIFIC GOALS)

- The 80/20 preference point system will apply to evaluate responses.
- The award of the tender / RFQ to will be based on functionality evaluation.
- The Price and BEE (Specific goals) will be applicable to award the highest scoring bidder.

12. PRICE AND BEE (SPECIFIC GOALS) APPLICATION DURING CONTRACT IMPLEMENTATION

9.1 PRICE

The **80/20** preference point system.

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

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

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

9.2. BEE (SPECIFIC GOALS)

<u>SPECIFIC GOALS</u>	<u>80/20</u>
EME/SME 51% owned by Black people	10
51% owned by Black people;	5
51% owned by Black people who are women	3
Black Youth	2

□ NB: All tenders will be issued to the market with all specific goals, and these will be scored in accordance with the evidence as submitted by the bidder. The bidder who does not meet the specific goals will not be disqualified but score zero.

9.3 ADJUDICATION USING A POINT SYSTEM

- The bidder obtaining the highest number of total points will be awarded the contract.
- Preference points shall be calculated after process has been brought to a comparative basis taking into account all factors of non-firm prices.
- Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

9.4 Objective Criteria

- The SABC reserves the right not to award this tender to any bidder based on the proven poor record of accomplishment of the bidder in previous projects within the SABC.
- The SABC will not award contract/s to the bidders who are blacklisted or have committed other acts of fraud and misrepresentation of facts e.g., tax compliance, company financials, etc. will be eliminated from the bid process.
- The SABC reserve the right not to award this tender to any bidder who fails the financial stability assessment.
- No SABC former employees shall be awarded contracts with the SABC within 24 months after termination of employment with the SABC.
- Should employees resign or retire from the employment of the SABC and become directors of other businesses tendering with the SABC, such tender shall not be considered until the cooling off period of 24 (twenty-four) months has expired.
- Should the employee be dismissed from the SABC employment, such an employee shall be prohibited from conducting business with SABC for a period of 5 (five) years from the date of dismissal.
- Should the employee be found guilty in a court of law due to criminal conduct/act, such employee will not be considered to do/conduct business with SABC, until the criminal record has been legally expunged.
- The SABC shall not procure any goods, services, works or Content from any Board member or Board member owned business, to ensure that suppliers competing for the SABC's business have confidence in the integrity of SABC's selection process.
- Should the SABC's Board members no longer serve on the SABC Board but become directors of other companies, the SABC shall not conduct business with those companies until the cooling off period of 24 (twenty-four) months has expired.
- Should the Board member be found guilty in a court of law due to criminal conduct/act, such Board member will not be considered to do/conduct business with SABC, until the criminal record has been legally expunged.
- The SABC shall not procure any goods, services, works or Content from any independent contractor or independent contractor owned business, to ensure that suppliers competing for the SABC's business have confidence in the integrity of SABC's selection process.
- Should the Independent Contractor no longer be contracted to the SABC but become directors of other companies, the SABC shall not conduct business with those companies until the cooling-off period of 24 (twenty-four) months has expired.
- Should the Independent Contract be found guilty in a court of law due to criminal conduct/act, such employee will not be considered to do/conduct business with SABC, until the criminal record has been legally expunged.

13. COMMUNICATION

Respondents are warned that a response will be disqualified should any attempt be made by a tenderer either directly or indirectly to canvass any officer(s) or employees of SABC in respect of a tender, between the closing date and the date of the award of the business.

All enquiries relating to this RFQ should be emailed three days before the closing date.

14. CONDITIONS TO BE OBSERVED WHEN TENDERING

- The Corporation does not bind itself to accept the lowest or any tender, nor shall it be responsible for or pay any expenses or losses which may be incurred by the Tenderer in the preparation and delivery of his tender. The Corporation reserves the right to accept a separate tender or separate tenders for any one or more of the sections of a specification. The corporation also reserves the right to withdraw the tender at any stage.
- No tender shall be deemed to have been accepted unless or until a formal contract / letter of award is signed by both parties.

The Corporation reserves the right to:

- Not evaluate and award submissions that do not comply with this tender document.
- Make a selection solely on the information received in the submissions.
- Enter into negotiations with any one or more of preferred bidder(s) based on the criteria specified in the evaluation of this tender.
- Contact any bidder during the evaluation process, in order to clarify any information, without informing any other bidders. During the evaluation process, no change in the content of the RFQ shall be sought, offered or permitted.
- Award a contract to one or more bidder(s).
- Accept any tender in part or full at its own discretion.
- Cancel this RFQ or any part thereof at any time.
- Should a bidder(s) be selected for further negotiations, they will be chosen on the basis of the greatest benefit to the Corporation and not necessarily on the basis of the lowest costs, aligned to the BEE & Price.

16. Cost of Bidding

The Tenderer shall bear all costs and expenses associated with preparation and submission of its tender or RFQ, and the Corporation shall under any circumstances be responsible or liable for any such costs, regardless of, without limitation, the outcome of the bidding, evaluation, and selection process.

17. PAYMENT TERMS

SABC will effect payment sixty (60) days after the service provider has rendered the service and submitted an invoice / statement.

END OF RFQ DOCUMENT

Annexed to this document for completion and return with the document:

- Annexure A** - Declaration of Interest
- Annexure B** - SBD 6.1 Form
- Annexure C** - Consortiums, Joint Ventures, and Sub-Contracting Regulations
- Annexure D** - Previous completed projects/Current Projects
- Annexure E** - SBD 4 Form
- Annexure F** - PRICING SCHEDULE

ANNEXURE A

DECLARATION OF INTEREST

1. Any legal or natural person, excluding any permanent employee of SABC, may make an offer or offers in terms of this tender invitation. In view of possible allegations of favoritism, should the resulting tender, or part thereof be awarded to-

- (a) any person employed by the SABC in the capacity of Tenderer, consultant, or service provider; or (b) any person who acts on behalf of SABC; or
- (c) any person having kinship, including a blood relationship, with a person employed by, or who acts on behalf of SABC; or
- (d) any legal person which is in any way connected to any person contemplated in paragraph (a), (b) or (c),

it is required that:

The Tenderer or his/her authorised representative shall declare his/her position *vis-à-vis* SABC and/or take an oath declaring his/her interest, where it is known that any such relationship exists between the Tenderer and a person employed by SABC in any capacity.

Does such a relationship exist? [YES/NO]

If YES, state particulars of all such relationships (if necessary, please add additional pages containing the required information):

	[1]	[2]
NAME	:
POSITION	:
OFFICE WHERE EMPLOYED	:
TELEPHONE NUMBER	:
RELATIONSHIP	:

2. Failure on the part of a Tenderer to fill in and/or sign this certificate may be interpreted to mean that an association as stipulated in paragraph 1, *supra*, exists.
3. In the event of a contract being awarded to a Tenderer with an association as stipulated in paragraph 1, *supra*, and it subsequently becomes known that false information was provided in response to the above question, SABC may, in addition to any other remedy it may have:
- recover from the Tenderer all costs, losses or damages incurred or sustained by SABC as a result of the award of the contract; and/or

- cancel the contract and claim any damages, which SABC may suffer by having to make less favourable arrangements after such cancellation.

SIGNATURE OF DECLARANT

TENDER NUMBER

DATE

POSITION OF DECLARANT

NAME OF COMPANY OR TENDERER

ANNEXURE B

SBD 6.1 FORM

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state.**

a) The applicable preference point system for this tender is the **80/20** preference point system.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

SPECIFIC GOALS	80/20
EME/SME 51% owned by Black people	10
51% owned by Black people;	5

51% owned by Black people who are women	3
Black Youth	2

- 1.4 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.5 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation.
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1. THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

80/20	or	90/10
$Ps=80(1 - Pt_{\text{————}} - Pmin)$	or	$Ps=90(1 - Pt_{\text{————}} - Pmin)$

*P_{min}**P_{min}*

Where

P_s = Points scored for price of tender under considerationP_t = Price of tender under considerationP_{min} = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

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

80/20**or****90/10**

$$P_s = 80 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right) \quad \text{or} \quad P_s = 90 \left(1 + \frac{P_t - P_{max}}{P_{max}} \right)$$

Where

P_s = Points scored for price of tender under considerationP_t = Price of tender under considerationP_{max} = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system: or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed. (80/20 system) (To be completed by the tenderer)
SMMEs (inclusive or QSEs and EMEs) 51% owned by Black people	10	
51% owned by Black people;	5	
51% owned by Black people who are women	3	
Black Youth	2	

NB: All tenders will be issued to the market with all specific goals, and these will be scored in accordance with the evidence as submitted by the bidder. The bidder who does not meet the specific goals will not be disqualified but score zero

Source Documents to be submitted with the tender or RFQ.

Specific Goals	Acceptable Evidence
B-BBEE	Valid BEE Certificate / Sworn Affidavit (in case of JV, a consolidated scorecard will be accepted)
Black Women Owned	Certified ID Documents of the Owners/shareholder
Black Youth owned	Certified ID Documents of the Owners
EME or QSE 51% Black Owned	Annual Financial/ Management Accounts/ B-BBEE Certificate / Affidavit/ Certified ID Documents of the Owners/shareholder
51% Black Owned	CIPC Documents / B-BBEE Certificate/Affidavit/ Certified ID Documents of the Owners/shareholder
South African Enterprises	CIPC Documents

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety

- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

i) The information furnished is true and correct; ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form; iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct; iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

- (a) disqualify the person from the tendering process;
- (b) recover costs, losses, or damages it has incurred or suffered as a result of that person's conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation.
- (d) recommend that the tenderer or contractor, its shareholders, and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution, if deemed necessary.

.....	
SIGNATURE(S) OF TENDERER(S)	
SURNAME AND NAME:
DATE:
ADDRESS:

ANNEXURE C

CONSORTIUMS, JOINT VENTURES, AND SUB-CONTRACTING REGULATIONS

1. CONSORTIUMS AND JOINT VENTURES

- 1.1 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 1.2 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate tender.

2 SUB-CONTRACTING

- 2.1 A person awarded a contract may only enter into a subcontracting arrangement with the approval of the organ of state.
- 2.2 A person awarded a contract in relation to a designated sector, may not subcontract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 2.3 A person awarded a contract may not subcontract more than 30% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level of contributor than the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract.

3 DECLARATION OF SUB-CONTRACTING

- 3.1 Will any portion of the contract be sub-contracted? YES / NO
- 3.2 If yes, indicate:
- 3.2.1 The percentage of the contract will be sub-contracted%
- 3.2.2 The name of the sub-contractor
- 3.2.3 The B-BBEE status level of the sub-contractor
- 3.2.4 whether the sub-contractor is an EME YES / NO

SIGNATURE OF DECLARANT

TENDER NUMBER

DATE

POSITION OF DECLARANT

NAME OF COMPANY OR TENDERER

Strictly Confidential

ANNEXURE “D”

Previous completed Host-to-Host projects (*preferably provide a detailed company profile, detailed the below mentioned information*)

Project Descriptions	Client	Contact no	Contact person	Email address	Period of projects	Value of projects	Project Commence date	Completed date

Current Host-to-Host projects (*preferably provide a detailed company profile, detailed the below mentioned information*)

Project Descriptions	Client	Contact no	Contact person	Email address	Period of projects	Value of projects	Project Commence date	Completion date

ANNEXURE “E”**BIDDER’S DISCLOSURE****1. PURPOSE OF THE FORM**

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder’s declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of institution State

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

3.1 I have read, and I understand the contents of this disclosure;

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement, or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

3.5 There have been no consultations, communications, agreements, or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

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

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

ANNEXURE "F"

PRICING SCHEDULE

DESCRIPTION	QUANTITY/PERIOD	PRICE PER EACH (Vat Excl.)	TOTAL (Vat Excl.)	VAT	TOTAL PRICE (Vat Incl.)
EPA HOSTING REQUIREMENTS					
Staging Fees	1				
TOC - EPA Officials	2500				
Finish Line - Entry/Results	2500				
Finish Line - Bib Numbers	2500				
Online Registration hosting fee	Once off				
MUNICIPAL REQUIREMENTS					
Registration and Entry collection venue hire and activation point	2 days (17 and 18 November 2023)				
COURSE PREP REQUIREMENTS					
Course Measurer - Km marks					
Road Closure Barricades					
Cones	500				
Km Boards Markers	5				
Lamp Poles Signs	50				
REFRESHMENTS FOR SABC RACE ORGANISERS AND WATER POINTS					
Seven Water Race Points	20 000 Sachets				
Refreshment Stand for (light meals and non- alcoholics beverages). For both days (17 to 18 November 2023).	TBA				
SERVICES REQUIRED					
Safety Officer	1				
Waste Management	TBA				
Medics (Event Support Services) - Ambulances	3 Ambulances				
Security Services	TBA				
Mobile Toilets	20				
Mobile Toilets VIP	3				
Gantry Branding	1				
Fencing & Crowd Control – Finish line	1				
Bibs for Volunteers	TBA				