



## **REQUEST FOR INFORMATION**

**RFI NO: RFI/IT/2023/4**

**RFI TITLE: Request for Information on how to have a Technology Day event to showcase the latest equipment and technology.**

**RFI OBJECTIVE:** This RFI calls for request for information on the provision to get more information on how suppliers are invited to showcase their new and latest equipment's and technologies within the broadcasting industry for TV and Radio as well as facilitate networking opportunities.

RFI documents are obtainable from **05<sup>th</sup> of July 2023** from the following websites:

- **Government E-Portal** <http://www.etenders.gov.za>
- **SABC Website** <http://www.sabc.co.za/sabc/tenders>

**Closing Date: 02<sup>nd</sup> August 2023 at 12H00**

**For enquiries: E-mail: [tenderqueries@sabc.co.za](mailto:tenderqueries@sabc.co.za)**



**SOUTH AFRICAN BROADCASTING SABC SOC LIMITED**  
**("The SABC")**

### **REQUEST FOR INFORMATION (RFI)**

**RFI NUMBER: RFI/IT/2023/4**

**RFI TITLE: Request for Information for Request for Information on how to have a Technology Day event to showcase the latest equipment and technology.**

### **EXPECTED TIME FRAME**

<b>RFI PROCESS</b>	<b>EXPECTED DATES</b>
RFI Advertisement Date	<b>05<sup>th</sup> of July 2023</b>
RFI Available from	<b>Government E-Portal</b> <a href="http://www.etenders.gov.za">http://www.etenders.gov.za</a> <b>SABC Website</b> <a href="http://www.sabc.co.za/sabc/tenders">http://www.sabc.co.za/sabc/tenders</a>
Non-compulsory Briefing Session	<b>11<sup>th</sup> of July 2023 between 11h00 on Teams</b> <a href="#">Click here to join the meeting</a> Meeting ID: 313 977 755 878 Passcode: JUPJCZ
RFI Closing Date and Time	<b>02<sup>nd</sup> of August 2023 at 12H00</b>
Contact details for any questions or queries	<b>Nombulelo Ntozini</b> <a href="mailto:NtoziniN@sabc.co.za">NtoziniN@sabc.co.za</a>

The SABC retains the right to change the timeframe whenever necessary and for whatever reason it deems fit.

**PHYSICAL SUBMISSIONS: SABC's Tender Box**

**SABC Office**

**Radio park**

**Henley Road; Auckland Park**

**Johannesburg**

**OR**

Respondents interested in participating must register their interest by providing company name, contact person, telephone, cell number and email address to [RFPSubmissions@sabc.co.za](mailto:RFPSubmissions@sabc.co.za), please indicate RFI number on the subject line. This will ensure that any addenda and clarification to this RFI are communicated to all participants. Submissions can also be made physically to the tender box at the above-mentioned address.

**PDF Documents will be available on the SABC Website and Government e-portal.**

**Please note that this is a Request For Information and not a Request For Proposal.  
No award will be made from this request.**

## REQUEST FOR INFORMATION:

### 1. DEFINITIONS

- 1.1 “**RFI**” - a request for information, which is a written official enquiry document encompassing all the terms and conditions of the information in a prescribed or stipulated form.
- 1.2 “**RFI response**” - a written response in a prescribed form in response to an RFI.
- 1.3 “**Hosting Partners**” - companies who entered into an agreement with SABC LOC in the areas of application management; application hosting, application service provision, and marketplace hosting are incorporated in this category.
- 1.4 “**Respondent**” – any person (natural or juristic) who forwards an acceptable RFI in response to this RFI with the intention of being the main contractor should the RFI be awarded to him.

## 2. CONFIDENTIALITY

All information related to this request for information both during and after completion is to be treated with strict confidence. Should the need however arise to divulge any information gleaned from the service which is either directly or indirectly related to the SABC, written approval to divulge such information will have to be obtained from SABC.

The Respondents must ensure that confidential information is: maintained confidential; not disclosed to or used by any unauthorised person; so as to prevent any disclosure or unauthorised use with at least the standard of care that Respondents maintain to protect their own confidential information; only used for the purpose of considering and responding to this RFI; and not reproduced in any form except as required for the purpose of considering and responding to this RFI. Respondents must ensure that: access to confidential information is only given to those of its partners, officers, employees and advisers who require access for the purpose of considering and responding to this RFI; and those partners, officers, employee and advisers are informed of the confidential information section and keep that information confidential. This RFI remains at all times the property of the SABC. No rights other than as provided in this RFI and in respect of the confidential information are granted or conveyed to bidder/s

NAME OF Respondent:

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PHYSICAL ADDRESS:

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Respondent's contact person:

Name : 

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Telephone : \_\_\_\_\_

Mobile : \_\_\_\_\_

Fax.: \_\_\_\_\_

E-mail address: \_\_\_\_\_

### 3. THE MANNER OF SUBMISSION OF THE RFI

- 3.1 Respondent shall submit RFI response in accordance with the prescribed manner of submissions as specified below.
- 3.2 Respondent shall submit one (1) electronic copy. Electronic copies may be e-mailed to: [RFPSubmissions@sabc.co.za](mailto:RFPSubmissions@sabc.co.za) and [tenderqueries@sabc.co.za](mailto:tenderqueries@sabc.co.za)
- 3.3 All additions to the information documents i.e. appendices, supporting documentation, photographs, technical specifications and other support documentation covering suggested solutions etc. shall be neatly bound as part of the schedule concerned.
- 3.4 A briefing session will be held on Teams, on the 11<sup>th</sup> of July 2023.

Details are as follows:

[Click here to join the meeting](#)

Meeting ID: 313 977 755 878

Passcode: JUPJCZ

#### **4. BACKGROUND**

This event is all about sharing the latest trends in media technology, from virtual reality to 5G networks and the impact that Artificial Intelligence will have on the broadcasting environment. SABC's current and future technological aspirations including but not limited to: Television Media, Outside broadcast, information technology, Radio and digital Media, podcasting, drone technology, and live streaming. Networking opportunities will be available throughout the day, this will be done through exhibition stalls from different industry players, showcasing the latest gadgets and innovations. You'll also have the chance to meet industry experts and influencers.

#### **5. SCOPE**

The scope of this RFI encompasses of receiving the following information:

- Have you attended a Technology event? If yes, please provide details as to how you were invited and the steps you took.
- What was the purpose of the event?
- Was the event a successful on your end and what expectations were there and were met?
- Any information that the event organisers should be aware of.
- Please provide pictures or description of the latest technologies and equipment's that we should be on the lookout for.

#### **6. GENERAL INFORMATION**

Contact Persons for questions and queries.

Enquiries in respect of this RFI should be addressed to:

SCM Division

E-mail: [tenderqueries@sabc.co.za](mailto:tenderqueries@sabc.co.za) and [NtoziniN@sabc.co.za](mailto:NtoziniN@sabc.co.za)

All queries to be e-mailed.

#### **7. RFI SUBMISSION INFORMATION**



**SUBMISSION DETAILS:**

**RFI responses should be submitted to the below address at the tender box situated at the reception clearly market.**

**Tender office**

**SCM Division**

Radio Park Office Block

Cnr Artillery and Henley Road

Auckland Park, Johannesburg

South Africa

**OR**

Electronic copies may be emailed to [RFPSubmissions@sabc.co.za](mailto:RFPSubmissions@sabc.co.za) and [tenderqueries@sabc.co.za](mailto:tenderqueries@sabc.co.za)

**END OF THE REQUEST FOR INFORMATION DOCUMENT**