



nhc

National Heritage Council
SOUTH AFRICA

an agency of the
Department of Sport, Arts and Culture

353 Festival Street | Hatfield | Pretoria,
0028 | P.O Box 74097, Lynnwood Ridge |
South Africa, 0040

Tel: 012 748 3919 www.nhc.org.za



TERMS OF REFERENCE FOR SERVICE PROVIDER TO RENDER SERVICES AT THE HUMAN RIGHTS EVENT AT VAAL UNIVERSITY ON THE 19TH MARCH 2023.

Date of submission –20/02/2024

1. BACKGROUND

The National Heritage Council (NHC) is a Schedule 3A public entity and a juristic person that came into existence through an amendment of the Cultural Laws Second Amendment Act 2001 (Act 69 of 2001), and was officially constituted through the National Heritage Council Act of 1999 (Act 11 of 1999) and employing about 47 staff compliment. It is under the Department of Sport, Arts and Culture (DSAC).

The NHC is responsible for the preservation of the country's heritage. The important areas that the NHC focuses on are policy development for the sector to meet its transformation goals, public awareness and education, knowledge production in heritage subjects that were previously neglected, as well as making funding available to projects that place heritage as a socio-economic resource.

- 2.1 The NHC requires the services of a media partner that has a national footprint to broadcast the event live from 14H00-16H00.

2. DELIVERABLES



The service provider will be required to adhere to the following deliverables:

- 3.1. The anticipated delivery date is **19th March 2024** for all items at Vaal University of Technology.

4.1. Media Partner with national footprint

| | Items | Descriptions | Quantity |
|--|---------------|--|----------|
| | Media partner | <p>A media partner that has a national footprint to broadcast the event live;</p> <p>Promos</p> <p>Production of a 30-sec' promo for awareness of the live broadcast for the event</p> <p>Insert a 30-sec promo during prime time x 5</p> <p>Live Broadcast</p> <p>Live Broadcast from 14h00 to 16h00</p> <p>Recording</p> <p>A recorded copy of the broadcast is made available through a link for downloading</p> <p>Added Value</p> <p>At the discretion of the Media Company. Service providers are encouraged to include information regarding any value-added services</p> | 1 |

3. COMPULSORY REQUIREMENTS

The service provider must comply with the following requirements to be considered:

- 3.1 The quotation must be on a fixed price, VAT inclusive and all costs must be included.
- 3.2 The NHC will not be held liable for any additional charges after the closure of the RFQ.

4. EVALUATION ON PRICE AND STRATEIC GOALS



Only service providers that complied with the requirements as stipulated in this document, will be considered for evaluation on price and the strategic goals as prescribed in the Preferential Procurement Policy Framework Act and its regulations. The 80/20 principle will be used in the evaluation where 80 points will be allocated to price and the 20 points be allocated towards the following strategic goals:

| No | The specific goals allocated points in terms of this RFQ | Number of points allocated as per the 80/20 principle | | | | | | | | | | | | | | | | | | | | | | |
|---------------------------------|---|---|--------|---------------------------------|--|---------------------------------|--|---------------------------------|--|---------------------------------|--|---------------------------------|--|---------------------------------|--|---------------------------------|--|---------------------------------|--|---------------------------------|---|---------------|--|----|
| 3.1. | <p>The promotion of entities that are B-BBEE compliant</p> <table border="1" data-bbox="400 678 1034 1155"> <thead> <tr> <th data-bbox="400 678 895 719">B-BBEE Level of contribution</th> <th data-bbox="895 678 1034 719">Weight</th> </tr> </thead> <tbody> <tr> <td data-bbox="400 719 895 761">B-BBEE Level of contribution: 1</td> <td data-bbox="895 719 1034 761"></td> </tr> <tr> <td data-bbox="400 761 895 804">B-BBEE Level of contribution: 2</td> <td data-bbox="895 761 1034 804"></td> </tr> <tr> <td data-bbox="400 804 895 846">B-BBEE Level of contribution: 3</td> <td data-bbox="895 804 1034 846"></td> </tr> <tr> <td data-bbox="400 846 895 889">B-BBEE Level of contribution: 4</td> <td data-bbox="895 846 1034 889"></td> </tr> <tr> <td data-bbox="400 889 895 931">B-BBEE Level of contribution: 5</td> <td data-bbox="895 889 1034 931"></td> </tr> <tr> <td data-bbox="400 931 895 974">B-BBEE Level of contribution: 6</td> <td data-bbox="895 931 1034 974"></td> </tr> <tr> <td data-bbox="400 974 895 1016">B-BBEE Level of contribution: 7</td> <td data-bbox="895 974 1034 1016"></td> </tr> <tr> <td data-bbox="400 1016 895 1059">B-BBEE Level of contribution: 8</td> <td data-bbox="895 1016 1034 1059"></td> </tr> <tr> <td data-bbox="400 1059 895 1102">B-BBEE Level of contribution: 9</td> <td data-bbox="895 1059 1034 1102">0</td> </tr> <tr> <td data-bbox="400 1102 895 1144">Non-complaint</td> <td data-bbox="895 1102 1034 1144"></td> </tr> </tbody> </table> <p>Only bidders that submit a valid current certified copy of the B-BBEE Certificate or original BBBEE certificate issued by the verification agency accredited by SANAS or Sworn Affidavit signed by the EME representative and attested by a Commissioner of Oaths i.r.o (EMEs), will be considered for scoring on the 20 points as per the 80/20 principle</p> | B-BBEE Level of contribution | Weight | B-BBEE Level of contribution: 1 | | B-BBEE Level of contribution: 2 | | B-BBEE Level of contribution: 3 | | B-BBEE Level of contribution: 4 | | B-BBEE Level of contribution: 5 | | B-BBEE Level of contribution: 6 | | B-BBEE Level of contribution: 7 | | B-BBEE Level of contribution: 8 | | B-BBEE Level of contribution: 9 | 0 | Non-complaint | | 10 |
| B-BBEE Level of contribution | Weight | | | | | | | | | | | | | | | | | | | | | | | |
| B-BBEE Level of contribution: 1 | | | | | | | | | | | | | | | | | | | | | | | | |
| B-BBEE Level of contribution: 2 | | | | | | | | | | | | | | | | | | | | | | | | |
| B-BBEE Level of contribution: 3 | | | | | | | | | | | | | | | | | | | | | | | | |
| B-BBEE Level of contribution: 4 | | | | | | | | | | | | | | | | | | | | | | | | |
| B-BBEE Level of contribution: 5 | | | | | | | | | | | | | | | | | | | | | | | | |
| B-BBEE Level of contribution: 6 | | | | | | | | | | | | | | | | | | | | | | | | |
| B-BBEE Level of contribution: 7 | | | | | | | | | | | | | | | | | | | | | | | | |
| B-BBEE Level of contribution: 8 | | | | | | | | | | | | | | | | | | | | | | | | |
| B-BBEE Level of contribution: 9 | 0 | | | | | | | | | | | | | | | | | | | | | | | |
| Non-complaint | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.2. | The promotion of woman owned enterprises | 10 | | | | | | | | | | | | | | | | | | | | | | |
| | Total Score | 20 | | | | | | | | | | | | | | | | | | | | | | |

5. ENQUIRIES

For more information, please send an email to Zamajobe Sithole @ z.sithole@nhc.org.za contact details 068 044 1068