



## SOUTH AFRICAN TOURISM

### PART C: TENDER EVALUATION PROCESS- SAT TENDER 315/25 - DEPARTURE SURVEY

#### Summary of the Evaluation Phases

**Table 1: Evaluation Summary**

Phase 1 Administrative bid evaluation	Phase 2 Desktop Technical Functional Evaluation	Phase 3 Price and Preference (B-BBEE) Evaluation
Service providers' responses will be evaluated based on compliance with the listed administrative and mandatory bid requirements.	Service provider (s) are required to achieve a minimum threshold of <b>70%</b> to proceed to Phase 3.	Service provider(s) who achieved a minimum threshold of <b>70%</b> on phase 2 will be evaluated on the 80/20 or 90/10 preference points system.  Once a tender is received, the lowest acceptable tender will be used to determine the preference point system to be used for the evaluation. 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.

#### Phase 1: Administrative and Mandatory bid evaluation

All documents must be completed, with each page initialized and signed by the duly authorized 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 evaluation.

**Table 2: Phase 1: Administrative bid evaluation**

Document that must be submitted	YES/NO	
Confirmation of valid Tax Status		Tax-compliant Tax Pin.
Invitation SBD 1		Complete and sign where applicable.
Annexure B-Registration on Central Supplier Database		<ul style="list-style-type: none"> <li>All bidders, including proposed partner/subcontractor agencies, must be registered as a service provider on the</li> </ul>

Document that must be submitted	YES/NO	
(CSD)		<p>National Treasury's Central Supplier Database (CSD).</p> <ul style="list-style-type: none"> <li>• If the bidder is not registered, register with your company before submitting your proposal. Visit <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)</li> <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, or 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>
Annexure E-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 completing the SBD, SAT may require, within two working days, a sign-off or completion of the SBD, and failure will result in the bid being disqualified.</li> </ul>
Annexure F - SBD 6.1 points form		

**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.

**The technical functional evaluation (functionality) will be as follows:**

**Phase 2 Criteria 1** will measure the responsiveness of proposals as per submission on or before the closing date and time, and will be measured on presentations, for all bidders who have passed Phase 1.

**Phase 2: Desktop Technical Functional Evaluation**

EVALUATION CRITERIA	WEIGHTING
<p><b>1. Experience Relevant to the Scope of Work</b> (Evaluation of the bidder's years of experience in conducting national studies &amp;/or projects of a similar nature and scale). Bidders to submit contactable references from previous clients where similar services were conducted successfully. References should be in the form of a formal written letter on a client's letterhead, signed, and the letter should be for work done within the past 5 years.)</p> <p>3 reference letters = 01 Point  4 to 5 Reference letters = 02 points  6 or more than 6 reference letters = 03 points</p> <p><b><u>NON-SCORING</u></b></p> <p>a. No Reference/less than 3 references = 0 points</p> <p>Submission of Appointment Letters</p> <p>b. Submission of a letter that is not relevant to the scope of the departure survey Study</p> <p>c. References in the form of an email, a list, or any form other than a formal written letter from clients</p> <p>d. References for work older than 05 years</p> <p>e. Submission of a letter that does not indicate when the work was done</p>	35
<p><b>2. Methodology</b> (how clearly the methodology is presented; the soundness of the methodology judged in terms of research methodologies, analyses tools, presentation of data, and innovation) - <b>(virtual presentation which will include Questions and Answers.)</b></p> <p>a. Sampling Methods (How to intercept respondents, ensure representation of the people/participant that SA Tourism would like to measure)</p> <p>b. Piloting</p> <p>c. Detailed data collection &amp; management approach (This includes digital and or hybrid data collection)</p> <p>d. Detailed Data Processing method (i.e. comprehensive description of data management practices, data quality control (i.e, capability to validate interviewers' collection in real-time), weighting, cleaning, integration with SAT data warehouse and historical data)</p> <p>f. Data analysis methods (must include use of AI/NLP, predictive analytics, and adaptive dashboards to derive more value from departure data)</p> <p>k. Description of International best practices on innovation regarding data collection and processing (to improve time lag)</p> <p>l. Open to monitoring and evaluation of SA Tourism processes (provide evidence - recordings, videos, etc.)</p> <p>m. Proposed project plan and timelines (Fieldwork duration, analytics, reporting)</p>	35

<p><b><i>This evaluation criteria will be evaluated in line with the functionality evaluation matrix below</i></b></p> <table border="1"> <tr> <td><b>Excellent =3</b></td><td>The bidder has met all seven requirements above.</td></tr> <tr> <td><b>Acceptable=2</b></td><td>The bidder has met at least six (06)</td></tr> <tr> <td><b>Average =1</b></td><td>The bidder has met at least four (04) to five (05) of the above requirements.</td></tr> <tr> <td><b>Unacceptable=0</b></td><td>Does not comply with the requirements stipulated above/meets less than four (04) of the above requirements.</td></tr> </table>	<b>Excellent =3</b>	The bidder has met all seven requirements above.	<b>Acceptable=2</b>	The bidder has met at least six (06)	<b>Average =1</b>	The bidder has met at least four (04) to five (05) of the above requirements.	<b>Unacceptable=0</b>	Does not comply with the requirements stipulated above/meets less than four (04) of the above requirements.	
<b>Excellent =3</b>	The bidder has met all seven requirements above.								
<b>Acceptable=2</b>	The bidder has met at least six (06)								
<b>Average =1</b>	The bidder has met at least four (04) to five (05) of the above requirements.								
<b>Unacceptable=0</b>	Does not comply with the requirements stipulated above/meets less than four (04) of the above requirements.								
<p><b>3. Advanced Analytics, Innovation &amp; Data enrichment</b>  Bidder is required to show experience in applying advanced analytical methods to drive business value/ improve strategic decision-making. <b>(virtual presentation which will include Questions and Answers)</b></p> <ul style="list-style-type: none"> <li>a) Demonstration of expertise in advanced analytical methods (e.g., Bayesian modelling, machine learning/NLP, etc., to extract more value from historical data, such as enabling scenario analyses, enhancing forecasting capabilities)</li> <li>b) Innovative approaches to forecasting, predictive analytics, and scenario planning directly linked to the SA Tourism mandate of increasing arrivals and spend contribution through destination marketing.</li> <li>c) Proposed methods for real-time anomaly detection and data enrichment through additional data sources.</li> <li>d) Demonstrate approaches to improve speed, cost-efficiency, and resilience</li> <li>e) Demonstrate methods to capture emerging traveller behaviour and AI-driven segmentation( bidder to showcase how SAT can extract more value out their data through various methods/approaches that can be implemented by bidder)</li> </ul> <p><b><i>This evaluation criteria will be evaluated in line with the functionality evaluation matrix below</i></b></p> <table border="1"> <tr> <td><b>Excellent =3</b></td><td>. The bidder has met all five requirements above.</td></tr> <tr> <td><b>Acceptable=2</b></td><td>The bidder has met at least four (04)</td></tr> <tr> <td><b>Average =1</b></td><td>The bidder has met at least three (03) to four (04) of the above requirements.</td></tr> <tr> <td><b>Unacceptable=0</b></td><td>Does not comply with the requirements stipulated above/meets less than three (03) of the above requirements.</td></tr> </table>	<b>Excellent =3</b>	. The bidder has met all five requirements above.	<b>Acceptable=2</b>	The bidder has met at least four (04)	<b>Average =1</b>	The bidder has met at least three (03) to four (04) of the above requirements.	<b>Unacceptable=0</b>	Does not comply with the requirements stipulated above/meets less than three (03) of the above requirements.	20
<b>Excellent =3</b>	. The bidder has met all five requirements above.								
<b>Acceptable=2</b>	The bidder has met at least four (04)								
<b>Average =1</b>	The bidder has met at least three (03) to four (04) of the above requirements.								
<b>Unacceptable=0</b>	Does not comply with the requirements stipulated above/meets less than three (03) of the above requirements.								
<p><b>4. Analytics, Reporting &amp; Advisory services</b></p> <p>Bidder is required to show experience in setting up and managing dashboard capability for reporting. Furthermore bidder to demonstrate innovation approaches to ensure adaptation of study overtime. The below needs to be included:</p> <ul style="list-style-type: none"> <li>a) Demonstrate capability using PowerBi for dashboards/reports (including demonstration of API integration to azure cloud environment)</li> <li>b) Demonstrate dashboard and broader decision models(like scenario planning etc.) that the bidder has worked</li> </ul>	10								

on/developed in the past.		
c) Demonstrate ability to provide insightful analysis, infographics, and actionable insights tailored to diverse stakeholders.		
d) Demonstrate the capability to deliver quick-turnaround insights for ad hoc tourism strategic questions (e.g. to inform policy, exco or board level decisions).		
e) Demonstrate System for managing and prioritizing ad hoc requests.		
<b><i>This evaluation criteria will be evaluated in line with the functionality evaluation matrix below</i></b>		
<b>Excellent =3</b>	The bidder has met all three requirements above.	
<b>Acceptable=2</b>	The bidder has met at least two (02)	
<b>Average =1</b>	The bidder has met at least one (01) of the above requirements.	
<b>Unacceptable=0</b>	Does not comply with the requirements stipulated above/meets none of the above requirements.	
<b>TOTAL</b>		100

If required, they will be at a high level where criteria will be identified that the bid evaluation team might be interested in looking more closely at. The bid evaluation committee will have the opportunity to ask questions and make notes of what they consider to be gaps in the proposals compared with how well the business requirements are satisfied.

- Bids and proposals will be evaluated strictly according to the bid evaluation criteria stipulated in this section.
- Service providers must, as part of their bid documents, submit supportive 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 individual 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 5: PRICING STRUCTURE**

	YEAR 1	YEAR 2	YEAR 3
<b>DATA COLLECTION AND DELIVERY</b>  All fieldwork across key ports as per scope, multilingual interviewing, data entry, cleaning, weighting, and dataset delivery (4,800 interviews/month averaged over the year).	R	R	R
<b>ANALYTICS, REPORTING &amp; ADVISORY SERVICES</b>  All analytics (predictive models, scenario testing), dashboard design & maintenance, and scheduled reporting (monthly, quarterly, annual infographics and decks). On-demand advisory support, training workshops, innovation updates, benchmarking reports, and account management.	R	R	R
<b>OTHER RELATED COSTS:</b>  1)  2)  3)  4)  5)			
<b>Total Annual Cost:</b>	R	R	R

**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 (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)		
<b>ANNEXURE E</b>	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.		
<b>ANNEXURE F</b>	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.		
<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.		
<p><b>2. APPLICATION OF PREFERENCE POINT SYSTEM</b></p> <p><b>4.1 DEFINITIONS</b></p> <p>HISTORICALLY DISADVANTAGED INDIVIDUALS (HDI) IS DEFINED AS A SOUTH AFRICAN CITIZEN -</p> <p>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) (<i>“THE INTERIM CONSTITUTION”</i>) AND OR</p> <p>b) WHO IS A WOMAN AND/OR</p> <p>c) YOUTH</p> <p>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.</p> <p>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”.</p> <p>4.4 “A WOMAN” REFERS TO A FEMALE PERSON WHO IS A SOUTH AFRICAN CITIZEN</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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)</p> <p>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.</p>				



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 PREFERENCE POINT SYSTEM

TENDERERS WILL BE AWARDED POINTS AS FOLLOWS:

The points must be allocated and awarded as follows(80/20):

i.	Total Tendered Price	: 80 points		
ii.	Black Women Ownership	: 04 points		
iii.	Black Ownership	: 10 points		
	<b>points)</b>			
iv.	Black Youth	: 02 points		
v.	Small, Medium and Micro Enterprises	: 04 points		
	(SMME's)			
			<b>Specific Goals (Maximum</b>	
<b>Total</b>		<b>: 100 points</b>		

#### 90 / 10 PREFERENCE POINT SYSTEM

TENDERERS WILL BE AWARDED POINTS AS FOLLOWS:

The points must be allocated and awarded as follows (90/10):

vi.	Total Tendered Price	: 90 points		
vii.	Black Women Ownership	: 02 points		
viii.	Black Ownership	: 02 points		
	<b>points)</b>			
ix.	Black Youth	: 04 points		
x.	Small, Medium and Micro Enterprises	: 02 points		
	(SMME's)			
			<b>Specific Goals (Maximum</b>	
<b>Total</b>		<b>: 100 points</b>		

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.

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

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 80 POINTS FOR PRICE, AND OTHER TENDERS WHICH ARE HIGH IN PRICE MUST SCORE FEWER POINTS , ON PRO RATA 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 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:  $4 \times \frac{\% WO}{100} =$

**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.....%

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

**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 AFFIDAVID 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.

**TABLE B: OWNERSHIP**

NAME AND SURNAME	GENDER	AGE	CITIZENSHIP	ETHNIC GROUP	NUMBER OF SHARES PER SHAREHOLDER	PERCENTAGE OF OWNERSHIP

/ENTITY NAME	(MALE OR FEMALE)	i.e., 32	(RSA, SPECIFY OTHER)	OR  (BLACK, WHITE, ETC.)		(%) PER SHAREHOLDER
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 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 TENDERS 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. 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 SATMAY 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

**END**