

NATIONAL LOTTERIES COMMISSION

REQUEST FOR PROPOSALS FOR THE APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL, CONFIGURE AND PROVIDE AFTER SALES & TECHNICAL SUPPORT FOR AN ELECTRONIC DECLARATION OF INTEREST SYSTEM FOR THE NATIONAL LOTTERIES COMMISSION FOR A PERIOD OF FIVE YEARS

BID PROCESS	BID REQUIREMENTS
BID Number	NLC/2026-006
BID Issue Date	21 May 2026
Closing Date and Time	18 June 2026 @ 11:0
Bid Validity Period	120 (Hundred and Twenty Days)
Compulsory Briefing meeting	05 May 2026 @ 10:30 Venue; 333 Grosvenor Street, Block D, Hatfield Gardens Pretoria
Submission instruction:	All submissions must be addressed to Supply Chain Management NLC. Submission of proposals through must be done through the e-tender portal. Home Page - eTenders Portal https://www.etenders.gov.za/

1. INTRODUCTION

The National Lotteries Commission (NLC) is mandated to promote integrity, transparency, and good governance in the administration of national lottery funds. As a public entity operating within a complex regulatory environment, the NLC is required to uphold the highest standards of ethical conduct in accordance with the Public Finance Management Act (PFMA), the NLC Ethics and conduct Policy, other applicable prescripts and best practices.

2. Background

Currently, the management of employee declarations of interest is largely manual, paper-based, or fragmented across different systems. This creates several challenges, including inconsistent record-keeping, limited audit trail capability, delays in processing declarations, and difficulty in monitoring conflicts of interest across the organization. These limitations increase exposure to ethical risks, such as undisclosed interests, potential conflicts in procurement decisions, and non-compliance with governance requirements.

In line with the NLC's commitment to strengthening ethical governance, enhancing accountability, and promoting a culture of transparency, there is a clear need to modernize and digitize the Declaration of Interest (DOI) process. The introduction of an automated, secure, and centralized electronic Declaration of Interest system will enable the NLC to improve compliance monitoring, ensure timely submission of declarations, enhance detection of conflict-of-interest risks, and provide credible audit evidence for oversight structures such as Internal Audit, Risk Management, and the Board Audit & Risk Committee.

3. Purpose

The purpose of the bid is to appoint a service provider to supply, install, configure and provide after sales & technical support for an electronic declaration of interest system for the NLC for a period of 5 years.

4. Objective

The primary objective of this bid is to appoint a qualified service provider to implement, configure, integrate support and maintain a secure electronic DOI that:

- Complies with applicable South African legislation and governance prescripts;
- Operates within a controlled, auditable and standards-based environment;
- Supports annual and ad-hoc staff declarations;
- Provides real-time reporting and conflict-of-interest risk visibility.

5. Scope of work

The successful bidder will be required to provide a secure, production-ready electronic of DOI) system for use by all staff members

- a) Supply a fully functional electronic DOI system (off-the-shelf cloud-based and licenses).
- b) Install and configure the system according to NLC specifications.
- c) Ensure integration with existing NLC systems (Oracle ERP HCM Module, Active Directory for Single Sign On (SSO)).
- d) Provide customisation for NLC policies, workflows, approval paths, and reporting requirements.
- e) Provide user access controls, security features, and audit trails.
- f) Offer training to end-users, system administrators, and ethics/risk teams.
- g) Provide after-sales technical support and maintenance for 5 years

NB: Local online support and maintenance should be provided by the successful bidder at no extra cost.

6. Scope of Requirements:

The DOI system should have competencies over the following expectations and requirements by the NLC:

6.1. Core Functional Requirements

6.1.1. Employee Profile Integration

- Sync with HCM/Payroll systems through the Oracle ERP HCM module as well as EBS Payroll module.
- Auto-fetch:
 - Employee full name
 - Department / division/Provincial Office
 - Position/Title
 - Employee number
 - Supervisor/line manager info

6.1.2. Declaration of Interest Form

Form must include following: **(Mandatory: YES/NO fields + mandatory comment if YES and Digital signature (e.g., click-to-sign or digital cert) and submission confirmation)**

- Directorships or shareholding in any companies
- External employment or consulting work
- Interests in entities doing business with the employer
- Close relatives working in sensitive roles
- Gifts, hospitality, or sponsorships received

- Interests in procurement/supplier relationships

6.1.3. Annual and Ad-hoc Declaration Support

- Require annual declarations
- Allow ad-hoc declarations when interests change
- Notify ERM/Ethics when updates are needed

6.1.4. Workflow and Approvals

- Automated submission → review → approval workflow
- Configurable roles: Employee → Supervisor/Manager → ERM/Ethics Officer
- Allow for escalation if conflicts are identified
- Generate review notes or flags during approval

6.1.5. Audit and Reporting

- Tamper-proof audit trail of submissions, edits, and approvals
- Full version history
- Exportable reports (PDF/Excel) for:
 - All employees with interests
 - Unsubmitted declarations
 - High-risk departments/individual or interest types

6.1.6. Security & Access Control

- Single Sign-On (SSO)
- Role-based access (e.g., ERM, IA, Line Manager)
- Encrypt sensitive data (in transit and at rest)
- Auto-log out after inactivity
- Automated conflict-of-interest risk scoring (Low/Medium/High)
- Ability to cross-reference declared interests against supplier databases, CIPC, and ERP vendor masters

6.1.7. Information Security, Privacy and Compliance Requirements

The bidder must demonstrate that the proposed solution operates within a formally governed and regulated control environment. As a minimum, the service provider or the hosting environment must comply with one or more of the following internationally recognised information security frameworks:

- ISO/IEC 27001 (Information Security Management System); or
- SOC 2 Type II; or

- NIST SP 800-53.

NB: The bidder must clearly indicate the entity that holds the certification; whether hosting is on-premises, private cloud or public cloud and how POPIA compliance, data residency and access controls are enforced.

6.1.8. Legislative & Regulatory Requirements for Declaration of Interests

DOI system should comply with:

- PFMA & Treasury Regulations
- Companies Act (Director interests)
- POPIA
- Prevention & Combating of Corrupt Activities Act
- Public Administration Management Act (PAMA)

6.1.9. Notifications and Remind

➤ **Email/SMS alerts:**

- When declaration is due or overdue
- If conflicts are flagged
- When updates are required due to promotion/transfer

➤ Escalation to management for non-compliance

6.1.10. Administrative Dashboard

➤ Admin view of:

- Submission status by department
- Risk level summary
- Approval bottlenecks
- Conflict trends across the organization

➤ Ability to enforce declarations for new employees or flagged roles

6.1.11. Mobile and Web Compatibility

- Fully functional via desktop and mobile devices such as a tablet or cellular phone
- Web-based interface (responsive UI)
- Optional mobile app or integration with existing intranet portal

6.1.12. Retention, Archiving & Compliance

- Retain and store declarations for a set period 5 years
- Flag expired/old declarations for review
- Handover stored declarations to NLC in archive formats to be negotiated post appointment

- Support legal holds for disciplinary or legal cases

7. Technical Requirements

- Cloud-based
- Compliant with internal policies
- Mobile-responsive interface
- Data encryption (in transit and at rest)
- System uptime and disaster recovery provisions

8. Support and Maintenance

- Training for users and administrators
- Include local South African Technical support (e.g., helpdesk, ticketing system)
- System updates and patches
- Non-critical issues: Resolution within 24 hours.
- The bidder must provide a comprehensive Business Continuity Plan (BCP)

9. Documentation

- User manuals and training materials
- System documentation for IT/technical staff
- Maintenance and support schedule

10. Testing and Certification

- Run:
 - Functional testing
 - User acceptance testing (UAT)
 - Vulnerability/penetration testing
 - Compliance validation with internal audit or external regulator

11. Deliverables

As a minimum, the NLC expects the following deliverables: amongst other things:

- Functional Declaration of Interest System
- Implementation plan and project schedule
- User and admin training sessions
- Final project report and handover documentation

12. REPORTING REQUIREMENTS

The service provider will report to the Chief Risk Officer.

13. DURATION OF THE PROJECT

The expected duration of the contract is years (5) years, which may be effective on the date of appointment, the date of signing of a service level agreement (SLA) or as directed and at the discretion of the NLC. Implementation: Within 12 months from award and provide overall service period of 5 years

14. Data Retention

- NLC retains all data at the end of the contract

SECTION 2: NOTICE TO BIDDERS

1. Terms and conditions of Request for Proposals

- 1.1 This document may contain confidential information that is the property of the NLC.
- 1.2 No part of the contents may be used, copied, disclosed, or conveyed in whole or in part to any party in any manner whatsoever other than for preparing a proposal in response to this RFP without prior written permission from the NLC.
- 1.3 All copyright and intellectual property herein vests with the NLC.
- 1.4 Late and incomplete submissions will not be accepted.
- 1.5 No services must be rendered, or goods delivered before an official NLC Purchase Order form has been received.
- 1.6 This RFP will be evaluated in terms of the 80/20 preference point system
- 1.7 Suppliers are required to register on the Central Supplier Database at www.csd.gov.za.
- 1.8 Suppliers must provide their CSD registration number (and attach a CSD Registration report) and ensure that their tax matters are compliant.
- 1.9 All questions regarding this RFP must be forwarded to lucky@nlcsa.org.za.
- 1.10 Any supplier who has reasons to believe that the RFP specification is based on a specific brand must inform the NLC via the email addressed in 1.9.

2. General rules and instructions

- 2.1 News and press releases
 - 2.1.1 Bidders or their agents shall not make any news releases concerning this RFP or the awarding of the same or any resulting agreement(s) without the consent of, and then only in co-ordination with, the NLC.
- 2.2 Precedence of documents
 - 2.2.1 This RFP consists of several sections. Where there is a contradiction in terms

between the clauses, phrases, words, stipulations or terms and herein referred to generally as stipulations in this RFP and the stipulations in any other document attached hereto, or the RFP submitted hereto, the relevant stipulations in this RFP shall take precedence.

- 2.2.2 Where this RFP is silent on any matter, the relevant stipulations addressing such matter, and which appear in section 217 of the constitution of the republic shall take precedence. Bidders shall refrain from incorporating any additional stipulations in its proposal submitted in terms hereof other than in the form of a clearly marked recommendation that the NLC may in its sole discretion elect to import or to ignore. Any such inclusion shall not be used for any purpose of interpretation unless it has been so imported or acknowledged by the NLC.

It remains the exclusive domain and election of the NLC as to which of these stipulations are applicable and to what extent. Bidders are hereby acknowledging that the decision of the commission in this regard is final and binding. The onus to enquire and obtain clarity in this regard rests with the Bidder(s). The Bidder(s) shall take care to restrict its enquiries in this regard to the most reasonable interpretations required to ensure the necessary consensus.

2.3 Preferential procurement reform

- 2.3.1 The commission supports B-BBEE as an essential ingredient of its business. In accordance with government policy, the NLC insists that the private sector demonstrates its commitment and track record to B-BBEE in the areas of ownership (shareholding), skills transfer, employment equity and procurement practices (SMME Development) etc.

2.4 National Industrial Participation Programme

- 2.4.1 The Industrial Participation policy, which was endorsed by Cabinet on 30 April 1997, is applicable to contracts that have an imported content. The NIP is obligatory and therefore must be complied with. Bidders are required to sign and submit the Standard Bidding Document (SBD).

2.5 Language

- 2.5.1 Bids shall be submitted in English.

2.6 Gender

- 2.6.1 Any word implying any gender shall be interpreted to imply all other genders.

2.7 Headings

- 2.7.1 Headings are incorporated into this RFP document and submitted in response thereto, for ease of reference only and shall not form part thereof for any purpose of interpretation or for any other purpose.

2.8 Occupational Injuries and Diseases Act 13 of 1993

2.8.1 The Bidder warrants that all its employees (including the employees of any sub-contractor that may be appointed) are covered in terms of the Compensation for Occupational Injuries and Diseases Act 13 of 1993 and that the cover shall remain in force for the duration of the adjudication of this RFP and/ or subsequent agreement. the commission reserves the right to request the Bidder to submit documentary proof of the Bidder's registration and "good standing" with the Compensation Fund, or similar proof acceptable to the commission.

2.9 Processing of the Bidder's Personal Information

2.9.1 All Personal Information of the Bidder, its employees, representatives, associates and sub- contractors ("Bidder Personal Information") required under this RFP is collected and

processed for the purpose of assessing the content of its tender proposal and awarding the bid. The Bidder is advised that Bidder Personal Information may be passed on to third parties to whom the commission is compelled by law to provide such information. For example, where appropriate, the commission is compelled to submit information to National Treasury's Database of Restricted Suppliers.

2.9.2 All Personal Information collected will be processed in accordance with POPIA and with the commission.

2.9.3 Data Privacy Policy.

2.9.4 The following persons will have access to the Personal Information collected:

2.9.4.1 The commission personnel participating in procurement/award procedures; and

2.9.4.2 Members of the public: within seven working days from the time the bid is awarded, the following information will have to be made available on National Treasury's e-Tender portal:

2.9.4.2.1 contract description and bid number.

2.9.4.2.2 names of the successful bidder(s) and preference points claimed.

2.9.4.2.3 the contract price(s) (if possible).

2.9.4.2.4 contract period.

2.9.4.2.5 names of directors; and

2.9.4.2.6 date of completion/award.

2.9.5 The commission will ensure that the rights of the Bidder and of its employees and representatives (i.e., the right of access and the right to rectify) are effectively guaranteed in accordance with the procedures as specified in the commission PAIA manual.

2.9.6 In signing this document, the Bidder consents to the use of its Personal Information for the purposes as specified in section 2.9.1 above.

3. Compulsory Briefing Session

Date & Time: 05 June 2026 @ 10:30

**Venue: 333 Grosvenor Street, Block D Hatfield Gardens,
Hatfield, 0028**

Bidders are advised to arrive early; doors will open at 10:00 to the venue

4. Validity Period

- 4.1 The Commission requires a validity period of 120 Days against this RFP.
- 4.2 Bidders are to note that they may be requested to extend the validity period of their bids, on the same terms and conditions, if the internal evaluation process are not finalized within the validity period.

5. National Treasury's Central Supplier Database

- 5.1 Bidders are required to self-register on National Treasury's Central Supplier Database (CSD) which has been established to centrally administer supplier information for all organs of state and facilitate the verification of certain key supplier information.
- 5.2 The Commission may not award business to a bidder who has failed to register on the CSD.
- 5.3 Only foreign suppliers with no local registered entity need not register on the CSD.
- 5.4 The CSD can be accessed at <https://secure.csd.gov.za/>

6. Confidentiality

- 6.1 Bids submitted for this Request for Proposals will not be revealed to any other bidders and will be treated as contractually binding.
- 6.2 The Commission reserves all the rights afforded to it by the POPIA in the processing of any of its information as contained in Bid Proposals.
- 6.3 The Bidder acknowledges that it will obtain and have access to personal information of The NLC and agrees that it shall only process the information disclosed by the NLC in terms of this bid award and only for the purposes as detailed in this RFP and in accordance with any applicable law.
- 6.4 The Bidder shall notify the NLC in writing of any unauthorized access to personal information and the information of a third party, through cybercrimes or suspected cybercrimes, in its knowledge and report such crimes or suspected crimes to the relevant authorities in accordance with applicable laws, after becoming aware of such.

7. Communication

- 7.1 Specific queries relating to this RFP should be submitted lucky@nlcsa.org.za, before the closing date.
- 7.2 In the interest of fairness and transparency the NLC's response to such a query

may be made available to other bidders.

- 7.3 It is prohibited for bidders to attempt, either directly or indirectly, to canvass any officer or employee of the NLC in respect of this RFP between the closing date and the date of the award of the business.
- 7.4 Bidders found to be in collusion with one another will be automatically disqualified and restricted from doing business with organs of state for a specified period.

8. Supplier Performance

- 8.1 The National Lotteries Commission conducts regular performance reviews in accordance with the requirements for the classification of the contract and or stakeholder by making use of supplier evaluation forms. The evaluation is conducted against the deliverables or scope of the contract with a minimum of an annual review done for contracts longer than a year
and a review at completion of contract for those contracts less than a year.
- 8.2 Ad-hoc performance reviews shall be conducted where non-performance is identified outside the review period.
- 8.3 Non-performance will be addressed with at least a formal letter advising specific non-performing areas and stating remedial action/s required within specific time frames. Non-adherence to remedial actions shall lead to escalating performance management actions.
- 8.4 Any party to this agreement may request to participate in a joint performance review where appropriate and seek continuous improvement opportunities.

15. SECTION 3: EVALUATION CRITERIA

The Commission will evaluate all proposals in terms of the Preferential Procurement Regulation of 2022 and the Preferential Procurement Policy Framework Act. No. 5 of 2000 (PPPFA).

The below phases evaluation criteria will be considered in evaluating the proposals, being:

Stage 1: RFP Closing Date and Submission Instructions, and Format

15.1. RFP Closing Details

The closing date for RFP submission is **18 June 2026 @ 11:00** Standard South African Time. Any late RFP will not be accepted. Proposals are to be submitted via e-tender portal. The onus remains on the bidder to ensure successful submission of their bids. Any discrepancies must be addressed to and dealt with by the National Treasury who are the custodians of the e-tender portal.

15.2. Bid Formats

Bid submissions must be submitted in a PDF format that is protected from any modifications, deletions, or additions.

Financial/pricing information must be presented in a **separate attachment** from the Technical/Functional Response information. The onus is on the Bidder to ensure that all mandatory and required documents are included in the electronic submission.

Tender submissions received after submission date and time will be declared late and will not be accepted for consideration by the NLC.

The NLC will not be responsible for any failure or delay in the submission or receipt of the bid including but not limited to:

- Poor Network
- Power cut (load shedding)
- Straggling access e-tender portal
- Unable to use E-tender portal

Stage 2: Administrative Compliance

All bid respondents must submit the required documents that comply with all these requests for quotation. The Administrative Compliance Evaluation will include the following:

Evaluation Criteria	Supporting Document
Signed standard bidding documents (SBD Forms). It is required that the bidder must provide correct information and declaration in the SBD Forms duly signed by the authorized person	Fully Completed Standard Bidding Documents SBD 1 & SBD 6.1
Originally signed consent form in terms of the Protection of Personal Information Act 4 of 2013 (POPIA)	POPIA Consent Form
<ul style="list-style-type: none"> • B-BBEE Certificate/ Affidavit in terms of Codes of Good Practice 	BEE Certificate/Affidavit Consolidated B-BBEE Certificate/ Affidavit in the case of a Joint Venture
Registered with the CSD). Recent CSD	Full CSD Report with SARS Tax Compliance Status
CIPC Registrations Documents	CIPC CK Document

Stage 3: Mandatory Requirements

Bidders are required to fully comply with the mandatory requirements as specified, and failure to meet the requirements below will result in disqualification.

Evaluation Criteria		Supporting Document			
1. In the event of the bidder being in a joint venture (JV), a signed JV agreement must be submitted (where applicable)		JV Agreement			
2. Bidders must submit a fully complete declaration of interest form (failure to declare honestly will lead to bidder being disqualified)		SBD 4			
3. Bidder must be ISO27001 CERTIFIED or NIST 800-53, SOC 2 Type II)		Attach accreditation certificate from the professional body			
4. Only bidders who are compliant with the requirements of this stage will proceed to stage 4. Bidder must indicate by ticking (√) correct box indicating that they Comply or do not comply. If no tick is made it will be accepted that the bidder does “not comply” and will be disqualified. Note: The following specific requirements must be met by the bidders:		Mandatory requirement document ticked to confirm that the software/ tool proposed by the bidder complies with functional and security mandatory requirements.			
MANDATORY REQUIREMENTS – DOI System (FUNCTIONALITY)					
THE DECLARATION OF INTEREST SOFTWARE/ TOOL MUST HAVE THE FOLLOWING:				COMPLY	
				YES	NO
1.	The Software/ Tool must be cloud based				
2.	The system must support a structured workflow that automatically routes declarations to supervisors for review, escalates overdue submissions, tracks all review and approval steps, and allows supervisors to return declarations for correction or clarification.				
3.	The system must support multiple DOI categories (e.g., financial interests, gifts, business interests, related parties, external employment)				
4.	The system must maintain a comprehensive, non-editable audit trail that records all user logins, edits, submissions, approvals or rejections, and system changes to ensure full traceability and accountability.				
5.	The system must offer responsive user experience accessible on desktop, tablet, and mobile devices, support recognised accessibility standards such as WCAG 2.1, and operate seamlessly across multiple browsers without requiring additional plugins.				
6.	The system must integrate with the NLC’s				

	HCM/Payroll system for automatic employee updates, support Active Directory/Azure AD for Single Sign-On, provide RESTful API capabilities for future system linkages, and connect to email servers (SMTP) to enable automated notifications and alerts.			
MANDATORY REQUIREMENTS – DECLARATION OF INTEREST (SECURITY)				
SECURITY DOMAIN		REQUIREMENTS	COMPLY	
			YES	NO
1.	Access management	The solution must ensure secure access through MFA, SSO, and strong password controls, including complexity rules, lockout mechanisms, and session timeout settings. It must also provide configurable role-based access control, enabling administrators to assign detailed permissions for system functions while enforcing the principle of least privilege for all users.		
2.	Operational Security	The system must perform daily automated backups and include a formal Disaster Recovery Plan with clearly defined RTO (Recovery Time Objective) and RPO (Recovery Point Objective) values.		
3.	Information security	<ul style="list-style-type: none"> • The Software/ Tool must be a web-based tool • The bidder should provide confirmation in the form of a signed off letter that: <ul style="list-style-type: none"> ○ The solution should be 		

		<p>consistently upgraded to provide protection against the OWASP threats as new threats emerge (i.e. the latest upgrade of the solution should cover at least the top 10 Open Web Application Security Project (OWASP) 10 threats at any given time)</p> <ul style="list-style-type: none"> • The Software/ Tool meets privacy requirements (e.g., the need to protect the confidentiality of customer records or personal identifiable information (PII) such as employee and customer details) as per the legal and regulatory requirements (e.g. POPIA, GDPR, etc.) • The bidder confirms that they will adhere to the NLC's information security policies, standards and procedures. 			
4.	Encryption	The bidder should provide confirmation in the form of a signed letter that the Software/ Tool has adequate protection for sensitive information in transit (e.g. between the web server and a			

		user's web browser) and at rest; the information must be protected against unauthorised disclosure.			
5.	DOI Tool Hosting	The Software/ Tool should have a capability of being hosted on the following platform: - Microsoft Azure If the service provider prefers own hosting, the service provider must bear the cost of self-hosting.			
6.	Integration	The Software/ Tool must provide standardised integration capabilities to facilitate integration into NLC's internal systems.			

Note to Bidders:

Bidders may be requested, at the behest of the NLC, to submit via courier services to the SCM unit of the NLC, within a minimum of 3 working days from the date of request, hard copies of certified qualifications, memberships certificates, COIDA etc. which may have been requested for assessment. Failure to submit the information within the requested period shall render the bidder non-responsive.

Failure to comply with the above mandatory requirements will render your submission non-responsive and unacceptable.

Stage 4: Technical evaluation

The evaluation for the Technical and Functional threshold will include the following:

Table 1: Rating Scale

Rating	Definition	Score
Excellent	Exceeds the requirement. Exceptional demonstration of ability, understanding, experience, skills, resources, and quality measures. Adds clear value.	5
Good	Satisfies the requirement with minor additional benefits. Above average demonstration with supporting evidence.	4

Acceptable	Meets the requirement. Adequate demonstration with supporting evidence.	3
Minor Reservations	Does not Meets the requirement with minor reservations. Limited supporting evidence.	2
Serious Reservations	Do not Meets the requirement with major reservations. Considerable concerns and minimal evidence.	1
Unacceptable	Does not meet the requirement. Insufficient information or non- compliance.	0

Category and Criteria Description	Weightings (%)	Scoring matrix (0 to 5)
1. Bidders Experience	50	
<p>1.1. Written reference letters</p> <p>Bidders must provide reference letters from at least five (5) contactable references, (different organizations) within the past five (5) years from the closing of the bid. Letters from 1 organization will be considered as 1 reference.</p> <p>The reference letter must:</p> <ul style="list-style-type: none"> • Have the name of the organisation at which the Declaration of Interest tool was provided; • The component that was used from the tool, e.g. Compliance, Risk management, etc. • The letter must be on the company/ organisation letterhead. • Reference letters must indicate the year in which the related service was rendered. • Letter must be signed; have Contact Person; and • Contact Numbers. <p>No appointment letters from clients will be accepted. The NLC will not accept a list of references and/or references listed on a table other than signed reference letters. The NLC reserves the right to validate all reference letters submitted. The reference letter(s) must be in the form of individual letter(s) from the respective clients.</p>	25	<ul style="list-style-type: none"> • No compliant reference letters = 0 • 2 compliant reference letters = 1 • 4 compliant reference letters = 2 • 5 compliant reference letters = 3 • 6 compliant reference letters = 4 • Above six compliant reference letters = 5
<p>1.2. Company Experience:</p> <p>The bidder must provide details of work of a similar nature (supply, installation and maintenance of an electronic conflict of interest declaration system) undertaken by the</p>	25	<ul style="list-style-type: none"> • Less than 1-year relevant experience with no capacity and no list of clients = 0 • Greater than or equal to 1

<p>bidder within the previous years. Specific details must be given to indicate the extent to which these previous experiences relate to the work described in the TOR. Bidders are required to submit their company profile that contains the entity’s organizational structure, its size, staff complement, infrastructure, location, experience and achievements. The bidder must demonstrate that they have the capacity to render the required service by submitting a company profile detailing core staff, their experience in the supply, installation, maintenance of an electronic conflict of interest declaration system and provide implementation plan. Proof of the number of years should be provided by means of a list of clients detailing the similar project as per the TOR. In addition, provide:</p> <ul style="list-style-type: none"> • the number of years the solution has been in production • Number of organisations using the solution • Public sector implementations • Evidence of regular product updates • Vendor support structure 		<p>year and less than 2 years relevant experience, capacity and a list with 1 client = 1</p> <ul style="list-style-type: none"> • Greater than or equal to 2 years and less than 4 years relevant experience, capacity and a list with 2 two clients = 2 • Greater than or equal to 4 years and less than 6 years relevant experience, capacity and a list with 3 clients = 3 • Greater than or equal to 6 years and less than 8 years relevant experience, capacity and a list with 4 clients = 4 • 8 years or more of relevant experience, capacity and a list with more than 5 clients = 5
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<p>NB: Bidders need to score a minimum of 35 score to qualify to the Presentation/Demonstration stage</p>						
<p>2. Presentation/Demonstration The bidder must provide a detailed and comprehensive demonstration of their Software/ Tool, indicating how the proposed tool will satisfy each user requirement as indicated in the table below:</p>					<p>50</p>	
<p>DEMONSTRATION FEATURES</p>			<p>YES</p>	<p>NO</p>	<p>50</p>	<p>The objective rating scale of 1-5 from Table 1 above will be applicable</p> <ul style="list-style-type: none"> • All requirements were successfully demonstrated = 5 • Not all requirements were successfully demonstrated = 0
<p>1</p>	<p>Employee Declaration Submission</p>	<p>Demonstrate:</p> <ul style="list-style-type: none"> • Login via SSO or credentials • Auto-populated employee profile from HCM/Payroll • Completion of Declaration of Interest 				

		<p>form</p> <ul style="list-style-type: none"> • YES/NO logic with mandatory comment trigger • Upload of supporting documents • Digital signature • Submission confirmation 				
2.	Workflow demonstration	<p>The demonstration must include:</p> <ul style="list-style-type: none"> • Submission of a Declaration of Interest by an employee. • Automatic routing to Supervisor/Manager • Escalation to ERM/Ethics Officer where applicable • Return for amendment functionality • Approval and rejection scenarios • Escalation mechanism when deadlines are missed • Risk flag triggering during workflow • Time-stamped audit logging of each action 				
3.	Risk Detection & Automated Flagging	<p>The demonstration must include:</p> <ul style="list-style-type: none"> • Automated classification of declared interests (Low / Medium / High risk) • Risk scoring based on predefined rules (e.g., procurement roles, supplier links) • Ability to configure risk thresholds • Cross-referencing against: 				

		<ul style="list-style-type: none"> • Supplier database • ERP vendor master • CIPC/company registry (if applicable) <p>Risk alerts during submission or review Risk summary visible on dashboard.</p>				
4.	Reporting demonstration	<p>The demonstration must include:</p> <p>List of all employees with declared interests Overdue declarations report High-risk department report Risk heatmap/dashboard Export to PDF and Excel Custom report generation</p>				
5.	Admin configuration capability	<p>The demonstration must include:</p> <ul style="list-style-type: none"> • Creation/modification of declaration fields • Modification of workflow rules • Role and permission configuration • Notification template editing • Risk rule adjustment • Retention period configuration 				
6.	Security & Access Control	<p>The demonstration must include:</p> <p>Role-Based Access Control (Employee vs Manager vs ERM vs IA)</p>				

		Data visibility restrictions Auto logout after inactivity Evidence of encryption controls Administrative access controls				
Total					100	
Total Weighing Score					100	
Minimum qualifying score required:					75	

Stage 4: Evaluation on Price and Specific Goals as per PPR2022. The 80/20 Principle is based on Price and special goals for the NLC.

The following formula is to be used to calculate points out of 80 for price, inclusive of all applicable taxes. A maximum of 80 points is allocated for price on the following basis:

<p>Price</p> <p>The following formula will be used to calculate the points out of 80 for price in respect of a bid with a Rand value equal to or above R30 000 and up to a Rand value of R50 million, inclusive of all applicable taxes:</p> $P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$ <p>Where:</p> <p>P_s = Score for the Bid under consideration P_t = Price of Bid under consideration P_{min} = Price of lowest acceptable Bid</p>	80
TOTAL SCORE:	80

A maximum of 20 points will be awarded to a bidder for the specific goals specified for the RFP.

DESCRIPTION	Sub - points for specific goals	Maximum points for specific goals	Relevant Evidence
-------------	---------------------------------	-----------------------------------	-------------------

1. Procurement from entities who are black Owned		8	Copies of ID's/3 months CIPC Report from the closing date of the bid/ CSD Recent Report
Tenderer who have 100% black Ownership	8		
Tenderer who have 51% to 99% black ownership	4		
Tenderer who have less than 51% black ownership	0		
2. Procurement from entities who are women Owned		4	B-BBEE Certificate / B-BBEE Sworn Affidavit
Tenderer who have 100% women ownership	4		
Tenderer who have 30% to 99% women ownership	2		
Tenderer who have less than 30% women ownership	0		
3. Procurement from Youth Ownership		4	B-BBEE Certificate / B-BBEE Sworn Affidavit
Tenderer who have 100% youth ownership	4		
Tenderer who have 30% to 99% youth ownership	2		
Tenderer who have less than 30% youth ownership	0		
4. Procurement from Disabilities Owned		4	Letter from the Doctor of not older than 1 year from the closing date of the bid confirming disability and CSD report
Tenderer who have 20% or more owners with disability	4		
Tenderer who have less than 20% but more than 10% owners with disability	2		
Tenderer who have less than 10% owners with disability	0		
Total points for specific goals		20	

Stage 5: Due Diligence, Contract and Award

The Commission reserves the right to undertake a due diligence exercise on the preferred bidder/s as part of a material risk evaluation aimed at determining to its satisfaction the



validity of the information provided by the Bidder.

The stage is for negotiation after receipt of formal tenders and before the conclusion of contracts with suppliers/contractors submitting the lowest acceptable tender with a view to obtaining an improvement in price, delivery, or content, in circumstances which do not put other bidders at a disadvantage or affect adversely their confidence or trust in the competitive system. Bidders may be requested to provide their best and final offers based on contract negotiations.



INVITATION TO BID (SBD 1)

PART A

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS							
BID NUMBER:	NLC/2025-006	ISSUE DATE:	21/05/2025	CLOSING DATE:	18/06/2025	CLOSING TIME:	11:00
DESCRIPTION	REQUEST FOR PROPOSALS FOR THE APPOINTMENT OF A SERVICE PROVIDER TO SUPPLY, INSTALL, CONFIGURE AND PROVIDE AFTER SALES & TECHNICAL SUPPORT FOR AN ELECTRONIC DECLARATION OF INTEREST SYSTEM FOR THE NATIONAL LOTTERIES COMMISSION FOR A PERIOD OF FIVE YEARS						
BID RESPONSE MUST BE SUBMITTED VIA E-TENDER PORTAL							
BIDDING PROCEDURE ENQUIRIES MAY BEDIRECTED TO				TECHNICAL ENQUIRIES MAY BE DIRECTED TO:			
CONTACTPERSON	SCM			CONTACT PERSON	SCM		
TELEPHONENUMBER	012 432 1308			TELEPHONE NUMBER	012 432 1309		
FACSIMILENUMBER				FACSIMILE NUMBER			
E-MAIL ADDRESS	innocent.tshakela@nlcsa.org.za			E-MAIL ADDRESS	lucky@nlcsa.org.za		
SUPPLIER INFORMATION							
NAME OF BIDDER							
POSTAL ADDRESS							
STREET ADDRESS							
TELEPHONE NUMBER	CODE		NUMBER				
CELL PHONENUMBER							
FACSIMILENUMBER	CODE		NUMBER				
E-MAIL ADDRESS							
VAT REGISTRATION NUMBER							
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE	UNIQUE REGISTRATION REFERENCE NUMBER: MAAA		
B-BBEE STATUSLEVEL VERIFICATION CERTIFICATE	[TICK APPLICABLE BOX] YES <input type="checkbox"/> NO <input type="checkbox"/>		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLEBOX] YES <input type="checkbox"/> NO <input type="checkbox"/>			
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]							



1. ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS / SERVICES / WORKS OFFERED?	YES <input type="checkbox"/> NO <input type="checkbox"/> [IF YES ENCLOSE PROOF]	2. ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	YES <input type="checkbox"/> NO <input type="checkbox"/> [IF YES, ANSWER QUESTIONNAIRE BELOW]
--	--	---	--

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION	YES <input type="checkbox"/>	NO <input type="checkbox"/>
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PINCODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 1.3 BELOW.		

**PART B
TERMS AND CONDITIONS FOR BIDDING**

TAX COMPLIANCE REQUIREMENTS

- BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- i. BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
 - ii. APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
 - iii. BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
 - iv. IN BIDS WHERE UNINCORPORATED CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
 - v. WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULAR'S MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

(Proof of authority must be submitted, e.g. company resolution)

DATE: _____

SECTION 5: BIDDER'S DISCLOSURE (SBD 4)

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 State institution

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

2.1.3 If so, furnish particulars:

.....

.....

2.2 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**

2.2.1 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 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.
- 3.5 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 maybe 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

_____ 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.

SECTION 6: 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)

1.2 To be completed by the organ of state

(Delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **80/20** preference point system.
- b) The **80/20 preference point system** will be applicable in this tender. The lowest/highest acceptable tender will be used to determine the accurate system once tenders are received.

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:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

1.5 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.

- 1.6 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 PREFERENCE POINT SYSTEMS

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

$$Ps = 80 \left(1 - \frac{Pt - P \min}{P \min} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest 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 the 80/20 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 the 80/20 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 the 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below. (Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such. Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

1. Procurement from entities who are Black Owned	Sub - points for specific goals	Maximum points for specific goals	Number of points claimed (80/20 system) (To be completed by the tenderer)
Tenderer who have 100% black Ownership	8	8	
Tenderer who have 51% to 99% black ownership	4		
Tenderer who have less than 51% black ownership	0		

2. Procurement from entities who are women Owned			
Tenderer who have 100% women Ownership	4	4	
Tenderer who have 30% to 99% women ownership	2		
Tenderer who have less than 30% women ownership	0		
3. Youth Ownership		4	
Tenderer who have 100% youth ownership	4		
Tenderer who have 30% to 99% youth ownership	2		
Tenderer who have less than 30% youth ownership	0		
4. Procurement from Disabilities		4	
Tenderer who have 20% or more owners with disability	4		
Tenderer who have less than 20% but more than 10% owners with disability	2		
Tenderer who have less than 10% owners with disability	0		
Total points for specific goals			

5. DECLARATION WITH REGARD TO COMPANY/FIRM

5.1. Name of company/firm.....

5.2. Company registration number:

5.3 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]

5.4 I, the undersigned, who is duly authorized 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;

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;

- iv) 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 favorable 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 *audialteram 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:

.....

.....



SCM: CONSENT REQUEST FORM

REQUEST FOR THE CONSENT OF A DATA SUBJECT FOR PROCESSING OF PERSONAL INFORMATION FOR THE PURPOSE OF PROCUREMENT OF GOODS AND SERVICES APPLICATION, IN LINE WITH THE NLC'S SUPPLY CHAIN MANAGEMENT POLICY, IN TERMS OF SECTION 11(1)(a) OF THE PROTECTION OF PERSONAL INFORMATION ACT, 2013 (ACT NO. 4 OF 2013) ("POPIA").

TO: _____

FROM: _____

ADDRESS: _____

Contact number: _____

Email address: _____

1. In terms of the PROTECTION OF PERSONAL INFORMATION ACT, consent for processing of personal information of a data subject (the person/entity to whom personal information relates) must be obtained for the purpose of processing of application for procurement of goods and services, in line with the NLC's supply chain management policy, and storage of your personal data by means of any form of electronic communication, including automatic calling machines, facsimile machines, SMSs or e-mail, which is prohibited unless written consent to the processing is given by the data subject. You may only be approached once for your consent by us (NLC). After you have indicated your wishes in Part B,

you are kindly requested to submit this Form either by post, facsimile or e-mail to the address, facsimile number or e-mail address as stated above.

2. "Processing" means any operation or activity or any set of operations, whether or not by automatic means, concerning personal information, including—

2.1 the collection, receipt, recording, organisation, collation, storage, updating

or modification, retrieval, alteration, consultation or use;

2.2 dissemination by means of transmission, distribution or making available in any other form; or

2.3 merging, linking, as well as restriction, degradation, erasure or destruction of information.

3. “Personal information” means information relating to an identifiable, living, natural person, and where it is applicable, an identifiable, existing juristic person, including, but not limited to—

3.1 information relating to the race, gender, sex, pregnancy, marital status, national, ethnic or social origin, colour, sexual orientation, age, physical or mental health, well-being, disability, religion, conscience, belief, culture, language and birth of the person;

3.2 information relating to the education or the medical, financial, criminal or employment history of the person;

3.3 any identifying number, symbol, e-mail address, physical address, telephone number, location information, online identifier or other particular assignment to the person;

3.4 the biometric information of the person;

3.5 the personal opinions, views or preferences of the person;

3.6 correspondence sent by the person that is implicitly or explicitly of a private or confidential nature or further correspondence that would reveal the contents of the original correspondence;

3.7 the views or opinions of another individual about the person; and

3.8 the name of the person if it appears with other personal information relating to the person or if the disclosure of the name itself would reveal information about

the person.

Full names of the designated person on behalf of the Responsible Party

Signature of Designation person



ANNEXURE A: PRICE SCHEDULE TO BE FULLY COMPLETED BY THE BIDDER: NLC2026-006

ANNEXURE A: PRICING SCHEDULE FOR DECLARATION OF INTEREST SYSTEM				
No	DESCRIPTION OF THE SERVICES	QUANTITY	UNIT PRICE	TOTAL COST (EXCLUDING VAT)
1.	System implementation and installation, configure	1	R	R
2	Support and Maintenance – 5 Years The price must include applicable annual increases	1	R	R
3	Training for 3 Supper User	3	R	R
TOTAL COST (EXCLUDING VAT)				R
VAT 15% (If applicable)				R
TOTAL COST (INCLUDING VAT)				R

The bidder must confirm below of no extra cost.

I hereby declare (Bidder Representative) that
(Bidder Name) that no extra cost to be included or is included in the total price of the bid.

NAME OF BIDDER: **DATE:**

SIGNATURE:

