

076/2023/CSO/VIDEO/RFQ

DESCRIPTION:	Appointment of a Film producer/videographer to produce a Corporate Video for TCTA
DURATION OF CONTRACT:	Once off
BID REFERENCE NUMBER:	076/2023/CSO/VIDEO/RFQ
CLARIFICATIONS DEADLINE:	03 rd March 2023 @ 15h00
ISSUE DATE:	27 th February 2023
REQUIRED DATE:	As soon as possible
CLOSING DATE:	09 th March 2023 @ 11h00
BID VALIDITY PERIOD:	30 days
ENQUIRIES:	Name: Email Address:
METHOD OF SUBMISSION:	Electronic
BID SUBMISSION EMAIL	Tenders05@tcta.co.za and imosalakgotla@tcta.co.za

BACKGROUND

In the past financial year, TCTA reviewed its brochures and other marketing collateral to assess whether they contained information that was still accurate and relevant. The process resulted in the revision of some brochures and new ones to capture developments in the organisation. The Communication and Stakeholders Department revised and developed the Corporate, Mokolo-Crocodile Water Augmentation Project (MCWAP), Acid Mine Drainage (AMD) and Berg River–Voëlvlei Augmentation Scheme (BRVAS) brochures. In the same vein, the organisation must develop a corporate video with improved production standards and more current information.

As the organisation embraces remote working, it has become essential to find innovative ways and platforms of interacting with the current and potential internal and external stakeholders. A corporate video is a vital asset because of the ease of deployment on various platforms and can be used at exhibitions and conferences and on social media and websites. Recently, we have seen many exhibitions and conferences being hosted on online platforms, making it necessary for TCTA to adapt to the new way of doing business. A corporate video will meaningfully add to the arsenal of tools that the organisation uses to showcase its products and services and foster further awareness of its vision, mission, and values.

SCOPE OF WORK

DETAILED DESCRIPTION OF GOODS/SERVICES

Service providers are required to produce a corporate video for TCTA. The following will be required from the successful bidders;

- Development of script, project concept and storyboard, the video must take the following format:
 - a) Overview of the organisation

- b) Products and services
- c) Project information
- d) Message from EXCO and employees

Storyboard and script must be approved by TCTA.

- Service providers will be required to travel to the following projects to record and edit video footage:
 - a) Ash River outfall (Clarens)
 - b) Berg Water Project (BWP) (Franschhoek)
 - c) Vaal River Eastern Subsystem Project (VRESAP)(Vaal)
 - d) Mooi-Mgeni Transfer Scheme–Phase 2 (MMTS-2) (Mooi River, KZN)
 - e) Mokolo–Crocodile Water Augmentation Project (Lephalale)
 - f) Acid Mine Drainage–Short-Term Intervention (AMD-STI) (Germiston, Krugersdorp & Springs)

The following footage will be provided by TCTA and must be used in the corporate video.

- a) Metsi Bophelo Borehole Project
- b) Lesotho Highlands Water Project (LHWP) (footage for this project will be sourced from the LHWC and LHWP offices to avoid cross border travel and cut costs)

A representative from the TCTA Communication and Stakeholders Department, relevant TCTA project managers and the appointed service provider will meet at the proposed sites to record video footage and take photographs. The project team will take precautions to protect everyone involved against COVID-19.

- Service providers must produce a corporate video that is 4-5 min long.
- Service providers must provide a voiceover artist. (To be approved by TCTA before recording)
- Service providers must take aerial drone footage of BWP, MMTS-2 and AMD-STI
- Service providers, in addition to the video footage, must shoot and edit still images of all projects visited.

Employee interviews

Corporate videos customarily have a softer, social element that broadens the scope beyond technical work or project features. This effect is typically achieved through footage of employees going on about their daily office or project site routines. However, since TCTA has adopted a work from home policy, the office no longer possesses its characteristic lively work atmosphere. Therefore, we propose the filming of interviews with selected employees in a green screen studio.

TCTA Executives proposed for filming in the studio are:

- CEO
- CFO
- Executive: PF & T
- Executive: PMID
- Service providers are required to conduct interviews and record video footage of the selected executive members.
- Service providers are required to source and book a studio with a green screen for the recording of interviews.

Visual and Special effects

- Service providers must design and develop all special effects, animation or artwork that are required to produce a professional video.

Project Planning					
Service providers are required to produce and submit a project plan to TCTA.					
COMPANY EXPERIENCE REQUIRED					
Companies must have a minimum of 8 years' experience in corporate video production. (Companies with less than 8 years' experience will not be able to attain the maximum points in the functional criteria.) Service providers must submit a minimum list of 5 projects that they have complete in the past 6 years.					
PERSONNEL EXPERIENCE REQUIRED					
A professional video producer will be required to manage this project with experience in corporate video production. A professional qualification in film making or video production. A minimum of 5 years' experience producing corporate videos. In-depth knowledge of video production processes (research, scripting, staging, filming, video editing, etc) and activities. Skilled project management.					
DELIVERABLES					
The selected service provider must be able to provide the following. <ul style="list-style-type: none">Develop script / storyboard.Record/filming and edit video footage.Provide voiceover artist.Green screen/ Studio for interview with executivesCustom graphics and animation (if required on script)Provide a project plan.Direct the filming of the video.Produce a corporate video that is 4-5 minutes long.Provide a copy of the raw footage. Handover copyright to TCTA					
RETURNABLES					
MANDATORY		NON-MANDATORY			
Company Registration documents					
Video producers CV and Qualifications					
Itemised Quotation					
BBBEE Certificate or Sworn Affidavit					
SBD 4					
SBD 6.1					
FUNCTIONALITY CRITERIA					
A total of 100 points is allocated to this section. Bidders will have to attain a minimum score of 75 points to proceed to phase 2 of the evaluation process. Failure by the bidder to attain a score of 50 points out of 100 will disqualify them in proceeding.					
		FUNCTIONAL CRITERIA	<table><tr><td>WEIGHT</td><td>MINIMUM SCORE</td></tr></table>	WEIGHT	MINIMUM SCORE
WEIGHT	MINIMUM SCORE				

1.	Company Experience Service providers must be in operation for a minimum of 8 years in the corporate video production industry. (Submit company profile which indicate clientele) 12 years = 25 points 11 years = 20 points 10 years = 15 points 9 years = 10 points 8 years = 5 points Submit 5 reference letters on the clients' company letterhead for projects successfully completed in the past 6years (Reference letters should detail projects relating to corporate video production) 9 completed projects = 25 points 8 completed projects = 20 points 7 completed projects = 15 points 6 completed projects = 10 points 5 completed projects = 5 points	25	50
2.	Personnel Experience A professional film producer must have a minimum of 5 years' experience in corporate video production. 9 years = 25 points 8 years = 20 points 7 years = 15 points 6 years = 10 points 5 years = 5 points The video producer must have a professional qualification in film making or video production. (Submit CV and certified copies of qualifications).	25	
	Total	100	100

PROPOSED PRICING SCHEDULE

FORM 2: PRICING SCHEDULE Corporate Video Production Costing

Estimate Budget			
Description	Qty	Unit Price	Amount
Script	1		
Video Footage per site	6		
Still Images Site (All key areas of each project)	6 sites		
Travel (two crew members per project site)	2		
Studio Hire, video editing and production (including animation if needed)	1		
Voiceover artist	1		

Film Crew	1		
Producer	1		
Total Vat 15%			
Total including VAT			

Service provider must also include a separate itemised quotation.

SPECIFIC GOALS

B-BBEE

The following table will be used to calculate the score out of 20 for BBEE:

1.1.1.B-BBEE Status Level 1 of Contributor for bids evaluated using 80/20.

B-BBEE Status Level of Contributor	Number of Points
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

1.1.2.A joint venture or consortium must submit a consolidated B-BBEE certificate in order to earn B-BBEE points.

1.1.3.All B-BBEE certificates must be obtained from verification agencies accredited by SANAS unless the bidder is an EME or QSE in which case they must submit a validly commissioned affidavit.

Any bidder who fails to meet the specific goals will not be disqualified from the process and will score 0 for specific goals.

PRICE

Attach pricing schedule.

TCTA will evaluate all Bid Submissions in terms of the Preferential Procurement Policy Framework Act, No.5 of 2000 (PPPFA).

1.1. Price

1.1.1. If the price offered by the highest scoring bidder is not market related, TCTA reserves the right not to award to that bidder in terms of its Procurement policies.

1.1.2. Price must be reflected Excluding and Including VAT.

- 1.1.3. All prices must include disbursements.
- 1.1.4. Prices must be firm and unconditional. Bids with conditional prices will not be acceptable and will be treated as such unless otherwise stipulated in TCTA's standard conditions of bid.

PREFERENTIAL POINTS

Preferential Points Calculation

The weighting of the Preferential points calculation is as follows:

Price = 80
Specific Goals = 20

Bidder's Score

TERMS AND CONDITIONS

TCTA'S Standard Conditions of Bid shall apply to this bid. TCTA reserves the right to cancel or not to award this bid in accordance with its standard Conditions of Bid. Bidders can obtain TCTA's standard conditions of bid upon request or on TCTA's website.

ANNEXURES

A	SBD 1 – INVITATION TO BID
B	SBD 3.1 – PRICING SCHEDULE (FIRM PRICES)
D	SBD 4 – BIDDERS DISCLOSURE
E	SBD 6.1 – IN TERMS OF PPR 2022

ANNEXURE

SBD 1

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	076/2023/CSO/VIDEO/RFQ	CLOSING DATE:	09 th March 2023	CLOSING TIME:	11h00
DESCRIPTION	Appointment of a Film producer/videographer to produce a Corporate Video for TCTA				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Itu Mosalakgotla		CONTACT PERSON	Itu Mosalakgotla	
TELEPHONE NUMBER	012-683-1281		TELEPHONE NUMBER	012-683-1281	
FACSIMILE NUMBER	N/A		FACSIMILE NUMBER	N/A	
E-MAIL ADDRESS			E-MAIL ADDRESS		
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					

TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
FACSIMILE NUMBER	CODE		NUMBER	
E-MAIL ADDRESS				
VAT REGISTRATION NUMBER				
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No: MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No
[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?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		2. ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS				
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?			<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?			<input type="checkbox"/> YES <input type="checkbox"/> NO	
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.				

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 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.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS 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:

PRICING SCHEDULE – FIRM PRICES (PURCHASES)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder.....	Bid number.....
Closing Time 11:00	Closing date.....

OFFER TO BE VALID FOR.....DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY ** (ALL APPLICABLE TAXES INCLUDED)
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-
- Required by:
 - At:
.....
 - Brand and model
 - Country of origin
 - Does the offer comply with the specification(s)? *YES/NO
 - If not to specification, indicate deviation(s)
 - Period required for delivery
*Delivery: Firm/not firm
 - Delivery basis

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

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

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

Full Name	Identity Number	Name of State institution

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

2.2.1 If so, furnish particulars:

.....

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

- 2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

YES/NO

- 2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

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

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of

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

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

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

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

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

1. GENERAL CONDITIONS

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

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

1.2 To be completed by the organ of state

- a) The applicable preference point system for this tender is the **80/20** preference point system.
- b) Either 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	20
SPECIFIC GOALS	80
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 OR 90/10 PREFERENCE POINT SYSTEMS

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

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ \mathbf{Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)} & \mathbf{or} & \mathbf{Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)} \end{array}$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \end{array}$$

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \text{ or } Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of tender under consideration
 Pt = Price of tender under consideration
 Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

(Note to 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.)

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Number of points claimed (80/20 system) (To be
---	---	--

	(To be completed by the organ of state)	completed by the tenderer)

DECLARATION WITH REGARD TO COMPANY/FIRM

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

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

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

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

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

<p>..... SIGNATURE(S) OF TENDERER(S)</p>	
SURNAME AND NAME:
DATE:
ADDRESS: