



**SOUTH AFRICAN BROADCASTING SABC SOC LIMITED**  
(“the SABC”)

**REQUEST FOR QUOTATION (RFQ)**

**RFQ NUMBER: RFQ/TV/2022/188**

**RFQ TITLE: REPLACEMENT OF TV STUDIOS ELECTRICAL POWER AT SABC HEAD  
OFFICE - AUCKLAND PARK**

**EXPECTED TIMEFRAME**

<b>RFQ PROCESS</b>	<b>EXPECTED DATES</b>
<b>Advertisement Date</b>	<b>01 December 2022</b>
RFQ Documents Available From	National Treasury's tender portal ( <a href="http://www.etenders.gov.za">http://www.etenders.gov.za</a> ) SABC Website ( <a href="http://www.sabc.co.za/sabc/tenders/">http://www.sabc.co.za/sabc/tenders/</a> ) CIDB Website <a href="http://www.cidb.org.za">http://www.cidb.org.za</a>
Compulsory Virtual briefing session	<b>Date: 08 December 2022 AT 11H00</b>
Venue / Link for virtual Briefing Session	Microsoft Teams meeting <b>Join on your computer or mobile app</b> <a href="#">Click here to join the meeting</a> <a href="#">Learn More</a>   <a href="#">Meeting options</a>
Site Walk	<b>Date : 09 December 2022 AT 10H00</b> Venue : Television Centre reception , cnr Henley Rd and, Artillery Rd, Auckland Park, 2006
<b>Closing Date and Time</b>	<b>15 December 2022 AT 12H00 Noon</b>
<b>Contact details</b>	<a href="mailto:tenderqueries@sabc.co.za">tenderqueries@sabc.co.za</a>

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

**BIDS DELIVERY**

**SABC's Tender Box**  
**SABC Office**  
**Radio Park**  
**Henley Road; Auckland Park**  
**Johannesburg**

**OR**

**ELECTRONIC SUBMISSIONS** : [RFQSubmissions@sabc.co.za](mailto:RFQSubmissions@sabc.co.za)

For queries, please contact **Israel Vele** on email [tenderqueries@sabc.co.za](mailto:tenderqueries@sabc.co.za)

**Late submissions will not be accepted for consideration by the SABC.**

The SABC requests your quotation on the services listed above. Please furnish us with all the information as requested and return your quotation on the date and time stipulated above. Late and incomplete submissions will invalidate the quote submitted.

SUPPLIER NAME: \_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_

TELEPHONE NO: \_\_\_\_\_

FAX NO. : \_\_\_\_\_

E MAIL ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

CELL NO: \_\_\_\_\_

SIGNATURE OF BIDDER: \_\_\_\_\_

#### **NOTES ON QUOTATIONS AND PROPOSALS SUBMISSION**

1. All electronic submissions must be submitted in a PDF format that is protected from any modifications, deletions or additions.
2. Financial/pricing information must be presented in a separate attachment from the Technical / Functional Response information.
3. The onus is on the Bidder to further ensure that all mandatory and required documents are included in the electronic submission.
4. All electronic submissions should be prominently marked with the full details of the tender in the email subject line.
5. Bidders are advised to email electronic submissions at least thirty minutes before the bid closing time to cater for any possible delay in transmission or receipt of the bid. The onus is on bidder to ensure that the bid is submitted on time via email
6. Tender submission emails received after submission date and time will be considered late bid submissions and will not be accepted for consideration by SABC.
7. SABC will not be responsible for any failure or delay in the email transmission or receipt of the email including but not limited to:
  - receipt of incomplete bid
  - file size
  - delay in transmission receipt of the bid
  - failure of the Bidder to properly identify the bid
  - illegibility of the bid; or
  - Security of the bid data.

## 1. MANDATORY DOCUMENTS

All bid respondents must submit mandatory documents that comply with all mandatory requirements. Bids that do not fully comply with the mandatory requirements will be disqualified and will not be considered for further evaluation.

MANDATORY REQUIREMENT		COMPLY/ NOT COMPLY
1.1	The Bidder shall have a CIDB Grading 4 EB. The Bidder shall provide valid certificate at the time of closing and at the time of the award.	

**NON SUBMISSION OF THE MANDATORY DOCUMENTS WILL RESULT IN AUTOMATIC DISQUALIFICATION**

## 2. REQUIRED DOCUMENTS

- 2.1 CSD Registration details
- 2.2 SARS "Pin" to validate supplier's tax matters
- 2.3 Original or Certified copy of Valid BBEE Certificate (from SANAS accredited Verification Agency)
- 2.4 All EME's and 51% black Owned QSE's are only required to obtain a **sworn affidavit** on an annual basis, confirming the following:
  - 3.3.1. Annual Total Revenue of R10 Million or less (EME) or Revenue between R10 Million and R50 Million for QSE
  - 3.3.2. Level of Black Ownership

### Note 1:

**Verification Agencies and Auditors who are accredited by the IRBA (Independent Regulatory Board for Auditors) are no longer the 'approved regulatory bodies' for B-BBEE verification and therefore IRBA auditors are not allowed to issue B-BBEE certificates after 30 September 2016.**

### Note 2:

**Any misrepresentation in terms of the above constitutes a criminal offence as set out in the B-BBEE act as amended.**

- 2.5 Proof of Valid TV License Statement (Company's, Shareholders and all Directors'), or affidavit proving that company and/or officials are not in possession of TV licence. Verification will also be done by the SABC internally.
- 2.6 Certified copy of Company Registration Document that reflect Company Name, Registration number, date of registration and active Directors or Members.
- 2.7 Certified copy of Shareholders' certificates.
- 2.8 Certified copy of ID documents of the Directors or Members.

**NB: NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHOM THEIR TAX AND TV LICENCE MATTERS ARE NOT IN ORDER.**

## **REPLACEMENT OF TV STUDIOS ELECTRICAL POWER AT SABC HEAD OFFICE - AUCKLAND PARK**

### **DETAILED TECHNICAL SPECIFICATION**

#### **1. BACKGROUND**

The lighting fixtures or systems currently in use at TV production studios facilities has since been in use from the inception of Television broadcasts as early as 1979. The challenges experienced by production houses with the lighting for the studios when producing content for dramas (Generation and Muvhango) as well variety shows, is the induced lighting audible noise which affects the audio recordings of the studio floor. The audible lighting noise is so high that productions are constantly delayed and disrupted from planned scheduled set takes for the day, the audio sound operations are frustrated as they cannot avoid the impact of this lighting noise onto their recordings.

Lighting is one of the most critical components that afford quality pictures to the camera recordings; it is centrally pertinent to the creation of the production set mood during shooting, by variations of lighting effects the content creator wants. The replacement of the obsolete aged lighting system in the TV Production and News Studios with the latest LED lighting technology and future-proofed lighting solutions. The benefit is a once-off acquirement of required new lighting fixtures for productions sustainability and LED lighting control technology designs that can eliminate the dimmers harmonics' thereby omitting future tungsten lights noise for the studios.

The new solution will cater for the replacements of the existing tungsten Fresnel to LED equivalents, an extremely cost-effective solution to significantly reduce operational and maintenance costs without changing the existing layout. LED fixtures will bring immediate benefits in terms of savings: dramatically reduced power consumption, 50,000+ hours LED engine life versus 150 hours of a traditional halogen lamp, reduced AC requirements, practically no maintenance and spare parts required thanks to the lack of heat.

#### **2. GENERAL TECHNICAL SPECIFICATION**

##### **2.1 GENERAL**

- 2.1.1 The General Technical Specification is to be read in conjunction with the detailed Technical Specification as the latter are intended to amplify the former; only those portions of the General Technical Specification that apply to the actual project involved shall be pertinent.
- 2.1.2 Where the Detailed Technical Specification is at variance with General Technical Specification, the former shall prevail as its contents relate directly to the specific project.
- 2.1.3 Due to the corrosive environment all materials used are to be anti-corrosive, including screws.

##### **2.2 CODES OF PRACTICE, LAWS AND STANDARDS**

- 2.2.1 All materials and workmanship shall be of the highest possible standard and, where not fully detailed in this specification, the work shall be executed in conformity with best modern practice using new and unused materials, all as determined by the Engineer. The contractor shall handle, store, and install each item in accordance with the manufacturer's recommendations.
- 2.2.2 All materials and equipment shall comply in every respect with the Specifications and Codes of the SANS, the relevant supply authority and the OHS Act.

- 2.2.3 All electrical installations shall be fully in accordance with the latest requirements of the local electricity supply authority. Where a discrepancy exists between this specification and associated drawings, with those of local statutory authority regulations, local regulations shall take precedence.

#### Laws, Regulations and Standards

The work shall be carried out strictly in accordance with the specifications and all material and equipment supplied shall comply with the following laws and regulations where applicable:

The cost of complying with the requirements of this clause shall be deemed to be included in the rates.

The latest version of the "Code of Practice for the wiring of Premises" SANS 10142-1: 2003 as amended.

The Occupational Health and Safety Act (No 85 of 1993) as amended.

The general safety regulations of 1986.

The construction regulations of 2003.

The "Electrical Supply By-Laws and Regulations" of the Supply Authority.

The local Fire Office Regulations.

The regulations of Telkom.

Specifications indicated in the detailed generator specification.

#### Additional Standardized Specifications

- 2.2.4 The entire installations shall comply fully with all relevant requirements of governmental and local authorities whose jurisdiction covers the location of the site of the works and the installation and materials shall be in accordance with the following regulations:

- Regulation for Electrical Installations (SANS 0142) as amended to date.
- British Standards issued by the British Standards Institution.
- British Standard Codes of Practice issued by the British Standards Institution.
- NFPA standards for Fire detection and Voice evacuation system.

- 2.2.5 Furthermore, the requirements of the following local authorities shall be strictly adhered to:

- Local Supply Authority
- Telkom

- 2.2.6 Wherever relevant, this specification shall be understood to be amplified to embrace the Codes of Practice and Standards promulgated by recognised authorities in the fields of Electrical Technology, Air Conditioning, Refrigeration, Piping, Ventilation and all other branches of engineering science applicable to this project, such as I.S.O., D.I.N., V.D.E., B.S.S., A.S.H.R.A.E., SMACNA, A.S.M.E., etc.

## 2.3 NOISE AND VIBRATION

- 2.3.1 If, in the opinion of the Engineer/SABC representative, any equipment operates with, or transmits from it, objectionable noise or vibration, it will be necessary to rectify or replace such plant in order that the systems operate at conditions acceptable to the Engineer. Remedial measures taken to achieve satisfactory noise and vibration levels shall be at no additional cost to the Owners.

- 2.3.2 The following measures shall be taken where necessary, whether specifically stipulated in these documents or not, all to ensure quiet, vibration-free operation of the installations:

- Equipment shall be mounted on vibration isolators of the correct type and selection, dependent upon deflection requirements versus vibrating frequency.
- Pipework and ductwork shall be suspended or mounted using suitable supports with vibration isolators to prevent transmission of vibration from them to the structure to which they are attached.

## 2.4 EQUIPMENT SUPPORTS

- 2.4.1 Where equipment supports, stands, platforms and suspension brackets are indicated, specified or necessary for ductwork, pipework, etc., the Contractor shall provide supporting structures capable of carrying the load without distortion, affixed to the building structure in such a manner as not to subject it to undue stress.
- 2.4.2 Details of all methods of suspension or supports shall be submitted to the Engineer/SABC Representative for approval and for reference to the Structural Engineer where necessary, prior to manufacture or installation.
- 2.4.3 Supporting of any rotating equipment shall incorporate anti-vibration mountings of the type and selection specified in the applicable clauses referring to equipment bases herein.
- 2.4.4 Where cable trays, risers ducts etc. are specified, the Bidder is to include for the necessary supports in the cost of the associated item in the Bill of Quantities.
- 2.4.5 Supports shall be proprietary products which are commercially available on the market for the purpose of supporting the relevant equipment or containment. Under no circumstances whatsoever will sheet metal straps be accepted as a supporting method. All supports shall cradle the item to be supported; supports shall not be riveted or welded to the equipment to be carried except in exceptional circumstances approved by the Engineer. Rod hangers shall not exceed 1000mm in length and be of minimum diameter 12mm. For longer suspensions use proprietary angles/suspensions. The price in the bills of quantities for cable trays, trunking, wire ways, etc. shall include the necessary cost for the above supports.
- 2.4.6 Suitable and approved anchor bolts, shall be used for fixing supports to the building structure, it not being permissible to utilise gunpowder shot-driven bolts for this purpose unless prior permission has been obtained.
- 2.4.7 Pipework holderbats shall be the product of a recognised manufacturer of such equipment, shop-fabricated saddles or similar devices being unacceptable unless limited space available necessitates their use. On insulated pipework, hardwood inserts consisting of two half-round machine cut pieces of timber shall be clamped around the pipe, insulation being cut away at such points, to allow proper support fitting. Wooden inserts shall be of the same thickness as adjoining insulation and two inches longer than the width of the holderbat support, to permit correct finishing of the insulation or vapour sealing to them.
- 2.4.8 It shall not be permissible to suspend ductwork on sheet metal straps under any circumstances whatsoever. Use only purpose made, rod hangers or angle supports to carry ductwork.
- 2.4.9 All cables shall be supported on cable trays and wires in trunking. Cables installed on vertical cable tray risers shall be dressed with appropriate proprietary cable cleats and on horizontal trays with appropriate cable straps. Single core cables in all instances shall be installed in trefoil formation with appropriate aluminium cable cleats. At locations where the trays are exposed to public view or are exposed to sunlight/high temperature the trays shall be covered by appropriate tray covers with ventilation gaps to Engineer's approval. In case of trunking the wires/cables shall be installed with appropriate cable retainers. In both cases appropriate factory built accessories shall only be used including proprietary earth straps. The cable trays shall be sized to suit a spacing of 2D (2 times diameter of the cable) centre to centre of the cables and D at the ends. The trunking shall be sized to suit 45% spacing factor. The sizes noted on drawings are indicative. It is Contractor's responsibility to ensure that all trays and trunking are sized to suit the cables and wires installed taking into consideration the spacing factor and all cost in this regard shall be allowed for within the tender. Electrical components like tray, trunking, conduits exposed to public view (for ex. In car parking areas) will need to be painted with appropriate paint, colour to Architect's approval.

- 2.4.10 Cable tray shall be run in strictly horizontal or vertical planes, any change of level however, being done with a 45° slope. Where cables leaving the tray drop down to equipment, use minimum tray width of 150mm and two vertical UNISTRUT supporting channels fixed to horizontal tray at top and floor at bottom. Ensure bending radius recommended by cable manufacturer are followed while finalising the cable tray/trunking routing. Cable trays and trunking shall be hot dipped galvanised and trays shall be heavy duty with return flange. Any fresh cuts on the supports, tray and trunking, GI conduit shall be immediately treated with zinc rich cold galvanising paint of Galvafruid or Zinga make.

## 2.5 LABELLING AND IDENTIFICATION

- 2.5.1 All equipment shall be labelled and identified using white TRAFFOLYTE labels in accordance with IEE and BS regulations; where two similar items exist, they shall additionally be numbered for clarity in identification. Labels shall be neatly riveted or secured using epoxy based glue, no other type of adhesive being acceptable.
- 2.5.2 The labels shall be 12mm or 6mm where applicable and shall detail the function of the equipment, reference to the size of conductors, etc.
- 2.5.3 All cables are to be clearly marked on both ends with suitable cable markers, indicating the source and destination, distribution board designations, etc.
- 2.5.4 All cable trays, wire ducts etc. are to be suitably labelled at regular intervals and clearly identified from floor level.
- 2.5.5 All other labelling required in terms of British Standards or local regulations are to be installed and included in the cost of the installation.

## 2.6 COMMISSIONING AND TESTING

- 2.6.1 The Contractor shall commission and test the entire installations, in accordance with the required regulations and other local statutory authority, at his own expense, including provision of all test equipment. Such testing to be done in the presence of the SABC Engineer who shall have been notified of the dates and approximate duration of the tests sufficiently early to allow them to witness tests if necessary.
- 2.6.2 The Contractor shall properly test and call for inspection by the SABC representative, any work which is to be covered, concealed, built-in, otherwise closed up or rendered inaccessible, before such closing up takes place. The Engineer/SABC representative may require any work of this nature which they have not been called on to inspect before closing up, to be uncovered or made accessible to its inspectors entirely at the Contractor's expense, making good included.
- 2.6.3 The Contractor shall keep full and proper written records of all tests conducted and commissioning information, such data to be properly indexed and submitted to the SABC Engineer for their records.
- 2.6.4 The Contractor shall test electrical wiring for compliance with regulations and have the complete installation tested by the relevant authorities. Electrical switch panels shall be inspected by SABC Engineer at their place of manufacture, prior to delivery to site. At such inspection and testing, the Contractor shall demonstrate the functioning of the switch panel to the SABC Engineer. Any defects in materials, finishes and operation of the switch panels shall be corrected at their place of manufacture prior to delivery to site.
- 2.6.5 The Contractor shall commission the complete installation prior to inviting the SABC Engineer to accept it, commissioning including inter-alia the following services, as relevant:

Remedy any defects apparent on the installation prior to calling upon the SABC Engineer to accept the plants/systems.

- 2.6.6 Prepare a check schedule for all areas which are to be handed over/commissioned, including a self-checked (by Contractor) schedule, neatly completed, advising the SABC Engineer as to what date the installation was checked by the Contractor, the defects found by the Contractor and the date of rectification, together with the SABC Engineer's rectification and notes column.

A pro-forma of this schedule is to be handed over to the SABC Engineer exactly 21 days after award of Contractor.

This schedule is to encompass all electrical and electronic services, including equipment for all zones/areas. Each building is to have a separate check sheet.

## 2.7 ELECTRICAL WIRING

- 2.7.1 Where Detailed Technical Specification requires the use of electrical wiring in conduits, use 20mm conduit minimum size. Black or PVC conduit may be used on chased runs and galvanised for surface work. Conduits shall contain PVC insulated copper stranded cables conforming to applicable standards.
- 2.7.2 Conduit shall be neatly cut, reamed and threaded, used in conjunction with screwed fittings. At all conduit terminations in wall boxes, switch panels, etc., use two locknuts and a female bush at end, alternatively use male bushes and connect to conduit with sockets. All conduits provided for future requirements and left unwired, shall be fitted with galvanised draw-wires. Provide inspection facilities at every third change of direction in a run of conduit and at maximum intervals of 10 metres on straight runs. Use of tees and elbows will only be allowed in exceptional cases and shall be inspection type. Affix exposed conduits with steel saddles of same finish as conduit on centres not exceeding 2 metres.
- 2.7.3 Earthing is to be done to wiring regulations, earthing connections being executed with appropriate copper earthing strip using brass bolts, nuts and washers. Ensure continuity to main building earth provided by others. Each run of PVC SWA or XLPE SWA multi-core cable or mineral sheathed cable shall carry an additional conductor to be used for earth continuity and properly made-off for this purpose. On PILCSWA cable use a separate insulated stranded copper earth continuity conductor. Use separate insulated stranded copper earth conductors inside conduits not made of steel to achieve earth continuity.
- 2.7.4 All connections to vibrating equipment shall be made so as not to impose strain on cables or equipment and shall be of sufficient length to allow full adjustment of motors on slide rails. Make connections to vibrating equipment in the following manner:
- On cabled systems, leave sufficient cable slack to allow free cable movement to take up vibration.
  - Use Sprague on conduited systems, a separate earth continuity conductor being run inside such flexible conduit.
  - All flexible conduiting shall be via PVC coated GI flexible.
- 2.7.5 All electrical wiring shall be in compliance with the local regulations for the wiring of premises or British Standard as amended to date, applicable ancillary regulations of local authorities having jurisdiction over the site and be in accordance with the latest Codes of Practice.

## 2.8 CABLES

- 2.8.1 Where cables are to run on surface they shall be supported on cable trays or slotted angle framing, fixed to the building structure. For multiple cable runs, adequate space must be left between cables to allow for heat dissipation. Multiple cable runs must be saddled in such a manner as to allow for the removal of any one cable without affecting other cables in the run. All saddles for vertical rising cables shall be padded with asbestos cloth. Spacing of the saddles and sets or bends in cables shall be in



accordance with the Standard Wiring Regulations. No cable fixing shall be installed within 300mm of an expansion joint.

- 2.8.2 Where indicated in the Specification all cable sleeves shall be provided where shown on the drawings. The Contractor shall ensure that all cable sleeves are in position and correctly located.
- 2.8.3 Where sleeves are specified to be supplied and installed by the Contractor they shall consist of at least 110mm diameter, steel water pipe, spun concrete, PVC or similar and approved materials. Only "easy sweeping bends" shall be used where required.
- 2.8.4 The ends of cable sleeves entering a studio shall be filled with mineral wool and sleeves between studios shall be cut in between.
- 2.8.5 All vertical rising cables shall be carried on appropriately sized cable trays and are to be suitably secured to the trays.
- 2.8.6 Flexible cabling for fixed equipment connection and light fittings shall be via standard heat resisting (90deg C or more) PVC insulated and sheathed flexible cords. For buried soil application (joint from armoured cable to low voltage transformer shall be via 3M joint kit rated IP 67. Transformer shall also be encapsulated IP67 and all 220V connections shall be physically protected in enclosure from direct hit by the gardener and external pergola lighting installations use rubber insulated and rubber sheathed flexible cables terminated onto water tight GI round dome box with hook and with back entry.

## 2.9 CONDUIT

- 2.9.1 All conduiting shall be PVC or solid drawn or welded heavy gauge screwed type, to SANS Standards specifications. No conduit less than 20mm overall diameter shall be used. Conduit fittings and boxes shall be of malleable iron with screwed entries, finished galvanised or black enamelled as specified. No solid inspection bends, tees or elbows will be permitted. Unless otherwise specified, PVC conduit shall be used only in concealed surface mounted applications, e.g. ceiling voids.
- 2.9.2 No wiring shall be done until the entire conduit installation has been completed and inspected. No wires shall be drawn through before conduits have been thoroughly cleaned of all debris and moisture.
- 2.9.3 Conduit in roof spaces shall be installed parallel and at right angles to the roof members and shall be secured by means of saddles, which shall be fixed to these members by means of clout nails or screws. All conduit terminations in ceilings for lighting outlets, smoke detectors, etc. shall be firmly supported.
- 2.9.4 Where expansion joints occur, earth continuity shall be maintained by means of a stranded copper conductor bonded to the tube ends of the conduits entering the joints, which shall consist of a metal box in which one conduit is fixed and the other capable of movement with the building's expansion and contraction. Earth conductors and clamps buried in concrete will not be acceptable.
- 2.9.5 Conduits are to be fixed at intervals not exceeding 2.0m.
- 2.9.6 Conduit terminations: Conduits shall be fixed to switch and switched socket outlet boxes etc. by means of two locknuts and brass bush or one locknut and brass bush nut. Only solid brass bushes shall be used. In distribution boards, conduits may be terminated with couplings and brass male bushes.
- 2.9.7 Future extensions: All conduits for future requirements or extensions shall terminate in boxes with blank overlapping cover plates, or they shall be fitted with a coupling and brass plug where they project above slabs or from walls. Conduit terminations in exposed positions shall be sealed and protected with waterproofing paint. Each recessed distribution board shall be provided with min 4 Nos. of 20mmPVC conduit from the DB to the soffit of the ceiling void for any future use.

- 2.9.8 Draw-rope: All unwired conduit, as e.g. for telephone provisions or other services, shall be fitted with galvanised draw wire.
- 2.9.9 Draw boxes are to be installed on straight runs, not exceeding 9m, and with not more than 2, 90° bends. Not more than two right angle bends between draw boxes is permitted.
- 2.9.10 Conduit drops and risers to socket outlets and switch boxes are to be located in the dry-walls and within the voids in the blocks, which form the partitions between the rooms and general areas respectively. The installation of these conduits must be co-ordinated as the partition is installed or the walls built. Neat square holes, for the outlet boxes are to be cut in the dry wall or blocks as may be appropriate. The contractor is to ensure that all boxes are installed to the correct height and position and that the boxes are positioned and installed in such a way as to prevent sound or noise penetrating through the boxes from one room to another. No horizontal chasing will be permitted.

## 2.10 CIRCUIT WIRING

- 2.10.1 Wiring shall only be carried out after the conduit installation and plasterwork is completed, but before paintwork is commenced. Circuit wiring shall be of the loop-in system, and no joints of wiring will be permitted except at outlet points. Unless specifically permitted no more than one circuit shall be run in one conduit. No open wiring will be permitted anywhere.
- 2.10.2 Unless otherwise specified, sub-circuits shall be wired with PVC insulated conductors of the following minimum sizes:
- |                           |   |  |
|---------------------------|---|--|
| • Lighting                | = | 2,5mm <sup>2</sup> or 4mm <sup>2</sup> + 2,5mm <sup>2</sup> or 4mm <sup>2</sup> earth wire |
| • Switched socket outlets | = | 4mm <sup>2</sup> + 2,5mm <sup>2</sup> earth wire   |
| • Fan coil units          | = | 4mm <sup>2</sup> + 2,5mm <sup>2</sup> earth wire   |
| • Convection heaters      | = | 4mm <sup>2</sup> + 2,5mm <sup>2</sup> earth wire   |
| • Unit heaters            | = | 4mm <sup>2</sup> + 2,5mm <sup>2</sup> earth wire   |
| • Water heaters           | = | 4mm <sup>2</sup> + 2,5mm <sup>2</sup> earth wire   |
| • Incinerators            | = | 4mm <sup>2</sup> + 2,5mm <sup>2</sup> earth wire   |
| • Bells                   | = | 2,5mm <sup>2</sup>   |
| • Clocks                  | = | 2,5mm <sup>2</sup>   |
| • Signs                   | = | 4mm <sup>2</sup> + 2,5mm <sup>2</sup> earth wire   |
| • Motors - single phase   | = | 4mm <sup>2</sup> + 2,5mm <sup>2</sup> earth wire   |
| • Three phase (up to and  | = | 3 x 4mm <sup>2</sup> + 2,5mm <sup>2</sup> earth wire including 3kW)                        |
| • Three phase (above 3kW, | = | 3 x 6mm <sup>2</sup> + 4mm <sup>2</sup> earth wire Up to and including 10kW)               |
| • Single phase fans       | = | 4mm <sup>2</sup> + 2,5mm <sup>2</sup> earth wire   |
| • Stoves                  | = | 6mm <sup>2</sup> + 4mm <sup>2</sup> earth wire (unless Otherwise specified).               |

## 2.11 DISTRIBUTION BOARDS

- 2.11.1 Except where otherwise specified all distribution boards shall be installed at a height of 2m above finished floor level to the top of the board, or they shall line up with door head. All distribution boards shall be installed with a clear space in front of the board of not less than 1.2m, unless special permission is obtained in writing. The position of distribution boards is not to be hindered by any doors. All access, ventilation and mounting requirements shall be coordinated.
- 2.11.2 All distribution boards shall be rigidly constructed, of not less than 16 SWG sheet steel and shall be folded and suitably braced to form a rigid support for all equipment and shall be of the cubicle type. All joints in the sheet metal work shall be seam welded, and all steelwork and welds shall be ground smooth. All boards shall be de-rusted and degreased and finished in a baked epoxy resin enamel of approved or specified colour. Where bonding trays are to be built into 100mm walls, expanded metal shall

be spot-welded to the rear, to form a bond with the plaster. No self-tapping screws shall be used in the construction of distribution boards.

- 2.11.3 Architrave type boards: The architrave frame shall be constructed of sheet steel, grounded with bevelled edges, which shall accommodate panel, chassis and door(s). Frame shall be fixed to the tray in such a manner as to permit adjustment for depth and plumbing of the frame. A chassis fixed to the architrave frame or tray shall be of suitable dimensions and shall be provided with the necessary means for fixing of all equipment. The chassis shall be fitted to bring it accurately to the level required by the inner front panel. The front panel shall be suitably reinforced or stiffened to obviate distortion, and shall be fixed to the frame of the board by either studs and chromium plated brass hexagonal domed nuts and washers; or special catches (two pins at bottom or sides).
- 2.11.4 Neat metal handles or knobs shall be provided on the front panels to facilitate removal. Doors shall be hung on concealed hinges in the frame such that the outer faces of the doors line up accurately with the outer faces of the architrave. Doors shall be suitably braced to ensure stiffness. No single hinged door or panel shall exceed a width of 750mm. Doors shall be provided with approved flush type brass catches. Where locking facilities are called for, these shall be built into the catches and shall be flush.
- 2.11.5 All circuits on multiphase distribution boards shall be equally balanced over the three phases to the satisfaction of the Engineer.
- 2.11.6 Indicating instruments, surge arrestors, integrating instruments, time switches etc. shall be mounted behind moulded Perspex inserts, such that the instruments may be read without opening the switchboards.
- 2.11.7 Each distribution board shall be fitted with a holder, internally mounted with a typed list providing details of all equipment and conductors as well as DEWA's standard load schedule.

## 2.12 EARTHING AND LIGHTNING PROTECTION

The installation shall be effectively earthed and protected against lightning, in accordance with the applicable standard as amended to date and to the requirements of the Local Supply Authority. All hot and cold water pipes; drain, gas and down pipes, corrugated iron walls, metal roofs and gutters, shall be effectively earthed and bonded by means of copper tape (not wire), clamped by means of a brass bolt and nut, soldered round the pipes. Separate earth connections from sub distribution boards, shall be taken to geysers, stoves, sign circuits and switched socket outlet circuits etc. Separate earth connections from each individual sub distribution board shall be taken to the main earth connection on the main board. These shall consist of stranded copper conductors installed along with the feeder cables.

## 2.13 REGULATIONS

The complete electrical installation shall be carried out in strict accordance with the Regulations or Codes of Practice in force or adopted in the area in which the Contract is to be carried out. Bidders shall familiarise themselves with all such regulations or codes for SANS 10142, before finalising tender prices. No addition to the Contract, resulting from lack of knowledge of such regulations or codes, will be allowed.

## 2.14 LIGHTNING/SURGE ARRESTORS

The Contractor shall supply and install lightning arrestors in all main and sub-main distribution boards and where required in the specification and relevant IEC standards. Lightning arrestors shall be of the metal oxide varistor (MOV) type with indication in the event that they become defective, mounted inside the DB, one for each phase and neutral, and they shall be effectively earthed. Lightning arrestors shall be installed in close proximity to the main earth.

## 2.15 CHASING

2.15.1 The Electrical Contractor shall carry out all chasing and cutting.

2.15.2 All chasing shall be done with proper tools and with the minimum of damage to the building structure; no horizontal chasing will be permitted.

## 2.16 DOCUMENTATION

The successful Bidder shall submit to the Engineer for approval 3 copies of workshop drawings prior to manufacture.

In addition, 3 full sets of operation and maintenance manuals shall be submitted to the Engineer on handover.

## 3. **SCOPE OF WORK (DETAILED TECHNICAL SPECIFICATION)**

The requirement is a staggered approach in order to ensure continuous and uninterrupted power to the SABC Studios. Below is the scope of work:

- Supply, install and commission distribution board as per the schematics
- Supply and install main power supply to new distribution boards ( refer to BOQ for detail break down)
- Supply and install Cee form from the new distribution board to the dimmer unit (cable length to be confirmed on site.
- Stripping the existing installation and making it safe.
- Isolation of the existing installation during construction.
- The work shall be coordinated with the lighting supplier as each studio will be decommissioned during the installation. SABC will hand over one facility at a time to allow production in other studios.
- Weekend work might be required to fast track the work.

### 3.1. SPECIAL CONDITION

The site is generally occupied by some feeder routes and will remain operational throughout the project. Continuity of services, both telephone and power, shall be maintained during construction/shutdown.

Due allowance shall be made by the contractor for delivery of materials to site, transport of materials within the building and general site access considerations.

The contractor shall obtain permission from the SABC representative in writing before switching any distribution boards off and stripping existing services.

Cognizance shall be taken of the fact that the existing electricity supply to the building will be required during building operations for SABC lighting, small power, broadcasting services and other equipment, and close liaison with SABC representative is required in cases where the existing supply is required to be interrupted for short periods for the purpose of installing new equipment, change-over, etc...

The nature of works will necessitate frequent changes and the electrical contractor shall comply with all eventualities arising from these changes.

The site area is inside a broadcasting environment. Care should be taken to reduce noise and dust when executing the work.

### 3.2 VISIT TO SITE

Bidders are to visit the site in order to satisfy themselves of all restraints with regard to access to the site and to all areas within the building, programming and logistical considerations with regard to site co-

ordination for the performance of all required services (e.g. air conditioning and sprinkler systems, building operations etc...) in confined spaces, storage and movement of materials etc... as no claims in respect of these items will be entertained after the closing date.

Bidders shall allow for attendance a weekly or as required progress meetings as required.

### **3.3 MAKING GOOD DEFECTS**

The Electrical Contractor shall be obliged to attend to defects during the course of the contract on a progressive basis, i.e. as defects manifest themselves he shall be required to make good as soon as reasonably possible to the satisfaction of the client and its engineer. The Electrical Contractor will not be permitted to wait until the completion of the contract works or until several defects have accumulated before attending to such defects.

Normally any incorrect work shall be removed and made good at the Electrical Contractor's cost, but should any such work involve revision to other work or any other remedial work, then such work, including related professional fees, shall be to the cost of the Electrical Contractor.

### **3.4 SUPERVISION**

The Electrical Contractor shall constantly keep upon the Works a competent Foreman approved by the Client. The bidder shall submit details of their proposed team at time of bidding.

### **3.5 CONTRACTOR TO LIAISE WITH OTHER CONTRACTORS**

The Electrical Contractor shall be required to carry out the works in close collaboration with other Contractors of required. The Electrical Contractor shall liaise fully and fully co-operate with all such parties.

### **3.6 RUBBISH AND CLEANING**

The Electrical Contractor shall clear away and remove from the site from time to time as it accumulates, all rubbish and excess material resulting from the execution of the contract works and upon practical completion of the contract works shall leave

### **3.7 BILLS OF QUANTITIES**

This Specification is accompanied by a separate volume containing Bills of Quantities for the entire electrical installation as specified herein.

Bidder shall submit, on the closing date, the Bill of Quantities priced in detail.

The Specification should be studied carefully before the Bills are priced.

### **3.8 FIXED PRICE**

The works shall be tendered as a fixed price contract and tendered rates shall be used for any changes to the project. The bidder to price the fixed price premium as indicated in the Bills of Quantities to keep prices fixed and firm for the duration of the contract.

### **3.9 HEALTH AND SAFETY ACT**

The work will be strictly executed in accordance with OSHACT requirements, H&S regulations applicable to the Construction Industry and SABC H&S requirements and specification. The contractor will, inter alia be required to:

- Appoint an independent Professional Health and Safety Consultant to oversee the H&S matters on the contract.
- Submit a safety plan to SABC in accordance with SABC safety representative minimum requirements. A safety file will be submitted compiled by the independent safety consultant to be appointed by the contractor. A safety file will be approved by the SABC H&S department prior to handing over of the site.

- Appoint a safety officer on site for the monitoring and supervision of safety and health matters on site. A certified First Aider must be represented on site.
- Sign the SABC Health and Safety Indemnity form and all workers to attend SABC H&S induction course of 2 hours prior to handing over of site.
- Obtain Hot Work permit or similar permits from SABC safety representatives when executing risk work on site.
- Proper risk assessments to be executed by the consulting Safety Specialist that must be appointed by the Contractor. The cost thereof to be clearly reflected in the rates column.
- Liaise with SABC Health and Safety representatives such as welding, plumbing disconnections, etc. are executed.
- The tender amount must allow for all the H&S requirements to be fulfilled by the contractor.
- Where the Contractor does not comply with the SABC H & S standards, the work will be stopped on site at the cost of the defaulting Contractor.
- All sub-contractors, working on the site will have to comply with the Principal Contractor's H & S standards. It will be the Principal Contractor's responsibility to ensure that sub-contractors comply.

### **3.10 CONSTRUCTION GUARANTEE**

5% Retention will be withheld on progress payments to cover for guarantees on the contracts.

### **3.11 UN-INTERRUPTED WORK**

The Contractor is required to work continuously on the Contract Works throughout the duration of such works, based on a five-day working week. Permission may be obtained from SABC representative to work weekends subject to SABC's approval.

All labour and any other cost incurred in connection with such weekend work will be for the Contractor's account.

Instructions for stoppage of noisy work will be given by one nominated SABC representative only. In such instances, work will proceed on activities that will not disturb the environment. The instruction to stop noisy work will only be given by the authorised SABC appointee. The site supervisor will be responsible to schedule work accordingly. The stoppage will be recorded in the site book.

### **3.12 PENALTY OR DELAY**

A penalty of R 2 000.00 (Two thousand Rand), per calendar day, up to a maximum of ten percent (10%) of the Contract Price, will be payable by the Contractor to SABC for every calendar day by which the approved Final Completion date of the Contract works is exceeded.

### **3.13 MONTHLY PAYMENT**

Payment will be made strictly in accordance with the provisions of the JBCC 2000 Principal Building Agreement. Monthly certificate will be issued by the Architect. The payment will be as per the agreement. Tax Invoices will be addressed to the Financial Shared Services Manager, SABC Ltd., Private Bag X1, Auckland Park, 2006. The Order number and contractors SABC vendor number to be clearly displayed on the invoice as well as banking details of the Contractor.

### **3.14 MAINTENANCE PERIOD**

The electrical installation will be guaranteed for a period of 12 months after acceptance of the work as specified by the JBCC 2000 document and five years for latent defects.

### 3.15 DISPUTE RESOLUTION

Should any difference or question at any time arise between SABC and the Contractor, it will be dealt with in terms of the JBCC 2000 document, arbitration will apply.

### 3.16 INJURY OR DAMAGE TO PERSONS OR PROPERTY

The Contractor will execute all work strictly in accordance with statutory and SABC Health & Safety requirements. The Contractor shall take all precautions necessary for the protection of life and property in connection with the Contract Works as well as anywhere upon SABC's property until the Final Completion of the Contract Works and the Contractor shall hand over the Contract Works in a safe condition.

The Contractor shall be deemed to have indemnified SABC as he hereby does indemnify it against injury or damage to any person or to any purport of SABC or of others occurring prior to the Final Completion of the Contract Works, or occurring owing to the Contract Works being handed over in an unsafe condition.

The SABC Indemnity form shall be signed.

### 3.17 INSURANCE

The following insurance requirement will be applicable to the contract:

#### Clause 10 – General Insurances

- Contract works insurance to be effected by – Employer for the sum of contract value with a deductible of 1% of contract sum with a minimum R5 000 payable by the Contractor.
- Supplementary insurance to be effected – not applicable.
- Public Liability insurance to be effected by – Employer for the sum of R2 million with a deductible of R2 500 payable by the contractor.

#### Clause 11 – Special Insurance

- Temporary lateral support insurance – not applicable.
- Geotechnics insurance – not applicable.
- Special Insurance – The SABC requires the Contractor to put into effect special insurance for damage to surrounding property (existing buildings) to the value of R2 million. This must cover damage to buildings, building services, including lifts, DB's, plant equipment, etc. The contract will only be signed when proof of this special insurance is provided.

### 3.18 QUERIES AND AMBIGUITIES

Should Bidder locate any obvious errors, missing pages, or ambiguities in the documentation (pre-or post-bidding), these should be brought to the attention of the SABC representative/Project Manager who will issue a ruling.

### 3.19 HANDOVER OF INSTALLATION

The following documentation shall be handed to the SABC representative on final acceptance of the installation.

1. As Built drawings
2. Schedules of distribution boards and equipment.
3. COC's per DB.

### 3.20 PROGRAMME

The transformer replacement shall follow the step as indicated in paragraph 2. The bidders must draft the programme as such.

The work will be executed in an occupied broadcast environment. Extra precaution will be taken to minimise noise. All work interfering with broadcast activities will be executed after 19h00 weekdays or on Saturdays.

The project programme is important, and completion will be achieved within the agreed period.

The Contractor shall follow the builder programme as approved by SABC.

### 3.21 DRAWING REGISTER

Drawing number	Description	Revision
ST15061 SHEET 1 OF 10	Studio 1 schematic Layout	T
ST15061 SHEET 2 OF 10	Studio 2 schematic Layout	T
ST15061 SHEET 3 OF 10	Studio 3 schematic Layout	T
ST15061 SHEET 4 OF 10	Studio 4 schematic Layout	T
ST15061 SHEET 5 OF 10	Studio 5 schematic Layout	T
ST15061 SHEET 6 OF 10	Studio 7 schematic Layout	T
ST15061 SHEET 7 OF 10	Studio 9 schematic Layout	T
ST15061 SHEET 8 OF 10	Studio 10 schematic Layout	T
ST15061 SHEET 9 OF 10	Studio 11 schematic Layout	T
ST15061 SHEET 10 OF 10	Studio 12 schematic Layout	T

**NB : Drawings will be issued during the briefing session.**

## 4. RFQ Response Information

### Effective Date of Bid

Bidders should state in writing in its quotation to the SABC that all furnished information, including price, will remain valid and applicable for 90 days from the date the vendor quotation is received by the SABC.

## 5. COSTING

The quotation must reflect a detailed cost breakdown as per the attached bill of quantities. Annexure A - BOQ.

## 6. DURATION OF THE CONTRACT

12 Months



## 7. EVALUATION CRITERIA

### 7.1. Technical Evaluation

7.1.1. The tender submission will be technically evaluated at a maximum of 70 points.

7.1.2. All bidders achieving less than the set threshold of 60 points out of 70 points will be declared non-responsive and therefore will not continue to be evaluated for BBEE & Price.

#### Technical Criteria

Evaluation Area	Evaluation Criteria	Max Points	Min Points
Company Previous Experience	<p><b>Bidder to provide a proven similar work done on electrical environment in commercial building</b></p> <ul style="list-style-type: none"> <li>1 to 2 projects = (10 points)</li> <li>3 to 4 projects = (15 points)</li> <li>More than 4 projects = (20 points)</li> <li>No project = 0</li> </ul> <p>The SABC further reserves the right to call the referee and verify the information. Any incorrect information will be regarded as deliberate misrepresentation and be dealt with in terms of the prescripts and law.</p>	20	15
Staff skill and experience	<p><b>Electrician qualification – years obtained certificate in electrical field</b></p> <p>A CV and proof of trade test certificate must be provided for the personnel with detailed experience on related projects</p> <ul style="list-style-type: none"> <li>1 – 2 years = 10 points</li> <li>3 – 4 years = 15 points</li> <li>More than 4 years = 20 points</li> </ul>	20	15
Registration	<ul style="list-style-type: none"> <li>Proof of registration with valid Wireman's license of team leader = 10 points</li> <li>Proof of valid registration from department of labour as electrical contractor for the team leader = 10 points</li> <li>Proof of registration from the Electrical Contractor's board – ECB (SA) or Electrical Contractor Association – ECA (SA) for the team leader = 10 points</li> </ul>	30	30
<b>Total</b>		<b>70</b>	<b>60</b>

#### Functionality Threshold for Paper based Evaluation:

The points obtained for the paper based evaluation must be at least 60 points out of a maximum of 70 points. Bidders who do not achieve the threshold will not be taken to the next phase of evaluations which is the price and BBEE.

## **7.2. BBBEE and Price**

- The RFQ responses will be evaluated on the 80/20 point system

## **7.3. Objective Criteria**

- 7.3.1. The SABC reserve the right not to consider proposals from bidders who are currently in litigation with the SABC.
- 7.3.2. The SABC further reserve the right not to award this tender to any bidder based on the proven poor record of accomplishment of the bidder in previous projects within the SABC.
- 7.3.3. No tender will be awarded if the proposed equipment does not meet the technical compliance criterion as set out above.

**SBD-4**  
**DECLARATION OF INTEREST**

1.0 Any legal person, including persons employed by the state, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2.0 In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

2.1 Full Name of bidder or his or her representative:

.....

2.2 Identity Number: .....

2.3 Position occupied in the Company (director, trustee, shareholder<sup>2</sup>):

.....

2.4 Company Registration Number: .....

2.5 Tax Reference Number: .....

2.6 VAT Registration Number: .....

2.6.1. The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / personnel numbers must be indicated in paragraph 3 below.

<sup>1</sup>"State" means –

- a. any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999)
- b. any municipality or municipal entity;
- c. provincial legislature;
- d. national Assembly or the national Council of provinces; or
- e. Parliament.

<sup>2</sup>"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder **YES / NO**  
presently employed by the state?

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:

.....

Name of state institution at which you or the person connected to the bidder is employed

.....

Position                      occupied                      in                      the                      state                      institution:

.....

Any other particulars:

.....

.....

.....

2.7.2 If you are presently employed by the state, did you obtain **YES/NO**  
the appropriate authority to undertake remunerative  
work outside employment in the state?

2.7.2.1 If yes, did you attached proof of such authority to the bid **YES / NO**

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid).

2.7.2.2 If no, furnish reasons for non-submission of such proof:

.....

.....

.....

2.8 Did you or your spouse, or any of the company's directors / **YES / NO**  
trustees / shareholders / members or their spouses conduct  
business with the state in the previous twelve months?

2.8.1 If so, furnish particulars:

.....

.....

.....

.....

2.9 Do you, or any person connected with the bidder, have **YES / NO**  
any relationship (family, friend, other) with a person  
employed by the state and who may be involved with  
the evaluation and or adjudication of this bid?

2.9.1 If so, furnish particulars.

.....

.....

.....

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid? YES/NO

2.10.1 If so, furnish particulars.

.....  
 .....  
 .....

2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? YES/NO

2.11.1 If so, furnish particulars:

.....  
 .....

**3.0 Full details of directors / trustees / members / shareholders.**

Full Name	Identity Number	Personal Reference Number	Tax Number	State Number	Employee / Pers.

**4.0 DECLARATION**

I, THE UNDERSIGNED (NAME)

.....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT. I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
 Signature

.....  
 Date

.....  
 Position

.....  
 Name of bidder

## SBD 6.1

### PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

**NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.**

#### 1.0 GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- the **80/20** system for requirements with a Rand value below R50 000 000 (all applicable taxes included).

1.2 The value of this bid is estimated not to exceed R50 000 000 (all applicable taxes included) and therefore the.....**80/20**.....system shall be applicable.

1.3 Preference points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contribution.

1.3.1 The maximum points for this bid are allocated as follows:

	<b>POINTS</b>
<b>1.3.1.1 PRICE</b>	<b>80</b>
<b>1.3.1.2 B-BBEE STATUS LEVEL OF CONTRIBUTION</b>	<b>20</b>
<b>Total points for Price and B-BBEE must not exceed</b>	<b>100</b>

1.4 Failure on the part of a bidder to fill in and/or to sign this form and submit a B-BBEE Verification Certificate from a Verification Agency accredited by the South African Accreditation System (SANAS) together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.5 The SABC reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the SABC.

#### 1.0 DEFINITIONS

1.1 “**all applicable taxes**” includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;

1.2 “**B-BBEE**” means broad-based black economic empowerment as defined in section 1 of the Broad -Based Black Economic Empowerment Act;

- 1.3        **“B-BBEE status level of contributor”** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 1.4        **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;
- 1.5        **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- 1.6        **“comparative price”** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;
- 1.7        **“consortium or joint venture”** 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;
- 1.8        **“contract”** means the agreement that results from the acceptance of a bid by an organ of state;
- 1.9        **“EME”** means any enterprise with an annual total revenue of R10 million or less as per the Amended Codes of Good Practice (COGP).
- 1.10       **“Firm price”** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;
- 1.11       **“functionality”** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;
- 1.12       **“non-firm prices”** means all prices other than “firm” prices;
- 1.13       **“person”** includes a juristic person;
- 1.14       **“rand value”** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;
- 1.15       **“sub-contract”** means the primary contractor’s assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract;
- 1.16       **“total revenue”** bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 1.17       **“trust”** means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and

- 1.18 “trustee” means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.

## 2.0 ADJUDICATION USING A POINT SYSTEM

- 2.1 The bidder obtaining the highest number of total points will be awarded the contract.
- 2.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts;.
- 2.3 Points scored must be rounded off to the nearest 2 decimal places.
- 2.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 2.5 However, when functionality is part of the evaluation process and two or more bids have scored equal points including equal preference points for B-BBEE, the successful bid must be the one scoring the highest score for functionality.
- 2.6 Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

## 3.0 AWARDED FOR PRICE

### 3.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

**80/20                      or                      90/10**

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

$P_s$  = Points scored for comparative price of bid under consideration

$P_t$  = Comparative price of bid under consideration

$P_{\min}$  = Comparative price of lowest acceptable bid

## 4.0 Points awarded for B-BBEE Status Level of Contribution

- 1.1 In terms of Regulation 5 (2) and 6 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12



5	8
6	6
7	4
8	2
Non-compliant contributor	0

## 5.0 BID DECLARATION

5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

## 6.0 B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.3.1.2 AND 5.1

6.1 B-BBEE Status Level of Contribution:..... = .....(maximum of 20 points)  
(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 5.1 and must be substantiated by means of a B-BBEE affidavit or certificate issued by a Verification Agency accredited by SANAS.

## 7.0 SUB-CONTRACTING

7.1 Will any portion of the contract be sub-contracted? YES / NO (delete which is not applicable)

7.1.1 If yes, indicate:

(i) What percentage of the contract will be subcontracted? .....%

(ii) The name of the sub-contractor?

.....

(iii) The B-BBEE status level of the sub-contractor? .....

(iv) Whether the sub-contractor is an EME? YES / NO (delete which is not applicable)

## 8.0 DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company/firm:

.....

8.2 VAT registration number:

.....

8.3 Company registration number

.....

8.4 Type Of Company/ Firm

☐ Partnership/Joint Venture / Consortium

☐ One person business/sole propriety

☐ Close corporation

☐ Company

☐ (Pty) Limited

[TICK APPLICABLE BOX]

8.5 Describe Principal Business Activities

.....

.....

.....

Company Classification

- ☐ Manufacturer
  - ☐ Supplier
  - ☐ Professional service provider
  - ☐ Other service providers, e.g. transporter, etc.
- [TICK APPLICABLE BOX]

8.6 Total number of years the company/firm has been in business? .....

8.7 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contribution indicated in paragraph 7 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the SABC that the claims are correct;
- (iv) If the B-BBEE status level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the SABC may, in addition to any other remedy it may have;
  - (a) disqualify the person from the bidding 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) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, 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

**WITNESSES:**

1. ....

.....

SIGNATURE(S) OF BIDDER(S)

2. ....

DATE: .....

ADDRESS: .....

.....

.....

.....

## SBD 8

### DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1.0** This Standard Bidding Document must form part of all bids invited.
- 2.0** It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3.0** The bid of any bidder may be disregarded if that bidder, or any of its directors have-
- a. abused the institution's supply chain management system;
  - b. committed fraud or any other improper conduct in relation to such system; or
  - c. failed to perform on any previous contract.
- 4.0** In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector? (Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).  <b>The Database of Restricted Suppliers now resides on the National Treasury's website(<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) and can be accessed by clicking on its link at the bottom of the home page.</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		
4.2	Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? <b>Register for Tender Defaulters can be accessed on the National Treasury's website (<a href="http://www.treasury.gov.za">www.treasury.gov.za</a>) by clicking on its link at the bottom of the home page.</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.4.1	If so, furnish particulars:
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**CERTIFICATION**

I, THE UNDERSIGNED (FULL NAME).....  
 CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND  
 CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN  
 AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
**Signature**

.....  
**Date**

.....  
**Position**

.....  
**Name of Bidder**

## **SBD 9**

### **CERTIFICATE OF INDEPENDENT BID DETERMINATION**

- 1.0 This Standard Bidding Document (SBD) must form part of all bids<sup>1</sup> invited.
- 2.0 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).<sup>2</sup> Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3.0 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
- a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
  - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4.0 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5.0 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

**<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.**

**<sup>2</sup> Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for SABCs who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.**

**END OF THE REQUEST FOR QUOTATION DOCUMENT**