



**SOUTH AFRICAN TOURISM**

**PART C: TENDER EVALUATION PROCESS - SA TOURISM TENDER NUMBER SAT 228/23 SUPPLY SIDE  
AUDIT OUTPUT REQUIREMENTS.**

**Table 1: Summary of the Evaluation Phases**

<b>Phase 1 Administrative and Mandatory bid requirements</b>	<b>Phase 2 Desktop Technical Evaluation Criteria</b>	<b>Phase 3 Price and Preference Evaluation (Specific goals).</b>
Bidders must complete and submit all administrative and mandatory documents to proceed to phase 2 outlined under Table 2 below.	<p><b>Bidders must meet the minimum threshold of 70% to proceed to Phase 3:</b></p> <p>Failure to meet the minimum points threshold will result in disqualification in this phase</p>	<p>The tender will be evaluated on either the 80/20 or 90/10 preference point system.</p> <p>Once a tender is received, the lowest acceptable tender will be used to determine the preference point system to be used for the evaluation. Where the lowest acceptable tender is below R50 million, the 80/20 preference point, and lowest acceptable tender is above R50 million, the 90/10 preference point.</p>

**Phase 1: Administrative and Mandatory bid requirements**

All documents must be completed and signed by the duly authorised representative of the prospective bidder(s). During this phase, bidders' responses will be evaluated based on compliance with the listed administrative and mandatory bid requirements. The bidder(s) proposal will be disqualified for non-submission of some or any of the documents.

**Table 2: Administrative and Mandatory Requirements**

Document that must be submitted	YES/NO	Non-submission may result in disqualification.
Confirmation of valid Tax Status		Tax compliant status as per the National Treasury CSD report or other means of verification of the tax compliant status
Annexure A-Invitation SBD 1		Complete, sign, and initial each page on the Standard Bidding Document (SBD)
Annexure B-Registration on Central Supplier Database (CSD)		All agencies including proposed partner/subcontractor agencies must be registered as a service provider on National Treasury's Central Supplier Database (CSD). If you are not registered proceed to complete the registration of your company before submitting your proposal. Visit <a href="https://secure.csd.gov.za/">https://secure.csd.gov.za/</a> to obtain your vendor number. Submit proof of registration. <i>(Applicable to South African Companies only)</i>
Annexure E-Declaration of Interest - SBD 4		Complete, sign, and initial each page on SBD where applicable

**Phase 2: Technical Functional Evaluation Criteria = Weighting out of 100 basis points**

All bidders are required to respond to the technical evaluation criteria scorecard and provide information/portfolio of evidence that they unconditionally hold the available capacity, ability, experience, and qualified staff to provide the requisite business requirements to South African Tourism under this tender.

Bidders are required to achieve a minimum threshold of 70% to proceed to phase 3: (Price and Specific goals).

**Table 3: Desktop Functional Evaluation**

Deliverables / Performance Indicators	Weight Allocated	Reference pages in the bidder's proposal.
<b>Evaluation criteria</b>		
<p><b>1. Company track record:</b></p> <p>The bidder is required to illustrate its proven capability by citing and referencing similar projects executed successfully in the past five (05) years.</p> <p>The bidder is required to provide at least three (3) contactable client references where its <u>data collection and verification services</u> can be verified. (or for similar projects).</p> <p>References should be presented in the form of a written letter on an official letterhead from clients where <b>similar/equivalent services</b> have been provided and should not be older than five (05) years.</p> <p><b>Scores will be allocated as follows:</b></p> <ol style="list-style-type: none"> <li>1. Three reference letters = 01 point</li> <li>2. Four reference letters = 02 points</li> <li>3. Five or more reference letters = 03 points</li> </ol> <p><b>NON-SCORING:</b></p> <ul style="list-style-type: none"> <li>• Non-submission of reference letters</li> <li>• Appointment letters from previous clients</li> <li>• Reference letters of irrelevant experience</li> <li>• References that are older than 05 years.</li> </ul>	10	
<p><b>2. Methodology and approach:</b></p> <p>Bidders must provide a detailed description of how they intend executing the assignment from inception to completion. This must include, as a minimum, a project plan with clear timeframes, skills and resources utilized in each area, nature of compliance checks conducted, and how the bidder intends on delivering on the services required by SA Tourism.</p>	30	

Deliverables / Performance Indicators	Weight Allocated	Reference pages in the bidder's proposal.
<p>The bid submission must include a clear, comprehensive description of the data collection and verification processes and project management methodology/approach with the bidder giving a thorough explanation of how they will implement this process and detail the frequency of collecting data, as well as to project manage from inception to completion. This detailed methodology that presents:</p> <ol style="list-style-type: none"> <li>1. Well-defined chronological sequence of activities involved in executing the scope of work outlined in the terms of reference and the related deliverables.</li> <li>2. All these activities and deliverables must have timelines and completion dates.</li> <li>3. All activities must lead to the required deliverables as detailed in the TOR.</li> </ol> <p><b>Scores will be allocated as follows:</b></p> <p>1 Point = If a bidder only meets one requirement,</p> <p>2 Points = If a bidder meets two of the requirements above</p> <p>3 Points = If a bidder meets all three requirements as set out in the bullet points above</p> <p><b>NON-SCORING</b></p> <ol style="list-style-type: none"> <li>1. If the methodology is not aligned to any of the requirements</li> </ol> <p><b>NOTE:</b> There will be penalties for failure to meet the planned project timeframe after project kick-off. Bidders are required to provide their respective suggested penalties and failure to propose penalties will result into zero score.</p>		
<p><b>3. Project Team Experience and Expertise</b></p> <p>Expertise and experience of proposed local team in South Africa including knowledge, understanding and application of relevant legislation and regulatory requirements i.e. PFMA, Treasury</p>	15	

Deliverables / Performance Indicators	Weight Allocated	Reference pages in the bidder's proposal.
<p>Regulations and Government legislative and regulatory instruments relevant to the SAT environment and its operations.</p> <p><b>The experience and qualifications of key personnel who will be assigned to the project must meet the following minimum requirements in order to be considered for evaluation on this criteria:</b></p> <p><b>A CV or profiles must be submitted to demonstrate the requirements</b></p> <p>a) Project Manager: With a minimum of 05 years' related experience, and relevant qualifications</p> <p>b) Researchers: With a minimum of 05 years' related experience, , and relevant qualifications</p> <p>c) Consultants: With a minimum of 05 years' related experience, , and relevant qualifications</p> <p>Points allocation will be as follows:</p> <ul style="list-style-type: none"> <li>• One qualifying key personnel = 0</li> <li>• Two qualifying key personnel = 02</li> <li>• Three or more qualifying key personnel = 03</li> </ul> <p><b>None scoring of points:</b></p> <ul style="list-style-type: none"> <li>• If the proposed resources fail to meet the minimum number of resource and/or required years of experience will result to the non-scoring of points</li> <li>• If two or all the proposed resources failed to meet the minimum number of required years of experience, it will result to the non-scoring of points</li> <li>• • The proposed team does not have related years of experience.</li> <li>• The proposed team does not meet all three minimum requirements stated above.</li> </ul> <p><b><i>Bidders must submit detailed CV/Profiles of the proposed personnel as proof which indicates previous and current experience.</i></b></p>		
<p>1. <b>Value Added Services</b></p> <p>Innovation in data collection &amp; verification (processes in place to focus, monitor and check on quality; staff, facilities, and technology resources to undertake this project)</p>	15	

Deliverables / Performance Indicators	Weight Allocated	Reference pages in the bidder's proposal.
This criterion will be evaluated according to the technical functional evaluation matrix in Table 4		
Only bidders who score a minimum of 50 points out of 70 points on the above criteria will be evaluated on Data Collection and Verification Presentation:		
<p><b>4. Data Collection and Verification Presentation:</b></p> <p>01 Point = Presentation of overview of data collection and verification projects undertaken with years of operation. Presentation of innovative Project, Data Migration, Business continuity and Support Approaches to be adopted. Bidder's Presentation Delegation has one or two members as members of proposed team. Presented System meeting 50% to 60% of the technical and functional requirements and automated business processes including value adds as per this scope of work</p> <p>02 Points = Presentation of overview of projects undertaken with years of operation. Presentation of Project, Data Migration, Business continuity and Support Approaches to be adopted. Each Bidder Delegation for presentation, with two or three members as members of proposed team. Presented System meeting 60% to 79% of the technical and functional requirements and automated business processes including value adds as per this scope of work.</p> <p>03 Points = Presentation of overview of projects undertaken with years of operation. Presentation of Project, Data Migration, Business continuity and Support Approaches to be adopted. Each Bidder Delegation for presentation, with two or three members as members of proposed team. Presented System meeting 80% and above of listed technical and functional requirements and automated business processes including value adds as per this scope of work.</p> <p>Note: Presentation should match what is in the submitted proposal.</p> <p><b>NON-SCORING?</b></p>	30	

Deliverables / Performance Indicators	Weight Allocated	Reference pages in the bidder's proposal.
<ul style="list-style-type: none"> <li>Presented System meeting 49% or less the above-mentioned technical and functional requirements as per the scope of work</li> <li>Presentation <b>not</b> aligned to submitted proposal.</li> <li>Non-attendance of the presentation</li> </ul>		
Total Weight	100	
<i>The Minimum threshold required for bidders to pass this stage is 70%.</i>		

Bidders must meet the minimum threshold of 70% to proceed to Phase 3: Price and Preference (specific goals) evaluation.

- Bids proposals will be evaluated strictly according to the bid evaluation criteria stipulated in this section.
- Bidders must, as part of their bid documents, submit supportive documentation for all functional requirements as indicated in the Terms of Reference. The panel responsible for scoring the respective bids will evaluate and score all bids based on information presented in the bid proposals in line with the RFP.
- The score for functionality will be calculated in terms of the table below where each Bid Evaluation Committee (BEC) member will rate each criterion on the bid evaluation score sheet using the following value scale/matrix:

#### Technical Functional Evaluation Matrix

Rating	Definition	Score
<b>Excellent</b>	<b>Exceeds</b> the requirement. Exceptional demonstration by the supplier of the relevant ability, understanding, experience, skills, resources, and quality measures required to provide the goods/services. Response identifies factors that will offer potential value, with supporting evidence.	<b>3</b>
<b>Acceptable</b>	<b>Satisfies</b> the requirement with <b>minor additional benefits</b> , above average demonstration by the supplier of the relevant ability, understanding, experience, skills, resources, and quality measures required to provide the goods/services. Response identifies factors that will offer potential required services, with supporting evidence.	<b>2</b>
<b>Average</b>	Submission meets the minimum requirement with <b>major reservations</b> . Considerable reservations of the supplier's relevant ability, understanding, experience, skills, resource, and quality measures required to provide the goods/services, with little or no supporting evidence.	<b>1</b>
<b>Unacceptable</b>	<b>Does not meet the requirement</b> . Does not comply and/or insufficient information provided to demonstrate that the supplier has the ability, understanding, experience, skills, resources & quality measures required to provide the goods/services, with little or no supporting evidence.	<b>0</b>

### Phase 3: Price and Preference (specific goals) Evaluation (80/90+20/10) = 100 points

Only Bidders who meet the minimum of 70% threshold of functionality in Phase 2 will be evaluated in Phase 3 for price and preference (Specific goals).

The total points for price evaluation (out of 80/90) and the total points for specific goals evaluation (out of 20/10) will be consolidated. The bidder who scores the highest points for comparative pricing and specific goals after the consolidation of points will normally be considered as the preferred bidder with whom South African Tourism will enter into further negotiations for the respective marketing discipline that was tendered.

**Table 5: Price and Preference (specific goals)**



**1. LIST OF RETURNABLES****BIDDERS SHOULD PLEASE ADHERE TO THE FOLLOWING INSTRUCTIONS**

- a) TICK APPLICABLE BOX
- b) ENSURE THAT THE FOLLOWING DOCUMENTS ARE COMPLETED, SUBMITTED AND SIGNED WHERE APPLICABLE

ANNEXURES	DOCUMENT DESCRIPTION	YES	NO
<b>PART A &amp; B</b>	IS BID INVITATION FORM , TERMS, AND CONDITIONS FOR BIDDING COMPLETED, SIGNED, AND SUBMITTED?		
<b>SUPPLIER IS REQUIRED TO USE THE PRESCRIBED SEQUENCE IN ATTACHING THE ANNEXURES THAT COMPLETE THE BID OR RFQ DOCUMENT</b>			
<b>ANNEXURE A</b>	IS THE STANDARD BID DOCUMENT (SBD4) FORM BIDDER'S DISCLOSURE COMPLETED, SIGNED AND SUBMITTED?		
<b>ANNEXURE B</b>	IS BIDDER'S SWORN AFFIDAVIT - <b>EXEMPTED MICRO ENTERPRISE (EME)</b> - OR <b>QUALIFYING SMALL ENTERPRISE (QSE)</b> - STILL VALID (FOR A <i>PERIOD OF 12 MONTHS</i> ) FROM THE DATE SIGNED BY COMMISSIONER SUBMITTED TO CLAIM POINTS FOR SMME'S?		
<b>ANNEXURE C</b>	IS THE BIDDER'S QUOTED PRICE OR FINANCIAL OFFER SUBMITTED AND ALIGNED WITH THE SCOPE OF WORK? OR STATED IN THE BELOW TABLE OF DESCRIPTION OF SERVICE/GOODS?		
<b>ANNEXURE D</b>	IS PROOF OF OWNERSHIP BY BLACK WOMAN ATTACHED IN THE FORM OF (A) COPY OF THE FOUNDING DOCUMENTATION OF THE COMPANY WITH WHICH THE OWNERSHIP IS LISTED, (B) COPY OF THE ID-DOCUMENT(S) OF THE BLACK WOMAN(E)		
<b>ANNEXURE E</b>	IS PROOF OF OWNERSHIP BY BLACK PERSON (S) IN THE FORM OF, (A) COPY OF THE FOUNDING DOCUMENTATION OF THE COMPANY WITH WHICH THE BLACK OWNERSHIP IS LISTED, AND (B) COPY OF IDENTITY DOCUMENTS.		
<b>ANNEXURE F</b>	IS PROOF OF OWNERSHIP BY BLACK YOUTH ATTACHED IN THE FORM OF (A) ) COPY OF THE FOUNDING DOCUMENTATION OF THE COMPANY WITH WHICH THE OWNERSHIP IS LISTED, (B) COPY OF THE ID-DOCUMENT(S) OF THE BLACK YOUTH.		
<b>ANNEXURE G</b>	IS THE LATEST REPORT FROM CENTRAL SUPPLIER DATABASE (CSD) SUBMITTED? THE REPORT WILL BE USED AMONGST OTHERS TO VERIFY TAX COMPLIANT AND BANKING DETAILS. TO FURTHER CONFIRM IF THE SHAREHOLDERS/DIRECTORS OF THE COMPANY ARE BLACK WOMEN, BLACK		

		YOUTH OR BLACK-OWNED. INFORMATION AND DETAILS ON BLACK WOMEN, BLACK YOUTH AND BLACK OWNERSHIP SHOULD BE SIMILAR TO THE INFORMATION SUBMITTED ON ANNEXURES C, D,E AND F ABOVE.		
<p><b>2. APPLICATION OF PREFERENCE POINT SYSTEM</b></p> <p><b>4.1 DEFINITIONS</b></p> <p>HISTORICALLY DISADVANTAGED INDIVIDUALS (HDI) IS DEFINED AS A SOUTH AFRICAN CITIZEN -</p> <p>a) WHO, DUE TO THE APARTHEID POLICY THAT WAS IN PLACE, HAD NO VOTING RIGHTS IN THE NATIONAL ELECTIONS PRIOR TO THE INTRODUCTION OF THE CONSTITUTION OF THE REPUBLIC OF SOUTH AFRICA, 1983 (ACT NO. 100 OF 1983) OR THE CONSTITUTION OF THE REPUBLIC OF SOUTH AFRICA, 1993 (ACT NO. 200 OF 1993) (<i>“THE INTERIM CONSTITUTION”</i>) AND OR</p> <p>b) WHO IS A WOMAN AND/OR</p> <p>c) YOUTH</p> <p>4.2 WITH THE UNDERSTANDING THAT ANY PERSON WHO RECEIVED SOUTH AFRICAN CITIZENSHIP ON OR BEFORE THE INTRODUCTION OF THE INTERIM CONSTITUTION, WILL NOT BE DEEMED TO BE HDI.</p> <p>4.3 ANY REFERENCE TO WORDS “BID” OR “BIDDER” HEREIN AND/OR IN ANY OTHER DOCUMENTATION SHALL BE CONSTRUED TO HAVE THE SAME MEANING AS THE WORDS “TENDER” OR “TENDERER”.</p> <p>4.4 “A WOMAN” REFERS TO A FEMALE PERSON WHO IS A SOUTH AFRICAN CITIZEN</p> <p>4.5 “HDI EQUITY OWNERSHIP” REFERS TO THE PERCENTAGE OF A PARTNERSHIP OR BUSINESS THAT IS OWNED BY INDIVIDUALS, OR IN THE CASE OF A COMPANY, THE PERCENTAGE OF SHARES WHICH IS OWNED BY INDIVIDUALS WHO ARE ACTIVELY INVOLVED IN THE MANAGEMENT DECISIONS AND DAY TO DAY OPERATIONAL ACTIVITIES OF THE COMPANY OR BUSINESS AND WHO EXERCISES CONTROL IN THE BUSINESS IN RELATION TO THEIR OWNERSHIP AT THE CLOSE OF TENDER. WHERE INDIVIDUALS ARE NOT ACTIVELY INVOLVED IN THE MANAGEMENT AND DAY TO DAY OPERATIONAL ACTIVITIES OF THE BUSINESS AND WHO DOES NOT EXERCISE CONTROL IN RELATION TO THE PERCENTAGE OF THEIR OWNERSHIP, EQUITY OWNERSHIP POINTS CANNOT BE AWARDED.</p> <p>4.6 “BLACK PEOPLE” IS A GENERIC TERM WHICH MEANS AFRICANS, COLOURED AND INDIANS WHO ARE CITIZENS OF THE RSA BY BIRTH OR DESCENT OR BY NATURALISATION BEFORE 27 APRIL 1994 OR AFTER.</p> <p>4.7 “SMALL ENTERPRISE” MEANS A SEPARATE AND DISTINCT BUSINESS ENTITY, TOGETHER WITH ITS BRANCHES OR SUBSIDIARIES, IF ANY, INCLUDING COOPERATIVE ENTERPRISES, MANAGED BY ONE OWNER OR MORE PREDOMINANTLY CARRIED ON IN ANY SECTOR OR SUBSECTOR OF THE ECONOMY.</p> <p>4.8 “YOUTH” IS A GENERIC TERM WHICH MEANS PERSONS BETWEEN 14 TO 35 YEARS OF AGE. (THE MAXIMUM AGE OF PERSON/DIRECTOR/SHAREHOLDER ETC MUST BE BELOW OR 35 YEARS ON OR BEFORE THE CLOSING DATE AND TIME OF THE RFQ)</p> <p>4.9 “EXEMPTED MICRO ENTERPRISE (EME)” IN TERMS OF THE GENERIC CODES OF GOOD PRACTICE, IT REFERS TO AN ENTERPRISE WITH AN ANNUAL TOTAL REVENUE OF R 10 MILLION OR LESS.</p>				

4.10 “QUALIFYING SMALL ENTERPRISE (QSE)” IN TERMS OF THE GENERIC CODES OF GOOD PRACTICE, IT REFERS TO AN ENTERPRISE WITH AN ANNUAL TOTAL REVENUE OF BETWEEN R 10 MILLION AND R 50 MILLION

4.11 “**SPECIFIC GOALS** ”REFERS TO CONTRACTING WITH PERSONS, OR CATEGORIES OF PERSONS, HISTORICALLY DISADVANTAGED BY UNFAIR DISCRIMINATION ON THE BASIS OF RACE, GENDER OR DISABILITY AND IMPLEMENTING PROGRAMME AS PUBLISHED IN THE GOVERNMENT GAZETTE NO. 16085 DATED 23 NOVEMBER 1994.

#### 4.12 PREFERENCE POINT SYSTEM

**TENDERERS WILL BE AWARDED POINTS AS FOLLOWS:**

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

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

## 90 / 10 PREFERENCE POINT SYSTEM

TENDERERS WILL BE AWARDED POINTS AS FOLLOWS:

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

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

4.13 THE POINTS SCORED FOR SPECIFIC GOALS WILL BE ADDED TO THE POINTS SCORED FOR PRICE AND THE TOTAL MUST BE ROUNDED OFF TO THE NEAREST 2 DECIMAL PLACES

#### 4.14 TENDER PRICE

THE FOLLOWING FORMULA WILL BE USED TO CALCULATE THE POINTS OUT OF 80 FOR PRICE IN RESPECT OF TENDER WITH A RAND VALUE NOT EXCEEDING R 50 MILLION (INCLUSIVE OF ALL APPLICABLE TAXES). THE LOWEST ACCEPTABLE TENDER MUST SCORE 80 POINTS FOR PRICE, AND OTHER TENDERS WHICH ARE HIGH IN PRICE MUST SCORE FEWER POINTS , ON PRO RATA BASIS.

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

THE FOLLOWING FORMULA WILL BE USED TO CALCULATE THE POINTS OUT OF 90 FOR PRICE IN RESPECT OF TENDER WITH A RAND VALUE EXCEEDING R 50 MILLION (INCLUSIVE OF ALL APPLICABLE TAXES). THE LOWEST ACCEPTABLE TENDER MUST SCORE 80 POINTS FOR PRICE, AND OTHER TENDERS WHICH ARE HIGH IN PRICE MUST SCORE FEWER POINTS , ON PRO RATA BASIS.

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

WHERE -

PS = POINTS SCORED (AWARDED) FOR PRICE OF TENDER UNDER CONSIDERATION

PT = PRICE OF TENDER UNDER CONSIDERATION; AND

PMIN = PRICE OF THE LOWEST ACCEPTABLE TENDER

#### 4.15 SPECIFIC GOALS

##### 4.15.1 % OWNED BY PEOPLE WHO ARE BLACK WOMEN (WO)

A MAXIMUM OF FOUR (04) POINTS WILL BE AWARDED TO A TENDERER WHO IS A BLACK WOMAN. EQUITY OWNERSHIP FOR BLACK WOMEN WILL BE DETERMINED BY THE % OF THE ENTERPRISE OWNED BY SUCH A PERSON OR BY THE % OF SHARES OWNED BY MEMBER/S WHO ARE ACTIVELY INVOLVED IN THE DAY TO DAY MANAGEMENT OF THE COMPANY OR ENTERPRISE.

% OF ENTERPRISE OWNED BY BLACK WOMEN -----%

THUS, POINTS AWARDED:  $4 \times \frac{\% WO}{100} =$

PROOF OF OWNERSHIP MUST BE ATTACHED IN THE FORM OF:

- a) COPY OF THE FOUNDING DOCUMENTATION OF THE COMPANY WITH WHICH THE OWNERSHIP IS LISTED I.E. CIPC ETC;
- b) COPY OF THE ID-DOCUMENT (S) OF THE BLACK WOMAN(E)
- c) LATEST CENTRAL SUPPLIER DATABASE (CSD) REPORT OF WHICH OWNERSHIP OF THE BLACK WOMAN IS LISTED

#### 4.15.2 % OWNED BY BLACK PEOPLE (BO)

A MAXIMUM OF TEN (10) POINTS WILL BE AWARDED TO A TENDERER WHO IS A BLACK AND DID NOT HAVE VOTING RIGHTS ACCORDING TO THE DEFINITION OF AN HDI. EQUITY OWNERSHIP FOR BLACKS WILL BE DETERMINED BY THE % OF THE ENTERPRISE OWNED BY SUCH A PERSON OR BY THE % OF SHARES OWNED BY MEMBERS WHO ARE ACTIVELY INVOLVED IN THE DAY TO DAY ACTIVITIES OF THE COMPANY OR ENTERPRISE.

% OF ENTERPRISE OWNED BY BLACK PERSON(S) WHO DID NOT HAVE VOTING RIGHTS.....%

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

PROOF OF OWNERSHIP MUST BE ATTACHED IN THE FORM OF:

- a) COPY OF ID DOCUMENT.
- b) COPY OF THE FOUNDING DOCUMENTATION ON THE COMPANY WITH WHICH THE OWNERSHIP IS LISTED I.E. CIPC ETC;
- c) LATEST CSD REPORT WITH BLACKS AS SHAREHOLDERS/DIRECTORS OF THE COMPANY

#### 4.15.3 SMALL, MEDIUM AND MICRO ENTERPRISES (SMME'S)

A MAXIMUM OF FOUR (4) POINTS WILL BE AWARDED TO A TENDERER WHO IS CLASSIFIED AS SMME

IS THE COMPANY CLASSIFIED AS EME OR QSE?

YES = 4 POINTS

=

NO = 0 POINT

PROOF OF DOCUMENTATION MUST BE ATTACHED IN THE FORM OF:

- a) SWORN AFFIDAVIT THAT IS VALID FOR A PERIOD OF 12 MONTHS FROM THE DATE SIGNED BY THE COMMISSIONER.

#### 4.15.4 % OWNED BY BLACK YOUTH

A MAXIMUM OF TWO (2) POINTS WILL BE AWARDED TO A TENDERER WHO IS BLACK YOUTH. EQUITY OWNERSHIP FOR BLACK YOUTH WILL BE DETERMINED BY THE % OF THE ENTERPRISE OWNED BY SUCH A PERSON OR BY THE % OF SHARES OWNED BY MEMBERS WHO ARE ACTIVELY INVOLVED IN THE DAY TO DAY ACTIVITIES OF THE COMPANY OR ENTERPRISE.

% OF ENTERPRISE OWNED BY BLACK YOUTH.....%

THUS, POINTS AWARDED :  $2 \times \frac{\% DO}{100} =$

PROOF OF OWNERSHIP MUST BE ATTACHED IN THE FORM OF:

- a) A COPY OF THE FOUNDING DOCUMENTATION OF THE COMPANY WITH WHICH THE OWNERSHIP IS LISTED I.E. CIPC ETC;
- b) A COPY OF ID DOCUMENT;
- c) LATEST CENTRAL SUPPLIER DATABASE (CSD) REPORT OF WHICH OWNERSHIP OF THE BLACK YOUTH IS LISTED.

**TABLE B: OWNERSHIP**

NAME AND SURNAME	GENDER (MALE OR FEMALE)	AGE i.e., 32	CITIZENSHIP	ETHNIC GROUP	NUMBER OF SHARES PER SHAREHOLDER	PERCENTAGE OF OWNERSHIP

/ENTITY NAME			(RSA, SPECIFY OTHER)	OR	(BLACK, WHITE, ETC.)		(%) PER SHAREHOLDER
<b>Total</b>							

(To be completed by bidder)

**TABLE- C: SPECIFIC GOALS**

OWNERSHIP	TOTAL PERCENTAGE OF OWNERSHIP	SPECIFIC GOALS POINTS CLAIMED
Black Woman ownership		
Black Ownership		
Black Youth Ownership		
<b>Total</b>		

4.16 THE SAT CAN ONLY AWARD POINTS PROVIDED SUFFICIENT INFORMATION AND REQUIRED DOCUMENTS ARE CORRECTLY COMPLETED AND RETURNED WITH THE PROPOSALS IN LINE WITH LIST OF RETURNABLE DOCUMENTS ON PARAGRAPH THREE (3) ABOVE. POINTS OBTAINED FOR PRICE SHOULD BE ADDED TO POINTS OBTAINED FOR SPECIFIC GOALS.

<p>4.17 TENDER MUST BE AWARDED TO THE TENDERER SCORING THE HIGHEST POINTS. HOWEVER, A CONTRACT MAY BE AWARDED TO A TENDERER THAT DID NOT SCORE THE HIGHEST POINTS ONLY IN ACCORDANCE WITH SECTION 2 (1)(F) OF THE PPPFA 05 OF 2000.</p>
<p><b>3. CRITERIA FOR BREAKING DEADLOCK IN SCORING</b></p> <p>a) IF TWO OR MORE OF THE TENDERERS HAVE SCORED EQUAL TOTAL NUMBER OF POINTS, THE CONTRACT WILL BE AWARDED TO THE TENDERER THAT SCORED THE HIGHEST POINTS FOR SPECIFIC GOALS;</p> <p>b) IF TWO OR MORE TENDERS SCORE EQUAL TOTAL NUMBER OF POINTS IN ALL RESPECTS, THE AWARD WILL BE DECIDED BY THE DRAWING OF LOTS</p>
<p><b>4. DELIVERIES</b></p> <p>a. ALL DELIVERIES MAY BE ACCOMPANIED BY A DELIVERY NOTE OR AN INVOICE OF AN OFFICIAL PURCHASE ORDER NUMBER AGAINST WHICH THE DELIVERY HAS BEEN AFFECTED</p> <p>b. DELIVERIES NOT COMPLYING WITH THE PURCHASE ORDER FORM MAY BE RETURNED TO THE SUPPLIER(S) AT THE SUPPLIER'S EXPENSE. SAT WILL NOT BE LIABLE FOR PAYMENT OF INCORRECTLY DELIVERED GOODS OR SERVICE</p> <p>c. BIDDERS SHOULD INDICATE THE PLANNED DELIVERY PERIOD (IN DAYS) FROM THE DATE <span style="border: 1px solid black; display: inline-block; width: 100px; height: 30px; vertical-align: middle;"></span> AN ORDER IS ISSUED</p>
<p><b>5. POPIA DISCLAIMER</b></p> <p><b>5.1. COMPLIANCE WITH THE PERSONAL INFORMATION ACT, 4 OF 2013</b></p> <p>PERSONAL INFORMATION SHARED WITH THE SAT SHALL BE TREATED WITH CONFIDENTIALITY AND IN COMPLIANCE WITH THE PROTECTION OF PERSONAL INFORMATION ACT, 4 OF 2013 (POPIA) AND OTHER APPLICABLE LAWS. FOR PURPOSES OF THIS DISCLAIMER, "PERSONAL INFORMATION" SHALL BE DEFINED AS DETAILED IN THE PROMOTION OF ACCESS TO INFORMATION ACT, ACT 2 OF 2000 (PAIA) AND POPIA, AND "PROCESSING" AND "FURTHER PROCESSING" SHALL BE READ, INTERPRETED AND UNDERSTOOD AS DETAILED AND DEFINED IN POPIA.</p> <p><b>5.2. CONSENT TO PROCESSING AND FURTHER PROCESSING OF PERSONAL INFORMATION</b></p> <p>THE SATMAY PROCESS AND FURTHER PROCESS RECEIVED PERSONAL INFORMATION, INTERNALLY OR EXTERNALLY, IN THE EXECUTION OF ITS MANDATE AND/OR AS REQUIRED BY LAW. THE SATMAY SHARE PERSONAL INFORMATION WITH ITS SERVICE PROVIDERS, AGENTS, CONTRACTORS, LEGAL AND OTHER PROFESSIONAL ADVISORS AUTHORISED TO PROCESS THIS INFORMATION. THE SATMAY THUS PLACE RECEIVED PERSONAL INFORMATION IN THE PUBLIC DOMAIN DUE TO THE NATURE AND REQUIREMENTS OF ITS WORK.</p>



**5.3. FURTHER PROCESSING OF PERSONAL INFORMATION**

YOU FURTHER GRANT THE SATEXPRESS AND/OR IMPLIED PERMISSION TO FURTHER PROCESS RECEIVED PERSONAL INFORMATION AND PLACE IT IN THE PUBLIC DOMAIN, IN THE EXECUTION OF ITS MANDATE AND STATUTORY OBLIGATIONS.

**5.4. DUTY OF CARE**

THE SAT VALUES YOUR PRIVACY AND SHALL TAKE ALL REASONABLE MEASURES TO PROTECT RECEIVED PERSONAL INFORMATION.

**5.5. EXEMPTION FROM LIABILITY**

THE SAT (INCLUDING ITS OFFICIALS AND/OR EMPLOYEES) ACCEPTS NO LIABILITY WHATSOEVER, FOR ANY LOSS, DAMAGE (WHETHER DIRECT, INDIRECT, SPECIAL, OR CONSEQUENTIAL), AND/OR EXPENSES OF ANY NATURE WHATSOEVER WHICH MAY ARISE AS A RESULT OF, OR WHICH MAY BE ATTRIBUTABLE DIRECTLY OR INDIRECTLY, FROM INFORMATION MADE AVAILABLE HEREIN, OR ACTIONS OR TRANSACTIONS RESULTING THEREFROM

**END**