



**tourism**

Department:  
Tourism  
REPUBLIC OF SOUTH AFRICA

SBD1



**PART A  
INVITATION TO BID**




<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (DEPARTMENT OF TOURISM)</b>					
RFQ NUMBER: M0102/2022		CLOSING DATE: 28-11-2022		CLOSING TIME: 00000000	
DESCRIPTION: Corporate Wear		08H00			
<b>BID RESPONSE DOCUMENTS MAY BE HAND DELIVERED TO:</b>					
17 TREVENNA STREET					
DEPARTMENT OF TOURISM					
TOURISM HOUSE					
SUNNYSIDE, PRETORIA					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON		CONTACT PERSON		Mphonyana Sebiloane	
TELEPHONE NUMBER		TELEPHONE NUMBER		012 444 6649	
FACSIMILE NUMBER		FACSIMILE NUMBER			
E-MAIL ADDRESS		E-MAIL ADDRESS		msebiloane@tourism.gov.za	
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER		CODE		NUMBER	
CELLPHONE NUMBER					
FACSIMILE NUMBER		CODE		NUMBER	
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS		TAX COMPLIANCE SYSTEM PIN:	OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE		TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT [TICK APPLICABLE BOX] <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES/WORKS OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED? <input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B.3]	
<b>QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS</b>					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

**PART B**  
**TERMS AND CONDITIONS FOR BIDDING**



<p><b>1. BID SUBMISSION:</b></p> <p>1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.</p> <p>1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED – (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</b></p> <p>1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.</p> <p>1.4. BIDS WILL BE EVALUATED IN ALIGNED TO PREFERENTIAL PROCUREMENT REGULATION STIPULATING 80/20 PREFERENCE POINT SYSTEM.</p> <p>1.5. ONLY SERVICE PROVIDERS HAVING A VALID PROOF OF B-BBEE STATUS LEVEL ONE (1) TO FIVE (5) CONTRIBUTOR WILL BE CONSIDERED.</p> <p>1.6. <b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</b></p>	<p><b>2. TAX COMPLIANCE REQUIREMENTS</b></p> <p>2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.</p> <p>2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.</p> <p>2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE <a href="http://WWW.SARS.GOV.ZA">WWW.SARS.GOV.ZA</a>.</p> <p>2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.</p> <p>2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.</p> <p>2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.</p> <p>2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."</p>
<p><b>SPECIAL CONDITIONS</b></p> <ul style="list-style-type: none"> <li>•DESIGN TO BE ALIGNED TO THE CORPORATE IDENTITY MANUAL OF THE DEPARTMENT OF TOURISM AND GOVERNMENT CORPORATE IDENTITY GUIDELINES, TO THE SATISFACTION OF THE INTERNAL CLIENT. THE GUIDELINES ONLY WILL BE PROVIDED TO THE SUCCESSFUL SUPPLIER.</li> <li>•ONCE WORK HAS BEEN PAID FOR, THE INTELLECTUAL PROPERTY OF THE DESIGN WILL RESIDE WITHIN THE DEPARTMENT OF TOURISM.</li> <li>•<b>THE SUPPLIER MUST BE AWARE OF THE FACT THAT DEADLINES ARE TIGHT AND THE ABILITY TO WORK WITHIN DEADLINES WILL BE A REQUIREMENT.</b></li> <li>•THE APPOINTED SERVICE PROVIDER MUST OBTAIN APPROVAL OF ARTWORK BEFORE GOING AHEAD WITH PRODUCTION.</li> <li>•<b>DELIVERY DATE IS 30 NOVEMBER 2022</b></li> </ul>	

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NO	Goods/Service Description	Qty
1.	<p>Item: Champ Unisex Wool Scarf Branding: Placement of logo (Department to guide) Colour: TBC</p> 	16
2.	<p>Item: Ladies Willow Bush Hat Size: One Size Fits All Branding: Placement of logo (Department to guide) Colour: TBC</p> 	16


3.	<p><b>Item:</b> Detroit 6 Panel Cap <b>Size:</b> One Size Fits All <b>Branding:</b> Placement of logo (Department to guide) <b>Colour:</b> TBC</p> 	10
4.	<p><b>Item:</b> Mens Bridgewater Golf Shirt <b>Size:</b> TBC <b>Branding:</b> Placement of logo (Department to guide) <b>Colour:</b> TBC</p> 	10
5.	<p><b>Item:</b> Ladies Bridgewater Golf Shirt <b>Size:</b> TBC <b>Branding:</b> Placement of logo (Department to guide) <b>Colour:</b> TBC</p> 	16

6.	<p><b>Item: Male Hudson Jacket</b>  <b>Size: TBC</b>  <b>Branding: Placement of logo (Department to guide)</b>  <b>Colour: TBC</b></p> 	11
7.	<p><b>Item: Female Hudson Jacket</b>  <b>Size: TBC</b>  <b>Branding: Placement of logo (Department to guide)</b>  <b>Colour: TBC</b></p> 	11
8.	<p><b>Item: Ladies Lando Bodywarmer</b>  <b>Size: TBC</b>  <b>Branding: Placement of logo (Department to guide)</b>  <b>Colour: TBC</b></p> 	1
9.	<p><b>Item: Mens Long Sleeve Wallstreet Shirt</b>  <b>Size: TBC</b>  <b>Branding: Placement of logo (Department to guide)</b>  <b>Colour: TBC</b></p>	2

		
10.	<p><b>Item: Ladies Long Sleeve Wallstreet Shirt</b>  <b>Size: TBC</b>  <b>Branding: Placement of logo (Department to guide)</b>  <b>Colour: TBC</b></p> 	5
11.	<p><b>Item: Men's Long Sleeve Milano Shirt</b>  <b>Size: TBC</b>  <b>Branding: Placement of logo (Department to guide)</b>  <b>Colour: TBC</b></p>	10

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12.	<p><b>Item: Ladies Long Sleeve Milano Shirt</b> <b>Size: TBC</b> <b>Branding: Placement of logo (Department to guide)</b> <b>Colour: TBC</b></p> 	8

13.	<p>Item: Ladies Fitted Shirt ¾ Sleeves  Size: TBC  Branding: Placement of logo (Department to guide)  Colour: TBC</p> 	1
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**Approval for procurement by SMS**

**Signature**



**Section/Directorate**

CD: ENTERPRISE DEVELOPMENT AND  
TRANSFORMATION

**Name and surname**

MAYLENE BRODERICK

**Rank**

CHIEF DIRECTOR

**Date**

24 OCTOBER 2022

**NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.**

SIGNATURE OF BIDDER:

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CAPACITY UNDER WHICH THIS BID IS SIGNED:

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

.....

DATE:

.....



**REQUEST FOR CORPORATE WEAR****CD: ENTERPRISE DEVELOPMENT AND TRANSFORMATION**

<b>DIRECTORATE</b>	<b>DESIGN</b>	<b>Sizes</b>
CD Office (x2)	1x golf t-shirt 1x jacket with buttons 1 x sleeveless vest 1x black shirt Sun hat Scarf	
Domestic Tourism Facilitation (x5)	1x golf t-shirt 1x white shirt 1x jacket with buttons Scarf Sun hat (Females x3) Cap (Males x2)	
Enterprise Development (x8)	1x golf t-shirt 1x white shirt 1x jacket with buttons Scarf Sun hat (Females x5) Cap (Males x3)	
Responsible Tourism (x4)	1x black shirt 1x white shirt 1x golf t-shirt (Friday's) Sun hat (Females x2) Cap (Males x2)	
Sector Transformation (x6)	1x golf t-shirt 1x jacket with buttons Sun hat (Females x3) Cap (Males x3)	