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Auckland Park 2006

REQUEST FOR QUOTATION (RFQ)

RFQ	RFQ/RAD/2026/10253268/46
RFQ ISSUE `DATE	18 SEPTEMBER 2026
RFQ DESCRIPTION	APPOINTMENT OF A SUITABLE AND QUALIFIED SERVICE PROVIDER TO PRODUCE 6 EPISODES X 23 MINUTES TO PRODUCE CHANNEL AFRICA'S 60-YEAR DOCUMENTARY SERIES AS ONCE OFF PROJECT.
OPTIONAL BRIEFING SESSION	NOT APPLICABLE
CLOSING DATE & TIME	06 OCTOBER 2026 AT 12H00PM

Submissions must be electronically emailed to RFQSubmissions@sabc.co.za on or before the closing date of this RFQ.

For queries, please contact Blonde Ngoepe via email: Tenderqueries@sabc.co.za

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 submissions should be prominently marked with the following details in the email subject line:
 - **RFQ Number and bidders' name.**
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.

NB: THE BIDDER SHOULD ENSURE THAT LINKS FOR WETRANSFER AND GOOGLE DROP BOX EXPIRE AFTER 30 DAYS OF THEIR SUBMISSIONS INSTEAD OF SEVEN DAYS

1. REQUIRED DOCUMENTS

- 5.1 Submit proof Central Supplier Database (CSD) registration
- 5.2 Proof of Valid TV License Statement for the Company; all active Directors and Shareholder must have valid TV Licenses. (Verification will also be done by the SABC internally).
- 5.3 Valid Tax Clearance Certificate or SARS “Pin” to validate supplier’s tax matters
- 5.4 Original or Certified copy of Valid BBBEE Certificate or Sworn affidavit (from SANAS accredited Verification Agency)
- 5.5 Certified copy of Company Registration Document that reflect Company Name, Registration number, date of registration and active Directors or Members.
- 5.6 Certified copy of Shareholders’ certificates.
- 5.7 Certified copy of ID documents of the Directors or Members.

NB: NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHOSE TAX MATTERS ARE NOT IN ORDER.

NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHOSE TV LICENCE STATEMENT ACCOUNT IS NOT VALID.

NO CONTRACT WILL BE AWARDED TO ANY BIDDER WHO IS NOT REGISTERED ON THE CSD

2. COMPANY OVERVIEW

South African Broadcasting Corporation (SABC) is a Public Entity founded in August 1936 and listed in terms of Schedule 2 of the Public Finance Management Act, Act No. 1 of 1999, as a public broadcaster in South Africa, and provides 19 radio stations as well as five television broadcasts to the general public.

3. BACKGROUND

Channel Africa marks 60 year of existence and broadcast excellence, we plan to celebrate this anniversary through multiple initiatives, crowning it with a multi-episode documentary series chronicling the past 60 years of African liberation, post-independence development, and the Continent's role on the Global stage while highlighting Channel Africa's role as a continental broadcaster amplifying African voices. This initiative serves as both a commemorative milestone and a strategic brand repositioning intervention, aligning Channel Africa's legacy with Africa's forward trajectory. The series will reinforce Channel Africa's Pan-African mandate, strengthen its identity, create monetizable sponsorship opportunities, and generate long-term content assets.

Channel Africa aims to claim its rightful place in Africa and the Diaspora, of being first with the African story, globally. We will procure content that represents a clear, era-based framing of Africa's journey that aligns political history, socio-economic shifts, and narrative evolution. These could be tracked through threads such as; The Age of Liberation and Rebirth (1960s-1970s); the Era of Struggle and Resistance (1970s-1980s); Transition, Crisis and Democratic Awakening (1990s); Continental Rebuilding & Integration (2000s); the Rise of African Confidence and Connectivity; The Era of Disruption, Resilience and Repositioning (2020s); and the Emergence phase, a look at the Continent in this strategic century – conversations around reparations, Africa investing in itself, and maturing from a focus on Aid to Investment. With Africa being the youngest continent with the median age of 19, it's time the continent leveraged this demographic advantage in line with its 2063 developmental blueprint. Channel Africa has lived through the most important era of Africa's evolution, and it is in its best position to tell the Continent's story.

The purpose of this documentary series is to:

- Tell the story of Channel Africa as a witness, participant, and amplifier of Africa developmental journey.
- Track Africa's political, social, economic, and cultural evolution over 60 years.
- Position Channel Africa as a trusted continental voice, aligned with Pan-African ideals, progress, and African self-representation.

This is not just a corporate history of Channel Africa – it is Africa's story, told through the lens of Channel Africa.

Channel Africa proposes the development and production of a flagship documentary series commemorating 60 years of Channel Africa and six decades of African liberation, transformation, and continental progress. The series will chronicle Channel Africa's role in examining the political, economic, social, and cultural evolution through the lens of Channel Africa as a continental broadcaster and custodian of African storytelling.

4. REQUIREMENTS AND SCOPE OF SERVICES

The documentary series aims to celebrate Channel Africa's institutional legacy while positioning the broadcaster as a leading Pan-African voice for the future. The project aligns directly with public broadcasting obligations, Pan-African storytelling objectives, and Africa's growing demand for self-representation in global media narratives.

a. Alignment to Mandate:

The project supports Pan-African storytelling, continental cohesion, public diplomacy objectives, and African narrative sovereignty.

- Premium event video content
- Pan-African storytelling aligned to public broadcasting mandate
- Multi-platform content opportunities
- Audience growth and engagement potential
- Sponsorship and advertiser integration opportunities
- Strong relevance across news, current affairs, and lifestyle audiences

b. Editorial Vision:

This is not simply a historical documentary. It is a premium Pan-African narrative exploring Channel Africa's evolving role in telling the story of liberation struggles to democratic transitions, continental integration, economic growth, cultural influence, and its strategic relevance.

c. Brand Positioning & Institutional Legacy:

The series will formalize institutional memory, position Channel Africa as a custodian of African history, and reassert relevance in a competitive digital media landscape.

d. Market Context:

Global broadcasters actively shape narratives about Africa. This initiative enables Channel Africa to lead a Pan-African narrative and strengthen continental partnerships. The project will carry socio-political, economic and trade, as well as cultural and entertainment aspects of Africa's journey of the last 6 decades

5. OBJECTIVES

Primary Objectives:

- Celebrate 60 years of Channel Africa's broadcasting excellence and align it with the Continent's development.
- Align Channel Africa's institutional history with African liberation and post-liberation developmental milestones.
- Strengthen Channel Africa's brand equity continentally and in the Diaspora.
- Establish Channel Africa as the leading pan-African broadcast channel.
- Position Channel Africa as a key thought leader on the African continent.
- Enhance revenue drive. Create sponsorship inventory and content licensing revenue streams.

Secondary Objectives:

- Develop archival assets.
- Generate broadcast, digital, and educational content.
- Support diplomatic and cultural engagements.

- Record African and Channel Africa's history

6. DELIVERABLES

- Multi-episode documentary series (6 episodes) of 23 minutes.
- Podcasts to support and contextualize the conversations.
- Trailer and promotional content.
- Short-form digital cutdowns.
- Archival digitisation and cataloguing.
- Institutional legacy asset library.

7. NARRATIVE STRUCTURE

Episode 1: The Age of Liberation & Rebirth

Episode 2: The Era of Struggle & Resistance

Episode 3: Transition, Crisis & Democratic Awakening

Episode 4: Continental Rebuilding & Integration

Episode 5: The Rise of African Confidence & Connectivity

Episode 6: Africa's Strategic Century – the look ahead

8. TREATMENT

The visual treatment will combine high-end documentary storytelling with contemporary cinematic production values. The series will incorporate archival material, aerial cinematography, expert interviews, animation, multilingual elements, and modern African musical scoring.

9. STRATEGIC OUTCOMES

- **Editorial Impact** - Reinforces Channel Africa as a credible continental authority.
- **Commercial Impact** - Creates sponsorship packages targeting Pan-African corporates, development institutions, banks, telecoms, airlines, and multinationals.
- **Institutional Impact** - Boosts staff morale, strengthens archival management, and supports brand repositioning.

10. TARGET AUDIENCE

- **Primary** – African audiences, Diaspora communities, Policy makers, Academics, Students, and Broadcasters.
- **Secondary** - Diplomatic community, corporate partners, International audiences seeking African perspectives, Media organisations.

11. OUTCOME

- Preserve and Celebrate Channel Africa's legacy through a permanent historical record that cements the channel's place in African broadcasting and liberation history.
- Strengthen Channel Africa's Pan-African brand, enhancing its recognition across Africa and the diaspora.

- Deliver a long-term strategic asset that continues to generate audience engagement, partnerships, and commercial opportunities beyond the anniversary year.
- Drive audience growth and Strategic partnerships.
- The greater editorial influence from the project will position Channel Africa as the custodian of Africa's story.

The documentary series is intended to leave a lasting legacy, not only by commemorating Channel Africa's 60th year, but is a globally relevant body of work that strengthens the brand, fulfils the mandate, and inspires future generations.

12. BRAND POSITIONING

Channel Africa is the SABC's international channel, it has evolved its strategy to a digital first platform, streaming audio-visual content through its digital ecosystem, Satellite channels, and syndication. The channel broadcasts News & Current Affairs as well as lifestyle impact-driven and public value content.

Channel Africa plays a developmental role on the African continent and the diaspora, with much of its audience between the ages 25-34 years; further:

- 15-25 = 16%
- 25-34 = 40%
- 35-49 = 38%

56% of the channel's audience can be classified as youth, this segment is particularly interested in learning the African history.

13. REQUIREMENTS AND SCOPE OF SERVICES

Production companies must demonstrate understanding of Channel Africa and its strategic priorities. The scope of services shall include, but not limited to the following:

- Project inception, concept development, and format for the series
- Historical research and content development
- Scriptwriting
- Production planning including detailed
- Archival Research and Rights Management
- Post-production
- Subtitles
- Promotional content development
- A team with a proven record of delivering projects timeously (CVs of key creatives).
- **Final deliverables:**
 - Completed documentary series in approved broadcast format (**Annexure F**)
 - Broadcast masters
 - Digital streaming masters
 - Promotional content
 - High-resolution production stills
 - Trailer package

- Music cue sheets
 - Closed caption files
 - Archive catalogue
 - All project files required by Channel Africa
- Where feasible bidders may utilize SABC technology, whether in production or postproduction budget line items. This is to facilitate cost saving, as an effective strategy on the execution of the programme.

14. RFQ VALIDITY PERIOD

This bid will remain valid **90 (ninety) days** from the date of bid closing.

15. COSTING

The budget should reflect a detailed cost breakdown, and any direct or indirect costs associated with the delivery of the documentary series as stated above. Submission should include the following:

- **A Production Schedule**

16. DURATION OF THE CONTRACT

Once-off

17. LOCATION

SABC Auckland Park

18. PHASE 1: FUNCTIONALITY / TECHNICAL EVALUATION CRITERIA

- The tender submission will be evaluated out of **100** for functional evaluation.
- A minimum threshold of **65 out of a maximum of 100** points has been set.
- Bidders achieving less than the set threshold will be declared unsuccessful and therefore will not continue further for pitch evaluation.

Evaluation Area	Evaluation Criteria	Max Points
Proposal structure and presentation	We require proposals to be presented in a professional format and manner demonstrating an understanding of a clear layout. Proposals should be understandable and easily readable.	10
Concept	We will be looking for a concept that has strong and clear historical account of the African continent's journey and Channel Africa's role in telling that story. The successful bidder will be strong on research and academic input.	20
Originality	We seek proposals that are different, unique and are not copies of other international or local concepts or	

	properties. Does the idea and execution thereof excite the imagination and display a unique approach?	10
Audience Appeal/Marketability	Is the proposal compelling for intended audiences? Does the proposal demonstrate awareness of the intended audience and of its appeal, appropriacy, interest and marketability to that audience?	15
Professional And Imaginative Use of Genres	Has the writer enriched the proposal by mixing genres to create a more interesting and complex concept?	10
Educational, Informative, Entertainment Value	Does the approach demonstrate that the educational objectives will be achieved while informing and entertaining? Will the audience develop their knowledge base by watching the documentary series?	10
Suitability	Is the project timeless and objective in telling the Channel Africa story?	10
Visual Realisation	Is the written proposal able to be recreated in an audio-visual/television medium? Can we visualize the concept on screen? Do the imagery, action and creative use of set, locations, and archives add to the production value of the proposal? Does the writer understand the relationship between what is on the page and what the camera can capture?	15
Total		100

Functionality Threshold for Paper based Evaluation:

The points obtained for the paper-based evaluation must be at least **65 points out of a maximum of 100 points**. Bidders who do not achieve the threshold will not continue to the next phase of evaluations.

19. PHASE 2: PITCH EVALUATION

Bidders are required to pitch the proposed concept based on the requirements below.

Evaluation Area	Evaluation Criteria	Max Points
Editorial Assessment	<u>How well does the proposal deliver on:</u> • Concept – 10 points • Content - 5 points • Creative Treatment – 5 points • Style – 5 points • Structure – 5 points	40

	• Uniqueness – 5 points • Mandate – 5 points	
Competence and Capacity	<u>Is the company capacity able to deliver on the outlined requirements and proposed concept.</u> CVs of key creatives must be provided e.g. Executive Producer, DOP & Line Producer. • Creative Producer, Director & Line Producers – 10 cumulative years (15 points) – CVs must be provided • Less than 10 cumulative years (5 points) – CVs to be provided • Experience in Documentary production, Factual, Current Affairs, TV experience – (15 Points)	30
Revenue Potential	Does the proposed concept have capacity to bring in revenue, merchandising, sponsorships, funding, licensing or engage with other revenue streams?	5
Total		75

The points obtained for the pitch evaluation must be at least **60 points out of a maximum of 75 points**. Bidders who do not achieve the minimum threshold will not make it to the final phase of Price and Specific Goals.

20. PRICE AND SPECIFIC GOALS

- 20.1. The 80/20 preference point system will apply to evaluate responses
- 20.2. The award of the tender / RFQ to will be based on functionality evaluation.
- 20.3. The Price and BEE (Specific goals) will be applicable to award the highest scoring bidder

21. PRICE AND (SPECIFIC GOALS) APPLICATION DURING CONTRACT IMPLEMENTATION

a) PRICE

The **80/20** preference point system

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

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

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

b) BEE (SPECIFIC GOALS)

<u>SPECIFIC GOALS</u>	<u>80/20</u>
EME/SME 51% owned by Black people	10
51% owned by Black people;	5
51% owned by Black people who are women	3
Black Youth	2

- **NB: All tenders will be issued to the market with all specific goals, and these will be scored in accordance with the evidence as submitted by the bidder. The bidder who does not meet the specific goals will not be disqualified but score zero.**

c) ADJUDICATION USING A POINT SYSTEM

- The bidder obtaining the highest number of total points will be awarded the contract.
- Preference points shall be calculated after process has been brought to a comparative basis taking into account all factors of non-firm prices.
- Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

d) OBJECTIVE CRITERIA

- The SABC reserves 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.
- The SABC will not award contract/s to the bidders who are blacklisted or have committed other acts of fraud and misrepresentation of facts e.g., tax compliance, company financials, etc. will be eliminated from the bid process.
- The SABC reserves the right not to award this tender to any bidder who fails the financial stability assessment.
- No SABC former employees shall be awarded contracts with the SABC within **(Twelve) 12 months** after termination of employment with the SABC.
- Should employees resign or retire from the employment of the SABC and become directors of other businesses tendering with the SABC, such tender shall not be considered until the cooling off period of **(Twelve) 12 months** has expired.
- Should the employee be dismissed from the SABC employment, such employee shall be prohibited from conducting business with SABC for a period of **5 (Five)** years from the date of dismissal.
- Should the employee be found guilty in a court of law due to criminal conduct/act, such employee will not be considered to do/conduct business with SABC, until the criminal record has been legally expunged.
- The SABC shall not procure any goods, services, works or Content from any Board member or Board member owned business, to ensure that suppliers competing for the SABC's business have confidence in the integrity of SABC's selection process.

- Should the SABC's Board members no longer serve on the SABC Board but become directors of other companies, the SABC shall not conduct business with those companies until the cooling off period of **12 (Twelve)** months has expired.
- Should the Board member be found guilty in a court of law due to criminal conduct/act, such Board member will not be considered to do/conduct business with SABC, until the criminal record has been legally expunged.

22. COMMUNICATION

- Respondents are warned that a response will be disqualified should any attempt be made by a tenderer either directly or indirectly to canvass any officer(s) or employees of SABC in respect of a tender, between the closing date and the date of the award of the business.

All enquiries relating to this RFQ should be emailed three days before the closing date.

23. CONDITIONS TO BE OBSERVED WHEN TENDERING

The Corporation does not bind itself to accept the lowest or any tender, nor shall it be responsible for or pay any expenses or losses which may be incurred by the Tenderer in the preparation and delivery of his tender. The Corporation reserves the right to accept a separate tender or separate tenders for any one or more of the sections of a specification. The corporation also reserves the right to withdraw the tender at any stage.

- No tender shall be deemed to have been accepted unless or until a formal contract / letter of award is signed by both parties.
- **The Corporation reserves the right to:**
 - Make a selection solely on the information received in the submissions
 - Enter into negotiations with any one or more of preferred bidder(s) based on the criteria specified in the evaluation of this tender.
 - Contact any bidder during the evaluation process, in order to clarify any information, without informing any other bidders. During the evaluation process, no change in the content of the RFQ shall be sought, offered or permitted.
 - Cancel this RFQ or any part thereof at any time.
- Should a bidder(s) be selected for further negotiations, they will be chosen on the basis of the greatest benefit to the Corporation and not necessarily on the basis of the lowest costs, aligned to the **Price & Specific Goals**.

24. COST OF BIDDING

The Tenderer shall bear all costs and expenses associated with preparation and submission of its tender or RFQ, and the Corporation shall under any circumstances be responsible or liable for any such costs, regardless of, without limitation, the outcome of the bidding, evaluation, and selection process.

25. PAYMENT TERMS

SABC will effect payment **Sixty (60)** days after the service provider has rendered the service and submitted an invoice / statement.

END OF RFQ DOCUMENT

Annexed to this document for completion and return with the document:

- | | | |
|-------------------|---|---|
| Annexure A | - | Declaration of Interest |
| Annexure B | - | SBD 6.1 Form |
| Annexure C | - | Consortiums, Joint Ventures and Sub-Contracting Regulations |
| Annexure D | - | Previous completed projects/Current Projects |
| Annexure E | - | SBD 4 Form |
| Annexure F | - | Broadcast Format |

ANNEXURE A

DECLARATION OF INTEREST

1. Any legal or natural person, excluding any permanent employee of SABC, may make an offer or offers in terms of this tender invitation. In view of possible allegations of favoritism, should the resulting tender, or part thereof be awarded to-
 - (a) any person employed by the SABC in the capacity of Tenderer, consultant or service provider; or
 - (b) any person who acts on behalf of SABC; or
 - (c) any person having kinship, including a blood relationship, with a person employed by, or who acts on behalf of SABC; or
 - (d) any legal person which is in any way connected to any person contemplated in paragraph (a), (b) or (c),

it is required that:

The Tenderer or his/her authorised representative shall declare his/her position *vis-à-vis* SABC and/or take an oath declaring his/her interest, where it is known that any such relationship exists between the Tenderer and a person employed by SABC in any capacity.

Does such a relationship exist? [YES/NO]

If YES, state particulars of all such relationships (if necessary, please add additional pages containing the required information):

	[1]	[2]
NAME	:	
POSITION	:	
OFFICE WHERE EMPLOYED:		
TELEPHONE NUMBER	:	
RELATIONSHIP	:	

2. Failure on the part of a Tenderer to fill in and/or sign this certificate may be interpreted to mean that an association as stipulated in paragraph 1, *supra*, exists.
3. In the event of a contract being awarded to a Tenderer with an association as stipulated in paragraph 1, *supra*, and it subsequently becomes known that false information was provided in response to the above question, SABC may, in addition to any other remedy it may have:
 - recover from the Tenderer all costs, losses or damages incurred or sustained by SABC as a result of the award of the contract; and/or
 - cancel the contract and claim any damages, which SABC may suffer by having to make less favourable arrangements after such cancellation.

SIGNATURE OF DECLARANT

TENDER NUMBER

DATE

POSITION OF DECLARANT

NAME OF COMPANY OR TENDERER

SBD 6.1**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022**

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

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

1. GENERAL CONDITIONS

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

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

1.2 **To be completed by the organ of state**

a) The applicable preference point system for this tender is the **80/20** preference point system.

1.2.1 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.3 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

SPECIFIC GOALS	80/20
EME/SME 51% owned by Black people	10
51% owned by Black people;	5
51% owned by Black people who are women	3
Black Youth	2

1.4 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for

specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

- 1.5 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation.
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system: or

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.

The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed. (80/20 system) (To be completed by the tenderer)
SMMEs (<i>inclusive or QSEs and EMEs</i>) 51% owned by Black people	10	
51% owned by Black people;	5	
51% owned by Black people who are women	3	
Black Youth	2	

NB: All tenders will be issued to the market with all specific goals, and these will be scored in accordance with the evidence as submitted by the bidder. The bidder who does not meet the specific goals will not be disqualified but score zero

Source Documents to be submitted with the tender or RFQ

Specific Goals	Acceptable Evidence
B-BBEE	Valid BEE Certificate / Sworn Affidavit (in case of JV, a consolidated scorecard will be accepted)
Black Women Owned	Certified ID Documents of the Owners/shareholder
Black Youth owned	Certified ID Documents of the Owners
EME or QSE 51% Black Owned	Annual Financial/ Management Accounts/ B-BBEE Certificate / Affidavit/ Certified ID Documents of the Owners/shareholder
51% Black Owned	CIPC Documents / B-BBEE Certificate/Affidavit/ Certified ID Documents of the Owners/shareholder
South African Enterprises	CIPC Documents

DECLARATION WITH REGARD TO COMPANY/FIRM

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

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

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

[TICK APPLICABLE BOX]

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

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses, or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation.
 - (d) recommend that the tenderer or contractor, its shareholders, and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....	
SIGNATURE(S) OF TENDERER(S)	
SURNAME AND NAME:	
DATE:	
ADDRESS:	
	
	
	
	

ANNEXURE C

CONSORTIUMS, JOINT VENTURES AND SUB-CONTRACTING REGULATIONS

1. CONSORTIUMS AND JOINT VENTURES

- 1.1 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 1.2 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate tender.

2 SUB-CONTRACTING

- 2.1 A person awarded a contract may only enter into a subcontracting arrangement with the approval of the organ of state.
- 2.2 A person awarded a contract in relation to a designated sector, may not subcontract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.
- 2.3 A person awarded a contract may not subcontract more than 30% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level of contributor than the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract.

3 DECLARATION OF SUB-CONTRACTING

- 3.1 Will any portion of the contract be sub-contracted? YES / NO
- 3.2 If yes, indicate:
- 3.2.1 The percentage of the contract will be sub-contracted%
- 3.2.2 The name of the sub-contractor
- 3.2.3 The B-BBEE status level of the sub-contractor.....
- 3.2.4 whether the sub-contractor is an EME YES / NO

SIGNATURE OF DECLARANT

TENDER NUMBER

DATE

POSITION OF DECLARANT

NAME OF COMPANY OR TENDERER

ANNEXURE “D”

Previous completed Host-to-Host projects *(preferably provide a detailed company profile, detailed the below mentioned information)*

Project Descriptions	Client	Contact no	Contact person	Email address	Period of projects	Value of projects	Project Commence date	Completed date

Current Host-to-Host projects *(preferably provide a detailed company profile, detailed the below mentioned information)*

Project Descriptions	Client	Contact no	Contact person	Email address	Period of projects	Value of projects	Project Commence date	Completion date

ANNEXURE "D"**BIDDER'S DISCLOSURE****1. PURPOSE OF THE FORM**

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

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

2. Bidder's declaration

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

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

Full Name	Identity Number	Name of State institution

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

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

2.2.1 If so, furnish particulars:

.....
.....

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

YES/NO

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

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

3.1 I have read and I understand the contents of this disclosure;

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

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

- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder