



Artscape is a Cultural Institution in terms of section 3 of the Cultural Institutions Act 1998 (Act no.119 of 1998). Artscape, listed as a schedule 3A (National entity) under the Public Finance Management Act, 1999 (Act No1 of 1999) seeks Quotations for

Goods	
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 /or

Services	x
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 below one million rand(R1000 000.00).

Insert CSD Codes:

M									
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Insert CSD 36 digit security code: _____

The following documents needs to be submitted with quotations:

- BBBEE Certificate/ Sworn Affidavit
- SARS No and SARS status Pin

The attached forms to be completed by Supplier:

- SBD4, SBD8 & SBD 9

As a service provider you are deemed to have read and accepted the Government Procurement: General Conditions of Contract (GCC) of July 2010, (<http://www.treasury.gov.za>). "The applicable legislation and the entity's Supply Chain Management Policy will apply to this contract / agreement / tender document, but in instances where there may be a contradiction between the applicable legislation and the entity's Policy, the applicable legislation will prevail."

Date Issued:	24 February 2022
Description of Goods or Service:	Quantity:
1. PURPOSE Artscape invites suitably qualified and experienced service providers to bid for the provision of a comprehensive Insurance broking service for a period of 36 months commencing from 1 April 2022 until 31 March 2025. 1.1INTRODUCTION Artscape manages the Artscape Theatre Centre, a complex which belongs to the Provincial Government of the Western Cape. Artscape is a facilitator of stage performances, community arts activities, training programmes as well as audience development initiatives to sustain all forms of performing arts. 1.2.1 Artscape's Key Mandate is as Follows: • Artscape was declared a Cultural Institution in terms of Section 3 of the Cultural Institutions Act, Act 119 of 1998. • Artscape is listed as a schedule 3A (National Institute) under the Public Finance Management Act, Act 1 of 1999. • Artscape's objectives were gazetted in the Government Gazette number 25242, 1 August 2003. 1.2 OBJECTIVES OF THE INSURANCE BROKING SERVICES The objective of this RFQ is to appoint a suitable independent Insurance Broker who will manage Artscape' insurance function and obtain sufficient quotations for the insurance underwriting services of Artscape risks in compliance with the requirements of the Public Finance Management Act (PFMA).	



- Bidders must be experienced in rendering insurance services to public entities or government institutions.
- The bidder's primary business must be to provide short-term insurance services.
- Must be registered as a Financial Services Provider (FSP),(submit registered FSP name and FSP Number).
- Must be registered with relevant professional body i.e. South African Insurance Association (SAIA), Financial Intermediaries Association (FIA). (Certified copy of registration certificate as proof of membership must be submitted).
- Professional indemnity insurance, certified copy of certificate required. Provide full details of the bidder's professional indemnity insurance, including; underwriter, limits of any one occurrence and deductible as well as maturity dates.
- Fidelity guarantee insurance, certified copy of certificate required. Provide full details of the bidder's fidelity guarantee insurance arrangements, including; underwriter, limits of any one occurrence and deductible as well as maturity dates.
- Audited financial statements. Submit most recent audited financial statements, reviewed financial statements or management accounts.
- Three references of current or past, not older than 36 months, similar customers (public entity/government, indicating scope of work and value).

1.3 SCOPE OF WORK

The scope of Insurance broking services includes at least the under-mentioned. Should any other function be regarded as imperative by the bidder the functions shall be offered and clearly defined. The Insurance broking service must, in consultation with the CFO provide the following :

- **At least one (1) quotation** from an insurance underwriter to provide insurance cover for the general assets and risks of Artscape for the : (a) 12 month period 1 April 2022 to 31 March 2023, (b) 12 month period 1 April 2023 to 31 March 2024, (c) 12 month period 1 April 2024 to 31 March 2025.
- **The items to be insured are per the attached (Annexure A).**
- The successful insurance broker will also be required to , obtain a **minimum of one (1) quotation** from insurance underwriter to provide Indemnity liability insurance cover for Artscape for the 12 month periods 1 April 2022 to 31 March 2023, ; 1 April 2023 to 31 March 2024 and 1 April 2024 to 31 March 2025. The quotation must include the insurance broker's commission for the year. The indemnity/liability cover is per attached Annexure B.
- The quotation must also provide the deductibles (excess) in respect of each class of claim.
- Provide advice to Artscape and identify risks which have not been covered. Provide risk management services to Artscape.
- Engage with the insurance underwriters and manage any claims for Artscape.

1.4 EXPECTED OUTCOMES AND DELIVERABLES



Ensure that Artscape's insurance risk is properly managed.

1.5 QUALITY ASSURANCE REVIEWS OF THE WORK

Must be registered with relevant professional body i.e. South African Insurance Association (SAIA), Financial Intermediaries Association (FIA). Certified copy of registration certificate as proof of membership must be submitted

1.6 INDEPENDENCE AND OBJECTIVITY OF STAFF

In carrying out the work, the insurance broker must ensure that their staff maintain their objectivity by remaining independent of Artscape.

The consultant shall:

- Have no executive or managerial powers, functions or duties except those relating to Insurance advice
- Not be involved in the day to day operation of Artscape

Date Goods or Service required:	01 April 2022
Delivered to :	DF Malan Street, Foreshore, Cape Town
For more information (Technical)	Vernon van der Linde
For more information (Supply Chain Management)	Vernonv@artscape.co.za or Theresal@artscape.co.za
RFQ Closing date & Time:	15 March 2022 at 11:00
Submit RFQ To:	natasjap@artscape.co.za

SUPPLIER RESPONSE

Name of Supplier:	
Address of Supplier:	
Contact Tel :	Email:

Supplier Specifications include Brand/Model if applicable	Price (incl VAT) 1 April 2022 to 31 March 2023	Price (incl VAT) 1 April 2023 to 31 March 2024	Price (incl VAT) 1 April 2024 to 31 March 2025
(A) Asset insurance cover excluding broker commission			
(B) Brokers commission on asset insurance cover			
(C) Total Asset insurance cover including broker commission			
(D) Indemnity/Liability insurance cover premium excluding broker commission			
(E) Broker commission on Indemnity/liability insurance cover			
(F) TOTAL Indemnity/Liability insurance cover including broker commission			



TOTAL for Asset and liability cover including broker commission			
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*Insert more rows if needed.

*Brochures/Catalogues can be submitted with quotation.

*All prices must be firm and VAT Inclusive.

- The 80/20 price/preference point system will be applied to the evaluation of responsive quotations, whereby the order(s) will be placed within the Supplier(s) scoring in the highest total number of adjudication points. Price shall be scored as follows: $Ps = 80 \times \frac{1 - (Pt - Pmin)}{Pmin}$
- **Where:** Ps is the number of points scored for price; Pt is the comparative price of the quoted under consideration; Pmin is the comparative price of the lowest responsive quotation.
- Preference points shall be scored as follows:
Points will be awarded to tenderers who are eligible for preference in respect of B-BBEE contribution.

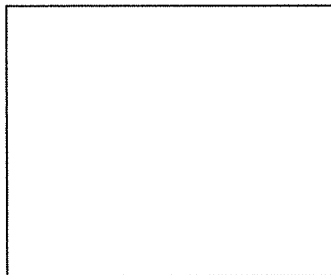
By signing this request for order form the supplier offers to supply the goods or service in respect of **RFQ** and **Description** of goods or services _____, as described in this document.

Signature

Date

Print name: _____

On Behalf of the Supplier (duly authorised)



COMPANY STAMP

Note: It is advised that documents be returned in PDF.



SBD 4

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, 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. **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:

Identity Number:

Position occupied in the Company (director, trustee, shareholder²):

Company Registration Number:

Tax Reference Number:

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 / persal numbers must be indicated in paragraph 3 below.

¹"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.

²"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 presently employed by the state? **YES / NO**
- 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 the appropriate authority to undertake remunerative work outside employment in the public sector? **YES / NO**
- 2.7.2.1 If yes, did you attached proof of such authority to the bid document? **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 / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? **YES / NO**
- 2.8.1 If so, furnish particulars:
.....
.....
.....
- 2.9 Do you, or any person connected with the bidder, have 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? **YES / NO**
- 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 Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	Personal Tax Reference Number	State Employee Number / Persal Number

4 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 2011

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, 2011.

1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to all bids:
- 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 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.
- 1.4 The maximum points for this bid are allocated as follows:
- | | POINTS |
|--|------------|
| PRICE | 80 |
| B-BBEE STATUS LEVEL OF CONTRIBUTION | 20 |
| Total points for Price and B-BBEE must not exceed | 100 |
- 1.5 Failure on the part of a bidder to submit proof of B-BBEE Status Level of contribution together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6 The purchaser 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 purchaser.



2. DEFINITIONS

- 2.2 "B-BBEE" means broad-based black economic empowerment as defined in section 1 of the Broad Based Black Economic Empowerment Act;
- 2.3 "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;
- 2.4 "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;
- 2.5 "Broad-Based Black Economic Empowerment Act" means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- 2.6 "EME" means any Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad Based Black Economic Empowerment Act;
- 2.7 "functionality" means the ability of a tender to provide goods or services in accordance with specifications as set out in the tender documents.
- 2.8 "prices" includes all applicable taxes less all unconditional discounts;
- 2.9 "proof of BBBEE status of contribution" means:
- 2.9.1 BBBEE Status level certificate issued by an authorized body or person;
- 2.9.2 A Sworn affidavit as prescribed by the BBBEE Codes of Good Practice;
- 2.9.3 Any other requirement prescribed in terms of the BBBEE Act;
- 2.10 "QSE" means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad Based Black Economic Empowerment Act;
- 2.11 "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

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

Where

P_s = Points scored for comparative price of bid under consideration

P_t = Comparative price of bid under consideration



Pmin = Comparative price of lowest acceptable bid

4 Points awarded for B-BBEE Status Level of Contribution

- 4.1 In terms of Regulation 6 (2) and 7 (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. BID DECLARATION

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

6. B-BBEE STATUS LEVEL OF CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

- 6.1 B-BBEE Status Level of Contribution: =(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contribution.

7 SUB-CONTRACTING

- 7.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES		NO	
-----	--	----	--

- 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 or QSE?

(Tick applicable box)

YES		NO	
-----	--	----	--

(v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in term Preferential Procurement Regulations, 2017:

Designated Group: An EME or QSE which is at last 51% owned by:	EME	QSE
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdevelopment areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

8 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

.....

.....

.....

8.6 COMPANY CLASSIFICATION

- ☐ Manufacturer
- ☐ Supplier
- ☐ Professional service provider
- ☐ Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

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



8.8 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 of contributor indicated in paragraph 1.4 and 6.1 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 1.4 and 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser 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 purchaser 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.

2.

.....
SIGNATURE(S) OF BIDDER(S)

DATE:

ADDRESS:

.....

.....



SBD 8

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 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 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 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 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 National Treasury after the <i>audi alteram partem</i> rule was applied).	Yes ☐	No ☐
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)? The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.	Yes ☐	No ☐
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 ☐	No ☐
4.3.1	If so, furnish particulars:		
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 ☐	No ☐
4.4.1	If so, furnish particulars:		

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



SDB9

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.
- 2 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).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 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 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 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² 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 purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder



6. 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 consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. 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 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.



10. 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.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder

ARTSCAPE INSURANCE SCHEDULE (Annexure A)

POLICY SECTION	Revised Insured amount at 31 March 2022	Annual Premium for 1 April 2022 to 31 March 2023	Excess payable in event of claim	Annual Premium for 1 April 2023 to 31 March 2024	Annual Premium for 1 April 2024 to 31 March 2025
Plant, Machinery and Other Contents	R 6 000 000				
Stock in Trade	R 100 000				
Costumes	R 250 000				
Décor	R 1 000 000				
Sound equipment	R 6 000 000				
Streaming equipment	R 1 200 000				
Musical Instruments including pianos	R 5 000 000				
Lighting equipment	R 16 000 000				
CCTV	R 1 200 000				
Stage production equipment	R 1 300 000				
Leakage: First Loss	R 15 000 000				
Power Surge	R 100 000				
ESCALATION - 5%	R 1 300 000				
Inflation - 5%	R 1 365 000				
TOTAL OF ABOVE	R 55 715 000	0.00		0.00	0.00
BUSINESS INTERRUPTION (Difference Basis)					
Gross Profit / Rental / Revenue	R 20 500 000				
Additional Increase in Cost of Working	R 2 000 000				
Additional Claims Preparation Costs	R -				
EXTENSIONS	R -				
- Unspecified suppliers	R -				
- Specified suppliers	R -				
- Specified Customers	R -				
- Acc Damage(Subject to BI Cover)must have Acc Dam section	R -				
- Theft (Subject to BI Cover) must have Theft Section	R -				
- Prevention of Access (extended cover)	R 15 375 000				
- Public Utilities (extended cover)	R 15 375 000				
- Public Telecommunications (extended cover)	R 15 375 000				
Power Surge	R 100 000				
TOTAL BUSINESS INTERRUPTION	R 20 500 000	0.00		0.00	0.00
ACCIDENTAL DAMAGE					
Limit - Defined Events (I)	R 500 000				
Limit - Defined Events (II)	R -				
TOTAL ACCIDENTAL DAMAGE	R 500 000	0.00		0.00	0.00
OFFICE COMPREHENSIVE					
Contents	R 1 100 000				
Rent (30%)	R 330 000				
Theft (Forcible and Violent entry/exit)	R 412 500				
Increase in Cost of Working (30% of Contents Sum ins)	R 330 000				
Loss of Documents	R 550 000				
Liability for Documents	R 50 000				
Power Surge	R 100 000				
TOTAL OFFICE COMPREHENSIVE	R 2 772 500	0.00		0.00	0.00
BUSINESS ALL RISKS					
Musical Instruments (Item limit: 20% of sum insured)	R 300 000				

Quotation - Hollard Insurance Company

Prepared on 2022/02/24

TOTAL BUSINESS ALL RISKS	R 300 000	0.00		0.00	0.00
GOODS IN TRANSIT					
Estimated annual carry limit required:	TBA				
Load Limit	R 175 000				
Additional Claims Preparation Costs	R -				
TOTAL GOODS IN TRANSIT		0.00		0.00	0.00
THEFT					
First Loss (including malicious damage)	R 100 000				
Buildings Increased Limit (R5000 automatically included)	R 25 000				
TOTAL THEFT	R 125 000	0.00		0.00	0.00
MONEY					
Major Limit	R 45 000				
Seasonal Increase	R 100 000				
Personal Assault - Capital Sum	R 10 000				
Permanent Disability	R 10 000				
Medical	R 10 000				
TOTAL Money		0.00		0.00	0.00
ELECTRONIC EQUIPMENT					
Hardware and Software (Excl. portable equipment)	R 2 905 260				
Laptops	R 300 000				
ADDITIONAL Reintatement of Data					
ADDITIONAL Increased Cost of Working					
Additional Claims Preparation Costs					
Power Surge	R 100 000				
Total Electronic equipment		R 0		0.00	0.00
MOTOR VEHICLES		Premium		Premium	Premium
1999 Toyota Corolla 16 GLE	R 42 000				
1999 Toyota Tazz 1300	R 27 000				
1999 Nissan 1400 LDV	R 19 000				
1997 Toyota Venture 2.2	R 29 000				
1988 Mercedes Benz 1417 Truck	R 137 000				
2003 Toyota Hiace Siyaya	R 50 000				
2008 Hyundai Bakkie 2.6	R 70 000				
	R -				
2008 Hyundai Elantra	R 77 000				
Car Hire - "details of Cover"					
Loss of Keys	R 5 000				
Wreckage Removal (limit can be increased premium charged)	R 5 000				
	R -				
	R -				
Applicable to Commercial type Vehicles	R -				
Passenger Liability	R 2 500 000				

Unathorised Passenger Liabilty	R	2 500 000				
Golf Carts Third Party / Passenger Liability	R	250 000				
Motor vehicle premium			0.00		0.00	0.00
MACHINERY BREAKDOWN			Premium		Premium	Premium
Machinery breakdown (R1m limit branch)	R	10 000 000				
Deterioration of Stock (R100 000 limit branch)	R	-				
Loss of Profits following Mach Breakdown (full value)	R	20 500 000				
First loss limit applicable	R	4 000 000				
Total Machinery premium			0.00		0.00	0.00
POLICY PREMIUM EXCLUDING SASRIA	R	-			R	-
SASRIA			Annual Prm		Annual Prm	Annual Prm
FIRE (INCL OFF CONTENTS, BAR, GLASS & EE)	R	20 500 000				
Security Costs - Max R10Million	R	-				
BUS INT ** Gross Profit **	R	20 500 000				
Additional Increase Cost of Working	R	2 000 000				
MONEY	R	-				
GOODS IN TRANSIT	R	-				
MOTOR - PRIVATE (NO. OF VEHICLES)	R	2				
MOTOR - COMMERCIAL (NO. OF VEHICLES) - under 3500kg	R	6				
MOTOR - COMMERCIAL 3500KG AND OVER	R	-				
MOTOR TRADERS (TOTAL VALUE OF VEHICLES REQUIRED)	R	-				
Total SASRIA premium			0.00		0.00	0.00
POLICY PREMIUM EXCLUDING SASRIA	R	-			R	-
SASRIA Premium			R		R	
Broker Fee (to be advised by Broker)			R		R	
TOTAL PREMIUM INCLUDING SASRIA AND BROKER FEE						

ARTSCAPE INDEMNITY INSURANCE COVER (Annexure B)									
CLASS	BASIS OF INSURANCE COVER	LIMITS OF INDEMNITY in Rand		Premium for 1 April 2022 to 31 March 2023	Premium for 1 April 2023 to 31 March 2024	Premium for 1 April 2024 to 31 March 2025	Deductible/E xcess		
		Any one occurrence	Annual aggregate						
General liability	Claims made	R50 000 000	N/A				NIL		
Employers liability	Claims made	R50 000 000	N/A				NIL		
Claims preparation costs	Claims made	R100 000	R100 000				NIL		
TOTAL Premium including VAT excl broker commission				R0	R0	R0			
Broker commission									
TOTAL Premium including VAT including broker commission				R0	R0	R0			