



National Gambling Board
South Africa

a member of **the dtic** group

REQUEST FOR QUOTATION

RFQ 016 (2026/2027)

**SUBSCRIPTION TO AN ONLINE
DATABASE PROVIDING LEGAL
RELATED SERVICES**

1. BACKGROUND

- 1.1. The National Gambling Board (NGB) is a statutory body established in terms of the National Gambling Act, No 33 of 1996 (repealed by the National Gambling Act, No 7 of 2004) to provide for the co-ordination of concurrent national and provincial legislative competence over matters relating to casinos, racing, gambling and wagering, and provide for the continued regulation of those matters, for that purpose to establish certain uniform norms and standards applicable throughout the Republic.
- 1.2. NGB is listed under Schedule 3A of the Public Finance Management Act 1 of 1999 (PFMA) as amended with effect from 1 April 2001.

2. PURPOSE OF REQUEST FOR QUOTATION

- 2.1. The purpose of the request is to invite quotations from Information Publishing Service Providers for Membership Subscription to an Online Database providing Legal and related services.

3. SPECIFICATIONS

- 3.1. The specification is as follows:

TASK DESCRIPTION	QUANTITY	FREQUENCY
Standard required items: • Labour Law Reports; • Labour Law commentary (specifically on the public sector) on dispute resolution and labour litigation; • All South African Law Reports; • Unreported Judgements; • Laws of South Africa; • All South African Law Statutes (including Provincial and Local Government laws); • Commentary on public administration laws; • Civil procedure material; • Business Transactions Law; • Legal Materials on VAT; • Corporate Law and Corporate Governance material; • Contract Law; • Competition Law; • Government Gazettes; • Bill of Rights commentary;	Access for six (6) NGB officials.	Access to the database daily for a year.

• Commentary on Money Laundering, terror financing, organised crime and the proceeds thereof, and Corruption; • Litigation skills manuals; • International published journals/articles for research (gambling industry-related) • Employment equity law; and • Public Procurement law.		
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4. SPECIFICATION ON OPTIONAL PRODUCTS

4.1. The specification on optional products is as follows:

TASK DESCRIPTION	QUANTITY	FREQUENCY
Items/Modules/Products/Services which would be advantageous and/or preferred as part of the service may include: • Email alerts on National Treasury instruction notes, Circulars and Guidelines etc. affecting procurement processes / protocol uploaded/repealed on the National Treasury's Office of the Chief Procurement Officer page. • Amlers' Precedents and Pleadings; • Access to specialised compliance knowledge and/or services, providing updates and/or reminders on matters of corporate governance, and commentary or explanatory notes on King V; • Access to specialised services dealing with procurement services; • A practical guidance service for in-house advisors on various matters; and • A forms and precedents service. The services or products referred to above are optional but the provision thereof would be advantageous. Potential service providers may suggest combinations of the above and other services/products that are suitable to a public entity such as the NGB. The NGB's Legal services unit would prefer to use the most user-friendly platform and inclusive of a search system that generates answers most efficiently and quickly to save time on research matters.	Access for six (6) NGB officials.	Access to the database daily for a year.

5. FUNCTIONALITY CHECKLIST

- 5.1. Bidders should note that this Functionality Checklist is compulsory and must be completed and submitted together with the proposal.

No	Criteria	Bidder's Response	
1.	Provides all required items in line with the specifications (paragraph 3: Standard required items) ?	Yes	No
2.	Service provider has at least three (3) years' experience?	Yes	No
3.	Is the Database accessible daily?	Yes	No

Tick or cross the relevant response

6. RFP TERMS AND CONDITIONS

6.1. The following conditions will apply:

- 6.1.1 Prices quoted must be **firm** prices (inclusive of all applicable escalations e.g. statutory wage increase) and VAT inclusive;
- 6.1.2 Quotations must be valid for **30 days**;
- 6.1.3 All prospective service providers must be registered on National Treasury's Central Supplier Database (CSD) prior to submission of quotations;
- 6.1.4 A Tax PIN or CSD registration number must be submitted;
- 6.1.5 The 80/20 Preference points system will apply in terms of the Preferential Procurement Regulations 2022;
- 6.1.6 The following documents must be submitted with the quotation:
- SBD 4;
 - Complete the SBD 6.1 form; and
 - A company resolution authorising a particular person to enter into a contractual agreement with the NGB.

6.2. Evaluation criteria

Phase 1: Submission of statutory documents mentioned in paragraph 6.1.6 above. **Failure to submit any of the documents as requested in 6.1.6 above will result in your quotation not being considered for further evaluation (disqualification).**

Phase 2: Quotations will be evaluated in accordance with the evaluation criteria contained in paragraph 5 above. **Proposals that do not comply with the**

evaluation criteria set out in paragraph 5 will not advance to be evaluated on price and specific goals.

Phase 3: Proposals that comply with the evaluation criteria contained in paragraph 5 will be considered for evaluation on price and specific goals.

The evaluation on price and specific goals will be conducted as follows:

Price and Specific goals

The evaluation on price and specific goals will be conducted as follows:

Points awarded for price

The 80-preference points system for price will be utilised.

The following formula will be applied:

$$Ps = 80[1 - Pt - Pmin / Pmin]$$

Where:

Ps = Points scored for price of bid under consideration

Pt = Rand value of bid under consideration

Pmin = Rand value of lowest acceptable bid

Points awarded for specific goals:

A maximum of 20 points will be awarded for specific goals:

SPECIFIC GOAL	ACHIEVEMENT LEVEL	TOTAL NUMBER OF POINTS THAT MAY BE CLAIMED <u>(90/10 SYSTEM)</u>	TOTAL NUMBER OF POINTS THAT MAY BE CLAIMED <u>(80/20 SYSTEM)</u>
Persons historically disadvantaged on the basis of race	100% black ownership	2.5	5
	75% - 99% black ownership	2	4
	60% - 74% black ownership	1.5	3
	51% - 59% black ownership	1	2
	0 – 50% black ownership	0	0

SPECIFIC GOAL	ACHIEVEMENT LEVEL	TOTAL NUMBER OF POINTS THAT MAY BE CLAIMED <u>(90/10 SYSTEM)</u>	TOTAL NUMBER OF POINTS THAT MAY BE CLAIMED <u>(80/20 SYSTEM)</u>
Persons historically disadvantaged on the basis of gender (ownership by women)	100% black women ownership	4	8
	75% - 99% black women ownership	3	6
	60% - 74% black ownership	2	4
	51% - 59% black women ownership	1	2
	0 – 50% black women ownership	0	0

SPECIFIC GOAL	ACHIEVEMENT LEVEL	TOTAL NUMBER OF POINTS THAT MAY BE CLAIMED <u>(90/10 SYSTEM)</u>	TOTAL NUMBER OF POINTS THAT MAY BE CLAIMED <u>(80/20 SYSTEM)</u>
Persons historically disadvantaged on the basis of disability	1 - 100% disabled ownership	1	2
	0% disabled ownership	0	0

SPECIFIC GOAL	ACHIEVEMENT LEVEL	TOTAL NUMBER OF POINTS THAT MAY BE CLAIMED <u>(90/10 SYSTEM)</u>	TOTAL NUMBER OF POINTS THAT MAY BE CLAIMED <u>(80/20 SYSTEM)</u>
RDP goals:			
Business enterprises which are classified as SMMEs (EMEs or QSEs)	Yes	1.5	3
	No	0	0
RDP goals:			
Local production and content	Yes	1	2
	No	0	0

7. DISCLAIMER

- 7.1. The NGB reserves the right not to appoint a service provider and is also not obliged to provide reasons for the rejection of any quotation. The NGB reserves the right to:
- 7.1.1. Award the contract or any part thereof to one or more service providers.
 - 7.1.2. Reject all quotations.
 - 7.1.3. Decline to consider any quotation that does not conform to any aspect of the bidding process.
 - 7.1.4. Request further information from any service provider after the closing date, for clarity purposes.

8. NOTES TO BIDDERS

- 8.1. The NGB will not be liable to reimburse any costs incurred by the bidder during the quotation process.
- 8.2. Evaluation of quotations will be carried out by the NGB. The NGB may, if necessary, contact bidders to seek clarity on any aspect of the quotation.
- 8.3. Payments shall be made promptly by the NGB, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier provided that services have been satisfactorily rendered.
- 8.4. The supplier shall furnish the NGB with an invoice upon fulfillment of obligations to the satisfaction of the NGB.
- 8.5. Prices charged by the service provider for services rendered under the contract shall not vary from the prices quoted by the supplier.

9. ENQUIRIES

- 9.1. Supply Chain Management: Contact Ms. Nkosinomsa Maseko: Tel 010 500 3163 or e-mail to scm@ngb.org.za

10. DEADLINE FOR SUBMISSION OF QUOTATIONS

- 10.1. A quote has to be submitted to the Supply Chain Management of the NGB: Ms. Nkosinomsa Maseko: Tel: 010 500 3163 or E-mail: scm@ngb.org.za
- 10.2. The deadline for the submission of quotations with required documentation is **Friday, 25 September 2026 at 11H00 CAT.**