



in the footsteps ...

NELSON MANDELA MUSEUM

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24 February 2026

RFQ 65 OF 2026-SUPPLY, DELIVERY & SERVICE OF LIVESTREAMING AT NELSON MANDELA MUSEUM BHUNGA BUILDING

The Nelson Mandela Museum invites quotations from accredited service providers that are registered with the Central Supplier Database (CSD) for the supply, delivery and supply, delivery & service of livestreaming at Nelson Mandela Museum Bhunga Building for the Human Rights essay competition (12th March 2026) as per the detailed specification below:

TECHNICAL REQUIREMENTS:	
<p>The service provider is to provide the following technical requirements:</p> <ul style="list-style-type: none"> - Provide Sound and PA System with necessary Audio (AV) equipment audible to amplify a 100-seater indoor area <p>Screens must be enough to feed the audience. Screens must also show the event proceedings; e.g., speakers/presenters must be visible on the screens, and any other activities, such as performances, must be shown on the screens.</p>	2
<ul style="list-style-type: none"> - 5x cordless (roving) microphones with stands for sitting setup - and 3 x high definition cameras for live streaming. - Vision mixing desk for monitoring and adjusting sound for the live broadcast during speeches. - Live streaming on NMM social media platforms such as Facebook, YouTube, and Twitter, Virtual connection on either Zoom or Teams platform, and recording the proceedings of the event. A link for the connection must be created. 	5
<ul style="list-style-type: none"> - Provide cameras for recording (ensure that cameras connect to the screens to showcase speeches or speakers talking while on 	Yes

TECHNICAL REQUIREMENTS:	
<p>stage, even performances through the screens and share the images with NMM</p> <ul style="list-style-type: none"> - Capture and provide quality / high-resolution still pictures - Provide motion pictures for the museum Archives. The end product must be saved on a hard drive. (High resolution quality of the output is highly recommended) 	
DELIVERY TIME FRAME:	
<p>Delivery Time: 7:00 am (12th March 2026 at Nelson Mandela Museum Bhunga Building</p>	

❖ **APPLICABLE PREFERENCE SCORING SYSTEM**

Points for this shall be awarded for:

- (a) Price; and
- (b) Specific Goals.
- (c) Functionality scoring
- (d) Where 80 points will be allocated for price, and 20 points allocated for specific goals

Category		Sub-categories	Specific goals points	Verification documents
Local Supplier	5	OR Tambo Suppliers	5	CIPC Registration Certificate (CK) or Proof of residence
		Eastern Cape Supplier	4	
		Anywhere in South Africa	3	
		Non-South African	0	
Women-owned supplier	4	Black African Women	4	CIPC Registration Certificate (CK) and CSD Report
		Non-Black African Women	2	

Youth Owned Supplier	4	Youth Owned (< 35-year-old persons)	4	CIPC Registration Certificate (CK) and CSD Report
		Non-Youth Ownership (> 35-year-old persons)	2	
People living with disabilities	3	People living with disabilities	3	CSD Report
Small Micro, Medium & Enterprises	4	SME – Owned by people with disability	4	Sworn Affidavit (BBBEE Affidavit) CSD Report
		SME – Black owned	3	
		SME – Other	2	

❖ RETURNABLE DOCUMENTS

Service providers are required to submit all the returnable documents together with their quotations. **Failure to provide all the Compulsory Returnable Documents at the closing date and time of this RFQ will result in a respondent's disqualification. Respondents are therefore urged to ensure that all these Documents are returned with their Quotations**

Returnable Documents

- Duly signed & completed SBD 1 Invitation to BID
- Duly signed & completed SBD 3.3 Pricing Schedule
- Duly signed & completed SBD 4 Declaration of Interests form.
- Duly signed & completed SBD 6.1 Preference points claim form
- Proof of CSD registration
- At least 3 signed reference letters in a company letterhead.

❖ QUOTATION SUBMISSIONS

- All quotations and accompanying documents must be forwarded to: supplychain@nelsonmandelamuseum.org.za
- NO FAXED OR HAND-DELIVERED QUOTATIONS SHALL BE ACCEPTED.
- Closing date for the submission of quotations is 4th of March 2026 at 12H00.

❖ **ENQUIRIES**

All communications and enquiries/requests for clarification relating to this proposal should be directed to the contact person:

<i>Bid Administration & SERVICE PROVIDER SPECIFICATIONS</i>
Ms Phakama Mfundisi
Tel: 047 501 9528
Email: phakama@nelsonmandelamuseum.org.za
Supply Chain
<i>Technical Enquiries:</i>
Mr. S. Bovana
Tel: 047 501 9525
Email: solomzi@nelsonmandelamuseum.org.za
Education Officer

NB: The NMM reserves the right to amend, modify or withdraw this RFQ at any time, without prior notice and without liability to compensate and/or reimburse any party.

Mr Mandisi Msongelwa CA (SA)
Acting Chief Executive Officer