



REQUEST FOR PROPOSAL FOR A TICKETING SOLUTIONS FOR THE MARKET THEATRE FOUNDATION:– MTF RFQ 486/2026-2027

The Market Theatre Foundation

Request for Quotation:

REQUEST FOR PROPOSAL FOR A
TICKETING SOLUTIONS FOR THE MARKET THEATRE
FOUNDATION:– MTF RFQ 486/2026-2027

Advertised On: 01 JULY 2026

Closing Date: 10 JULY 2026

Closing Time: 12:00

Quotes to be emailed to the below email address clearly marked with the recommended RFQ Number MTF RFQ 486/2026-2027:

rfq@markettheatre.co.za

Compulsory Briefing Session: N.A

Address: N/A

Company Name: _____



REQUEST FOR PROPOSAL FOR A TICKETING SOLUTIONS FOR THE MARKET THEATRE FOUNDATION:- MTF RFQ 486/2026-2027

The MTF is requesting expressions of interest from entities, agencies and/or individuals who are able to provide a ticketing solution as set out below:

The Market Theatre is renowned world-wide for brilliant anti-apartheid plays that have included *Woza Albert*, *Asinamali*, *Bopha*, *Sophiatown*, *You Strike the Woman You Strike a Rock*, *Born in the RSA*, *Black Dog – Inj'emnyama*, as well as the premieres of many of Athol Fugard's award-celebrating the past, but it is also confidently looking forward to playing a major cultural role in the 21st century for South Africa, and the African continent.

During the past four decades, The Market Theatre has evolved into a cultural complex for theatre, music, dance and the allied arts. Today, The Market Theatre remains at the forefront of South African theatre, actively encouraging new works that continue to reach international stages.

1. SCOPE OF WORK & DELIVERABLES

The MTF is requesting expressions of interest from entities, agencies and/or individuals who are able to provide a ticketing solution as set out below:

- a) The ticketing solution must be functional, user-friendly, and offer 24/7 support. It must also be able to support mobile ticketing, print-at-home tickets and various payment options.
- b) The MTF must be able to control the ticket inventory.
- c) An established outlet footprint must be available for the duration of the contract period.
- d) White label-ticketing solution that presents and profile the MTF brand ONLY.
- e) The solution must be cloud based and compatible with various internet browsers as well as the latest operating systems. In addition, the solution must use a minimum bandwidth footprint.
- f) Sales portals should include onsite (both telephonic and over the counter), wide area sales including an outlet footprint and sales through the theatre's own websites.
- g) The ticketing solution must have full Customer Relationship Management (CRM) and reporting functionality. A separate VIP membership must be included. The Market Theatre will retain ownership of any database produced through the use of the system.
- h) An access control system must be included.
- i) Preference will be given to the solution that will integrate with the MTF's preferred banking service provider, and all moneys processed should be banked into the theatre's ticketing bank account.

1.1 Hardware, Software and Networking

- Any other hardware, software, networking and components (Including any new technology that might be available) which may be required to provide the complete solution will be required to be provided by the bidder.



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1.2 Ticketing Operations

- It will be in the interest of the bidder to provide full and comprehensive information to ensure that the final solution is not jeopardized by an uneconomic bid price.
- It will be incumbent on the bidder to familiarize themselves with the following points by attending the briefing session and tour that will be conducted by the MTF:
 - Layout of the buildings.
 - Layout of the ticket office, access points, back office items etc.
 - Safe network cable installation paths etc.
 - Any additional information which may be required.
 - Theatre layouts and seating plans with variations

1.3 Ticketing Engine

Provision needs to be made for:

- The printing of unique barcodes and QR coding.
- Accurate records of all tickets sold for every event in the theatre and to ensure all tickets are validated correctly on the system.
- The ability to offer remote ticket sales via a web interface. This should allow a “ticket office” to be setup at a remote location which can sell correctly off the system.
- An internet/smartphone APP – demonstrate cost of online versus box office purchase.
- The ability for patrons to print a secure ticket at home which will validate and record correctly on the system. A copy of printed ticket must be available to Box Office.
- The system must be able to sell both reserved and unreserved inventory and a combination of the two.
- The system must cater for Box Office to print tickets for patrons reserved online or through a mobile APP as well as tickets printed at home.
- The system must be capable of reserving seats until payment for the reservation is received.
- A backup solution for all critical components to ensure continued operations of the complete system.
- A detailed disaster recovery plan (DRP) / business continuity plan (BCP) must be included.
- Box Office to override certain fields/requirements during peak periods.
- Ability to customize for specials, discounts, etc. and automatic deactivation as and when required.

1.4 Reporting

- Customized online reporting platform to be provided, but not limited to, financial information on each event, customer information, event information, trends, promotional items and membership items.
- The ability for new reports to be created and the ability to run queries on all the ticketing and customer related databases held within the system.
- A web-based component that enables individual external producers to have a real-time view of their specific sales reports.



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- Financial reporting to provide comprehensive totals for banking of different shows to MTF finance.

1.5 Ticket Validation

- Tickets need to have the flexibility to be validated manually (e.g. traditional ticket stubs and visual components) and automatically (e.g. via a barcode and smartcard readers).
- All automatic validation systems need to be constructed on proven technology: durable, accurate and fast, ensuring reliability and minimal delay for theatre patrons.
- Mobile validation equipment, working off a wireless network solution, needs to be included to assist key staff members to work directly off the system in order to personally assist theatre patrons when required.

1.6 Website and Social Media Integration

- Patrons should have a single, complete experience which incorporates, but is not limited to, searching and finding information on our shows, secure online booking, membership options and corporate identity information.
- There must be integration with website design. This must be done in consultation with the website design team as well as the MTF Marketing unit.
- The entire booking process must be seamlessly integrated within the website while continuing to constantly promote the Market Theatre brand.
- Relevant social networking components need to be designed and integrated into the websites to assist in advertising and the attraction of the online community.
- An online customer portal needs to be integrated into the website which will allow a patron to login to their own unique online space where they can manage their affairs with the theatre. This online area should include, but not be limited to, their ticketing transactions, points total, cash total, history, specials, redeem loyalty offers and have the ability to purchase tickets for future shows.
- An online graphic user interface to make changes to website content, including both static and dynamic pages.
- Continuous maintenance must be carried out on the website to ensure it remains current and up to date with all components.

1.7 Membership and Loyalty Club

- All customers will be encouraged to register as members. This information must be integrated into the CRM.
- The ticketing solution must propose a loyalty programmer with a suite of benefits to be offered to members who sign up.



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1.8 Sales, Marketing and CRM

- Customer Relationship (CRM) functionality: to control and nurture the interactions with patrons and other sales prospects in a pro-active manner in order to generate new and enhanced revenue streams.
- The CRM functionality should be versatile and customizable.
- Integration with existing databases.
- Call Centre services for Box Office and Audience Development Office.
- Ability to load discounts and promotions.
- Self-service kiosks as an added benefit.

1.9 Outlets

- A list or agreement of existing outlets must be attached.
- Information should be provided on integration between the outlets and the ticketing engine.

1.10 Support

- Provision of technical support 24/7, including special support for special functions/events.

1.11 Volumes

- No of productions pa
- No of theatres
- No of other venues
- No of tickets sales pa
- Book sales
- Rental of props and costumes
- Etc etc

2. Contract Period

The services will be provided for a three (3) year period. MTF reserves the right to cancel the contract at any given time if it feels that a breach in service delivery as per the agreed specification mentioned above has occurred.

3. MINIMUM PROFESSIONAL REQUIREMENTS

Functionality

Expressions of Interest will be evaluated on the basis of:



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Functionality	Score
<p>Available outlets for ticket sales for duration of the tender (Please submit any agreements and company profile list of outlets available)</p> <ul style="list-style-type: none"> • 10 or more outlets – 10 • 5 -9 outlets – 5 • 3-4 outlet – 1 	10
<p>Ability of the MTF to control its own inventory (Please submit on a company profile / Brochure indicating MTF can control it's own inventory)</p> <ul style="list-style-type: none"> • MTF can control it's own Inventory – 10 • MTF can only control partial of it's own Inventory – 5 • MTF can not control it's own inventory – 0 	10
<p>CRM functionality (Please submit on a company profile / Brochure on compatibility)</p> <ul style="list-style-type: none"> • Compatible with various internet browsers as well as the latest operating systems – 15 • Partially compatible with various internet browsers as well as the latest operating systems – 10 • Not compatible with various internet browsers as well as the latest operating systems – 0 	15
<p>Access control system (Please submit on a company profile / Brochure access control availability)</p> <ul style="list-style-type: none"> • 15 or more people – 15 • 10 to 14 people – 10 • 5 to 9 people – 5 • 2 to 4 people – 3 • 1 person – 1 	15
<p>Availability of a mobile apps (Please submit on a company profile / Brochure if your system has an mobile app capability)</p> <ul style="list-style-type: none"> • Does have a mobile app available – 5 • Does not have a mobile app available – 0 	5
<p>Integration with Market Theatre's preferred banking supplier (Please submit on a company profile / Brochure if your system can integrate with Theatre's preferred banking supplier)</p> <ul style="list-style-type: none"> • Can fully integrate – 5 • Partially integrate – 3 • Cannot integrate – 0 	5
<p>Reporting functionality (Please submit on a company profile / Brochure on the reporting features that your system can give)</p> <ul style="list-style-type: none"> • Full comprehensive reports – 15 	15



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<ul style="list-style-type: none"> • Partial reports – 10 • No reports – 0 	
Value-added services (eg passive income ability, Loyalty Rewards etc.) (Please submit on a company profile / Brochure what value added services your system offer to the MTF) <ul style="list-style-type: none"> • Provides value-added services – 5 • No value-added services – 0 	5
Technical support (availability of technical staff to respond to MTF needs) (Please submit on a company profile / Brochure what technical support your company offer) <ul style="list-style-type: none"> • 24 Hour support services (Including weekends and Public holidays) - 15 • Less then 24 hour supports services – 10 • No support services – 0 	20
Total	100

A bid that scores less than 75 points out of 100 allocated for functionality shall be regarded as non-responsive.

4 EVALUATION PROCESS

The evaluation will be conducted in three stages:

1. **Administrative compliance** (mandatory documents).
2. **Functionality (technical) evaluation** – bidders must achieve a **minimum 75 / 100** to proceed to nex evaluation round.
3. **Price & Preference points** – 80/20 system in terms of the PPPFA & 2022 Regulations.

Please note that if the full and complete spec I not specified and quoted on your proposal will be disqualified.

TERMS & CONDITIONS

- MTF reserves the right not to appoint, to appoint in whole or in part, or to negotiate scope.
- All intellectual property in the final reports will vest in the MTF.
- Heritage access, stage rehearsals and performance schedules must be respected; audits to be coordinated with the Facilities Manager.
- The successful bidder will sign MTF’s standard **Service-Level Agreement** and comply with the **PFMA, OHS Act, POPIA** and all other applicable legislation.



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PAYMENT SCHEDULE (indicative)

Service Providers must provide a detailed breakdown of the costs and fees as outlined in the **Pricing Schedule** below. The quotation must be firm and valid for a period of 90 days from the closing date of the RFP. The total cost must reflect VAT inclusive amount.

Prices charged by the supplier for goods and services delivered, under the contract shall not vary from the prices quoted by the supplier in his bid.

All assumptions made in preparing the proposal, including all cost factors such as travelling, must be detailed.

It is a condition of this bid that all prices quoted by the Bidder are in Rand with no additional liability flowing to the MTF from any variation in the exchange rate between the Rand and any foreign currencies. Such risk must either be carried by the Bidder or covered by means of a forward exchange contract arranged through their bankers. Any cost of such shall be deemed to be included in the tender amount.

The payment policy of MTF is 30 days from the date of receipt of invoice.

The Contract Sum shall NOT be subject to any price adjustment by any increase or decrease in the cost of labour from the date of submission of the bid to the completion of the contract. The Bidder must make allowance in rates or elsewhere in the tender for any escalation in costs which may occur.

Any proposal that does not include the information required in this paragraph will be disqualified.

Compulsory Supporting documents that needs to be completed in full and be sent back with your quote.

- SBD 4 : Declaration of Interest (See attached)
- SBD 6.1 – BBBEE claim form (See Attached)
- Valid Tax clearance tax pin Certificate.
- Certified Copy of your valid BBBEE Certificate
- Proof of CSD registration starting with MAAA.....

The CSD reports must be recent reports (**not older than 30 days as from closing date**) and must have a positive tax compliance status. Reports that are indicating a non-compliance tax status will be disqualified.

Validity period for the quote is 90 days

If any of the above documents are not submitted, by the stipulated closing date the proposal will be disqualified.



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Note of Duration of required commodity

- Delivery duration must be communicated within 1 week of appointment or receiving of Purchase Order.
- If the appointed supplier cannot deliver the goods within the stipulated time period that MTF has specified, MTF will then begin the process of moving forward with the next supplier.
- Please note that if no communication is received within the 1 week period your proposal/quote will be disqualified and we will proceed to the next supplier.



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ANNEXURE A - Declaration of Interest



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SBD 4

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
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.

with any person who is employed by the procuring institution?

YES/NO



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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:

- 2.1 I have read and I understand the contents of this disclosure;
- 2.2 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

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.



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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.

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



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ANNEXURE B

SBD 6.1: Preference points claim form to the Preferential Procurement Regulations 2022



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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**
(delete whichever is not applicable for this tender).
- a) The applicable preference point system for this tender is the **80/20** preference point system.
- 1.3 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.
- 1.4 **To be completed by the organ of state:**
The maximum points for this tender are allocated as follows:



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	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

- 1.5 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.
- 1.6 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).



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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:

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

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:

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender



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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 organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

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)
1.	100% Black owned or	6	
	51-99% Black owned	4	
2.	100% Black women owned or	6	



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	51% to 99% Black women owned	4	
3.	5% Youth Ownership	2	
4.	2% Owned by persons with disabilities	1	
5.	Exempt Micro Enterprise (EME) or	5	
	Qualifying Small Enterprise (QSE)	3	

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



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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 –

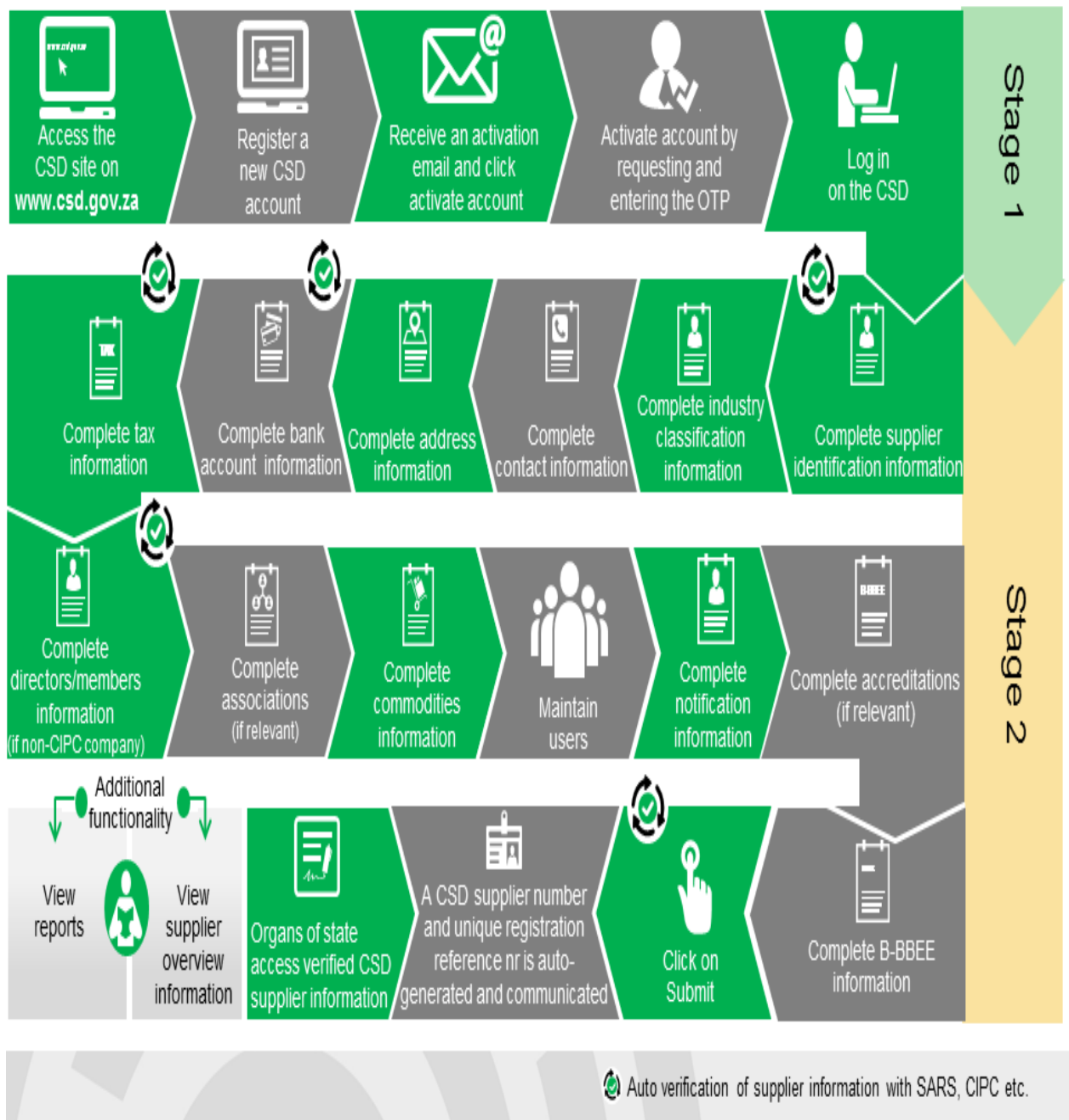
- (a) disqualify the person from the tendering process;
- (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such 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:



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Supplier Self-Registration Process





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ANNEXURE E
PRICING SCHEDULE



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Pricing Schedule

The MTF has developed the following pricing schedule as a baseline to assist in the evaluation of bids. Each bidder is required to complete and submit the Pricing Table even if you submitted your own quote on your letterhead. Additional price components not included in the Pricing Table should be clearly itemized below.

1. Pricing Schedule

Description	Volume	Price per unit	Amount
Commission on line	12 months		R
Ticket stock	50 000		R
Setup costs	1		R
System maintenance costs	4		R
Banking costs	12 months		R
Technical support	12 months		R
New development on functionality of system	1		R
Training	1		R
Management Fee	12 months		R
Sub-total 1 (Inclusive of Vat @ 15 %)			R

2. Other (Hardware) (once ff cost)

Description	Volume	Price per unit	Amount
Computers (Desktops)	3		R
Computers (Laptop)	1		R
Printers	4		R
Scanners	7		R
Sub-Total 2 (Inclusive of Vat @ 15 %)			R

TOTAL (Sub Total 1 + 2) (Inclusive of Vat @ 15 %)			R
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3. Escalations

Kindly note that the contract is for a three (3) year period and whether there will be yearly escalations. Please stipulate what the percentage will be. **(Once of Cost to be excluded)**

Year	Percentage	Total
Year 1	%	R
Year 2	%	R
Year 3	%	R



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Total for 3 years (Inclusive of VAT 15%)	R
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