



Question	Bidder's Question	DOJ&CD's Response						
1	- Point 3.1 of the request for bid document refers to 2 different formulas to calculate the points awarded for price being 80/20 or 90/10. Which of these are applicable to each province? E.g. Western Cape = 90/10, Gauteng = 80/20, KZN = 90/10 etc. - In the event that we are successful in 4 provinces and the <u>sum</u> of the individual provincial contracts amounts to more than R30 million but each provincial contract by itself is less than R30 million, are we obliged to meet the below requirement in terms of subcontracting? <table border="1"> <thead> <tr> <th>DOCUMENT THAT MUST BE SUBMITTED</th><th colspan="2">NON-SUBMISSION WILL RESULT IN DISQUALIFICATION</th></tr> </thead> <tbody> <tr> <td>SUB-CONTRACTING TO QSES AND EMES IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017</td><td>YES</td><td> - It is mandatory for all prime bidders to subcontract 30% of the value of the contract if their total bid price is above R 30 million. Proof of subcontracting arrangement between the main tenderer and the subcontractor must be submitted. - Both the prime bidder and the sub-contractor must ensure that they comply with all the mandatory </td></tr> </tbody> </table>	DOCUMENT THAT MUST BE SUBMITTED	NON-SUBMISSION WILL RESULT IN DISQUALIFICATION		SUB-CONTRACTING TO QSES AND EMES IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017	YES	- It is mandatory for all prime bidders to subcontract 30% of the value of the contract if their total bid price is above R 30 million. Proof of subcontracting arrangement between the main tenderer and the subcontractor must be submitted. - Both the prime bidder and the sub-contractor must ensure that they comply with all the mandatory	- Both 80/20 and 90/10 preference points that will be used to evaluate bid proposals of all provinces 80/20 preference points will be used for all bid proposals amounting up to 50 million and bid proposals that is above 50 million 90/10 preference points will be used. SUBCONTRACTING AS A CONDITION OF TENDER FOR PROCUREMENT ABOVE R 30 MILLION (Regulation 9) “The regulation states that if feasible to contract above R 30 million, an organ of state must apply subcontracting to advance designated groups”. If the contract amount is below R 30 million subcontracting will not be applicable
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	○ Please confirm that if we could still submit our bid even if we did not attend the briefing session held on 20 October 2021 as there are conflicting messages between the 2 below communications from the bid document and DOJ website. I have spoken to Mr Shafiek Bassier today and he assured me that no briefing certificates were issued and that we would be allowed to submit our bid <table border="1"> <thead> <tr> <th>DOCUMENT THAT MUST BE SUBMITTED</th><th colspan="2">NON-SUBMISSION WILL RESULT IN DISQUALIFICATION</th></tr> </thead> <tbody> <tr> <td>BRIEFING SESSION WILL BE HELD</td><td>YES</td><td>Briefing session will be held with only one representative per bidder to attend. This session will be virtual (Microsoft teams)</td></tr> </tbody> </table>	DOCUMENT THAT MUST BE SUBMITTED	NON-SUBMISSION WILL RESULT IN DISQUALIFICATION		BRIEFING SESSION WILL BE HELD	YES	Briefing session will be held with only one representative per bidder to attend. This session will be virtual (Microsoft teams)	- Please take note that the virtual briefing session held on 20 October 2021 was not a compulsory briefing session - Non-attendance of the online briefing session held on the 20th of October 2021 will not restrict bidders from submitting their bid proposals.
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2	1. I see that bids are only to be submitted in hard copy to Pretorius street, Pretoria central – Is this the only acceptable form of submission or is email accepted as well? 2. If only hard copies are accepted, what proof of receipt do we get when placing our bids in the Bid box?	No electronic bid documents will be allowed Only hard copy will be acceptable There is no register to be signed on the tender box.						



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3	1. Is there a formal tender form to complete? 2. Do you require only e-transcripts? 3. Would you like a tender per page or do you have an average estimate per bundle? 4. What are the categories for the transcripts that you need?	1. Kindly use the provided bid documents 2. Refer to Paragraph 4 "Scope of Work" (page 38 of the Bid document) for requirements which includes e-transcripts as well as requirements for appeal and review records (preparation, index, pagination, copying and binding). Refer also paragraph 5 "Deliverables for Superior Courts" (pages 38-40) and Paragraph 6 "Deliverables for Lower Courts" (pages 40-42) 3. Each bid must be set out separately as per page 19 of the Bid. Refer to paragraph 13 "Pricing" (Page 69) as well as Annexure J "Superior Courts Pricing schedule" (page 70) and annexure K "Lower Courts Pricing schedule" (page 71) 4. Refer to Paragraph 4 "Scope of Work" (page 38 of the Bid document) for requirements which reads as follows: 4.1 The DOJ&CD and OCJ requires transcription services of court proceedings and other administrative proceedings to be <u>delivered electronically</u> as specified; and 4.2 The service for preparation, indexing and binding of appeal records. 4.3 Transcriptions in terms of the court languages (the



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		current official court languages which are English and/or Afrikaans), and in specific instances cases in any of the other official languages of South Africa on an <i>ad hoc</i> basis. Refer also paragraph 5 "Deliverables for Superior Courts" (pages 38-40) and Paragraph 6 "Deliverables for Lower Courts" (pages 40-42)



**RFB: 2021 10 TRANSCRIPTIONS SERVICES QUESTIONS FROM
BIDDERS AND RESPONSE FROM DOJ**

APPOINTMENT OF SERVICE PROVIDER PER PROVINCE FOR THE RENDERING OF TRANSCRIPTIONS SERVICES TO THE DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT AND THE OFFICE OF THE CHIEF JUSTICE, FOR A PERIOD OF 36 MONTHS IN GAUTENG, FREE STATE, WESTERN CAPE, EASTERN CAPE, NORTHERN CAPE AND MPUMALANGA, NORTH WEST, LIMPOPO AND KWAZULU NATAL