



REQUEST FOR PROPOSAL

Terms of Reference

INVITATION TO BID FOR THE APPOINTMENT OF A SERVICE PROVIDER TO

**CONDUCT A DIVERSITY, EQUITY, INCLUSION AND BELONGING (DEIB) TRAINING FOR KRUGER
NATIONAL PARK**

RFP NO.: 002186/LD/2025

REQUEST FOR PROPOSALS	
You are hereby invited to submit proposals for: DIVERSITY, EQUITY, INCLUSION AND BELONGING (DEIB) TRAINING FOR KRUGER NATIONAL PARK	
RFQ NUMBER:	RFP No.: 014751/LD//2024
ADVERTISEMENT DATE:	12 February 2025
CLOSING DATE:	24 February 2025
CLOSING TIME:	16h00
BID DOCUMENT SUBMISSION EMAIL:	Sithembile.Maseko@sanparks.org (Please note that any submissions made to any other email other than the designated email will not be accepted)
BID VALIDITY PERIOD:	90 days (commencing from the RFP Closing Date)
TECHNICAL RELATED QUERIES	Solly Shakwane at solly.shakwane@sanparks.org
SCM RELATED QUERIES	Sithembile Maseko at Sithembile.Maseko@sanparks.org

Bidders should ensure that bids are delivered timeously to the correct address. If the bid is late, it will not be accepted for consideration.

Bidders shall submit proposal responses in accordance with the prescribed manner of submissions as specified above. Bids received after the time stipulated shall not be considered.

Where applicable, the successful bidder will be required to fill in and sign a written Contract Form (SBD 7) or Service Level Agreement (SLA).

Bidders are not allowed to contact any other SANParks staff in the context of this RFQ other than the indicated officials under SBD 1 or as indicated above.

NB: No proposal shall be accepted by SANPARKS if submitted in any manner other than as prescribed above.

THIS RFQ IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT; THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT

PART A
INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE SOUTH AFRICAN NATIONAL PARKS

BID NUMBER:	RFP No.: 002186/LD/2025	CLOSING DATE:	24 February 2025	CLOSING TIME:	16h00
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DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER TO CONDUCT A DIVERSITY, EQUITY, INCLUSION AND BELONGING (DEIB) TRAINING FOR KRUGER NATIONAL PARK
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BID RESPONSE DOCUMENTS MUST BE SENT TO THE DESIGNATED EMAIL ADDRESS

Sithembile.Maseko@sanparks.org (Please note that any submissions made to any other email other than the designated email will not be accepted)

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		TECHNICAL ENQUIRIES MAY BE DIRECTED TO:	
CONTACT PERSON	Sithembile Maseko	CONTACT PERSON	Solly Shakwane
TELEPHONE NUMBER	013 735 4209	TELEPHONE NUMBER	013 735 4451
E-MAIL ADDRESS	Sithembile.Maseko@sanparks.org	E-MAIL ADDRESS	solly.shakwane@sanparks.org

SUPPLIER INFORMATION

NAME OF BIDDER			
POSTAL ADDRESS			
STREET ADDRESS			
CONTACT NUMBER	CODE		TELEPHONE NUMBER
CELLPHONE NUMBER			
E-MAIL ADDRESS			
VAT REGISTRATION NUMBER			

SUPPLIER COMPLIANCE STATUS		OR	CENTRAL SUPPLIER DATABASE	
TAX COMPLIANCE PIN			SUPPLIER NUMBER	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED? (TICK APPLICABLE BOX)			ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED (TICK APPLICABLE BOX)	
☐ YES ☐ NO [IF YES ENCLOSE PROOF]			☐ YES ☐ NO [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES	☐ NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES	☐ NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA	☐ YES	☐ NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES	☐ NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES	☐ NO
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.		

PART B

TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- 1.4. **THE SUCCESSFUL BIDDER MAY BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

(Proof of authority must be submitted e.g. company resolution)

DATE:

1. PURPOSE

The purpose of this RFP is to appoint a suitable service provider to develop and conduct a programme/solution aimed at addressing Diversity, Inclusion, Equity, and Belonging that can be adapted for implementation across different levels for South African National Parks at Kruger National Park.

2. BACKGROUND

South African National Parks (SANParks) is a public entity functioning under National Environmental Management: Protected Areas Act 57 of 2003 (Act 57 of 2003); with the mandate to conserve; protect; control; and manage national parks and other defined protected areas and their biological diversity (Biodiversity). As a public entity, SANParks is also governed by the Public Finance Management Act, Act 1 of 1999 (as amended by Act 29 of 1999), and it is listed as Schedule 3 Part A: public entities.

SANParks' operations are totally guided by its vision statement and mission statement. As a public entity, the organisation is committed to act in pursuance of transformation of South Africa's society in support of entrenching South Africa's democracy. In this regard, the organisation has adopted a transformation mission to guide its efforts accordingly.

3. SCOPE OF WORK

At SANParks, we deeply value the role of service providers in our commitment to developing our people and fostering Diversity, Equity, Inclusion, and Belonging (DEIB). This commitment extends beyond mere training and awareness sessions; we seek to see tangible impact and change in this area. We invite service Providers to present a proposal to Kruger National Park for consideration, recognizing the crucial role they will play in this transformative journey. The appointed service provider will be briefed prior to implementation.

This request for proposal calls on your expertise to propose a programme for embedding DEIB among Kruger National Park employees. The approach, delivery methods, and implementation should consider the complexity of our operations and be both practical and impactful, leading to significant positive change and a more inclusive and harmonious work environment.

3.1 Diversity, Equity, Inclusion, and Belonging Project Approach and Methodology

Bidder must submit a proposed Approach and Methodology of the programme (not exceeding 10 pages) with timelines. The training workshops is targeted for 100 participants divided into a group of 25 participants per training.

The proposal should include:

- a) Interactive learning that requires active participation on the part of employees and delivery methods such as case studies, role-playing and group discussions.
- b) Topics such as but not limited to building healthy organizational cultures, workplace psychology, EQ & IQ, team conflict, unconscious bias, intersectionality and Employment Equity.
- c) Workshops to explore the specific contextual diversity challenges that impact Kruger National Park.
- d) Enabling participants to understand and differentiate between change and transformation.
- e) Help participants to create psychological safety to enable complex and necessary conversations.
- f) Enabling participants to understand the impact of identity, culture, stereotyping, and prejudice as basic concepts of diversity.
- g) Help participants move from compliance to commitment.
- h) The facilitation team for all workshops should reflect diversity in the mix of gender and race.

3.1. EXPECTED OUTPUTS AND OUTCOMES

The service provider should:

- a) Produce a Programme framework and indicate, at high-level, the activities of the Programme.
- b) Prepare and produce a report for Executive Management of KNP, known as KNP MANCO that can highlight trends, measure progress against specific goals and identify areas needing improvement.
- c) Provide certificates of attendants to delegates.

3.2. PARTICIPANTS

- The total number earmarked for this training is 100 and will be split in four groups, i.e., 25 per workshop.
- Each session should have a minimum of two facilitators.

3.3. LOCATION OF THE TRAINING

- Training sessions will take place at Kruger National Park, Skukuza camp.

3.4. PERIOD AND DURATION

- The programme must be delivered by the end of March 2025.

4. FUNCTIONALITY REQUIREMENTS

- SANParks promotes the concept of “best value” in the award of contracts, as opposed to merely looking for the cheapest price, which does not necessarily provide the best value. Best value incorporates the expertise, experience and technical proposal of the organisation and individuals who will be providing the service and the organisational capacity supporting the project team.
- Bidders are required to demonstrate their ability to undertake the required services and provide proof of expertise and resources to provide the required services.
- Bidders are required to score a minimum of **70** points out of a possible **100** to proceed to the second stage/phase of evaluation
- Bid offers that fail to score the required number of points (70) for the functional requirements will be eliminated

Functionality points shall be awarded as per the following provisions:

Item No.	Evaluation Criteria	Evidence Required	Scoring Points	Scoring Methodology
1.	Experience of the service provider in DEIB Programme	The service provider performing the assignment should have a track-record in offering similar programmes not dating beyond 5 years. Three contactable references with documentary evidence (Testimonials, Reference Letters on a client letterhead or Certificate of Completion) indicating the successful completion of related training/workshops/dialogue project.	30	0 Point = No experience or reference letters provided 10 Points = Less than five years' experience. 30 Points = Five years or more years of experience.
2.	Qualifications for facilitators	The bidder should submit certified copies of qualifications of facilitators that will be facilitating the programme. - The facilitation team should have Postgraduate qualifications NFQ level 8 in Organizational Psychology or HRM or Equivalent. - Proof of South African Qualification Authority (SAQA) evaluation and verification for qualifications achieved in a foreign country.	10	0 Point = No qualifications submitted. 10 Points = NQF level 8 qualification or above
3.	Facilitators experience	The facilitators should have a minimum of five years' experience in facilitating similar programmes. The service provider should submit CVs of facilitators with relevant experience.	20	0 Point = No experience 10 Points = Below five years' experience. 20 Points = Five years' experience and above

Item No.	Evaluation Criteria	Evidence Required	Scoring Points	Scoring Methodology
4.	Methodology / Approach	The service provider should outline in detail the approach, tools and resources they will use in facilitating the programme. Service provider must provide a programme outline Service provider must provide a sample of course content to demonstrate what the programme will cover.	40	0 Point = No proposal submitted 10 Points = Proposal not indicating key deliverables as per scope of work 30 Points = Proposal indicating all key deliverables as per scope of work. 40 Points = Proposal indicating more than required key deliverables as per scope of work.
			100	
Minimum qualifying score required			70	

5. PRICING SCHEDULE

- Bidders are required to provide a detailed and comprehensive price proposal i.e. all costs associated with the bidder's proposal must be clearly specified in their written quotation. Bidders must include travel and subsistence costs **NB: SANParks will consider AA related rates for km charge**. Accommodation for training instructors/facilitators will be at the cost of the bidder. SANParks will provide lunch meals for the training
- All prices quoted must be inclusive of Value Added Tax (VAT). Prices must be presented in South African Rand (ZAR). The Bidders pricing is to remain firm for 90 days from the closing date of this RFQ SANParks reserves the right to negotiate with the recommended bidder prior to signing of the contract if applicable.
- "For financial support through **interest-free** funding, please feel free to contact our funding partners Sanlam and I AM AN ENTREPRENEUR at <https://sanlamsanparks.co.za/> or 0783500768. They are here to assist you in optimising your business' financial strategies."

6. COMPLIANCE AND GOVERNANCE VERIFICATION DOCUMENTS (Standard Bidding Documents)

The verification during this phase is to assess the bid responses for purposes of verifying compliance with RFQ requirements, whereby a bidder may be disqualified if they do not fully comply with requirements as stipulated below:

- Submission of fully completed SBD1 (Invitation to Bid),
- Submission of a quotation on the company letterhead
- Submission of fully completed SBD 4 (Declaration of Interest),
- Submission of fully completed SBD 6.1 (Preference Claim Certificate),

7. OTHER RETURNABLE DOCUMENTS

- Original or certified B-BBEE Status Level Verification Certificate or B-BBEE Sworn Affidavit, this is only for the allocation of preference points in terms of specific goals

NB: Completing a Sworn Affidavit for BBEE

The following information needs to be completed properly, if not the Sworn Affidavit will be rejected as invalid.

- Full name, surname, and identity number to be completed.
- Block to be drawn around "Member/Director/Owner".
- Enterprise name needs to be written in full as well as the trading name (if applicable) otherwise "Not applicable".
- The Company Registration and VAT number to be completed (if not registered for VAT please again write in full "not applicable")
- The Companies physical address including the postal code to be inserted.
- Entity of the company correctly stated i.e., (Pty) Ltd, CC and Sole Prop Etc.
- All places that have the percentage sign – the percentage needs to be completed
- "Based on the Audited Financial Statements/ Financial Statements" your choice needs have a block around the correct reply, AND the date needs to be written in full indicating (DD/MM/YYYY) i.e.: 3rd January 2021.
- The Levels 1/Level, 2/Level or Level/ 4 need to be ticked in the corresponding box,
- Last but very important at the bottom of the page "Deponent Signature" and "Commissioner of Oaths" must both be full signatures and dated on the same day at the same time in front of the Commissioner with the Commissioners stamp as well.

8. CENTRAL SUPPLIER DATABASE INFORMATION

Bidders are required to be registered on the Central Supplier Database (CSD) of National Treasury. Failure to submit the requested information may lead to disqualification. (Please provide proof of registration on the Central Supplier Database).

9. EVALUATION CRITERIA AND WEIGHTING

Responses to the RFQ will be evaluated in two phases, i.e.

9.1. Functionality Criteria Evaluation

- The bidder must achieve the set minimum threshold of **70** points out of a possible **100** on the functionality criteria tabled in paragraph 4 to proceed to the final phase of evaluation, which is Price evaluation.

9.2. Price Evaluation

- 80/20 preference point system will be applicable as the acquisition of goods and services is estimated to be less than the Rand value of R50 million.

Criteria	Points
Price	80
Specific Goals	20
Total points for Price and Specific Goals	100

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

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

Where:

P_s = Points scored for price of the bid under consideration

P_t = Rand value of bid under consideration

$P_{\min}$ = Rand value of lowest acceptable bid

- A maximum of 20 points is allocated for preference. Scoring preferences Points will be awarded to a bidder for attaining the B-BBEE Procurement Recognition status level in accordance with the below Specific Goals Preference Points table.

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)
Enterprises with B-BBEE Procurement Recognition Level 1	20
Enterprises with B-BBEE Procurement Recognition Level 2	18
Enterprises with B-BBEE Procurement Recognition Level 3	14
Enterprises with B-BBEE Procurement Recognition Level 4	12
Enterprises with B-BBEE Procurement Recognition Level 5 and above	0
NB: Bidders with BEE level 5 to 8 can still tender but will not claim points for specific goals.	

10. PROTECTION OF PERSONAL INFORMATION ACT, 4 OF 2013 (POPIA)

SANParks adheres to the Protection of Personal Information Act, 4 of 2013 (POPIA) requirements regarding personal information which came into effect 1 July 2021.

As SANParks, we are committed to protecting your privacy and ensuring that personal information collected is used properly, lawfully and transparently.

11. TIMELINES

Upon appointment the service provider is expected to deliver the required products within 7 days or make delivery arrangements. Failure to deliver SANParks reserve the right to cancel the Purchase Order.

12. FINANCIAL PAYMENT

Upon appointment the recommended service provider may be expected to confirm that they will provide the service on the stipulated dates upon receiving a Purchase Order, failure to adhere to the above, SANParks reserve the right to cancel the issued Purchase Order.

Payment will be made in accordance to the PFMA (within 30 days of receipt of invoice) after delivery of service rendered or goods delivered.

13. FINAL AWARD

SANParks recommends the bidder who has quoted on all the items as required in terms of the RFQ for the contract award subject to the bidder having supplied the relevant administrative documentation and complied in all aspects with the terms and conditions as requirements of the RFQ.



SOUTH AFRICAN NATIONAL PARKS

BIDDER'S DISCLOSURE

SBD 4

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 interest ¹ 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 with any person who is employed by the procuring institution?	YES	NO

2.2.1 If so, furnish particulars: _____

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.

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:			
3.1	I have read and I understand the contents of this disclosure;		
3.2	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 consortium ² 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.		
3.5	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.		
3.6	There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring 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.		

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.

3.7 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 the Bidder

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022		SBD 6.1								
This preference form must form part of all bids 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:									
1.1.1	the 80/20 system for requirements with a Rand value of up to R50,000,000.00 (all applicable taxes included); and									
1.1.2	the 90/10 system for requirements with a Rand value above R50,000,000.00 (all applicable taxes included).									
1.2	To be completed by the organ of state									
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:									
	<table border="1"> <thead> <tr> <th></th> <th>POINTS</th> </tr> </thead> <tbody> <tr> <td>PRICE</td> <td>80</td> </tr> <tr> <td>SPECIFIC GOALS</td> <td>20</td> </tr> <tr> <td>Total points for Price and Specific Goals</td> <td>100</td> </tr> </tbody> </table>			POINTS	PRICE	80	SPECIFIC GOALS	20	Total points for Price and Specific Goals	100
	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 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).
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:	
80/20Or90/10 $P_s = 80\left(1 - \frac{P_t - P_{\min}}{P_{\min}}\right)OrP_s = 90\left(1 - \frac{P_t - P_{\min}}{P_{\min}}\right)$	
Where:	
Ps	= Points scored for price of bid under consideration
Pt	= Price of bid under consideration
Pmin	= Price of lowest acceptable bid
3.2 FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT	
THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS	
A maximum of 80 or 90 points is allocated for price on the following basis:	
80/20Or90/10 $P_s = 80\left(1 + \frac{P_t - P_{\max}}{P_{\max}}\right)OrP_s = 90\left(1 + \frac{P_t - P_{\max}}{P_{\max}}\right)$	
Where:	
Ps	= Points scored for price of bid under consideration
Pt	= Price of bid under consideration
Pmax	= Price of highest acceptable bid
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)
Enterprises with B-BBEE Procurement Recognition	Level 1	20	
Enterprises with B-BBEE Procurement Recognition	Level 2	18	
Enterprises with B-BBEE Procurement Recognition	Level 3	14	
Enterprises with B-BBEE Procurement Recognition	Level 4	12	
Enterprises with B-BBEE Procurement Recognition	Level 5 and above	0	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3 Name of Company / Firm:

4.4 Company Registration Number:

4.5 Type of Company / Firm (Tick applicable box)

Partnership / Joint Venture / Consortium

☐

Personal Liability Company

☐

One-person business / sole propriety

☐

(Pty) Limited

☐

Close corporation

☐

Non-Profit Company

☐

Public Company

☐

State Owned Company

☐

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 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: _____
