

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE DEPARTMENT OF HOME AFFAIRS					
BID NUMBER:	DHA05-2025	CLOSING DATE:	11 April 2025	CLOSING TIME:	11H00
DESCRIPTION	THE APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE SUPPORT, MAINTENANCE AND IMACD (INSTALLATION, MOVEMENT, ADDITION, CHANGE AND DECOMMISSION) SERVICES FOR FACIAL IMAGE CAPTURING BOOTHS FOR A PERIOD OF THREE (3) YEARS				
BID RESPONSE DOCUMENTS MUST BE DEPOSITED IN THE SILVER TENDER BOX SITUATED AT THE MAIN ENTRANCE OF THE BUILDING (STREET ADDRESS)					
Department of Home Affairs					
230 Johannes Ramokhoase Street					
Cnr. Thabo Sehume and Johannes Ramokhoase Streets					
Hallmark Building, Pretoria.					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Dikeledi Nchaupe Lincoln Mathebula		CONTACT PERSON	Danzel Mohajane	
TELEPHONE NUMBER	(012) 406 7166 (012) 406 2783		TELEPHONE NUMBER	(012) 406 7099	
E-MAIL ADDRESS	Dikeledi.Nchaupe@dha.gov.za Lincoln.Mathebula@dha.gov.za		E-MAIL ADDRESS	Danzel.Mohajane@dha.gov.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?				<input type="checkbox"/> YES <input type="checkbox"/> 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 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL BIDDER WILL 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:

INSTRUCTIONS TO BIDDERS

1. THE TENDER DOCUMENTS

Rules for Bidding

- 1.1. The Department is not bound to accept any of the proposals submitted and reserves the right to call for presentations from short-listed bidders before final selection.
- 1.2. The Department reserves the right to terminate this appointment or temporarily defer the work, or any part thereof, at any stage of completion should the Department decide not to proceed with the tender.
- 1.3. The Department also reserves the right to appoint any other person to undertake any part of the tasks.
- 1.4. The service provider must be a single legal entity with all other necessary expertise secured via sub-contract, or under a joint venture or a consortium arrangement. The Department will enter into a single contract with a single entity for the delivery of the work set out in these tender documents.
- 1.5. The bidding entity shall be the same entity that will execute the bid. Any bid found to be fronting for another entity or entities shall be disqualified immediately.
- 1.6. All South African firms submitting bids as part of a consortium or joint venture must submit valid original tax clearance certificates.
- 1.7. All bidders submitting bids as part of joint venture, consortium, **must** submit the following:
 - i. A joint venture agreement or a consortium agreement signed by all companies forming a joint venture or a consortium.
 - ii. A valid tax clearance certificate and/ or pin issued by South African Revenue Services (SARS) for all companies that form part of a joint venture or a consortium.
 - iii. A consolidated Central Supplier Database(CSD) Report.
 - iv. A consolidated SANAS B-BBEE certificate or a consolidated B-BBEE certificate issued by the Companies and Intellectual Property Commission (CIPC).
- 1.8. Foreign firms providing proposals must become familiar with local conditions and laws and take them into account in preparing their proposals.
- 1.9. The service provider and its affiliates are disqualified from providing goods, works, and services to any private party to this Agreement, or any eventual project that may result, directly or indirectly from these services.
- 1.10. Firms may ask for clarification on these tender documents or any part thereof up to close of business 1 week before the deadline for the submission of the bids.
- 1.11. The Department reserves the right to return late bid submissions unopened.
- 1.12. Firms may not contact the Department on any matter pertaining to their bid from the time when the bids are submitted to the time the contract is awarded. Any effort by a bidder to influence bid evaluation, bid comparisons, or bid award decisions in any manner, may result in rejection of the bid concerned.

- 1.13. Should the contract between the Department and the service provider be terminated by either party due to reasons not attributable to the service provider, the service provider will be remunerated for the appropriate portion of work completed up to a maximum amount of not more than the total fee bid by the service provider for the appropriate phase of the project during which the appointment was terminated.

Conditions of the Tender

- 1.14. The General Conditions of contract will apply.
- 1.15. The Department will become the owner of all information, documents, programmes, advice, and reports collected and compiled by the service provider in the execution of this tender.
- 1.16. The copyright of all documents, programmes, and reports compiled by the service provider will vest in the Department and may not be reproduced or distributed, or made available in any other way without the written consent of the Department.
- 1.17. All information, documents, programmes, and reports must be regarded as confidential and may not be made available to any unauthorised person or institution without the written consent of the Department.
- 1.18. Bidders shall undertake to limit the number of copies of this document and destroy them in the event of their failure to secure the contract.
- 1.19. The service provider is entitled to general knowledge acquired in the execution of this agreement and may use it, provided that it shall not be to the detriment of the Department.

Cost of Bidding

- 1.20. The Bidder shall bear all costs associated with the preparation and submission of its bid and the Department, will in no case be held responsible or liable for these costs, regardless of the conduct or outcome of the tender process.

Content of Tender Documents

- 1.21. The services required, tender procedures and contract terms are prescribed in the tender documents, which include:
- i. Instruction to Bidders;
 - ii. Technical Bid;
 - iii. Terms of Reference;
 - iv. Evaluation Criterion;
 - v. Financial Bid;
- 1.22. The Bidder is expected to examine all instructions, forms, terms, and specifications in the tender documents. Failure to furnish all information required by the tender documents or submission of a bid not responsive to the tender documents in every respect will be at the Bidder's risk and may result in the rejection of the bid.

Clarification of Tender Documents

1.23. The Department will respond in email to any request for clarification of the tender documents which it receives no later than 1 week prior to the deadline for submission of bids prescribed by the Department.

1.24. Briefing session.

Bidders are invited to a non-compulsory virtual (Microsoft Teams) briefing session that will be held as follows:

Date and time: Friday, 28 March 2025 at 10h00 to 11h00.

[https://teams.microsoft.com//meetup-](https://teams.microsoft.com//meetup-join/19%3ameeting_ODNmYTY5NzMtZWZjNS00N2YzLThmNzktNmY3YzhiMml3YTY5%40thread.v2/0?context=%7b%22Tid%22%3a%225afed814-43e4-4135-ac14-8bbc853379ef%22%2c%22Oid%22%3a%22bff1c90d-0a0a-4944-bb8f-ecab20fe725b%22%7d)

[join/19%3ameeting_ODNmYTY5NzMtZWZjNS00N2YzLThmNzktNmY3YzhiMml3YTY5%40thread.v2/0?context=%7b%22Tid%22%3a%225afed814-43e4-4135-ac14-8bbc853379ef%22%2c%22Oid%22%3a%22bff1c90d-0a0a-4944-bb8f-ecab20fe725b%22%7d](https://teams.microsoft.com//meetup-join/19%3ameeting_ODNmYTY5NzMtZWZjNS00N2YzLThmNzktNmY3YzhiMml3YTY5%40thread.v2/0?context=%7b%22Tid%22%3a%225afed814-43e4-4135-ac14-8bbc853379ef%22%2c%22Oid%22%3a%22bff1c90d-0a0a-4944-bb8f-ecab20fe725b%22%7d)

Amendment of Tender Documents

1.25. At any time prior to the deadline for submission of bids, the Department may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the tender document by amendment.

1.26. All prospective bidders who have received the tender document will be notified of the amendment in writing or by fax, and same will be binding on them.

1.27. In order to allow prospective bidders reasonable time in which to take the amendment into account in preparing their bids, the Department, at their discretion, may extend the deadline for the submission of bids.

2. PREPARATION OF BIDS

Language of Bid

2.1. The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Department shall be written in English.

Documents Constituting the Bid

2.2. The bid prepared by the Bidder shall comprise the following components:

a) Technical Bid, including:

- i. Invitation to Bid (SBD 1)
- ii. Tax Clearance Certificate
- iii. Bidder's Disclosure (SBD4)
- iv. Preferential Points Claim Forms (SBD 6.1)
- v. General Conditions of contract
- vi. CSD report

vii. **Letter of Authority**

- The title, name, surname, and position of an authorised person to sign the bidding documents and communicate with the department on behalf of the bidding company.
- The contact details of the authorised person including the telephone number or work cell number and the email address.

viii. Completed Technical Specification Document

b) **Financial Bid, comprising:**

- i. Price Schedule & Professional services (SBD 3)
- ii. Preferential points specific goals

Bid Prices

- 2.3 Prices indicated on the Price Schedule shall be the total price of services including, where applicable:
- All duties and other taxes;
 - The price of transportation, insurance, and other costs incidental to the delivery of the services to their final destination;
 - The price of any other incidental services required in terms of the tender deliverables;
- 2.4 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the Contract and not subject to variation on any account.
- 2.5 A bid submitted with a variable price quotation will be treated as non-responsive and rejected.
- 2.6 Prices shall be quoted in South African Rands.
- 2.7 The Department has limited resources and bids must be competitive, with market-related pricing, as this will be one of the deciding factors in the final award of the contract.

Period of Validity of Bids

- 2.8 Bids shall remain valid for 90 days after the closing date of the bid prescribed by the Department. A bid valid for a shorter period shall be rejected by the Department as non-responsive.
- 2.9 In exceptional circumstances, the Department may solicit the Bidder's consent to an extension of the period of validity. The request and the response thereto shall be made in writing. A Bidder may refuse the request. A Bidder granting the request will not be required nor permitted to modify its bid.

Format and Signing of Bid

- 2.10 The Bidder shall prepare one copy of the Technical Bid and Financial Bid separately, clearly marking each "Original Technical Bid" and "Original Financial Bid", as appropriate. **Apart from hard copies, a copy should also be provided on CD or memory stick. In the event of any discrepancy between the two, the original shall govern.**

- 2.11 The original and CD or Memory stick of the bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.
- 2.12 Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

Sealing and Marking of Bids

- 2.13 The original and CD or Memory stick of the Technical Bid shall be placed in a sealed envelope clearly marked Technical Bid and the original and CD or Memory stick of the Financial Bid shall be placed in a sealed envelope clearly marked Financial Bid and warning "Do not open with Technical Bid". All the inner envelopes shall then be placed into an outer envelope. The inner and outer envelopes shall be addressed to the following address:
- Department of Home Affairs
230 Johannes Ramokhoase Street
Pretoria
0001
- 2.14 The inner envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared late.
- 2.15 If the outer envelope is not sealed and marked as required above, the Department will assume no responsibility for the bid's misplacement or premature opening.
- 2.16 Faxed or emailed bids will not be accepted. **Only hand-delivered bids submitted before the due date and time will be accepted.**

Closing Date of Bids

- 2.17 Bids (Technical and Financial) must be received by the Department at the address specified under clause 2.13 above. In the event of the specified date for the submission of Bids being declared a holiday for the Department, the Bids will be received up to the appointed time on the next working day.
- 2.18 The Department may, at its discretion, extend this deadline for submission of bids by amending the bid documents in which case all rights and obligations of the Department and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

Late Bids

- 2.19 Any bid received by the Department after the deadline for submission of bids prescribed by the Department will be rejected and/or returned unopened to the Bidder.

Modification and Withdrawal of Bids

- 2.20 The Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification or withdrawal is received by the Department prior to the deadline prescribed for submission of bids.
- 2.21 The Bidder's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of this bid. A withdrawal notice may also be sent by fax, followed by a signed confirmation copy, postmarked not later than the deadline for submission of bids.
- 2.22 No bid may be modified subsequent to the deadline for submission of bids.
- 2.23 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of period of bid validity specified by the Bidder on the Invitation to Bid form.

3. EVALUATION OF BIDS

Clarification of Bids

- 3.1. During evaluation of bids, the Department may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing.

Preliminary Examination

- 3.2. The Department will examine the bids to determine whether they are complete, whether they meet all the conditions of the Contract and Technical Specifications and whether any computational errors have been made, whether the documents have been properly signed, and whether the bids are generally in order.
- 3.3. Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words shall prevail. If the supplier does not accept the correction of errors, its bid may be rejected.
- 3.4. If a bid is not responsive and not fulfilling all the conditions of the Contract and not meeting Technical Specifications, it will be rejected by the Department and may not subsequently be made responsive by the Bidder by correction of the non-conformity.

Evaluation and Comparison of Bids

- 3.5. The Department will evaluate and compare the financial bids only of those Bidders whose Technical Bid has been accepted by the Department.
- 3.6. The Department's evaluation of a financial bid will take into account information to be provided on the SBD 3.

Contacting the Department

- 3.7. Subject to clause 3.1 above, no Bidder shall contact the Department on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded. If the bidder wishes to bring additional information to the notice of the Department, it should do so in writing.
- 3.8. Any effort by a Bidder to influence the Department in its decisions on bid evaluation, bid comparison or contract award may result in rejection of the Bidder's bid.

4. AWARD OF CONTRACT

Post qualification

- 4.1. The Department will determine to its satisfaction whether the Bidder that is selected as having submitted the highest evaluated responsive bid meets the criteria specified in these documents, and is qualified to perform the contract satisfactorily.
- 4.2. The determination will take into account the Bidder's financial, technical and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the bidder, as well as such other information as the Department deems necessary and appropriate.
- 4.3. An affirmative determination will be a prerequisite for award of the Contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Department will proceed to the next highest evaluated bid to make a similar determination of that Bidder's capabilities to perform the contract satisfactorily.

Department's right to vary Quantities at Time of Award

- 4.4. The Department reserves the right at the time of Contract award to increase or decrease the quantity of the services originally specified in the Terms of Reference without any change in unit price or other terms and conditions.

Department's right to accept or reject any or all Bids

- 4.5. The Department reserves the right to:
 - Accept or reject all or individual items of this bid;
 - Accept one or more bids submissions reject individual items;
 - Request clarification or further information regarding any item in the Proposal;
 - Request further information from any bidder after the closing date;
 - Accept a bid that may not reflect the lowest pricing;
 - Consider any bid that may not conform to any aspect of this bid;
 - Annul the tender process and reject all bids at any time prior to contract award;

- Consider such alternate services, terms or conditions that may be offered, whether such offer is contained in a Proposal or otherwise;
- Award the contract or any part thereof to one or more bidders; without thereby incurring any liability to the affected Bidder or bidders.

Notification of Award

- 4.6. Prior to the expiration of the period of bid validity, the Department will notify the successful bidder in writing by registered letter or by fax, to be confirmed in writing by registered letter, that its bid has been accepted.
- 4.7. The notification of award will constitute the formation of the Contract.

Signing of Contract

- 4.8. At the same time as the Department notifies the successful bidder that its bid has been accepted, the Department will send the bidder the Contract Form provided in the tender documents, incorporating all agreements between the parties.
- 4.9. Within 2 days of receipt of the Contract Form, the successful bidder shall sign and date the Contract Form and return it to the Department.

Termination of Service

- 4.10. In case of any failure to comply with any of the conditions of the contract or unsatisfactory rendering of service, the stipulation of the General Conditions of Contract and the Special Conditions of Contract, shall be applicable.
- 4.11. Should the Department, after a reasonable period of notice, of not less than seven days, in writing, depending upon the circumstances, call upon the service provider to comply with any of the conditions and should he/she fail to do so, the Department shall, without prejudice to any of its rights be entitled to cancel the contract, and to claim from the service provider any damage or loss that might have been suffered, including any additional expense incurred by it having either to invite fresh bids or to accept any less favourable bid.

Unsatisfactory Performance

- 4.12. Failure to comply with the conditions of the contract, the Department shall be entitled, without prejudice to its other rights, to cancel the contract in terms of the General Conditions of Contract. Delays beyond time limits and timeframes agreed upon between the parties. Failure to meet the performance standards indicated in the contract

Assignment

- 4.13. The contractor shall not, without prior written authority of the Department, cede, assign or transfer its rights or obligations in respect of this contract or any part thereof or any share of interests herein, directly or indirectly, to any person, firm or organization whatsoever.



home affairs

Department:
Home Affairs
REPUBLIC OF SOUTH AFRICA

TERMS OF REFERENCE

DHA05-2025

THE APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE SUPPORT, MAINTENANCE AND IMACD (INSTALLATION, MOVEMENT, ADDITION, CHANGE AND DECOMMISSION) SERVICES FOR FACIAL IMAGE CAPTURING BOOTHS FOR A PERIOD OF THREE (3) YEARS

CLOSING DATE AND TIME OF BID:

11 April 2025 at 11h00

Bidders are invited to a compulsory briefing session that will be held as follows:

Date and time: Friday, 28 March 2025 at 10h00 to 11h00

Link to the virtual meeting

https://teams.microsoft.com/join/19%3ameeting_ODNmYTY5NzMtZWZjNS00N2YzLTNmNzktNmY3YzhiMml3YTY5%40thread.v2/0?context=%7b%22Tid%22%3a%225afed814-43e4-4135-ac14-8bbc853379ef%22%2c%22Oid%22%3a%22bff1c90d-0a0a-4944-bb8f-ecab20fe725b%22%7d

BID VALIDITY PERIOD: 90 DAYS

**Department of Home Affairs
Supply Chain Management**

TERMS OF REFERENCE

OBJECTIVES

1. The objectives (aim) of this tender are:
 - To invite bids from suitable service provider(s) to provide the support, maintenance and IMACD (Install, Move, Add, Change, and Decommission) services for facial image capturing booths for a period of three (3) years.

BACKGROUND

2. The DHA has introduced facial image capturing booths as part of its modernization efforts. These booths are critical for processing passport applications, ID books, and other vital documents that require biometric verification. The success of this system depends on ensuring that the booths are fully operational, secure, and technologically up to date.
3. Regular maintenance is essential to prevent system downtime, reduce the risk of technical failures, and ensure compliance with biometric security standards.
4. The lifecycle management of the booths, including the installation of new booths, relocation as needed, upgrades, and decommissioning of outdated equipment, will help to maintain an efficient and scalable operation.

SCOPE AND EXTENT OF THE TENDER

5. The successful bidder(s) will be expected to execute and execute and conduct the following tasks, services / items to the Department:

5.1. Support and Maintenance

- Preventive Maintenance: Routine checks to ensure all hardware components (cameras, lighting, roller doors and light movement sensors) are functioning correctly.
- Corrective Maintenance: Prompt repairs in case of malfunction, including remote troubleshooting and on-site repairs if necessary

5.2. Maintenance and Support

- Primary LED light system
- Secondary LED light system
- Light movement sensor
- Roller door assembly
- 407 Units

5.3. Helpdesk:

- Call administration management.
- Inventory and parts management (logistics)
- Courier cost (Faulty returns)

5.4. IMACD (Install, Move, Add, Change, Decommission)

- Installation: Deploying booths in new locations or expanding to additional branches as required.
- Relocation: Moving booths to optimize branch workflows or to new locations as DHA offices expand.
- Add/Change: Adding new features or making changes to existing systems as required.
- Decommissioning: Removing outdated or damaged booths and ensuring secure disposal of all hardware.

5.5. IMACD services

IMACD Category	Product	Product Description
Installation	Implementation and Assembly *Excludes Subsistence & Travel (air & road), Transportation & Delivery	Unpacking FCB panels, Installation, and assembly of FCB panels, installation of LED lighting system wiring, verifying that the installation is successful and hardware functional, removal of packing material to collection point, short basic user orientation training and sign-off.
Installation	Professional Services: Project Management	Project Management, client liaison, task scheduling & management, service delivery management
Installation	Professional Services: Project Administration	Task administration, documentation, maintain asset register, call administration, communication
Move	Move: (Max 3 X FCB per day at the same location/address) *Excludes Subsistence & Travel (air & road), Transportation & Delivery	Disassembly of FCB panels, flat pack FCB panels, loading of FCB panels and installation components, delivery to new collection point, unpacking FCB panels, Installation, and assembly of FCB panels, installation of LED lighting system, wiring, verifying that the installation is successful and hardware functional, removal of packing material to collection point, short basic user orientation training and sig n-off.
Move	Transportation	Standard light utility vehicle (No delivery capability)
Move	Transportation & Delivery	Delivery vehicle (Cat 1): 1-3 FCB units.
Move	Travel (Air & road transport)	Air travel for 2 x installation technicians, delivery vehicle rental (if applicable), light utility vehicle rental for road travel to installation point.

DHA05-2025

IMACD Category	Product	Product Description
Move	Accommodation	Accommodation per person (as and when required)
Add	Facial image Capture Booth	Facial image Capture Booth as per the design specification to facilitate the capture of photographs
Add	Facial image Capture Booth	Installation of additional FCB components as and when required. FCB components consisting of LED lighting system, motion sensor, roller door assembly, electrical wiring
Change	Facial image Capture Booth	Installation of additional FCB components as and when required. FCB components consisting of LED lighting system, motion sensor, roller door assembly, electrical wiring
Disposal	Removal of FCB *Excludes Subsistence & Travel (air & road), Transportation & Delivery	Disconnecting device cables, disassembly of FCB panels, flat pack FCB panels, delivery to collecting point, maintaining asset management database.

SPECIAL CONDITIONS OF CONTRACT

6. To achieve the above the successful bidder will be required to meet the following requirements:
- The service provider(s) may not recruit or shall attempt to recruit an employee of the Department of Home Affairs for the purposes of preparation of bid or for the duration or the execution of this contract or any part thereof.
 - The service provide must be able to provide the services across the country

TENDER DELIVERABLES / OUTPUTS AND TIMEFRAMES

7. The primary deliverables to be achieved:
- Support, maintenance and IMACD (Install, Move, Add, Change, Decommission) services for 407 facial image capturing booths deployed across 198 branches and 26 banks throughout the country for a period of three (3) years, from 1 September 2025 until 31 August 2028.

LOGISTICS AND TIMING

- **Project location(s):**
 - Head Office: Department of Home Affairs.

- **Expected commencement date:**
 - The contract will commence from 1 September 2025 until 31 August 2028.

- **Project period:**
 - The services are required for a period of three (3) years from 1 September 2025 until 31 August 2028.

- **Bid proposal**
 - The Service Provider must provide a properly referenced bid proposal in response to this TOR document with clear headings and information required to evaluate the bid against the requirements stipulated in this TOR document. The bid proposal response must indicate the following:
 - ❖ The bidding company's profile,
 - ❖ Project plan,
 - ❖ The pricing information.
 - ❖ Where substantiations are required, a certified copy of certification or proof is required to be attached to the bid response.
 - Bid documents may either be submitted through a courier services or hand delivered to the steel silver bid box situated at the main entrance of the Hallmark Building at the address indicated on SBD 1 form attached on the Home Affairs' tender document. If the bid documents are submitted through a courier services or hand delivered, **it is the responsibility of the bidder to ensure that the documents are inside the tender box by the closing time and date.**
 - Bidder(s) are required to submit two (2) original bid proposal response documents as per paragraph 2.10 of the tender document under instruction to bidders:
 - ❖ One (1) original technical bid document;
 - ❖ One (1) original financial bid document and;
 - ❖ One (1) compact disc (CD) or universal serial bus (USB) with PDF content of each bid document by the closing date and time.

Each bid response document and CD must be marked correctly and sealed separately for ease of reference during the evaluation process. Furthermore, the bid response document and information in the CD or USB must be clearly labelled.

- **Fee structure**
 - **Maintenance and Support**

Name of Deliverable	Monthly Charge	36 Months Charges (Incl. Vat)
Maintenance and Support (01 September 2025 to 31 August 2028) <ul style="list-style-type: none"> • Primary LED light system • Secondary LED light system • Light movement sensor 	R.....	R.....

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Name of Deliverable	Monthly Charge	36 Months Charges (Incl. Vat)
<ul style="list-style-type: none"> • Roller door assembly • 407 Units (See Annexure A) Helpdesk: <ul style="list-style-type: none"> • Call administration management. • Inventory and parts management (logistics) • Courier cost (Faulty returns) 		

➤ **IMACD: EBOOTH – FACIAL IMAGE CAPTURE BOOTH**

IMACD Category	Product	Unit Measure	of	Unit (Incl. VAT)	Cost
Installation	Implementation and Assembly: 1 x FCB *Excludes Meals and incidental cost per day or part of day, Travel (air & road), Transportation & Delivery	Per Unit		R.....	
Installation	Professional Services: Project Management	Per Hour		R.....	
Installation	Professional Services: Project Administration	Per Hour		R.....	
Move	Move: (Max 3 X FCB per day at the same location/address) *Excludes Meals and incidental cost per day or part of day, Travel (air & road), Transportation & Delivery	Per Day		R.....	
Move	Transportation & Delivery: Delivery vehicle (Cat 1): 1-3 FCB units.	Per Km		R.....	
Add	Facial image Capture Booth (Components)	Per Hour		R.....	
Change	Facial image Capture Booth	Per Hour		R.....	
Disposal	Removal of FCB *Excludes Meals and incidental cost per day or part of day, Travel (air & road), Transportation & Delivery	Per Unit		R.....	

ANNEXURE A (BREAKDOWN OF UNITS PER PROVINCE)

Province	Quantity
Limpopo	32
Mpumalanga	34
Kwazulu-Natal	52
Eastern Cape	47
Western Cape	51
Northern Cape	28
Free State	22
North West	32
Gauteng	109
Total	407

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LIMPOPO PROVINCE					
EBFOOT NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	43	LP	Dorlee House, Jane Furse Village, 960 Vergelegen		Jane Furse
EBFCB-00	44	LP	Dorlee House, Jane Furse Village, 960 Vergelegen		Jane Furse
EBFCB-00	45	LP	2B Tzaneng Mall, Danie, 89 Joubert St, Sentrapark, Tzaneen, 0850		Tzaneen
EBFCB-00	46	LP	2B Tzaneng Mall, Danie, 89 Joubert St, Sentrapark, Tzaneen, 0850		Tzaneen
EBFCB-00	47	LP	47 Biccard Street, Polokwane, 0699	BB09922	Polokwane
EBFCB-00	48	LP	47 Biccard Street, Polokwane, 0699	BB09923	Polokwane
EBFCB-00	65	LP	makwarela, mphephu street, makwarela, sibasa, 0970		Makwarela

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LIMPOPO PROVINCE

EBFOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	66	LP	Giyani Section A (opposite Makhuvele Police Station) Giyani 0826	BB24544	Giyani
EBFCB-00	67	LP	Riverport Office Squere/Pgr, 50 Rabe Street	BB24871	Mokopane
EBFCB-00	120	LP	Old Parliament Building , Zone B and F Lebowakgomo , 0737	BB45245	Lebowakgomo
EBFCB-00	121	LP	District Offices, Stand 234, Hoof Str	BB45246	Lephalale
EBFCB-00	122	LP	103 Munnik St, Louis Trichardt, 0920	BB45247	Makhado
EBFCB-00	123	LP	23 Potgieter St, Phalaborwa, 1389	BB45248	Phalaborwa
EBFCB-00	127	LP	Portion 10 Of Farm Klipbank,	BB45263	Groblerdsdal
EBFCB-00	164	LP	Cnr Botha And Doreen Street, Magistrate Building, Modjadjiskloof, 0835	BB26756	Modsadjilkloof

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LIMPOPO PROVINCE

EBFOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	165	LP	Magistrate's Office, Magistrate St, Vuwani, 0952	BB26757	Vuwani
EBFCB-00	166	LP	Sibasa Office: Makwarela Government Complex, Shumela Street ,Sibasa, 0970. Tzaneen	BB26758	Thohoyandou
EBFCB-00	167	LP	No.9 Celiars Street	BB26759	Musina
EBFCB-00	199	LP	South Gate Complex, 235b, White House	BB25773	Elim
EBFCB-00	200	LP	Ntk Building, 84a Limpopo Street	BB25758	Modimolle MO
EBFCB-00	224	LP	Erf 255, House No.8, 4th Street	BB41214	Mookgopong
EBFCB-00	233	LP	Matimane Building, 50 Nebo	BB41226	Nebo M/O
EBFCB-00	236	LP	Matimane Building, 50 Nebo	BB41223	Nebo M/O

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LIMPOPO PROVINCE

EBFOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	249	LP	Shai Dr, Thabazimbi, LP	BB41238	Thabazimbi
EBFCB-00	267	LP	Old Parliament Bulding , Zone B and F Lebowakgomo, 0737	BB41256	Lebowakgomo
EBFCB-00	270	LP	RIVERPORT OFFICE SQUERE/PGR, 50 RABE STREET	BB38562	Mokopane
EBFCB-00	279	LP	PORTION 10 OF FARM KLIPBANK,	BB38571	Groblersdal
EBFCB-00	291	LP	Civic Centre, 24 Hospital Street, Malamulele-A, Malamulele, 0982	BB38583	Malamulele
EBFCB-00	296	LP	166 President St, Nthabiseng, Mogwadi, 0715	BB38588	Mogwadi
EBFCB-00	346	LP	Ntidwani Building, Tshituni No 1057	BB65009	Dzanani
EBFCB-00	401	LP	Unit 14/1, 60 Marone Street, Burgersfoort	BB08890	Burgersfort (FNB)

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LIMPOPO PROVINCE					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	403	LP	Unit 14/1, 60 Marone Street, Burgersfort	BB75945	Burgersfort (FNB)
TOTAL				32	

MPUMALANGA PROVINCE					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	16	MP	16 Justice Ave, eMalahleni, 1034		Emalahleni
EBFCB-00	19	MP	16 Justice Ave, eMalahleni, 1034		Emalahleni
EBFCB-00	22	MP	37a Sadc St, Middelburg, 1050		Middelburg
EBFCB-00	23	MP	37a Sadc St, Middelburg, 1050		Middelburg
EBFCB-00	24	MP	Nedbank, Crossing Centre, Mbombela 1200	BB11748	Nelspruit
EBFCB-00	25	MP	Nedbank, Crossing Centre, Mbombela 1200	BB12008	Nelspruit

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MPUMALANGA PROVINCE

EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	78	MP	24 De Jager St, Ermelo, 2351		Ermelo
EBFCB-00	79	MP	33 Kotze St, Mkhondo, 2380	BB12010	Piet Retief
EBFCB-00	80	MP	Building 5, & 6, Lorenzo St, Malalane, 1320		Malelane
EBFCB-00	81	MP	10 Theo Kleynhans St, White River, 1240	BB12012	Witrivier
EBFCB-00	124	MP	Thulamahashe Rd, (Next to Municipal Office) Thulamahashe, Mhala, 1365	BB45249	Mhala
EBFCB-00	125	MP	20 Van Der Merwe St, Barberton, 1300	BB45250	Barbeton
EBFCB-00	126	MP	87 Main Street, Eerstehoek, 1192	BB45259	Eerstehoek
EBFCB-00	153	MP	Thulamahashe Rd, (Next to Municipal Office), Thulamahashe, Mhala, 1365	BB45267	Mhala
EBFCB-00	157	MP	38 Chris Hani St, Bethal, 2309	BB25779	Bethal
EBFCB-00	168	MP	42 Voortrekker St, Mashishing, 1120	BB26760	Lydenburg
EBFCB-00	169	MP	Spar Plaza, 27 Rissik St, Komatipoort, 1341	BB26761	Komatipoort
EBFCB-00	220	MP	R40, Hazyview, 1242	BB41210	Hazyview

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MPUMALANGA PROVINCE

EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	223	MP	R40, Hazyview, 1242	BB41213	Hazyview
EBFCB-00	227	MP	239 Fitzgerald St, eMakhazeni, 110	BB41217	Belfast
EBFCB-00	228	MP	14 Vry St, Standerton, 2430	BB41218	Standerton
EBFCB-00	230	MP	220 Voortrekker St, Carolina, 1048	BB41220	Carolina
EBFCB-00	250	MP	4 Waterson St, Secunda, 2302	BB41239	Secunda
EBFCB-00	251	MP	Spar Plaza, 27 Rissik St, Komatipoort, 1341	BB41240	Komatipoort
EBFCB-00	295	MP	10 Theo Kleynhans St, White River, 1240	BB38587	White-River
EBFCB-00	336	MP	8th Ave, Sabie, 1260	BB32077	Sabie
EBFCB-00	338	MP	37a Sadc St, Middelburg, 1050	BB61374	Middelburg
EBFCB-00	339	MP	16 Justice Ave, eMalahleni, 1034	BB61375	Emalahleni
EBFCB-00	353	MP	14 Vry St, Standerton, 2430		Standerton
EBFCB-00	391	MP	Nedbank, Crossing Centre, Mbombela 1200	BB32047	Nelspruit (Nedbank)
EBFCB-00	392	MP	Nedbank, Crossing Centre, Mbombela 1200	BB32048	Nelspruit (Nedbank)

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MPUMALANGA PROVINCE					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	407	MP	R40, Hazyview, 1242	BB68775	Polokwane
EBFCB-00	414	MP	R40, Hazyview, 1242	BB68754	Polokwane
EBFCB-00	424	MP	R533 Graskop Road, Opposite Mapulaneng, Driving Licensing Testing Center	BC80005	Mapuleneng
TOTAL			34		

KWAZULU-NATAL					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	59	KZN	United Building, 181 Church Street, Pietermarizburg, 3200		PMB
EBFCB-00	60	KZN	United Building, 181 Church Street, Pietermarizburg, 3200		PMB
EBFCB-00	61	KZN	66 Dr A B Xuma St, Durban		Commercial
EBFCB-00	63	KZN	2 Jaranda Eve, Mtubatuba, 3935		Mthubathuba

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KWAZULU-NATAL					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	64	KZN	2 Jaranda Eve, Mtubatuba, 3935		Mthubathuba
EBFCB-00	73	KZN	33 Keate St, uMnambithi, 3370		Ladysmith
EBFCB-00	74	KZN	Hellenic Trust, 67 Scott St, Newcastle CBD, Newcastle, 2940		Amajuba
EBFCB-00	75	KZN	36 Josiah Gumede Rd, Pinetown CBD, Pinetown, 3610	AA96735	Pinetown
EBFCB-00	76	KZN	232 Alkins Drive, Park Rynie, Scottburgh, 4182		Scottburgh
EBFCB-00	77	KZN	Bank House 2 R, obinson St, Port Shepstone 4240		Port Shepstone
EBFCB-00	82	KZN	Aloe Loop, Richards Bay Central, Richards Bay, 3900		Richards bay/Uthungulu
EBFCB-00	83	KZN	3838 King Dinizulu, Hwy, Ulundi 3838	BB28053	Ulundi
EBFCB-00	84	KZN	Shop 26, Umzimkhulu Mall, 15 Main Road 3297		Umzimkhulu
EBFCB-00	129	KZN	12 Main St, Kokstad, 4700	BB45256	Kokstad

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KWAZULU-NATAL					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	142	KZN	34 Wilson Street, Dundee, 3000	BB45251	Dundee
EBFCB-00	148	KZN	124 Alexandra St, Estcourt, 3310	BB45274	Estcourt
EBFCB-00	149	KZN	3 Prospecton Pl, Prospecton, 4133	BB45276	Prospecton/Isipingo
EBFCB-00	150	KZN	3 Maharaj St, Gandhi`s Hill, OThongathi, 4400	BB45272	Tongaat
EBFCB-00	151	KZN	70 Hulett St, KwaDukuza, KZN	BB45257	Kwadukuza
EBFCB-00	152	KZN	Suite 11A, Pongola Plaza, 38 New Republic Street,Pongola, 3886	BB45252	Pongola Plaza
EBFCB-00	184	KZN	350 Umgeni Rd, Stamford Hill, Durban, 4001	BB25792	Ethekwini (Umgeni)
EBFCB-00	185	KZN	350 Umgeni Rd, Stamford Hill, Durban, 4001	BB25793	Ethekwini (Umgeni)
EBFCB-00	186	KZN	Eshowe Mall, 25 LG, Osborne Rd, Eshowe, 3815	BB25794	Eshowe
EBFCB-00	187	KZN	16 Biyela St, Empangeni Central, Empangeni, 3880	BB25795	Empangeni

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KWAZULU-NATAL

EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	213	KZN	Lot 24, Main Road, Hluhluwe, Kwazulu-Natal, 3960	BB41203	Hluhluwe
EBFCB-00	214	KZN	Mbazwana, 3974	BB41204	Mbazwana
EBFCB-00	215	KZN	Aloe Loop, Richards Bay Central, Richards Bay, 3900	BB41205	Richards-Bay/Uthngulu
EBFCB-00	218	KZN	129 Voortrekker St, Greytown, 3250	BB41208	Grey Town
EBFCB-00	235	KZN	Main Road, New Hanover, 3230	BB41225	New Hanover
EBFCB-00	239	KZN	Section B, Thosong, Mondlo, 3105	BB41229	Emondlo
EBFCB-00	260	KZN	Shop 26, Umzimkhulu Mall, 15 Main Road 3297	BB41249	Umzimkhulu
EBFCB-00	273	KZN	36 Josiah Gumede Rd, Pinetown CBD, Pinetown, 3610	BB38565	Pine-Town
EBFCB-00	274	KZN-Amajuba		BB38566	Hellenic Trust Building
EBFCB-00	276	KZN	Old Main Road, Estcourt, 3310	BB38568	Escourt

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KWAZULU-NATAL

EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	292	KZN	Kruger &, Joubert St, Paulpietersburg3180	BB38584	Paulpietersburg
EBFCB-00	298	KZN		BB38590	Uthungulu/Richards bay
EBFCB-00	299	KZN	SAPO building, 208 Kerk St, Vryheid, 3100	BB38591	Vryheid
EBFCB-00	307	KZN	11 Margaret St, Ixopo, 3276	BB38599	Ixopo
EBFCB-00	348	KZN	United Building, 181 Church Street, Pietermarizburg, 3200		Pietermartizburg
EBFCB-00	349	KZN	Shop 26, Umzimkhulu Mall, 15 Main Road 3297		Umzimkhulu
EBFCB-00	350	KZN	36 Josiah Gumede Rd, Pinetown CBD, Pinetown, 3610		Pine-Town
EBFCB-00	351	KZN	Bank House, 2 Robinson Street, Port Shepstone, 4240		Ugu
EBFCB-00	369	KZN		BB28449	Cornubia Mall (FNB)
EBFCB-00	378	KZN	P100 building Ndwendwe, Kwazulu Natal, 4342	BB28468	Ndwendwe

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KWAZULU-NATAL					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	381	KZN	P100 building Ndwendwe, Kwazulu Natal, 4342	BB28478	Ndwendwe
EBFCB-00	386	KZN	Flanders Drive & Tacoma Drive, Blackburn Estate, Mount Edgecombe, 4319	BB28446	Cornubia Mall (FNB)
EBFCB-00	393	KZN	57 Adelaide Tambo Dr, Durban North, 4051	BB32049	Durban-North (Nedbank)
EBFCB-00	394	KZN	57 Adelaide Tambo Dr, Durban North, 4051	BB63770	Durban-North (Nedbank)
EBFCB-00	397	KZN	Ground Floor, North East 1, Kingsmead Way, 4000	BB66890	Kingmead (STD Bank)
EBFCB-00	398	KZN	Ground Floor, North East 1 , Kingsmead Way, 4000	BB40367	Kingmead (STD Bank)
EBFCB-00	402	KZN	22 Chancery Ln, Pinetown	BB71333	Pinetown (ABSA)
EBFCB-00	421	KZN	22 Chancery Ln, Pinetown	BB55545	Pinetown (ABSA)
TOTAL				52	

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EASTERN CAPE					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	26	EC	71 Nelson Mandela Dr, Mthatha 5100		Mthatha
EBFCB-00	27	EC	Hargreaves Avenue / 35 - 39 Smith Street		King Williams Town
EBFCB-00	28	EC	Hargreaves Avenue / 35 - 39 Smith Street		King Williams Town
EBFCB-00	29	EC	682 Govan Mbeki Avenue		PE
EBFCB-00	30	EC	682 Govan Mbeki Avenue		PE
EBFCB-00	68	EC	Channer Street, Uitenhage		Uitenhage
EBFCB-00	69	EC	Erf 24545, Weza Str, Nu6		Motherwell
EBFCB-00	70	EC	14 Bathurst Street, Grahamstown, 6139		Grahamstown
EBFCB-00	85	EC	Sinamva A/A, Mt Frere		Mt Frere
EBFCB-00	86	EC	58 Stanford Street, Libode,5160		Libode
EBFCB-00	87	EC	Scanlan Street, Butterworth		Butterworth
EBFCB-00	88	EC	All Saints Nission, Engcobo, EC		Ngcobo
EBFCB-00	89	EC	Corner Olivier & Kings Street, Queenstown	AB21914	Queenstown
EBFCB-00	128	EC	Hope Street, St Patricks, Bizana, 4800	BB45260	Bizana

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EASTERN CAPE					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	130	EC	Erf 118, Cnr Main Street and School lane, Lusikisiki, 5	BB45265	Lusikisiki LO
EBFCB-00	131	EC	Main Street(ERF99)	BB45269	Tsolo Small Office
EBFCB-00	132	EC	ERF 40	BB45271	Willowvale L.O.S
EBFCB-00	133	EC	MPCC Building, Centane , 20 Bell Avenue Street	BB45266	Centane
EBFCB-00	134	EC	33 Fleet Street, East London, 5200	BB45258	East -London
EBFCB-00	135	EC	33 Fleet Street, East London, 5200	BB45261	East -London
EBFCB-00	136	EC	30 Bureau Street, Humansdorp, 6300 / Nico Malan Street, Humansdorp	BB45277	Humansdorp
EBFCB-00	180	EC	No 8 Ntsizwa Street, Mt Ayliff	BB25788	MT-Ayliff
EBFCB-00	181	EC	10 Crowther Street, Ngqeleni, 5140	BB25789	Ngqeleni
EBFCB-00	182	EC	80 Somerset East Street	BB25790	Aliwal-North
EBFCB-00	183	EC	Ukhahlamba Building, 86 Smith Street, Aliwal North, 9750	BB25791	Graaff-Reinet
EBFCB-00	210	EC	Adderley Street	BB25739	Cradock
EBFCB-00	211	EC	Nojoli Street	BB25737	Somerset East

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EASTERN CAPE					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	212	EC	Stanford&Norman Middleton Road	BB41201	Cleary Park
EBFCB-00	240	EC	Stanford&Norman Middleton Road	BB41202	Cleary Park
EBFCB-00	253	EC	71 Nelson Mandela Dr, Mthatha 5100	BB41242	Mthatha
EBFCB-00	258	EC	Scanlan Street, Butterworth	BB41247	Butter Worth
EBFCB-00	281	EC	Channer Street, UITENHAGE	BB38573	Uitenhage
EBFCB-00	304	EC	27 Masonic Street	BB38596	Port-Alfred
EBFCB-00	305	EC	Van Der Walt Str, Old Market Building	BB38597	Burgersdrop
EBFCB-00	324	EC	937 Mlamli RD, Sterkspruit	BB32071	Sterkspruit
EBFCB-00	341	EC	33 Fleet Street, East London, 5200	BB61388	East London
EBFCB-00	342	EC	33 Fleet Street, East London, 5200	BB61389	East London
EBFCB-00	343	EC	Erf 118, Cnr Main Street and School lane, Lusikisiki, 5	BB61390	Lusikisiki
EBFCB-00	344	EC	Hargreaves Avenue / 35 - 39 Smith Street	BB61386	King Williams Town
EBFCB-00	345	EC	682 Govan Mbeki Avenue	BB61387	PE
EBFCB-00	374	EC	Middledrift Multipurpose Centre	BB28494	Middledrift

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EASTERN CAPE					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	375	EC	Erf 1060, Entlobo Obert Street, QUMBU, 5180	BB28493	Qumbu
EBFCB-00	382	EC	NU2 3184 Mdantsane	BB28480	Mdanstane
EBFCB-00	404	EC	682 Cnr. Bagshaw & Govan Mbeki Avenue, Port Elizabeth, Eastern Cape, 6001	BB08881	Greenacres (ABSA)
EBFCB-00	405	EC	682 Cnr. Bagshaw & Govan Mbeki Avenue, Port Elizabeth, Eastern Cape, 6001	BB55549	Greenacres (ABSA)
EBFCB-00	422	EC	ERF434	BC80003	Middelburg
EBFCB-00	423	EC	40 Hill Street	BC8004	Stutterheim
TOTAL				47	

WESTERN CAPE					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	31	WC	York Street		George
EBFCB-00	32	WC	York Street		George
EBFCB-00	33	WC	Maynard Mall, Main Rd		Wynberg

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WESTERN CAPE					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	34	WC	Maynard Mall, Main Rd		Wynberg
EBFCB-00	92	WC	Tsolo and Mzali Crescent, Khayelitsha,7793		Khayelitsha
EBFCB-00	93	WC	4th St Thomas Street Malmesbury	BB12001	Malmesbury
EBFCB-00	94	WC	73 Adderley Street		Worcester
EBFCB-00	137	WC	Simunye Centre	BB45275	Plettenberg
EBFCB-00	138	WC	Adriaanse Street, Alsa Park	BB45278	Mosselbaai
EBFCB-00	139	WC	C/O Long and Ou Meule Street, Bredasdorp, 7280	BB45262	Bredasdorp
EBFCB-00	140	WC	Paddy Street	BB45268	Robertson
EBFCB-00	141	WC	Tsolo and Mzali Crescent, Khayelitsha,7793	BB45273	Khayelitsha
EBFCB-00	170	WC	3 De Vries St, Newlands, Beaufort West, 6970	BB26762	Beaufort west
EBFCB-00	171	WC	Panorama Way	BB26764	Ceres
EBFCB-00	172	WC	Hospital Road, Lemoenkloof, Paarl	BB26766	Paarl
EBFCB-00	173	WC	Hospital Road, Lemoenkloof, Paarl	BB25780	Paarl

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WESTERN CAPE

EBFOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	174	WC	177 Voortrekker Rd, Bellville, Cape Town, 7530	BB25781	Bellville
EBFCB-00	175	WC	177 Voortrekker Rd, Bellville, Cape Town, 7530	BB25782	Bellville
EBFCB-00	176	WC		BB25783	
EBFCB-00	177	WC	73 Dassie Road, Bridgton, Oudtshoorn, 6625	BB25784	Oudtoorn
EBFCB-00	195	WC	Beach Road, Green Point, 8001	BB26800	Somerset west
EBFCB-00	196	WC	Beach Road, Green Point, 8001	BB25726	Somerset west
EBFCB-00	247	WC	Shop 599, Canal Walk Shopping Centre, Century Blvd, Century City, Cape Town, 7441	BB41236	Std-Canal Walk
EBFCB-00	248	WC	Shop 599, Canal Walk Shopping Centre, Century Blvd, Century City, Cape Town, 7441	BB41237	Std-Canal Walk
EBFCB-00	265	WC	Ou Kaapse Weg	BB41254	Grabouw
EBFCB-00	272	WC	73 Adderley Street	BB38564	Worcester
EBFCB-00	277	WC	4th St Thomas Street Malmesbury	BB38569	Atlantis
EBFCB-00	278	WC	Portion Of Erf 1013, New Eisleben Rd, Nyanga	BB38570	Nyanga
EBFCB-00	280	WC		BB38572	

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WESTERN CAPE

EBFCH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	294	WC	C/O Ryneveld and Jan Cilliers Street. Stellenbosch	BB38586	Stellenbosh
EBFCB-00	308	WC	Church Street 33	BB38600	Prince Albert
EBFCB-00	309	WC	11 Haw Street, Erf 2318	BB39577	Caledon
EBFCB-00	311	WC	Mpcc Hartebeeskraal, 1 Nottingham Street, Atlantis	BB39579	Atlantis
EBFCB-00	312	WC	11 Haw Street, Erf 2318	BB39580	Caledon
EBFCB-00	334	WC	C/O Ryneveld And Jan Cilliers Street, Stellenbosch	BB32073	Stellenbosh
EBFCB-00	354	WC	Hospital Road, Lemoenkloof, Paarl	BB61377	Paarl
EBFCB-00	355	WC	Barrack St 56	BB61378	Capetown
EBFCB-00	356	WC	177 Voortrekker Rd, Bellville, Cape Town, 7530	BB61379	Bellville
EBFCB-00	357	WC	Maynard Mall, Main Rd	BB61380	Wynberg
EBFCB-00	358	WC	177 Voortrekker Rd, Bellville, Cape Town, 7530	BB61381	Bellville
EBFCB-00	359	WC	Beach Road, Green Point, 8001	BB61382	Somerset West
EBFCB-00	366	WC			

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WESTERN CAPE					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	367	WC	C/O Ryneveld And Jan Cilliers Street. Stellenbosch	BB28442	Stellenbosh
EBFCB-00	370	WC	Vicky Zimm Thusong Centre, Bohemia St	BB28448	Citrusdal s/o
EBFCB-00	377	WC	Road Shop 73-75 Promenade Mall Beacon Valley, Corner AZ Berman Road & Morgenster St, Mitchells Plein, Cape Town	BB28458	Promenade Mall (STD Bank)
EBFCB-00	379	WC	Road Shop 73-75 Promenade Mall Beacon Valley, Corner AZ Berman Road & Morgenster St, Mitchells Plein, Cape Town	BB28460	Promenade Mall (STD Bank)
EBFCB-00	390	WC	Shop 3, Nedbank St Georges Mall, Ascending House, Riebeek St, Cape Town City Centre, Cape Town, 8001	BB32046	St Georges (Nedbank)
EBFCB-00	399	WC	Somerset Rd Shop 1 & 2, Media Quarter, Erf 176300, Green Point, Cape Town, 8051	BB60295	-Green Point FNB
EBFCB-00	400	WC	Somerset Rd Shop 1 & 2, Media Quarter, Erf 176300, Green Point, Cape Town, 8051	BB55597	Green Point FNB
EBFCB-00	418	WC	10 Main Road, Vredenburg	BB62883	Vredenburg
EBFCB-00	419	WC	Maynard Mall, Main Rd	BB69185	Wynberg

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WESTERN CAPE					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	420	WC	Shop 3, Nedbank St Georges Mall, Ascending House, Riebeek St, Cape Town City Centre, Cape Town, 8001	BB47396	St Georges (Nedbank)
TOTAL				51	

NORTHERN CAPE					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	53	NC	7-9 New Main street, Kimberley CBD, Kimberley 8301		Kimberly
EBFCB-00	54	NC	7-9 New Main street, Kimberley CBD, Kimberley 8301		Kimberly
EBFCB-00	55	NC	55-59 Market Street, Umbra Building, Upington, 8801		Upington
EBFCB-00	56	NC	55-59 Market Street, Umbra Building, Upington, 8801		Upington
EBFCB-00	57	NC	3481 Bree Street, Kuruman, 8460	BB14211	Kuruman
EBFCB-00	58	NC	3481 Bree Street, Kuruman, 8460	BB14210	Kuruman

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NORTHERN CAPE					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	91	NC	Boland Bank Building, 47, Voortrekker Str		De Aar
EBFCB-00	143	NC	Cnr of Hof and van Riebeeck street, Hopley, center, springbok, 8240	BB45264	Springbok
EBFCB-00	144	NC	C/o Hoerskool and Bult Street, Vredendal Thusong Centre, 8160	BB45270	Vredendal
EBFCB-00	145	NC	Commercial Hotel, Water Street, Calvinia	BB45255	Calvinia
EBFCB-00	159	NC	240 Cwaile Avenue Valspan Jan Kempdorp	BB26763	Jan Kempdrop
EBFCB-00	161	NC	Seochoareng street. Galeshewe Police station Complex, Nyathi Highway, Galeshewe 8345	BB26754	Galeshewe
EBFCB-00	162	NC	Southey Street, Douglas	BB26755	Douglas office
EBFCB-00	207	NC	Erf 800 Alheit Street	BB25765	Carnarvon
EBFCB-00	208	NC	Polinyana Street	BB25770	Prieska
EBFCB-00	226	NC	C/O Transvaal and Vlei Streets. Barkly West	BB41216	Barkly-West
EBFCB-00	290	NC	Boland Bank Building, 47 Voortrekker Str	BB38582	De-Aar

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NORTHERN CAPE					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	302	NC	2789 Jackson Makodi Street, Pampierstad, 8566	BB38594	Pampierstad
EBFCB-00	303	NC	C/O Transvaal and Vlei Streets. Barkly West	BB38595	Barkly-West
EBFCB-00	330	NC	12 Randjie Street, Postmasburg	BB32074	Postmasburg
EBFCB-00	337	NC	12 Randjie Street, Postmasburg	BB32072	Postmasburg
EBFCB-00	376	NC	Cnr Church And Chamberlain Street, Thusong Service Centre One Stop, Colesberg, 5900	BB28481	Colesburg
EBFCB-00	406	NC	57 Memorial Rd, 8301.	BB61549	Northern Cape (Nedbank)
EBFCB-00	409	NC	Shop 62, Mall, Hendrik Van Eck Rd, Kathu, 8420	BB61578	Kathu Village Walk (STD Bank)
EBFCB-00	410	NC	Shop 62, Mall, Hendrik Van Eck Rd, Kathu, 8420	BB62900	Kathu Village Walk (STD Bank)
EBFCB-00	412	NC	1 Pickering St, Newton Park, Port Elizabeth	BB62897	Port Elizabeth (STD Bank)
EBFCB-00	413	NC	1 Pickering St, Newton Park, Port Elizabeth	BB62896	Port Elizabeth (STD Bank)
EBFCB-00	415	NC	57 Memorial Rd, 8301.	BB40365	Northern Cape (Nedbank)

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NORTHERN CAPE					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
TOTAL				28	

FREE STATE					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	35	FS	Cnr. Church & Cross St, Central, Kroonstad, 9499		Kroonstad
EBFCB-00	36	FS	Cnr. Church & Cross St, Central, Kroonstad, 9499		Kroonstad
EBFCB-00	37	FS	Sapo Building, 3 Bok St, Welkom, 9459	AA78934	Welkom
EBFCB-00	38	FS	Sapo Building, 3 Bok St, Welkom, 9459	AA78902	Welkom
EBFCB-00	39	FS	Moshoeshoe Rd & George Lubbe St, Rocklands, Bloemfontein, 9301		Bloemfontein
EBFCB-00	40	FS	Moshoeshoe Rd & George Lubbe St, Rocklands, Bloemfontein, 9301	BB24963	Bloemfontein
EBFCB-00	71	FS	6 President Boshoff St, Bethlehem, 9701		Bethlehem

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FREE STATE					
EBFOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	72	FS	57 Warden St, Harrismith, 9880		Harrismith
EBFCB-00	90	FS	158 Carnone Properties, Reahola Complex, Botshabelo, 9781	BB24916	Botshabelo
EBFCB-00	103	FS	46 Fichardt St, Sasolburg, 1947		Sasolburg
EBFCB-00	114	FS	1 Groot Trek St, Koffiefontein, 9986	BB45219	Koffiefontein
EBFCB-00	115	FS	16 Davin St, Bultfontein, 9670	BB45211	Bultfontein
EBFCB-00	206	FS	317 Old Municipality Buildin, Zone 2, Meqheleng, Ficksburg, 9730	BB25741	Ficksburg
EBFCB-00	217	FS	6 President Boshoff St, Bethlehem, 9701	BB41207	Bethlehem
EBFCB-00	221	FS	9089 Lediboho and Motaung Street, Setsing Shopping Center, Phuthaditjhaba, 9866	BB41211	Phuthaditjhaba
EBFCB-00	225	FS	9089 Lediboho and Motaung Street, Setsing Shopping Center, Phuthaditjhaba, 9866	BB41215	Phuthaditjhaba
EBFCB-00	257	FS	Station Road, Thaba Nchu Rural, Thaba Nchu, 9780	BB41246	Thaba-Nchu
EBFCB-00	288	FS	158 Carnone Properties, Reahola Complex,	BB38580	Botshabelo

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FREE STATE					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
			Botshabelo, 9781		
EBFCB-00	313	FS	Station Road, Thaba Nchu Rural, Thaba Nchu, 9780	BB39581	Thaba-Nchu
EBFCB-00	323	FS	33 Van Riebeeck St, Bothaville, 9660	BB25757	Bothaville
EBFCB-00	347	FS	57 Warden St, Harrismith, 9880		Harrismith
EBFCB-00	363	FS	Moshoeshoe Rd & George Lubbe St, Rocklands, Bloemfontein, 9301		Bloemfontein
Total				22	

NORTH WEST					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	41	NW	127 Bethlehem Str Rustenburg		Rustenburg
EBFCB-00	42	NW	127 Bethlehem Str Rustenburg	BB09920	Rustenburg

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NORTH WEST					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	49	NW	Cnr. Curlewis & Tieroog St, Potch Industria, Potchefstroom, 2520	BB09957	Potchefstroom
EBFCB-00	50	NW	Moved		Potchefstroom
EBFCB-00	51	NW	82 Anderson St, Klerksdorp Central, Klerksdorp, 2570	BB09917	Klerksdorp
EBFCB-00	52	NW	83 Anderson St, Klerksdorp Central, Klerksdorp, 2570		Klerksdorp
EBFCB-00	101	NW	Allis Building, 27 Tom Street	BB09918	Brits
EBFCB-00	102	NW	8835 Setlalentoa Street, GaRankuwa Unit 5: GaRankuwa	BB09947	Garankuwa
EBFCB-00	106	NW	Department of Home Affairs, DR James Moroka Drive, Motsweddi House Building, Mmabatho, 2735	BB09916	Mmabatho
EBFCB-00	146	NW	37 Buchanan St, Lichtenburg, 2740	BB45254	Lichtenburg M/O
EBFCB-00	147	NW	ERF 2204, Corner Kruger And Smith Street, Wolmaransstad	BB45253	Wolmaransstad
EBFCB-00	158	NW	52 Market St, Vryburg, 8600	BB26765	Vryburg
EBFCB-00	178	NW	Parkhomes, Erf 1175, Zone 1, Itsoseng	BB25785	Itsoseng
EBFCB-00	179	NW	Unit 1, 1093 B Main Street: Atamelang	BB25777	Atamelang

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NORTH WEST					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	188	NW	Parkhomes, Erf 1175, Zone 1, Itsoseng	BB25796	Itsoseng
EBFCB-00	191	NW	Stand 934, Unit 3, Mogwase Complex: Mogwase	BB25800	Mankwe
EBFCB-00	209	NW	Ganyesa, Stand No.1748 Public Works Section	BB25766	Ganyesa
EBFCB-00	244	NW	Erf 2204, Corner Kruger And Smith Street, Wolmaransstad	BB41233	Wolmaransstad
EBFCB-00	254	NW	Cnr. Curlewis & Tieroog St, Potch Industria, Potchefstroom, 2520	BB41243	Potchefstroom
EBFCB-00	255	NW	Tivoli Building, 58 Or Tambo Street	BB41244	Klerksdrop
EBFCB-00	261	NW	Unit 1, 1093 B Main Street: Atamelang	BB41250	Atamelang
EBFCB-00	264	NW	1 Visser Street,	BB41253	Swartuggens
EBFCB-00	266	NW	Dr James Moroka Drive, Motswedi House Building: Mmabatho	BB41255	Mmabatho
EBFCB-00	268	NW	Ltr Building, Erf 32, 48 Church Street	BB25767	Zeerust
EBFCB-00	293	NW	Ltr Building, Erf 32, 48 Church Street	BB38585	Zeerust
EBFCB-00	332	NW	37 Buchanan Street, 2740	BB32076	Lichtenburg M/O

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NORTH WEST					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	325	NW	8835 Setlalentoa Street, GaRankuwa Unit 5: GaRankuwa	BB32070	Garankuwa
EBFCB-00	352	NW	Stand 934, Unit 3, Mogwase Complex: Mogwase		Mankwe
EBFCB-00	361	NW	Ganyesa, Stand No.1748 Public Works Section		Ganyesa
EBFCB-00	362	NW	Prime Plaza, Erf No.1564,52 Market Street		Vryburg
EBFCB-00	416	NW	Allis Building, 27 Tom Street	BB61550	Brits
EBFCB-00	417	NW	Old Public Works Building, Main Street: Taung: North West	BB61577	Taung
TOTAL				32	

GAUTENG					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	17	GP	CStation Square Building, Corner Willem Cruywagen Avenue & Daan de Wet Nel Drive, Wenternes, Akasia, Gauteng, 0001	BB09943	Akasia
EBFCB-00	18	GP	CStation Square Building, Corner Willem Cruywagen Avenue & Daan de		Akasia

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GAUTENG					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
			Wet Nel Drive, Wenternes, Akasia, Gauteng, 0001		
EBFCB-00	20	GP	11902 Kumalo Main Rd & Armitage St, Orlando West, Soweto		Soweto/Orlando West
EBFCB-00	21	GP	11902 Kumalo Main Rd & Armitage St, Orlando West, Soweto		Soweto/Orlando West
EBFCB-00	95	GP	Chris Hani Rd, Klipspruit, Maponya Mall, 1809		Maponya Mall
EBFCB-00	96	GP	1 Welgedacht Rd, Payneville, Springs, 1559	BB09803	L.O Springs
EBFCB-00	97	GP	Cnr. Commission & Fountain St, Krugersdorp, 1739	AA95479	Krugersdorp
EBFCB-00	98	GP	Cnr Hendrick Potgieter & Van Riebeek Avenue		Edenvale
EBFCB-00	99	GP	Lakeside Building, 50 Market Street	BB12635	Boksburg
EBFCB-00	100	GP	725 4th Str, Wynberg, Sandton, 2090	BB12618	Alexander (Wynburg)
EBFCB-00	105	GP	1 Moshoeshoe St, Sebokeng, 1900		Sebokeng

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GAUTENG					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	107	GP	10 west st ,kempton park cbd, kempton park 1619	BB45280	Kempton Park
EBFCB-00	108	GP	Chris Hani Rd, Klipspruit, Maponya Mall, 1809		Maponya Mall
EBFCB-00	109	GP	Chris Hani Rd, Klipspruit, Maponya Mall, 1809		Maponya Mall
EBFCB-00	110	GP	66 Dr A B Xuma St, Durban Central, Durban, 4001		Commercial
EBFCB-00	111	GP	66 Dr A B Xuma St, Durban Central, Durban, 4001		Commercial
EBFCB-00	112	GP	198 Malibongwe Dr, Randburg, Johannesburg, 2194	BB45279	Randburg
EBFCB-00	113	GP	80 Northern Rd, Greater Nigel, Nigel, 1590	BB45198	M.O Nigel
EBFCB-00	116	GP	trust bank building ,voortrekker road &penzance st ,new redruth alberton 1449	BB45241	Alberton
EBFCB-00	117	GP	Multiplex Buiding ,25 merriman Ave, Vereniging, 1939	BB25242	Vereeniging
EBFCB-00	118	GP	22 F.W Beyers Street Metropolitan Building, Vanderbijlpark	BB45243	Vd Bijl Park

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GAUTENG					
EBooth NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	119	GP	127 Albertina Sisulu Rd, Roodepoort 1724	BB45244	Roodepoort
EBFCB-00	154	GP	Soshanguve Nacoc Building, Stand 2304 Block F, Shoshanguve	BB10794	Soshanguve
EBFCB-00	155	GP	President St Fh Ondendaal St & Germiston 1401	BB11737	Germiston
EBFCB-00	156	GP	president st Fh Ondendaal St & Germiston 1401	BB11746	Germiston
EBFCB-00	160	GP	Corner Voortrekker Street, and, High St	BB25778	Brakpan
EBFCB-00	163	GP	Mamelodi Plaza, Cnr Tsamaya Ksa And J Maluleka	BB25786	Mamelodi
EBFCB-00	189	GP	27 Diagonal Steet, Johannesburg, 2001	BB25797	FNB Easy Plan Towers
EBFCB-00	190	GP	5 Simmonds St, Selby South, Johannesburg, 2001	BB25799	STANDARD BANK/jhb
EBFCB-00	192	GP	Cnr Hendrick Potgieter & Van Riebeek Avenue	BB25742	Edenvale
EBFCB-00	193	GP	184 Jeff Masemola St, Pretoria Central, Pretoria, 0001	BB25774	Walker Creek

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GAUTENG					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	194	GP	198 Malibongwe Dr, Randburg, Johannesburg, 2194	BB25768	Randburg
EBFCB-00	197	GP	Stand 41348, Hammanskraal, Temba	BB25769	Temba
EBFCB-00	198	GP	320 Byron Place, Corner Sophie De Bruyn & Nana Sita Streets (old Schubart & Skinner Streets) Pretoria, Gauteng, 0002	BB25772	Byron Place
EBFCB-00	201	GP	2 Main Reef Rd, Randfontein, 1759	BB25775	Randfontein
EBFCB-00	202	GP	Lynnwood Rd, Equestria, Pretoria, 0184	BB25771	FNB The Grove
EBFCB-00	203	GP	Lynnwood Rd, Equestria, Pretoria, 0184	BB25734	FNB The Grove
EBFCB-00	204	GP	Shop 2, Rivonia Village Shopping Centre, Cnr Mutual Road and, Rivonia Blvd, Edenburg, Sandton, 2191		Nedbank-Revonia
EBFCB-00	205	GP			Nedbank-Revonia
EBFCB-00	216	GP	Killarney Mall, 60 Riviera Rd, Killarney, Johannesburg, 2193	BB41206	Std Bank Kilarney
EBFCB-00	219	GP	41 Kruger Str, Bronkhorstspuit	BB41209	Bronkhorstspuit

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GAUTENG					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	222	GP	41 Kruger Str, Bronkhorstspuit	BB41212	Bronkhorstspuit
EBFCB-00	229	GP	Constantia Kloof- JHB, 18 Constantia Boulevard Constantia Kloof Roodepoort, Danel Steyn,	BB41219	Roodepoort Nedbank
EBFCB-00	231	GP	Constantia Kloof- JHB, 18 Constantia Boulevard Constantia Kloof Roodepoort, Danel Steyn,	BB41221	Roodepoort Nedbank
EBFCB-00	232	GP	70 Louis Trichardt St, Volksrust, 2470	BB41222	Volksrust
EBFCB-00	234	GP	2 Main Reef Rd, Randfontein, 1759	BB41224	Randfontein
EBFCB-00	237	GP	2845 Union Rd, Central, Evaton, 1985	BB41227	Evaton
EBFCB-00	238	GP	26 Ueckermann St, Heidelberg, Heidelberg - GP, 1441	BB41228	Heidelberg
EBFCB-00	241	GP	80 Northern Rd, Greater Nigel, Nigel, 1590	BB41230	M.O Nigel
EBFCB-00	242	GP	22 F.W Beyers Strret, Metropolitan Building, Vanderbijl Park	BB41231	Vanderbilpark
EBFCB-00	243	GP	4 Merchant Place Cnr Rivonia & Feedman Dr Sandton	BB41232	Sandton FNB Merchant

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GAUTENG					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	245	GP	Centurion Lifestyle Centre · Ground	BB41234	Lifestyle Centurion FNB
EBFCB-00	246	GP	4 Merchant Place Cnr Rivonia & Feedman Dr Sandton	BB41235	Sandton FNB Merchant
EBFCB-00	252	GP	Constantia Kloof- JHB, 18 Constantia Boulevard Constantia Kloof Roodepoort, Danel Steyn,	BB41241	Roodepoort Nedbank
EBFCB-00	256	GP	trust bank building ,voortrekker road &penzance st ,new redruth	BB41245	Alberton
EBFCB-00	259	GP	259 West Avenue	BB41248	Centurion 259 west Ave
EBFCB-00	262	GP	259 West Avenue	BB41251	Centurion 259 west Ave
EBFCB-00	263	GP	Mamelodi Plaza, Cnr Tsamaya Ksa And J Maluleka	BB41252	Mamelodi
EBFCB-00	269	GP	5th Level Banking Mall Sandton City, Rivonia Rd, Sandhurst, Sandton, 2196	BB38561	Harrison street -ABSA Sandton City
EBFCB-00	271	GP	Lakeside Building, 50 Market Street	BB38563	Boksburg
EBFCB-00	275	GP	Cnr. Commission & Fountain St, Krugersdorp, 1739	BB38567	Krugersdrop

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GAUTENG					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	282	GP	184 Jeff Masemola St, Pretoria Central, Pretoria, 0001	BB38574	BVR
EBFCB-00	283	GP	184 Jeff Masemola St, Pretoria Central, Pretoria, 0001	BB38575	BVR
EBFCB-00	284	GP	Nedbank Plaza, Steve Biko Rd, Arcadia, Pretoria, 0007	BB38576	Nedbank Arcadia
EBFCB-00	285	GP	Nedbank Plaza, Steve Biko Rd, Arcadia, Pretoria, 0008	BB38577	Nedbank Arcadia
EBFCB-00	286	GP	Soshanguve Nacoc Building, Stand 2304 Block F Shoshanguve	BB38578	Soshanguve
EBFCB-00	287	GP	Multiplex Buiding ,25 merriman Ave, Vereniging 1939	BB38579	Vereeniging
EBFCB-00	289	GP	1 Welgedacht Rd, Payneville, Springs, 1559	BB38581	L.O Springs
EBFCB-00	297	GP	Killarney Mall, 60 Riviera Rd, Killarney, Johannesburg, 2193	BB38589	STD BANK KILARNEY
EBFCB-00	300	GP	2845 Union Road, Central, Evaton, Gauteng, 1985	BB38592	Everton
EBFCB-00	301	GP	Correlian House, 45 Bedford Avenue	BB38593	Benoni

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GAUTENG					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	306	GP	26 Ueckermann St, Heidelberg, Heidelberg - GP, 1441	BB38598	Heidelberg
EBFCB-00	310	GP	10 west st ,kempton park cbd kempton park 1619	BB39578	Kempton Park
EBFCB-00	314	GP	Shop B1, Centurion Lifestyle Centre, Lenchen Ave, Brakfontein 399-Jr, Centurion, 0157	BB39582	STD Bank Centurion
EBFCB-00	315	GP	Shop B1, Centurion Lifestyle Centre, Lenchen Ave, Brakfontein 399-Jr, Centurion, 0158	BB39583	STD Bank Centurion
EBFCB-00	316	GP	Centurion Lifestyle Centre · Ground	BB39584	LifeStyle Centurion FNB
EBFCB-00	317	GP	Centurion Lifestyle Centre · Ground	BB39585	ABSA Lifestyle
EBFCB-00	318	GP	Centurion Lifestyle Centre · Ground	BB39586	ABSA Lifestyle
EBFCB-00	319	GP	5th Level, Banking mall, Sandton City, Corner 5th Street & Rivonia Road, Sandhurst: Sandton	BB39587	ABSA Towers
EBFCB-00	320	GP	6th Level, Banking mall, Sandton City, Corner 5th Street & Rivonia Road, Sandhurst: Sandton	BB39588	ABSA Towers
EBFCB-00	321	GP	Killarney Mall, 60 Riviera Rd, Killarney, Johannesburg, 2193	BB39589	ABSA Gandni SQR

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GAUTENG					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	322	GP	5th Level Banking Mall Sandton City, Rivonia Rd, Sandhurst, Sandton, 2196	BB39590	ABSA Sandton City
EBFCB-00	326	GP	198 Malibongwe Dr, Randburg, Johannesburg, 2194	BB32069	Randburg
EBFCB-00	327	GP	11902 Kumalo Main Rd & Armitage St, Orlando West, Soweto	BB32068	Soweto / Orlando West
EBFCB-00	328	GP	Sandton, 1 Discovery Place cnr Rivonia Road & Katherine St Sandton, Rendani	BB32081	Discovery
EBFCB-00	331	GP	1 Moshoeshoe St, Sebokeng, 1900	BB32078	Sebokeng
EBFCB-00	329	GP	Investec Bank- Sandton, 100 Grayston Dr Sandown Santon	BB32080	Investec Bank
EBFCB-00	333	GP	Investec Bank- Sandton, 100 Grayston Dr Sandown Santon	BB32075	Investec Bank
EBFCB-00	335	GP	Sandton, 1 Discovery Place cnr Rivonia Road & Katherine St Sandton, Rendani	BB32079	Discovery
EBFCB-00	340	GP	CStation Square Building, Corner Willem Cruywagen Avenue & Daan de Wet Nel Drive, Wenternes	BB61383	Akasia
EBFCB-00	360	GP	2845 Union Road, Central, Evaton, Gauteng, 1985		Benoni

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GAUTENG					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	364	GP	Corner Voortrekker Street, and, High St		Brakpan
EBFCB-00	365	GP	127 Albertina Sisulu Rd		Roodepoort
EBFCB-00	368	GP	Rosebank Mall, 15A Cradock Ave, Rosebank, Johannesburg	BB28438	Rose bank Mall (ABSA)
EBFCB-00	371	GP	Ext 2, Corner Corobay and, Aramist Ave, Waterkloof Glen, Pretoria, 0181	BB28452	Menlyn Maine (ABSA)
EBFCB-00	372	GP	Stand 41348, Hammanskraal, Temba	BB28450	Temba
EBFCB-00	373	GP	Menlyn Mall, Cnr Atterbury Road And Lois Aven	BB28455	Menlynpark Shopping Centre
EBFCB-00	380	GP	Rosebank Mall, 15A Cradock Ave, Rosebank, Johannesburg	BB28447	Rose bank Mall (ABSA)
EBFCB-00	384	GP	Menlyn Mall, Cnr Atterbury Road And Lois Aven	BB28454	Menlynpark Shopping Centre
EBFCB-00	385	GP	Menlyn Mall, Cnr Atterbury Road And Lois Aven	BB28436	Menlynpark Shopping Centre
EBFCB-00	387	GP	221 2nd Ave, Alexandra		Alexander (Wynburg)

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GAUTENG					
EBOOTH NR	SERIAL NR	AREA	PHYSICAL ADDRESS	DHA TAG	LOCATION
EBFCB-00	388	GP	Shop 47, Jubilee Mall, Jubilee Road, Hammanskraal, 0407	BB32045	Hammanskraal (STD Bank)
EBFCB-00	389	GP	Shop 47, Jubilee Mall, Jubilee Road, Hammanskraal, 0408	BB32044	Hammanskraal (STD Bank)
EBFCB-00	395	GP	Shop U2, The Glen Shopping Centre, Orpen Rd, Gleneagles, Johannesburg South, 2190	BB26469	The Glen (FNB)
EBFCB-00	396	GP	Shop U2, The Glen Shopping Centre, Orpen Rd, Gleneagles, Johannesburg South, 2191	BB63768	The Glen (FNB)
EBFCB-00	408	GP	Key West Shopping Centre, Paardekraal Dr, Paardeplaats 17	BB62898	Key West Krugersdorp (ABSA)
EBFCB-00	411	GP	Key West Shopping Centre, Paardekraal Dr, Paardeplaats 18	BB62899	Key West Krugersdorp (ABSA)
EBFCB-00	425	GP	MENLYN MALL, CNR ATTERBURY ROAD AND LOIS AVEN	BC80006	Menlyn
EBFCB-00	N/A	GP	184 Jeff Masemola St, Pretoria Central, Pretoria, 0001	N/A	BVR (1X3)
TOTAL				109	

EVALUATION STAGES

8. The following evaluation process will be followed to evaluate the bids received:

Stage	Description	Applicable for this bid
Stage 1A	Non-compulsory Briefing session	Yes
Stage 1B	Initial screening process / compliance with bid requirements	Yes
Stage 2	Pre-qualification criteria evaluation	No
Stage 3	Mandatory requirements evaluation	Yes
Stage 4	Functionality requirements evaluation	Yes
Stage 5	Price/ Specific Goals	Yes

Stage 1A: Briefing session

- Non-compulsory Briefing session will be held virtually.

Stage 1B: Initial screening process/compliance with bid requirements

- Verification of bidder’s compliance with bid requirements.

No.	Compliance Checklist	Yes / No
1.	The bidder is registered on the National Treasury Central Suppliers Database (CSD).	
2.	The bidder is in business (as indicated on CSD).	
3.	The bidder is not a restricted supplier/ or does not have a restricted director(s) (as indicated on CSD).	
4.	The bidder is Tax Compliant (as indicated on CSD) or verified through SARS	
5.	The bidder is not a government employee (as indicated on CSD).	
6.	The bidder completed SBD 1 Form in full together with the letter of authority.	
7.	The bidder completed SBD 4 Form in full and did not reveal any information or past practices that prohibits the supplier from conducting business with the state.	
8.	The bidder completed SBD 6.1 Form in full and must indicate claimed points for each preference point system and attach evidence as per Table 1.	

Stage 2: Pre-qualification criteria

- Not applicable

Stage 3: Mandatory requirements

- Compliance with the mandatory requirements. Prospective bidders who fail to meet the mandatory requirements will be disqualified.
- Only bidders who have complied with the following mandatory requirements will be evaluated for functionality.

Mandatory Requirement 1	Comply	Do not comply
The bidder must have relevant minimum of two (2) years' experience in the provision of maintenance and support of photo booths		
<p>EVIDENCE:</p> <ul style="list-style-type: none"> • The reference letter must be from a client where the service was provided. • The letter must indicate the satisfactory /acceptable level of performance quality. • The bidder must provide a reference letter for the company not for an individual employee. • The letter must indicate the start and the end date of the service. • The letter must be signed and dated. <p>No purchase orders, Award letters, Appointment letters will be accepted.</p>		

Stage 4: Functionality requirement evaluation

- Bids will be evaluated in accordance with the prescripts of the Preferential Procurement Policy Framework Act (PPPFA) and the associated Preferential Procurement Regulations of 2022, which stipulate a 80/20 point split for requirements with a Rand value equal to or below R 50 000 000, inclusive of all applicable taxes.
- The technical proposal will be evaluated out of 100 points with a threshold of 70 points.
- Bidders that score less than minimum of 70 points will be disqualified.
- Bidders must score a minimum of 70 points on functionality to qualify for further evaluation on price and preference points.

Evaluation Criteria				
No	Category	Evidence and Scoring	Weight	Score
1.	The service provider must have the relevant number of years of experience in providing maintenance and support of Facial Image capturing booth (Photobooth) <ul style="list-style-type: none"> • 1 year = 0 • 2 – 3 years = 10 • 3 – 4 years = 20 • 4 – 5 years =30 • 5 – 6 years = 40 	Contactable reference letter(s) (on a company letter head of the client) indicating the start date and end date of the service. (Number of years)	50	

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Evaluation Criteria				
No	Category	Evidence and Scoring	Weight	Score
	<ul style="list-style-type: none"> More than 6 years = 50 			
2.	The service provider must have the relevant experience in providing IMACD services of Facial Image capturing booth (Photobooth) <ul style="list-style-type: none"> 1 Reference letter = 10 2 Reference letters = 20 3 Reference letters = 30 4 Reference letters = 40 5 Reference letters = 50 	Contactable reference letter(s) (on a company letter head). The said letter must indicate the IMACD services provided by the service provider.	50	
TOTAL			100	

Stage 5: Price and Specific Goals

- Bids will be evaluated in accordance with the prescripts of the Preferential Procurement Policy Framework Act (PPPFA) and the associated Preferential Procurement Regulations of 2022, which stipulate a 80/20 point split for requirements with a Rand value equal to or below R 50 000 000, inclusive of all applicable taxes.
- A valid SANAS B-BBEE Status Level Verification certificate or a B-BBEE certificate issued by the Companies and Intellectual Property Commission, with the exception of EME's and QSE's who are required to submit sworn affidavit in terms of Code of Good Practice. The sworn affidavit must be signed by the EME representative and attested by a Commissioner of oath.
- As bids are only invited for requirements with a Rand value equal to or below R 50 000 000 inclusive of all applicable taxes, the 80/20 system shall be applicable and will be calculated as follows:

SN	COMPONENT	POINTS
1.	Price:	80
2.	Preferential points: Specific goals	20
	TOTAL:	100

Specific goals

Note to tenderers: The tenderer **must** indicate how they claim points for each preference point system.

Specific goals allocated points in terms of this tender	Allocated Preference points	Evidence
The company owned / director/s / shareholders by people who are Black.	7	Proof of claim as declared on SBD 6.1 in verifying the tenderer's status.

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Specific goals allocated points in terms of this tender	Allocated Preference points	Evidence
<ul style="list-style-type: none"> • 100% company owned by people who are Black = 7 points • ≥51% and <100% company owned by people who are Black = 5 points • >0% and <51% company owned by people who are Black = 2 points • 0% company owned by people who are Black = 0 points 		<p>The following must be submitted as proof of claim as declared on SBD 6.1 for the specific goals:</p> <ul style="list-style-type: none"> • Company Registration Certification as issued by the Companies and Intellectual Property Commission (CIPC). • Sworn Affidavit or valid B-BBEE Certificate or Consolidated B-BBEE certificate for Consortium, Joint Venture, or Trust.
<p>The company owned / director/s / shareholders by people who are Women.</p> <ul style="list-style-type: none"> • 100% company owned by people who are Women = 10 points • ≥51% and <100% company owned by people who are Women = 7 points • >0% and <51% company owned by people who are Women = 2 points • 0% company owned by people who are Women = 0 points 	10	<p>Proof of claim as declared on SBD 6.1 in verifying the tenderer's status.</p> <p>The following must be submitted as proof of claim as declared on SBD 6.1 for the specific goals:</p> <ul style="list-style-type: none"> • Company Registration Certification as issued by the Companies and Intellectual Property Commission (CIPC). • Sworn Affidavit or valid B-BBEE Certificate or Consolidated B-BBEE certificate for Consortium, Joint Venture, or Trust.
<p>The company owned / director/s / shareholders by people who are Disabled.</p> <ul style="list-style-type: none"> • 100% company owned by people who are Disabled = 3 points • ≥51% and <100% company owned by people who are Disabled = 2 points • >0% and <51% company owned by people who are Disabled = 1 points 	3	<p>Proof of claim as declared on SBD 6.1 in verifying the tenderer's status.</p> <p>The following must be submitted as proof of claim as declared on SBD 6.1 for the specific goals:</p> <ul style="list-style-type: none"> • Company Registration Certification as issued by the Companies and Intellectual Property Commission (CIPC).

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Specific goals allocated points in terms of this tender	Allocated Preference points	Evidence
<ul style="list-style-type: none">0% company owned by people who are Disabled = 0 points		<ul style="list-style-type: none">Sworn Affidavit or valid B-BBEE Certificate or Consolidated B-BBEE certificate for Consortium, Joint Venture, or Trust.

***NB: Points will be allocated based on % ownership to the Company (main tendering entity). Please attach proof/ required documents.**

PRICING SCHEDULE
(Professional Services)

NAME OF BIDDER:	BID NO: DHA05-2025
CLOSING TIME 11:00	CLOSING DATE: 11 APRIL 2025

OFFER TO BE VALID FOR 90 DAYS FROM THE CLOSING DATE OF BID.

ITEM NO	DESCRIPTION ** (ALL APPLICABLE TAXES INCLUDED)	BID PRICE IN RSA CURRENCY
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1. The accompanying information must be used for the formulation of proposals.
2. Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and including all expenses inclusive of all applicable taxes for the project. R.....
3. Period required for commencement with project after acceptance of bid
4. Estimated man-days for completion of project
5. Are the rates quoted firm for the full period of contract? **Only firm prices will be accepted.**

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

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.

2.2 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:

.....
.....

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 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 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

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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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

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

- a) The applicable preference point system for this tender is the **80/20** preference point system.
- b) The **80/20 preference point system** will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

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:

	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).

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:

80/20	or	90/10	
$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$	or	$P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$	

Where

- P_s = Points scored for price of tender under consideration
- P_t = Price of tender under consideration
- P_{min} = 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:

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

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

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.

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)	Evidence	Number of points claimed (80/20 system) (To be completed by the tenderer)
<p>The company owned / director/s / shareholders by people who are Black.</p> <ul style="list-style-type: none"> • 100% company owned by people who are Black = 7 points • ≥51% and <100% company owned by people who are Black = 5 points • >0% and <51% company owned by people who are Black = 2 points • 0% company owned by people who are Black = 0 points 	7	<p>Proof of claim as declared on SBD 6.1 in verifying the tenderer's status</p> <p>The following must be submitted as proof of claim as declared on SBD 6.1 for the specific goals:</p> <ul style="list-style-type: none"> • Company Registration Certification as issued by the Companies and Intellectual Property Commission (CIPC). • Sworn Affidavit or valid B-BBEE Certificate or Consolidated B-BBEE certificate for Consortium, Joint Venture, or Trust. 	
<p>The company owned / director/s / shareholders by people who are Women.</p> <ul style="list-style-type: none"> • 100% company owned by people who are Women = 10 points • ≥51% and <100% company owned by people who are Women = 7 points • >0% and <51% company owned by people who are Women = 2 points • 0% company owned by people who are Women = 0 points 	10	<p>proof of claim as declared on SBD 6.1 in verifying the tenderer's status</p> <p>The following must be submitted as proof of claim as declared on SBD 6.1 for the specific goals:</p> <ul style="list-style-type: none"> • Company Registration Certification as issued by the Companies and Intellectual Property Commission (CIPC). • Sworn Affidavit or valid B-BBEE 	

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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)	Evidence	Number of points claimed (80/20 system) (To be completed by the tenderer)
		Certificate or Consolidated B-BBEE certificate for Consortium, Joint Venture, or Trust.	
<p>The company owned / director/s / shareholders by people who are Disabled.</p> <ul style="list-style-type: none"> • 100% company owned by people who are Disabled = 3 points • ≥51% and <100% company owned by people who are Disabled = 2 points • >0% and <51% company owned by people who are Disabled = 1 points • 0% company owned by people who are Disabled = 0 points 	3	<p>proof of claim as declared on SBD 6.1 in verifying the tenderer's status</p> <p>The following must be submitted as proof of claim as declared on SBD 6.1 for the specific goals:</p> <ul style="list-style-type: none"> • Company Registration Certification as issued by the Companies and Intellectual Property Commission (CIPC). • Sworn Affidavit or valid B-BBEE Certificate or Consolidated B-BBEE certificate for Consortium, Joint Venture, or Trust. 	

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 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:

.....

.....