



TERMS OF REFERENCE:
KIMBERLEY DIAMOND CUP ACTION SPORTS PROJECT & EVENT MANAGEMENT SERVICES

TENDER NO. DEDat 0001/2024

ELIGIBILITY: Event management service providers with verifiable experience in managing mega action sports events and build-up programmes to promote tourism and support economic development for the benefit of Northern Cape communities.

DUTY STATION: Kimberley – Project Management Office, Khaya la Bantu Building, 2 Cecil Sussman Street, Kimberley 8301 South Africa.

CONTRACT PERIOD: 3 years

REPORTING TO: Chief Director: Tourism.

APPOINTED BY: Department of Economic Development and Tourism, Northern Cape.

NB: TWO ENVELOPE SYSTEM

Envelope 1: Technical proposal with ALL supporting documents

Envelope 2: Financial proposal

The bidder must submit five (5) copies of the original technical proposal at the closing date and time.



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1. BACKGROUND

The department of Economic Development and Tourism (DEDAT) in the Northern Cape will appoint a service provider with suitable experience and sufficient own financial resources to deliver the Kimberley Diamond Cup (KDC) action sport project on behalf of the department.

The KDC is a respected action sport brand that belongs to DEDAT. The seat of this brand is at the Kimberley Skate Plaza in Kimberley, the capital city of the Northern Cape. The KDC brand is also closely associated with four mini skate parks, all located in the provincial regional commercial centres – Kuruman, De Aar, Springbok, Upington. The KDC action sports project must make use of all 5 skate parks to ensure that the project maintains a province wide presence and to ensure widely distributed economic opportunities.

The KDC action sport project will consist of **six (6)** Skateboarding for Hope events in Kuruman, Kimberley, De Aar, Springbok, Upington (for provincial skaters) with final in Kimberley, **six (6)** grand slam events in Northern Cape, Free State, Gauteng, KwaZulu Natal, Western Cape and Eastern Cape (open events staged in the major commercial centres of South Africa and not restricted to skateboarding only) and **one (1)** major action sport championship event presented at the Kimberley Skate Plaza in Kimberley. **These thirteen (13) events must take place every year for the next three (3) years.** It is the desire of the department to have international athletes compete in the KDC major action sport championship event.

The KDC action sport project has as its key objectives the following –

- 1.1. Employment creation (permanent and temporary employment opportunities).
- 1.2. Enterprise beneficiation (as service providers & vendors at events).
- 1.3. Destination positioning and promotion, especially as adventure sport destination.
- 1.4. To attract tourists to the provincial skate parks.
- 1.5. Skate Park management (all 5 skate parks).
- 1.6. Social investment for the benefit of the youth (life skills programme, sport development, mentorship).

DEDAT owns all the trademarks and designs of logos and other product identity assets associated with the KDC. The successful service provider will be afforded the right to use such for purposes of delivering the project.

2. COLLABORATIVE PARTNERSHIPS AND RELATIONSHIPS

The project working relationships that are key to the successful presentation of the Kimberley Diamond Cup action sport project are the following:

- 2.1. The Department of Economic Development and Tourism.
- 2.2. The Northern Cape Tourism Authority.
- 2.3. The Northern Cape Economic Development, Trade, and Investment Promotion Agency.
- 2.4. Northern Cape Youth Development Agency.



- 2.5. Local Chambers of Commerce.
- 2.6. The Department of Public Works and Roads.
- 2.7. The Department of Sport, Arts and Culture.
- 2.8. The Department of Social Development.
- 2.9. The Office of the Premier of the Northern Cape.
- 2.10. The Sol Plaatje Municipality.
- 2.11. The Frances Baard District Municipality.
- 2.12. South African Police Services.
- 2.13. The National Department of Tourism.
- 2.14. South African Tourism.
- 2.15. Skateboarding Association of South Africa.
- 2.16. Service providers to the Kimberley Diamond Cup, especially the local small enterprises.
- 2.17. And other relevant stakeholders as identified from time to time.
- 2.18. Service Providers to the Kimberley Diamond Cup, especially the local small enterprises;
- 2.19. And other relevant stakeholders as identified from time to time

3. PROJECT RATIONALE

The project rationale is to achieve the following -

- 3.1. To create a minimum of 150 employment opportunities per contract year, 8 of them to be permanent for the duration of the contract period - in support of the government Expanded Public Works Programme for the duration of the contract period. Such employment opportunity creation shall be in all 5 provincial districts and benefit mostly the youth, women and people with disability that are unemployed or under-employed.
- 3.2. To maximise economic opportunities for Northern Cape-based SMEs – both as service providers and as event vendors - especially where it relates to event management, service providing tents, grand stands, stage, sound, fencing, plumbing, electrical, security, promotional materials, vending, transport, crafts, fashion, entertainment, tour operating, travel agencies, photography, videography, catering, food, and beverage supplies and any other equipment required for purposes of the project. This will also necessitate regional spread in the use of SMEs especially in the location of the 4 mini skate parks.
- 3.3. To create trade opportunities for provincial fashion designers, crafters, and musical performing acts.
- 3.4. To promote awareness of the Northern Cape as action sport and adventure destination.
- 3.5. To increase tourist arrival numbers to the Northern Cape and especially where the provincial skate park is located.
- 3.6. To manage and promote the Kimberley Skate Plaza as a top-rated action sport destination in South Africa.
- 3.7. To manage and promote the mini skate parks in the province to increase their popularity and frequency of use.



- 3.8. To create community benefits through a social investment programme to be implemented and managed by the project service provider. Such a programme will include youth entrepreneurial skills development related to the action sports environment (training workshops, mentorships, internships), as well as a life skills programme at the Kimberley Skate Plaza in Kimberley to contribute to community well-being, youth discipline and positioning skateboarding and action sports as a positive alternative lifestyle.
- 3.9. To create and enhance local tourism culture where the skate parks are located.
- 3.10. To build prosperous relationships with project sponsors and stakeholders as a contribution to the growth and sustainability of the KDC action sport project.

4. PROJECT CONTENT STRUCTURING

4.1. KIMBERLEY SKATE PARK

The Kimberley Skate Park is one of the biggest skate parks in South Africa. Its association with the KDC brand ensured that the skate park remains an action sport destination and such status must be maintained and promoted by the appointed service provider. Opportunities to promote the Kimberley Skate Park as Olympic qualifier facility or training venue for Olympic hopefuls must be exploited.

4.2. SKATEBOARDING FOR HOPE

The essence of the six (6) Skateboarding for Hope (SFH) events per year is to popularize skateboarding as sport and alternative but positive lifestyle. With this format the aim is to constantly draw more skaters, especially women skaters, to the sport. This means that skate clinics are an important component of the event and to enable the new skaters to skate regularly by providing good quality entry level skateboards as giveaway.

4.3. KDC GRAND SLAMS

The essence of the six (6) KDC Grand Slam action sport events per year is to recruit the best action sport athletes (e.g., skateboarders, BMXers) in South Africa to qualify for participating in the KDC major action sport championship. At the same time, it is a valuable platform to promote the Northern Cape as action sport and adventure tourism destination. The KDC Grand Slam events are premium, well branded, and highly visible action sport events and must contribute to further promote and strengthen the KDC brand and credibility.

4.4. KDC MAJOR ACTION SPORT CHAMPIONSHIP

The KDC major action sport championship is the biggest and most spectacle-filled action sport event in South Africa. As such the event must attract not only the best action sport athletes from South Africa and the rest of Africa or any other country but also attract scores of tourists to the Northern Cape and Kimberley. Winners in the different categories of action sport presented as part of the KDC major action sport championship should be regarded as the South African champion for a respective year.

The KDC major action sport championship must also offer action sport demonstrations (e.g., Free Motocross) to drive the popularity of the championship event and contribute to excitement and publicity of the event.



5. SCOPE OF WORK

5.1. EMPLOYMENT CREATION

- 5.1.1. The appointed project service provider for the KDC action sport project shall create a minimum of 150 employment opportunities per year for each of the project contract years. Most of such employment opportunities must be reserved for residents of the Northern Cape.
- 5.1.2. Temporary employment opportunities must be created at all 5 of the mini skate parks.
- 5.1.3. Preference will be given to youth, women, and people with disabilities.
- 5.1.4. The temporary employment component of the KDC action sport project shall be done as a registered Expanded Public Works Project (EPWP) and will be done in keeping with the general guidelines of EPWP projects including guidelines for wages and record keeping.
- 5.1.5. The appointed KDC action sport project service provider will be responsible for employee management, workplans, remuneration of appointed staff and adhere to applicable labour relations and human resource management requirements.
- 5.1.6. The report with supporting documentation for this deliverable should be submitted in writing to the project manager seven days after each event accompanied by the submission of the invoice.

5.2. SKATE PARK MANAGEMENT AT KIMBERLEY SKATE PLAZA

- 5.2.1. To appoint a Facility Manager and support staff to oversee daily operations and safe functioning of the facility, to ensure that the facility is open to the public during the advertised business hours, provide first aid by a qualified first aid staff member and to support and promote the skate park programmes and events on KDC social media platforms.
- 5.2.2. To ensure that the Skate Plaza is an alcohol, drugs, smoke, and gun free facility.
- 5.2.3. To keep an attendance register for skaters.
- 5.2.4. To keep a register of loaner skateboards issued and returned.
- 5.2.5. To develop a monthly programme of action sports which is to include at least one competition with prizes for winners per month. Such monthly programmes must be published on KDC social media platforms and poster to be placed at each of the 5 skate parks.
- 5.2.6. To present a life skills development and entrepreneurial development programmes as per the annual project schedule.
- 5.2.7. To provide free coaching lessons for skaters and promote awareness of the opportunity.
- 5.2.8. To keep a record of prize winners, what prizes they won and the value of each prize won.
- 5.2.9. To maintain KDC social media platforms (Facebook, Instagram, Twitter, TikTok) and website and ensure that the department is the main administrator and key controller of such platforms.
- 5.2.10. To regularly post updates on action sport activities at the 5 skate parks to maintain interest in the KDC social media platforms and website.
- 5.2.11. To accommodate a local SMEs to sell snacks and drinks to skaters and fans at all 5 skate parks. The service provider must keep a record of such vendors and include photos of the vending on the KDC social media platforms and website.
- 5.2.12. To provide cleaning services – waste management, housekeeping, terrain neatness, weed control.
- 5.2.13. To manage assets – infrastructure (civil, electrical), sound system, computers, cameras, furniture, shipping containers and content, branding material, loaner skateboards and any other assets at the Kimberley Skate Park and mini skate parks.
- 5.2.14. To produce monthly progress reports reflecting on activities and other data collected should be submitted to the project manager in writing on the last day of the month – visiting



skaters, visiting fans, competitions presented, prize winners, jobs created, skaters coached, skills developed, SMEs used, maintenance needs, social media use, photographic portfolio, incidents e.g., injuries and security breaches and the following month's programme. Data must also reflect number of youth (under 35), women and disabled.

5.2.15. To attend monthly project progress reporting meetings with DEDAT.

5.3. SKATE PARK MANAGEMENT AT MINI SKATE PARKS

5.3.1. To appoint a Facility Manager in consultation with the District Structures, to oversee daily operations and safe functioning of the facility, to provide first aid as a qualified first aid staff member and to support and promote the skate park programmes and events on KDC social media platforms.

5.3.2. To ensure that the Skate Plaza is an alcohol, drugs, smoke, and gun free facility during programmes.

5.3.3. To keep an attendance register for skaters.

5.3.4. To keep a register of loaner skateboards issued and returned, where applicable

5.3.5. To develop a monthly programme of action sports which is to include at least one competition with prizes for winners per month. Such monthly programmes must be published on KDC social media platforms and poster to be placed at each of the 5 skate parks.

5.3.6. To present a life skills development and entrepreneurial development programmes as per the annual project schedule.

5.3.7. To provide free coaching lessons for skaters and promote awareness of the opportunity

5.3.8. To keep a record of prize winners, what prizes they won and the value of each prize won.

5.3.9. To regularly post updates on action sport activities at the mini skate parks to maintain interest in the KDC social media platforms and website.

5.3.10. To accommodate a local SMEs to sell snacks and drinks to skaters and fans at all 5 skate parks. The service provider must keep a record of such vendors and include photos of the vendors on the KDC social media platforms and website.

5.3.11. To keep the skate park clean and ensure waste removal.

5.3.12. To manage assets – sound system, computers, cameras, furniture, branding material, loaner skateboards and any other assets at the mini skate parks.

5.3.13. To produce monthly progress reports reflecting on activities and other data collected should be submitted to the project manager in writing on the last day of the month – visiting skaters, visiting fans, competitions presented, prize winners, jobs created, skaters coached, skills developed, SMEs used, maintenance needs, social media use, photographic portfolio, incidents e.g., injuries and security breaches and the following month's programme. Data must also reflect number of youth (under 35), women and disabled.

5.4. EVENT MANAGEMENT FOR KDC SFH

To design and present a low-cost action sports event that attracts wannabe and beginner skaters to popularize the sport of skateboarding and participate in a competition to select qualifiers for the SFH final to be presented at the Kimberley Skate Plaza. Such events (six in total) will be presented at the skate parks in Kimberley, De Aar, Kuruman, Springbok, Upington with a final to crown the SFH champion in Kimberley.

5.5. SFH - KIMBERLEY

5.5.1. To present a skate clinic to coach wannabe and beginner skaters how to skate best.

5.5.2. To give away ten (10) good quality element skateboards per event to the best of the clinic participants at all six events.



- 5.5.3. To ensure widespread awareness and marketing of the KDC Skateboarding for Hope events to drive higher number of wannabe and beginner skaters to the events.
- 5.5.4. To create opportunities for local SMEs as service providers and vendors.
- 5.5.5. To provide coaches, a commentator, and judges
- 5.5.6. Provide a 15-seater for Kimberley skaters to the event
- 5.5.7. To award trophies and prizes for championship winners in each of the championship formats.
- 5.5.8. To take care of all event logistics supplies (tents, security, cleaning, production of branding materials, food, and beverage for athletes).
- 5.5.9. To produce a detailed report on each of the KDC SFH event demonstrating what transpired and to provide event data in relation to demonstrate the economic impact of the event.
- 5.5.10. The KDC SFH competition prize purse for qualifier events will be as follows:

Table 1 KDC SFH Kimberley - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 2 000
2	R 1 500
3	R 1 000
4	R 500
5	R 300
Best Trick	R 500

Table 2 KDC SFH Kimberley - Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 2 000
2	R 1 500
3	R 1 000
4	R 500
5	R 300
Best Trick	R 500



Table 3 SFH Kimberley costing

ITEM (SKATEBOARDING FOR HOPE)	QUANTITY	UNIT COST (incl. VAT)	TOTAL COST (incl. VAT)
Accredited Judge	2		
Commentator	1		
VIP Tent and furniture	20 people		
VIP Catering	20 People		
Skater Catering	40 People		
Bottled Water for skaters	40 people		
Toilets VIP	1		
Toilets (Male & Female)	2		
Sound System	1		
Paramedic	1		
Transport Mini-Bus 15 Kimberley skaters	1		
Photographer	1		
Element Skateboards	10		
Total prize money	12 people		

5.6. SFH - KURUMAN

- 5.6.1. To present a skate clinic to coach wannabe and beginner skaters how to skate best.
5.6.2. To give away ten (10) good element skateboards per event to the best of the clinic participants at all six events.
5.6.3. To ensure widespread awareness and marketing of the KDC Skateboarding for Hope events to drive higher number of wannabe and beginner skaters to the events.
5.6.4. To create opportunities for local SMEs as service providers and vendors.
5.6.5. To provide transport and two (2) nights accommodation for one (1) commentator, and two (2) judges from Kimberley to the event.
5.6.6. To provide fifteen (15) skaters from Kimberley with transport and two (2) nights accommodation to travel to the event.
5.6.7. To provide the three best placings per qualifier event with transport, two (2) nights accommodation, and meals to attend the SFH finals in Kimberley.
5.6.8. To award trophies and prizes for championship winners in each of the championship formats.
5.6.9. To take care of all event logistics supplies (tents, security, cleaning, production of branding materials, food, and beverage for athletes).
5.6.10. To produce a detailed report on each of the KDC SFH events demonstrating what transpired and to provide event data in relation to demonstrate the economic impact of the event.
5.6.11. The KDC SFH competition prize purse for qualifier events will be as follows (note that First, Second and Third placings will have their travel costs (transport, accommodation, meals) to and from Kimberley SFH Final paid as part of the prize purse)



Table 4 KDC SFH Kuruman - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 2 000
2	R 1 500
3	R 1 000
4	R 500
5	R 300
Best Trick	R 500

Table 5 KDC SFH Kuruman - Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 2 000
2	R 1 500
3	R 1 000
4	R 500
5	R 300
Best Trick	R 500

Table 6 SFH Kuruman costing

ITEM	QUANTITY	UNIT COST (incl. VAT)	TOTAL COST (incl. VAT)
Accredited Judge	2		
Commentator	1		
VIP Tent and furniture	20 people		
VIP Catering	20 People		
Skater Catering	40 People		
Bottled Water for skaters	40 people		
Toilets VIP	1		
Toilets (Male & Female)	2		
Sound System	1		
Paramedic	1		
Transport Mini-Bus for skaters and judges	1		



Two (2) nights Accommodation and meals for 15 skaters	15 rooms		
Two (2) nights Accommodation for 2 judges	2 rooms		
Two (2) nights Accommodation for 1 room	1 room		
commentator			
Photographer	1		
Element Skateboards	10		
Total prize money	12 people		

5.7. SFH - UPINGTON

- 5.7.1. To present a skate clinic to coach wannabe and beginner skaters how to skate best.
- 5.7.2. To give away ten (10) good element skateboards per event to the best of the clinic participants at all six events.
- 5.7.3. To ensure widespread awareness and marketing of the KDC Skateboarding for Hope events to drive higher number of wannabe and beginner skaters to the events.
- 5.7.4. To create opportunities for local SMEs as service providers and vendors.
- 5.7.5. To provide transport and Two (2) nights accommodation for one (1) commentator, and two (2) judges from Kimberley to the event.
- 5.7.6. To provide fifteen (15) skaters from Kimberley with transport and Two (2) nights accommodation to travel to the event.
- 5.7.7. To provide the three best placings per qualifier event with transport, two (2) nights accommodation, and meals to attend the SFH finals in Kimberley.
- 5.7.8. To award trophies and prizes for championship winners in each of the championship formats.
- 5.7.9. To take care of all event logistics supplies (tents, security, cleaning, production of branding materials, food, and beverage for athletes).
- 5.7.10. To produce a detailed report on each of the KDC SFH events demonstrating what transpired and to provide event data in relation to demonstrate the economic impact of the event.
- 5.7.11. The KDC SFH competition prize purse for qualifier events will be as follows (note that First, Second and Third placings will have their travel costs (transport, accommodation, meals) to and from Kimberley SFH Final paid as part of the prize purse)

Table 7 KDC SFH Upington - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 2 000
2	R 1 500
3	R 1 000
4	R 500
5	R 300
Best Trick	R 500

Table 8 KDC SFH Upington - Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 2 000
2	R 1 500
3	R 1 000
4	R 500
5	R 300
Best Trick	R 500

Table 9 SFH Upington costing

ITEM	QUANTITY	UNIT COST (incl. VAT)	TOTAL COST (incl. VAT)
Accredited Judge	2		
Commentator	1		
VIP Tent and furniture	20 people		
VIP Catering	20 People		
Skater Catering	40 People		
Bottled Water for skaters	40 people		
Toilets VIP	1		
Toilets (Male & Female)	2		
Sound System	1		
Paramedic	1		
Transport Mini-Bus for skaters and judges	1		
Two (2) nights Accommodation and meals for 15 skaters	15 rooms		
Two (2) nights Accommodation for 2 judges	2 rooms		
Two (2) Accommodation for commentator	1 room		
Photographer	1		
Element Skateboards	10		
Total prize money	12 people		



5.8. SFH - SPRINGBOK

- 5.8.1. To present a skate clinic to coach wannabe and beginner skaters how to skate best.
- 5.8.2. To give away ten (10) good quality element skateboards per event to the best of the clinic participants at all six events.
- 5.8.3. To ensure widespread awareness and marketing of the KDC Skateboarding for Hope events to drive higher number of wannabe and beginner skaters to the events.
- 5.8.4. To create opportunities for local SMEs as service providers and vendors.
- 5.8.5. To provide transport and two (2) nights accommodation for one (1) commentator, and two (2) judges from Kimberley to the event.
- 5.8.6. To provide fifteen (15) skaters from Kimberley with transport and Two (2) nights accommodation to travel to the event.
- 5.8.7. To provide the three best placings per qualifier event with transport, two (2) nights accommodation, and meals to attend the SFH finals in Kimberley.
- 5.8.8. To award trophies and prizes for championship winners in each of the championship formats.
- 5.8.9. To take care of all event logistics supplies (tents, security, cleaning, production of branding materials, food, and beverage for athletes).
- 5.8.10. To produce a detailed report on each of the KDC SFH events demonstrating what transpired and to provide event data in relation to demonstrate the economic impact of the event.
- 5.8.11. The KDC SFH competition prize purse for qualifier events will be as follows (note that First, Second and Third placings will have their travel costs (transport, accommodation, meals) to and from Kimberley SFH Final paid as part of the prize purse)

Table 10 KDC SFH Springbok - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 2 000
2	R 1 500
3	R 1 000
4	R 500
5	R 300
Best Trick	R 500

Table 11 KDC SFH Springbok - Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 2 000
2	R 1 500
3	R 1 000
4	R 500
5	R 300
Best Trick	R 500



Table 12 SFH Springbok costing

ITEM	QUANTITY	UNIT COST (incl. VAT)	TOTAL COST (incl. VAT)
Accredited Judge	2		
Commentator	1		
VIP Tent and furniture	20 people		
VIP Catering	20 People		
Skater Catering	40 People		
Bottled Water for skaters	40 people		
Toilets VIP	1		
Toilets (Male& Female)	2		
Sound System	1		
Paramedic	1		
Transport Mini-Bus for skaters and judges	1		
Two (2) nights Accommodation and meals for 15 skaters	15 rooms		
Two (2) nights Accommodation for 2 judges	2 rooms		
Two (2) nights Accommodation for 1 room			
commentator			
Photographer	1		
Element Skateboards	10		
Total prize money	12 people		

5.9. SFH - DE AAR

- 5.9.1. To present a skate clinic to coach wannabe and beginner skaters how to skate best.
 5.9.2. To give away ten (10) good quality element skateboards per event to the best of the clinic participants at all six events.
 5.9.3. To ensure widespread awareness and marketing of the KDC Skateboarding for Hope events to drive higher number of wannabe and beginner skaters to the events.
 5.9.4. To create opportunities for local SMMEs as service providers and vendors.
 5.9.5. To provide transport and two (2) nights accommodation for one (1) commentator, and two (2) judges from Kimberley to the event.
 5.9.6. To provide fifteen (15) skaters from Kimberley with transport and two (2) nights accommodation to travel to the event.
 5.9.7. To provide the three best placings per qualifier event with transport, two (2) nights accommodation, and meals to attend the SFH finals in Kimberley.
 5.9.8. To award trophies and prizes for championship winners in each of the championship formats.



5.9.9. To take care of all event logistics supplies (tents, security, cleaning, production of branding materials, food, and beverage for athletes).
 5.9.10. To produce a detailed report on each of the KDC SFH events demonstrating what transpired and to provide event data in relation to demonstrate the economic impact of the event.
 5.9.11. The KDC SFH competition prize purse for qualifier events will be as follows (note that First, Second and Third placings will have their travel costs (transport, accommodation, meals) to and from Kimberley SFH Final paid as part of the prize purse)

Table 13 KDC SFH De Aar - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 2 000
2	R 1 500
3	R 1 000
4	R 500
5	R 300
Best Trick	R 500

Table 14 KDC SFH De Aar - Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 2 000
2	R 1 500
3	R 1 000
4	R 500
5	R 300
Best Trick	R 500

Table 15 SFH De Aar costing

ITEM	QUANTITY	UNIT COST (incl. VAT)	TOTAL COST (incl. VAT)
Accredited Judge	2		
Commentator	1		
VIP Tent and furniture	20 people		
VIP Catering	20 People		
Skater Catering	40 People		



Bottled Water for skaters	40 people		
Toilets VIP	1		
Toilets (Male & Female)	2		
Sound System	1		
Paramedic	1		
Transport Mini-Bus for skaters and judges	1		
Two (2) nights Accommodation and meals for 15 skaters	15 rooms		
Two (2) nights Accommodation for 2 judges	2 rooms		
Two (2) nights Accommodation for 1 room commentator	1 room		
Photographer	1		
Element Skateboards	10		
Total prize money	12 people		

5.10. FINAL SFH - KIMBERLEY

- 5.10.1. To present a skate clinic to coach wannabe and beginner skaters how to skate best.
 5.10.2. To give away ten (10) good quality element skateboards per event to the best of the clinic participants
 5.10.3. To ensure widespread awareness and marketing of the KDC Skateboarding for Hope events to drive higher number of wannabe and beginner skaters to the events.
 5.10.4. To create opportunities for local SMEs as service providers and vendors.
 5.10.5. To provide Twenty-four (24) regional winner, male and female from Kuruman, Upington, Springbok and De Aar with two (2) nights accommodation and transport to travel to the event.
 5.10.6. To award trophies and prizes for championship winners in each of the championship formats.
 5.10.7. To take care of all event logistics supplies (tents, security, cleaning, production of branding materials, food, and beverage for athletes).
 5.10.8. To produce a detailed report on each of the KDC SFH events demonstrating what transpired and to provide event data in relation to demonstrate the economic impact of the event.
 5.10.9. The KDC SFH Final competition prize purse for qualifier events will be as follows

Table 16 KDC SFH final - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 5 000
2	R 3 000
3	R 2 000



4	R 750
5	R 500
Best Trick	R 1 500

Table 17 KDC SFH final - Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 5 000
2	R 3 000
3	R 2 000
4	R 750
5	R 500
Best Trick	R 1 500

Table 18 Final SFH Kimberley final costing

ITEM	QUANTITY	UNIT COST (incl. VAT)	TOTAL COST (incl. VAT)
Accredited Judge	2		
Commentator	1		
VIP Tent and furniture	20 people		
VIP Catering	20 People		
Skater Catering	40 People		
Bottled Water for skaters	40 people		
Toilets VIP	1		
Toilets (Male & Female)	2		
Sound System	1		
Paramedic	1		
Transport Mini-Bus for 24 skaters	1		
Two (2) nights Accommodation and meals for 24 rooms	24 rooms		
24 skaters			
Photographer	1		
Element Skateboards	10		
Total prize money	12 people		



5.11. EVENT MANAGEMENT FOR KDC GRAND SLAMS

The KDC Grand Slam events must be staged in peak season or when other events are in the selected location to enhance the prospect of attracting more visitors to the Grand Slam events.

To design and present a premium action sports event that attracts the best action sport athletes vying to qualify for participation in the KDC major action sport championship. KDC Grand Slams will be presented in consultation with the department at a suitable skate park as follows: –

- 5.11.1. KwaZulu-Natal
- 5.11.2. Gauteng
- 5.11.3. Eastern Cape
- 5.11.4. Western Cape
- 5.11.5. Free State
- 5.11.6. Northern Cape

5.11.1. KDC GRANDSLAM KWAZULU NATAL

- 5.11.1.1. To ensure widespread awareness and marketing of the KDC Grand Slam to drive higher visitor numbers and tourism to the event location and to promote the Northern Cape as action sport destination.
- 5.11.1.2. To create opportunities for local SMEs as service providers and vendors.
- 5.11.1.3. To provide two (2) commentators and three (3) accredited judges
- 5.11.1.4. Provide travel arrangement and accommodation for accredited judges and commentators.
- 5.11.1.5. To award trophies and prizes for championship winners in each of the championship formats.
- 5.11.1.6. Capture and provide live streaming of the event via Facebook and other cost-effective opportunities.
- 5.11.1.7. To provide VIP tent with furniture for twenty (20) people
- 5.11.1.8. To provide VIP Catering for twenty (20) people
- 5.11.1.9. To provide hospitality tent for eighty (80) skaters
- 5.11.1.10. To provide catering for eighty (80) participating skaters.
- 5.11.1.11. To provide water and energy drinks for eighty (80) participating skaters
- 5.11.1.12. To provide sound and lighting for two hundred (200) people.
- 5.11.1.13. To provide a branded stage for prize giving.
- 5.11.1.14. To provide security for two hundred (200) people.
- 5.11.1.15. To provide crew of five (5) transport and accommodation
- 5.11.1.16. To provide transport for fifteen (15) Kimberley Skaters
- 5.11.1.17. To provide accommodation for two (2) nights for fifteen (15) Kimberley skater.
- 5.11.1.18. To design, produce and print branding material for the Grand Slam event.
- 5.11.1.19. To produce a detailed report on each of the KDC Grand Slam events demonstrating what transpired and to provide event data in relation to demonstrate the economic impact of the event.

- 5.11.1.20. The KDC Grand Slam action sport championship will have the following championship categories included for each of the championship action sport disciplines –

- i. KDC Grand Slam for males and females.
- ii. KDC Grand Slam Best Trick for males and females.
- iii. KDC Grand Slam Amateur for males and females (under 16).
- iv. KDC Grand Slam Amateur Best trick for males and females (under 16).



5.11.1.21. The KDC Grand Slam Open competition prize purse per action sport discipline will be as follows (note that First, Second and Third placings will have their travel costs (transport, accommodation, meals) to and from Kimberley paid which must be included in the pricing for the bid) –

Table 19 KDC Grand Slam Kwazulu Natal - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 15 000
2	R 10 000
3	R 7 500
4	R 1 000
5	R 500
Best Trick	R 5 000

Table 20 KDC Grand Slam Kwazulu Natal - Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 10 000
2	R 7 500
3	R 5 000
4	R 1 000
5	R 500
Best Trick	R 3 000

The KDC Grand Slam Amateur competition prize purse per action sport discipline will be as follows –

Table 21 KDC Grand Slam Amateur Kwazulu Natal - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 7 500
2	R 5 000
3	R 3 000
4	R 1 000
5	R 500
Best Trick	R 2 000



Table 22 KDC Grand Siam Amateur Kwazulu Natal- Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 5 000
2	R 3 000
3	R 2 000
4	R 500
5	R 300
Best Trick	R 1 000

Table 23 Grand Siam Kwazulu Natal costing

ITEM (GRANDSLAM)	QUANTITY	UNIT COST (incl. VAT)	TOTAL COST (incl. VAT)
Sound System and lighting	200 people		
Accredited Judges	3		
Commentators	2		
VIP Tent and furniture	20 people		
VIP Catering	20 people		
Participating Skaters Catering	80 people		
Participating Skaters water & energy drinks	80 people		
Skaters Hospitality Tent	80 people		
Security and fencing	200 people		
Prize giving stage	1		
Mobile toilets (Male & Female)	2		
Paramedics	1		
Transport (15 skaters from Kimberley)	1		
Two (2) nights Accommodation and meals for 15 Kimberley Skaters	15 rooms		
Photographer	1		



Transport for three (3) judges and (2) commentators	1		
Two (2) nights Accommodation for three (3) judges and two (2) commentators	5 rooms		
Live Streaming	1		
Hiring of venue -Skatepark	1		
Three (3) nights Crew accommodation	5 rooms		
Crew Transport	5 people		
Total prize money	24 people		

5.11.2. KDC GRANDSLAM GAUTENG

5.11.2.1. To ensure widespread awareness and marketing of the KDC Grand Slam to drive higher visitor numbers and tourism to the event location and to promote the Northern Cape as action sport destination.

5.11.2.2. To create opportunities for local SMEs as service providers and vendors.

5.11.2.3. To provide two (2) commentators and three (3) accredited judges

5.11.2.4. Provide travel arrangement and accommodation for accredited judges and commentators.

5.11.2.5. To award trophies and prizes for championship winners in each of the championship formats.

5.11.2.6. Capture and provide live streaming of the event via Facebook and other cost-effective opportunities.

5.11.2.7. To provide VIP tent with furniture for twenty (20) people

5.11.2.8. To provide VIP Catering for twenty (20) people

5.11.2.9. To provide catering for eighty (80) participating skaters.

5.11.2.10. To provide water and energy drinks for eighty (80) participating skaters

5.11.2.11. To provide sound and lighting for two hundred (200) people.

5.11.2.12. To provide a branded stage for prize giving.

5.11.2.13. To provide security for two hundred (200) people.

5.11.2.14. To provide crew of five (5) transport and accommodation

5.11.2.15. To provide transport for fifteen (15) Kimberley Skaters

5.11.2.16. To provide accommodation for two (2) nights for fifteen (15) Kimberley skater.

5.11.2.17. To design, produce and print branding material for the Grand Slam event.

5.11.2.18. To produce a detailed report on each of the KDC Grand Slam events demonstrating what transpired and to provide event data in relation to demonstrate the economic impact of the event.

5.11.2.19. The KDC Grand Slam action sport championship will have the following championship categories included for each of the championship action sport disciplines –

i. KDC Grand Slam for males and females.

ii. KDC Grand Slam Best Trick for males and females.

iii. KDC Grand Slam Amateur for males and females (under 16).

iv. KDC Grand Slam Amateur Best trick for males and females (under 16).



5.11.2.20. The KDC Grand Slam Open competition prize purse per action sport discipline will be as follows (note that First, Second and Third placings will have their travel costs (transport, accommodation, meals) to and from Kimberley paid which must be included in the pricing for the bid) –

Table 24 KDC Grand Slam Gauteng - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 15 000
2	R 10 000
3	R 7 500
4	R 1 000
5	R 500
Best Trick	R 5 000

Table 25 KDC Grand Slam Gauteng - Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 10 000
2	R 7 500
3	R 5 000
4	R 1 000
5	R 500
Best Trick	R 3 000

The KDC Grand Slam Amateur competition prize purse per action sport discipline will be as follows –

Table 26 KDC Grand Slam Amateur Gauteng - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 7 500
2	R 5 000
3	R 3 000
4	R 1 000
5	R 500
Best Trick	R 2 000



Table 27 KDC Grand Slam Amateur Gauteng Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 5 000
2	R 3 000
3	R 2 000
4	R 500
5	R 300
Best Trick	R 1 000

Table 28 Grand Slam Gauteng costing

ITEM (GRANDSLAM)	QUANTITY	UNIT COST (incl. VAT)	TOTAL COST (incl. VAT)
Sound System and lighting	200 people		
Accredited Judges	3		
Commentators	2		
VIP Tent and furniture	20 people		
VIP Catering	20 people		
Participating Skaters Catering	80 people		
Participating Skaters water & energy drinks	80 people		
Skaters Hospitality Tent	80 people		
Security and fencing	200 people		
Price giving stage	1		
Mobile toilets (Male & Female)	2		
Paramedics	1		
Transport (15 skaters from Kimberley)	1		
Two (2) nights Accommodation and meals for 15 Kimberley Skaters	15 rooms		
Photographer	1		



Transport for three (3) judges and (2) commentators	1		
Two (2) nights Accommodation for three (3) judges and two (2) commentators	5 rooms		
Live Streaming	1		
Hiring of venue -Skatepark	1		
Three (3) nights Crew accommodation	5 rooms		
Crew Transport	5 people		
Total prize money	24 people		

5.11.3. KDC GRANDSLAM EASTERN CAPE

5.11.3.1. To ensure widespread awareness and marketing of the KDC Grand Slam to drive higher visitor numbers and tourism to the event location and to promote the Northern Cape as action sport destination.

5.11.3.2. To create opportunities for local SMEs as service providers and vendors.

5.11.3.3. To provide two (2) commentators and three (3) accredited judges

5.11.3.4. Provide travel arrangement and two (2) nights accommodation for accredited judges and commentators.

5.11.3.5. To award trophies and prizes for championship winners in each of the championship formats.

5.11.3.6. Capture and provide live streaming of the event via Facebook and other cost-effective opportunities.

5.11.3.7. To provide VIP tent with furniture for twenty (20) people

5.11.3.8. To provide VIP Catering for twenty (20) people

5.11.3.9. To provide Hospitality tent for eighty (80) skaters

5.11.3.10. To provide catering for eighty (80) participating skaters.

5.11.3.11. To provide water and energy drinks for eighty (80) participating skaters

5.11.3.12. To provide sound and lighting for two hundred (200) people.

5.11.3.13. To provide a branded stage for prize giving.

5.11.3.14. To provide security for two hundred (200) people.

5.11.3.15. To provide crew of five (5) transport and accommodation

5.11.3.16. To provide transport for fifteen (15) Kimberley Skaters

5.11.3.17. To provide accommodation for two (2) nights for fifteen (15) Kimberley skater.

5.11.3.18. To design, produce and print branding material for the Grand Slam event.

5.11.3.19. To produce a detailed report on each of the KDC Grand Slam events demonstrating what transpired and to provide event data in relation to demonstrate the economic impact of the event.

5.11.3.20. The KDC Grand Slam action sport championship will have the following championship categories included for each of the championship action sport disciplines –

i. KDC Grand Slam for males and females.

ii. KDC Grand Slam Best Trick for males and females.



- iii. KDC Grand Slam Amateur for males and females (under 16).
iv. KDC Grand Slam Amateur Best trick for males and females (under 16).
5.11.3.21. The KDC Grand Slam Open competition prize purse per action sport discipline will be as follows (note that First, Second and Third placings will have their travel costs (transport, accommodation, meals) to and from Kimberley paid which must be included in the pricing for the bid) –

Table 29 KDC Grand Slam Eastern Cape - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 15 000
2	R 10 000
3	R 7 500
4	R 1 000
5	R 500
Best Trick	R 5 000

Table 30 KDC Grand Slam Eastern Cape - Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 10 000
2	R 7 500
3	R 5 000
4	R 1 000
5	R 500
Best Trick	R 3 000

The KDC Grand Slam Amateur competition prize purse per action sport discipline will be as follows –

Table 31 KDC Grand Slam Amateur Eastern Cape - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 7 500
2	R 5 000
3	R 3 000
4	R 1 000
5	R 500
Best Trick	R 2 000



Table 32 KDC Grand Slam Amateur Eastern Cape- Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 5 000
2	R 3 000
3	R 2 000
4	R 500
5	R 300
Best Trick	R 1 000

Table 33 Grand Slam Eastern Cape costing

ITEM (GRANDSLAM)	QUANTITY	UNIT COST (incl. VAT)	TOTAL COST (incl. VAT)
Sound System and lighting	200 people		
Accredited Judges	3		
Commentators	2		
VIP Tent and furniture	20 people		
VIP Catering	20 people		
Participating Skaters Catering	80 people		
Participating Skaters water & energy drinks	80 people		
Skaters Hospitality Tent	80 people		
Security and fencing	200 people		
Prize giving stage	1		
Mobile toilets (Male & Female)	2		
Paramedics	1		
Transport (15 skaters from Kimberley)	1		
Two (2) nights Accommodation and meals for 15 Kimberley Skaters	15 rooms		
Photographer	1		



Transport for three (3) judges and (2) commentators	1		
Three (3) nights Accommodation for three (3) judges and two (2) commentators	5 rooms		
Live Streaming	1		
Hiring of venue -Skatepark	1		
Crew accommodation	5 rooms		
Crew Transport	5 people		
Total prize money	12 people		

5.11.4. KDC GRANDSLAM WESTERN CAPE

5.11.4.1. To ensure widespread awareness and marketing of the KDC Grand Slam to drive higher visitor numbers and tourism to the event location and to promote the Northern Cape as action sport destination.

5.11.4.2. To create opportunities for local SMEs as service providers and vendors.

5.11.4.3. To provide two (2) commentators and three (3) accredited judges

5.11.4.4. Provide travel arrangement and two (2) nights accommodation for accredited judges and commentators.

5.11.4.5. To award trophies and prizes for championship winners in each of the championship formats.

5.11.4.6. Capture and provide live streaming of the event via Facebook and other cost-effective opportunities.

5.11.4.7. To provide VIP tent with furniture for twenty (20) people

5.11.4.8. To provide VIP Catering for twenty (20) people

5.11.4.9. To provide Hospitality tent for eighty (80) participating skaters

5.11.4.10. To provide catering for eighty (80) participating skaters.

5.11.4.11. To provide water and energy drinks for eighty (80) participating skaters

5.11.4.12. To provide sound and lighting for two hundred (200) people.

5.11.4.13. To provide a branded stage for prize giving.

5.11.4.14. To provide security for two hundred (200) people.

5.11.4.15. To provide crew of five (5) transport and three (3) nights accommodation

5.11.4.16. To provide transport for fifteen (15) Kimberley Skaters

5.11.4.17. To provide accommodation for two (2) nights for fifteen (15) Kimberley skater.

5.11.4.18. To design, produce and print branding material for the Grand Slam event.

5.11.4.19. To produce a detailed report on each of the KDC Grand Slam events demonstrating what transpired and to provide event data in relation to demonstrate the economic impact of the event.

5.11.4.20. The KDC Grand Slam action sport championship will have the following championship categories included for each of the championship action sport disciplines –

i. KDC Grand Slam for males and females.

ii. KDC Grand Slam Best Trick for males and females.



- iii. KDC Grand Slam Amateur for males and females (under 16).
iv. KDC Grand Slam Amateur Best trick for males and females (under 16).
5.11.4.21. The KDC Grand Slam Open competition prize purse per action sport discipline will be as follows (note that First, Second and Third placings will have their travel costs (transport, accommodation, meals) to and from Kimberley paid which must be included in the pricing for the bid) –

Table 34 KDC Grand Slam Western Cape - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 15 000
2	R 10 000
3	R 7 500
4	R 1 000
5	R 500
Best Trick	R 5 000

Table 35 KDC Grand Slam Western Cape - Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 10 000
2	R 7 500
3	R 5 000
4	R 1 000
5	R 500
Best Trick	R 3 000

The KDC Grand Slam Amateur competition prize purse per action sport discipline will be as follows –

Table 36 KDC Grand Slam Amateur Western Cape - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 7 500
2	R 5 000
3	R 3 000
4	R 1 000
5	R 500
Best Trick	R 2 000



Table 37 KDC Grand Slam Amateur Western Cape- Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 5 000
2	R 3 000
3	R 2 000
4	R 500
5	R 300
Best Trick	R 1 000

Table 38 Grand Slam Western Cape costing

ITEM (GRANDSLAM)	QUANTITY	UNIT COST (incl. VAT)	TOTAL COST (incl. VAT)
Sound System and lighting	200 people		
Accredited Judges	3		
Commentators	2		
VIP Tent and furniture	20 people		
VIP Catering	20 people		
Participating Skaters Catering	80 people		
Participating Skaters water & energy drinks	80 people		
Skaters Hospitality Tent	80 people		
Security and fencing	200 people		
Price giving stage	1		
Mobile toilets (Male & Female)	2		
Paramedics	1		
Transport (15 skaters from kimberley)	1		
Two (2) nights Accommodation and meals for 15 kimberley Skaters	15 rooms		
Photographer	1		



Transport for three (3) judges and (2) commentators	1		
Two (2) nights Accommodation for three (3) judges and two (2) commentators	5 rooms		
Live Streaming	1		
Hiring of venue -Skatepark	1		
Three (3) nights Crew accommodation	5 rooms		
Crew Transport	5 people		
Total prize money	24 people		

5.11.5. KDC GRANDSLAM FREESTATE CAPE

5.11.5.1. To ensure widespread awareness and marketing of the KDC Grand Slam to drive higher visitor numbers and tourism to the event location and to promote the Northern Cape as action sport destination.

5.11.5.2. To create opportunities for local SMEs as service providers and vendors.

5.11.5.3. To provide two (2) commentators and three (3) accredited judges

5.11.5.4. Provide travel arrangement and accommodation for accredited judges and commentators.

5.11.5.5. To award trophies and prizes for championship winners in each of the championship formats.

5.11.5.6. Capture and provide live streaming of the event via Facebook and other cost-effective opportunities.

5.11.5.7. To provide VIP tent with furniture for twenty (20) people

5.11.5.8. To provide Hospitality tent for eighty (80) skaters

5.11.5.9. To provide VIP Catering for twenty (20) people

5.11.5.10. To provide catering for eighty (80) participating skaters.

5.11.5.11. To provide water and energy drinks for eighty (80) participating skaters

5.11.5.12. To provide sound and lighting for two hundred (200) people.

5.11.5.13. To provide security for two hundred (200) people.

5.11.5.14. To design, produce and print branding material for the Grand Slam event.

5.11.5.15. To produce a detailed report on each of the KDC Grand Slam events demonstrating what transpired and to provide event data in relation to demonstrate the economic impact of the event.

5.11.5.16. The KDC Grand Slam action sport championship will have the following championship categories included for each of the championship action sport disciplines –

i. KDC Grand Slam for males and females.

ii. KDC Grand Slam Best Trick for males and females.

iii. KDC Grand Slam Amateur for males and females (under 16).

iv. KDC Grand Slam Amateur Best trick for males and females (under 16).

5.11.5.17. The KDC Grand Slam Open competition prize purse per action sport discipline will be as



follows (note that First, Second and Third placings will have their travel costs (transport, accommodation, meals) to and from Kimberley paid which must be included in the pricing for the bid) –

Table 39 KDC Grand Slam Free State - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 15 000
2	R 10 000
3	R 7 500
4	R 1 000
5	R 500
Best Trick	R 5 000

Table 40 KDC Grand Slam Free State - Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 10 000
2	R 7 500
3	R 5 000
4	R 1 000
5	R 500
Best Trick	R 3 000

The KDC Grand Slam Amateur competition prize purse per action sport discipline will be as follows –

Table 41 KDC Grand Slam Amateur Free State - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 7 500
2	R 5 000
3	R 3 000
4	R 1 000
5	R 500
Best Trick	R 2 000



Table 42 KDC Grand Slam Amateur Free State- Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 5 000
2	R 3 000
3	R 2 000
4	R 500
5	R 300
Best Trick	R 1 000

Table 43 Grand Slam Free State costing

ITEM (GRANDSLAM)	QUANTITY	UNIT COST (incl. VAT)	TOTAL COST (incl. VAT)
Sound System and lighting	200 people		
Accredited Judges	3		
Commentators	2		
VIP Tent and furniture	20 people		
VIP Catering	20 people		
Participating Skaters Catering	80 people		
Participating Skaters water & energy drinks	80 people		
Skaters Hospitality Tent	80 people		
Security and fencing	200 people		
Mobile toilets (Male & Female)	2		
Paramedics	1		
Transport 15 skaters from Kimberley	15 people		
Photographer	1		
Transport for three (3) judges and (2) commentators	1		



Two (2) nights Accommodation for three (3) judges and two (2) commentators	5 rooms		
Live Streaming	1		
Total prize money	24 people		

5.11.6. KDC GRANDSLAM NORTHERN CAPE

- 5.11.6.1. To ensure widespread awareness and marketing of the KDC Grand Slam to drive higher visitor numbers and tourism to the event location and to promote the Northern Cape as action sport destination.
- 5.11.7. To create opportunities for local SMEs as service providers and vendors.
- 5.11.8. To provide two (2) commentators and three (3) accredited judges
- 5.11.9. Provide travel arrangement and two (2) nights accommodation for accredited judges and commentators.
- 5.11.10. To award trophies and prizes for championship winners in each of the championship formats.
- 5.11.11. Capture and provide live streaming of the event via Facebook and other cost-effective opportunities.
- 5.11.12. To provide VIP tent with furniture for twenty (20) people
- 5.11.13. To provide Hospitality tent for eighty (80) skaters
- 5.11.14. To provide VIP Catering for twenty (20) people
- 5.11.15. To provide catering for eighty (80) participating skaters.
- 5.11.16. To provide water and energy drinks for eighty (80) participating skaters
- 5.11.17. To provide sound and lighting for two hundred (200) people.
- 5.11.18. To provide security for two hundred (200) people.
- 5.11.19. To design, produce and print branding material for the Grand Slam event.
- 5.11.20. To produce a detailed report on each of the KDC Grand Slam events demonstrating what transpired and to provide event data in relation to demonstrate the economic impact of the event.
- 5.11.21. The KDC Grand Slam action sport championship will have the following championship categories included for each of the championship action sport disciplines –
- KDC Grand Slam for males and females.
 - KDC Grand Slam Best Trick for males and females.
 - KDC Grand Slam Amateur for males and females (under 16).
 - KDC Grand Slam Amateur Best trick for males and females (under 16).
- 5.11.22. The KDC Grand Slam Open competition prize purse per action sport discipline will be as follows (note that First, Second and Third placings will have their travel costs (transport, accommodation, meals) to and from Kimberley paid which must be included in the pricing for the bid) –

Table 44 KDC Grand Slam Northern Cape - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 15 000
2	R 10 000
3	R 7 500



4	R 1 000
5	R 500
Best Trick	R 5 000

Table 45 KDC Grand Slam Northern Cape - Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 10 000
2	R 7 500
3	R 5 000
4	R 1 000
5	R 500
Best Trick	R 3 000

The KDC Grand Slam Amateur competition prize purse per action sport discipline will be as follows –

Table 46 KDC Grand Slam Amateur Northern Cape - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 7 500
2	R 5 000
3	R 3 000
4	R 1 000
5	R 500
Best Trick	R 2 000

Table 47 KDC Grand Slam Amateur Northern Cape - Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 5 000
2	R 3 000
3	R 2 000
4	R 500
5	R 300
Best Trick	R 1 000



Table 48 Grand Slam Northern Cape costing

ITEM (GRANDSLAM)	QUANTITY	UNIT COST (incl. VAT)	TOTAL COST (incl. VAT)
Sound System and lighting	200 people		
Accredited Judges	3		
Commentators	2		
VIP Tent and furniture	20 people		
VIP Catering	20 people		
Participating Skaters Catering	80 people		
Participating Skaters water & energy drinks	80 people		
Skaters Hospitality Tent	80 people		
Security and fencing	200 people		
Mobile toilets (Male & Female)	2		
Paramedics	1		
Transport 15 skaters from Kimberley	15 people		
Photographer	1		
Transport for three (3) judges and (2) commentators	1		
Two (2) nights Accommodation for three (3) judges and two (2) commentators	5 rooms		
Live Streaming	1		
Total prize money	24 people		

5.12. EVENT MANAGEMENT OF KDC MAJOR ACTION SPORT CHAMPIONSHIP

- 5.12.1. To design and present a world class action sports festival that attracts sixty-five (65) of South Africa and Africa's best action sport athletes, with sixty (60) South Africa and five (5) from Africa, while showcasing other action sports in demonstration format for each year.
- 5.12.2. To ensure widespread awareness and marketing of the KDC major action sport championship to drive higher visitor numbers and tourism to the Northern Cape and Kimberley.
- 5.12.3. To create opportunities for Northern Cape SMEs as service providers and vendors. This will include the establishment of a SME village as opportunity to sell food, beverages, art, craft,



and fashion produced by Northern Cape entrepreneurs.
5.12.4. To present an entertainment programme – concert for the KDC action sport championship event and in the SME village. The concert for the KDCS major action sport championship must include local and national artists while the SME village stage is for local performers only.
5.12.5. To present an official welcome function for athletes, sponsors and invited guests, the evening before the start of the KDC major action sport championship
5.12.6. Identify and utilize Northern Cape-based SMEs to design and produce the trophies for winners as well as a range of summer and winter clothing suitable for the action sports world.
5.12.7. To provide accredited commentators and judges and provide travel arrangement and two (2) nights accommodation.
5.12.8. To award trophies and prizes for championship winners in each of the championship formats.
5.12.9. Capture and provide live streaming of the event via Facebook and other cost-effective opportunities.
5.12.10. Create and sell Corporate Hospitality packages.
5.12.11. Allow for ten (10) wild card entries to participate in the respective action sport disciplines. Such wild card entries will be the prerogative of the department.
5.12.12. Fund all travel costs related to qualifying athletes
5.12.13. To take care of all event logistics supplies (tents, grand stands, stage, sound, lighting, fencing, plumbing, electrician, security, cleaning, promotional material, printing, production of branding materials, food, and beverage).
5.12.14. To produce a detailed report on the KDC major action sport championship demonstrating what transpired and to provide event data in relation to demonstrate the economic impact of the event.
5.12.15. The KDC major action sport championship will have the following championship categories included for each of the championship action sport disciplines –

i. KDC Major Open for males and females.
ii. KDC Major Open Best Trick for males and females.
iii. KDC Major Amateur for males and females (under 16).
iv. KDC Major Amateur Best trick for males and females (under 16).
5.12.16. The KDC Major Open competition prize purse per action sport discipline will be as follows:

Table 49 KDC Major Open Competition - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 35 000
2	R 25 000
3	R 15 000
4	R 3000
5	R 2000
Best Trick	R 10 000



Table 50 KDC Major Open Competition – Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 20 000
2	R 15 000
3	R 10 000
4	R 3000
5	R 2000
Best Trick	R 5 000

5.4.16 The KDC Major Amateur competition prize purse per action sport discipline will be as follows:

Table 51 KDC Major Amateur - Male

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 15 000
2	R 10 000
3	R 7 500
4	R 1 000
5	R 500
Best Trick	R 5 000

Table 52 KDC Major Amateur - Female

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	R 10 000
2	R 7 500
3	R 5 000
4	R 1 000
5	R 500
Best Trick	R 3 000



- 5.4.17 Event logistics related to the KDC major action sport championship must, as a minimum include the following (but not limited to):
- 5.4.17.1 To prepare the Kimberley Skate Plaza to be fully ready to present the skateboarding competition. This will include cleaning inside and outside the park.
- 5.4.17.2 To ensure approvals to present a mass event including certification of infrastructure according to the relevant regulations.
- 5.4.17.3 To provide grand stands for four thousand (4 000)
- 5.4.17.4 To provide an air-conditioned hospitality tent for athletes – 65 people (60 South African and 5 African)
- 5.4.17.5 To provide an air-conditioned hospitality tent for sponsors and invited guests – 50 people.
- 5.4.17.6 To provide catering services to skater and sponsor tents.
- 5.4.17.7 To provide a tent for qualified paramedical team on standby.
- 5.4.17.8 To provide an air-conditioned tent for media with work stations and electrical plug points.
- 5.4.17.9 To provide flooring for tents and hospitality areas outside of tents.
- 5.4.17.10 To provide flooring for open spaces inside the skate park for dust control and aesthetic purposes.
- 5.4.17.11 To provide DJs for skater tent.
- 5.4.17.12 To provide furniture for tents.
- 5.4.17.13 To provide Physiotherapists for skater tent.
- 5.4.17.14 To provide Medical Emergency Services to be on stand-by during skateboarding championships and to treat any medical emergencies of fans and KDC staff.
- 5.4.17.15 To ensure technical people on standby, e.g., electricians, plumbers, engineers, fire-prevention.
- 5.4.17.16 To provide sound for live comment and announcements.
- 5.4.17.17 To provide branding of skate area.
- 5.4.17.18 To provide additional lighting where needed.
- 5.4.17.19 To provide large high quality outdoor daylight screens for televising the championship to fans.
- 5.4.17.20 To provide infrastructure for television cameras to film event (e.g., camera towers).
- 5.4.17.21 To provide mobile toilets sufficient to service four thousand (4 000) people.
- 5.4.17.22 To provide security fencing for skate and other areas.
- 5.4.17.23 To prepare and manage the parking area (including banner branding of parking area and security).
- 5.4.17.24 To ensure that an approved full risk and disaster management plan is available and ready for implementation.
- 5.4.18 To create an SMMME village are to accommodate the following –
- 5.4.18.1 To provide mini concert stage for Northern Cape-based artists to perform in the SMMME Village area.
- 5.4.18.2 To provide a minimum of 20 gazebo trading areas with electrical points for vendors.
- 5.4.18.3 To provide a small skate area for fans.
- 5.4.18.4 To provide mobile toilets to serve 500 people.
- 5.4.18.5 To provide a closed off beer tent with air-conditioning, furniture, seating for 200 people.
- 5.4.18.6 To provide security fencing.
- 5.4.18.7 To provide manned security services for 24 hours of the day during build-up, duration of the event and break-down phase.



5.4.18.8 To recruit vendors in consultation with DEDaT for selling of skate apparel, equipment, arts, crafts, fashion, food, and drink.

Table 53 Championship costing

ITEM – CHAMPIONSHIP	QUANTITY	UNIT COST (incl. VAT)	TOTAL COST (incl. VAT)
Two (2) nights Skaters accommodation (65 People)	65 rooms		
Skaters transport (65 people with a 15-seater bus per province)	5		
Commentators	2 people		
Accredited judges	5 people		
Two (2) nights Accredited judges Accommodation	5 rooms		
Two (2) nights Commentators Accommodation	2 rooms		
Accredited judges Transport	1		
Northern Cape artist	3		
National Artist	1		
Two (2) Daylight screens	4000 people		
Stage and lighting for main festival	4000 people		
High standard Audio-Visual Equipment for main concert	4000 people		
Grandstand seating	4000 people		
Air – conditioned VIP Tent with furniture and flooring	50 people		
VIP Catering	50 people		
Air-conditioned skaters Hospitality tent with furniture and flooring	65 people		
Skaters Catering	65 people		
Audio Visual equipment for live streaming	1		



Security and fencing	4000 people		
Paramedics	2		
Tent for Paramedics with flooring	1		
Physiotherapist	2		
Beer tent with furniture and flooring	200 people		
VIP toilets (Male & Female)	2		
Mobile toilets (Male & Female)	8		
Gazebos with electrical points for traders	20		
Mini concert stage at SMME village	1		
Design and produce event branding			
▪ Large banner (16mx50m)	2		
▪ Fence banner (150m)	1		
▪ Grand stand cover banner(25mx35m)	2		
▪ Large stage back drop (4.5m x 10m)	1		
▪ Posters (A1 Size 840mm x 594mm)	30		
▪ Tear drop (420cm x 110cm)	10		
Air-conditioned tent with flooring for media with workstations and electrical plugs	10 People		
Welcome function with catering before KDC	100 people		
Major open event			
Total prize money	24 people		

5.13. PROJECT MANAGEMENT

- 5.13.1. To implement the annual project implementation plan in consultation with DEDaT and the NCTA and adhere to the agreed milestones and timelines to be met.
- 5.13.2. To establish and coordinate a project steering committee and ensuring that all meetings are recorded and minute.
- 5.13.3. To take responsibility for all logistics related to sittings for project steering committee meetings.
- 5.13.4. To prepare and submit monthly project progress and oversight reports in writing and as per template provided, together with a portfolio of photographic evidence.
- 5.13.5. To prepare and do presentations of the monthly reports.



- 5.13.6. To be available for meetings as scheduled and as requested by DEDaT.
- 5.13.7. To submit accurate invoices after reaching pre-determined milestones (all payments will be in line with achieving the set milestones to the satisfaction of DEDaT and NCTA and payments will not be made if milestones are not achieved).
- 5.13.8. Prepare and produce an annual project report as per template provided.
- 5.13.9. General project management requirements
- 5.13.9.1. To develop an annual project implementation plan in consultation with DEDaT and the NCTA. The project implementation plan will include basic operational detail on the (1) management of the Kimberley Skate Plaza programme – daily management (security, attendance registers – skaters, cleaning, asset management, vendor management, brand management), maintenance checks, village management, skateboarding competitions, entrepreneurial development initiatives, life skills development initiatives, (2) presenting of the KDC championship events – annual event schedule, event presentation (venue preparations, vendor management, attendance registers, skate competitions, fan engagement, prize presentation, entertainment - fashion show, DJs, bands, dancers, singers, sponsor management), (3) project sponsor management; (4) project meeting schedule; (5) project progress reporting schedule; and (6) payment milestone schedule.
- 5.13.9.2. To ensure that all KDC signature events are accredited by a South African body for the advancement of the skateboarders and skateboarding.
- 5.13.9.3. To produce an electronic copy (PDF format) presentation of the project implementation plan for distribution to project stakeholders, sponsors and prospective sponsors.
- 5.13.9.4. To produce a detailed annual project close-out report (PDF format) and presentation for distribution to project stakeholders and sponsors / prospective sponsors.
- 5.13.9.5. To provide a highly detailed costing in accordance with each section of the project scope in the format provided under each event and as per the attached costing schedule. (page 46)
- 5.14. MARKETING AND PUBLIC RELATIONS**
- 5.14.1. The appointed service provider must design and implement an annual project marketing and public relations plan in consultation with DEDaT and the NCTA to promote awareness of all KDC events and programmes presented at the 5 provincial skate parks, annual event and the Grand Slams and to popularize such.
- 5.14.2. To generate content for KDC website, Facebook, Instagram, Twitter, TikTok and management of these platforms as well as share it with the NCTA for inclusion on their social media and marketing platforms.
- 5.14.3. To ensure that the championship events are broadcasted live on KDC Facebook and other platforms that are available.
- 5.14.4. To accommodate provincial community radio stations at the KDC major action sport championship in Kimberley.
- 5.14.5. To cooperate and consult with NCTA on marketing, media, and public relations programme implementation to ensure as wide as possible coverage of the events and promotion of the destination.
- 5.14.6. To produce a 3-minute-long high-definition vignette to showcase the Northern Cape as action sport destination to assist with persuading prospective project sponsors and to publish on KDC social media platforms and website.
- 5.15. SPONSORSHIPS**
- 5.15.1. To engage in sponsorship activation at a commission rate of 10% on cash sponsors only. No



- commission will be payable on goods sponsorships / sponsorship in kind.
- 5.15.2. To manage sponsors and prospective sponsors and to ensure that contractual agreements with such sponsors are implemented as agreed.
- 5.15.3. Any cash sponsorships attracted may be used to increase the size and scope of the KDC events.
- 5.16. ATHLETE MANAGEMENT**
- 5.16.1. To support the top provincial action sport skaters to attend KDC Grand Slam events and deserving beginner skaters to attend the SFH events by providing transport, accommodation, and meals.
- 5.16.2. To endeavour to have the KDC major championship be accredited as an Olympic qualifier event.
- 5.16.3. It is also important for the KDC extreme sporting events to be accredited by the specific South African body that advances the specific sporting code. The same goes for using accredited judges. This is critically important to ensure that KDC events are regarded as credible competitions and to ensure that the provincial athletes improve their positions on the respective ranking systems.

5.17. LOCAL ECONOMIC BENEFICIATION

- 5.17.1. To present a mentorship and skills development programme for the youth entrepreneurs.
- 5.17.2. To ensure local service providers, SMMEs, crafters, fashion designers, DJs and performing acts benefit significantly from opportunities inherent to presenting the KDC programme.
- 5.17.3. To cooperate with Small Business Development programme (DEDAT).
- 5.17.4. To cooperate with Sol Plaatje Municipality LED Unit.
- 5.17.5. To cooperate with the local taxi association.
- 5.17.6. To procure event logistics from Northern Cape-based suppliers (tents, grand stands, stage and sound, fencing, security, promotional materials to name a few). If any goods or services are not available within the Northern Cape these need to be highlighted in your Bid document
- 5.17.7. To appoint Northern Cape-based food and beverage suppliers.
- 5.17.8. To attract Northern Cape craft suppliers.
- 5.17.9. To attract Northern Cape fashion designers as suppliers.
- 5.17.10. To present an entertainment programme (DJs and performing acts).
- 5.17.11. To appoint photography and videography suppliers.
- 5.17.12. To appoint tour operators to provide half day tours of Kimberley.
- 5.17.13. To appoint transport suppliers.
- 5.17.14. To utilize Northern Cape-based travel agencies.



Table 54 Cost Schedule

COST SCHEDULE

Competition	Host City	Venue	Cost of hosting event(A)	Management Fee (B)	A+B	Vat @ 15%	Prize money (C)	TOTAL	2024	2025	2026
Grandslam	Gauteng, Soweto										
Grandslam	Free State, Mangaung										
Grandslam	Kimberley, Northern Cape	Kumba Skate Plaza									
Grandslam	Kwa-Zulu Natal, Durban										
Grandslam	Eastern Cape, Gqeberha										
Grandslam	Western Cape, Cape Town										
KDC Skateboarding for Hope	De Aar	De Aar Skate Parks									
KDC Skateboarding for Hope	Upington	Upington Skate Parks									
KDC Skateboarding for Hope	Kuruman	Kuruman Skate Parks									
KDC Skateboarding for Hope	Kimberley	Kimberley Skate Parks									
KDC Skateboarding for Hope	Springbok	Springbok Skate Parks									
KDC Skateboarding for Hope final	Kimberley	Kimberley Skate Parks									
KDC Major action sport championship	Kimberley	Kumba Skate Parks									
Skatepark Management - Month 1	Skate Parks	Skate Parks									
Skatepark Management - Month 2	Skate Parks	Skate Parks									
Skatepark Management - Month 3	Skate Parks	Skate Parks									
Skatepark Management - Month 4	Skate Parks	Skate Parks									
Skatepark Management - Month 5	Skate Parks	Skate Parks									
Skatepark Management - Month 6	Skate Parks	Skate Parks									



Economic Development & Tourism

Department:
Economic Development & Tourism
NORTHERN CAPE PROVINCE
REPUBLIC OF SOUTH AFRICA

Skatepark Management - Month 7	Skate Parks	Skate Parks																	
Skatepark Management - Month 8	Skate Parks	Skate Parks																	
Skatepark Management - Month 9	Skate Parks	Skate Parks																	
Skatepark Management - Month 10	Skate Parks	Skate Parks																	
Skatepark Management - Month 11	Skate Parks	Skate Parks																	
Skatepark Management - Month 12	Skate Parks	Skate Parks																	
GRAND TOTAL																			



6. REQUIRED KEY COMPETENCIES

The minimum required competencies are the following:

- 6.1. Proven event management experience, especially in successfully leading large and complex projects.
- 6.2. Proven experience of an ability to coordinate and communicate effectively with a widely dispersed project stakeholder group.
- 6.3. Proven experience in team management, resolving conflict management situations and effective problem-solving skills.
- 6.4. Experience in developing marketing strategies and implementing marketing plans.
- 6.5. Proven experience in event / project management reporting and communication skills
- 6.6. Proven experience in computer and technical event / project management skills.
- 6.7. Experience in working with international projects States-based companies, would be an added advantage.
- 6.8. Experience in small enterprise promotion would be an added advantage.
- 6.9. Experience in managing large projects on behalf of government would be an added advantage.
- 6.10. Experience in skills development and team capacity building would be an added advantage.

7. PROPOSAL REQUIREMENTS

The service provider must clearly outline the following:

- 7.1. Project management methodology
- 7.2. Project management experience, also where it relates to events management (Company)
- 7.3. Project management and leadership competencies(team)
- 7.4. Fees and disbursement requirements as per annexure (costing)
- 7.5. Referrals of past clients.
- 7.6. Be willing to make a presentation in Kimberley to NCPG.
- 7.7. Financial capability
- 7.8. Identified presence or office within the northern cape

8. REQUEST FOR BID TERMS AND CONDITIONS

The following guidelines are provided to assist a Bidder in completing a response:

- 8.1. The bid should be written in simple English for easy understanding and perusal.
- 8.2. Over and above all conditions stipulated by the Provincial Supply Chain Management, Bidders are advised to familiarize themselves with the following policy document:
 8.2.1. PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000, (ACT NO.5 OF 2000) and the
 8.2.2. PREFERENTIAL PROCUREMENT REGULATIONS, 2022. (PPFA,2022)
- 8.3. The terms and conditions specified in this bid must be read in conjunction with the PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000, (ACT NO.5 OF 2000) and the PREFERENTIAL PROCUREMENT REGULATIONS, 2022 obtainable at <http://www.parliament.gov.za> and which forms an integral part of this bid. Prospective service providers will be well advised to also familiarize themselves with the contents of the Act.



- 8.4. All costs incurred in the preparation and presentation of the bid shall be wholly absorbed by the Bidder.
- 8.5. All information, supporting materials and other documentation submitted with the bid will become the property of the Northern Cape Department of Economic Development and Tourism (NC-DEDTA).
- 8.6. All prices must be South Africa Rand (ZAR), including VAT. All prices must be valid for a period of 120 days from date of submission.
- 8.7. NC-DEDTA shall not be liable for any costs incurred by the Bidder in the preparation of response to this Request for Bid. The preparation of response will be made without obligation to acquire any of the items included in the Bidder's proposal or to select any proposal, or to discuss the reasons why such Bidder's or any other proposal was accepted or rejected.
- 8.8. All invoices shall only become payable after service has been delivered and within 30 days upon receipt of an invoice by NC-DEDTA.
- 8.9. No interest shall be payable in the event of a dispute nor accrue on any payments due during a period of dispute.
- 8.10. All prize money must be paid to the prize winners within 14 days after the specific event
- 8.11. Responses received after the specified due date and time will not be accepted under any circumstances.
- 8.12. The lowest or only bid would not necessarily have to be accepted by the NC-DEDTA and as such, the NC-DEDTA reserves the right to accept any or no bid at all.
- 8.13. The NC-DEDTA reserves the right to enter into negotiations with Bidders (who have been short-listed) under the conventions embodied in the principles of "Best And Final Offer" (BAFO).
- 8.14. Instructions to the Bidder on what needs to be included in the bid and indicating the failure to which non-compliance will be dealt with as well as how any dispute or grievances are to be dealt with are indicated in the bid documents. The terms of the general condition of contract (GCC) forms the general basis of the contract which will be further espoused in the special condition of contract (SCC) in the form of a service level agreement (SLA).
- 8.15. 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.
- 8.16. The copyright of all documents, programmes and report must be regarded as confidential and may not be made available to any unauthorized person or institution without the written consent of the Department.
- 8.17. 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.
- 8.18. The service provider must be a single legal entity with all other necessary expertise secured via sub-contractor under a joint venture arrangement. The Department will enter into a single contract with a single entity for the delivery of the work set out in this tender.
- 8.19. 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.
- 8.20. Bidders may ask for clarification on these tender documents or any part thereof up to close of business 1 (one) week before the deadline for the submission of the bids.
- 8.21. **Bidders should 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 the bidder to influence bid evaluation, bid comparison or bid award decisions in any manner, may result in rejection of the bid concerned.



- 8.22. After the closure of the bid the Supply Chain Management Unit (SCM) will open the proposal and draft a long list of all responsive service providers. Thereafter service providers who are non-responsive and do not meet the stipulated functionality evaluation criteria per the terms of this bid will be disqualified.
- 8.23. 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 service provider, modify the tender document. The Department may, at its discretion extend the deadline for submission of bids by amending the bid documents.
- 8.24. No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the validity period.

9. REQUEST FOR BID REQUIREMENTS

The following will be the minimum requirements that must be disclosed in the bid/proposal:

- 9.1. General background.
- 9.2. The name and contact details (telephone and/or mobile, fax, email, and postal address) of the project leader (on the front cover of the proposal).
- 9.3. Particulars of project team members who will be involved in the project on an on-going basis (including qualifications and experience –CV's to be included) and a breakdown of race, gender, and disability.
- 9.4. The name of company, business addresses and contact details.
- 9.5. Overview of the organisation's capabilities and experience, i.e., Credentials How long have you been in business?
- 9.6. What is your company's core business, and how long has this been your core business?
- 9.7. What is the total complement of your staff, and what is the statistical breakdown in terms of gender and previously disadvantaged individuals?
- 9.8. What is the complement of your management and technical staff, and what is the numerical breakdown in terms of gender and previously disadvantaged individuals?
- 9.9. Provide details of clients who make use of products and services similar to the ones you offer in this bid, including names, contact persons and the nature of the services.
- 9.10. Any other additional information to strengthen your bid/proposal will be considered.
- 9.11. The taxes of the successful Bidder must be in order, or satisfactory arrangements must have been made with the Receiver of Revenue to meet his/her tax obligations. This information must be clearly updated on the CSD.
- 9.12. In bids where Consortia / Joint Ventures / Sub-contractors are involved, each party must have a separate Tax Clearance Certificate, SBD 3.1, 4, 6.1 and a combined BBBEE certificate. International companies are to make arrangements with South African Revenue Services for a Tax Clearance certificate
- 9.13. In the event of a consortium, details of roles and responsibilities of each party are to be provided and the overall management structure of the consortium and business model thereof must be submitted with the bid.
- 9.14. The Standard bidding documents to be completed SBD 3.1, 4, and 6.1 must be completed in full and the signed declaration forms must be attached to the bid.



Table 55 Standard Bidding Documents (SBD)

SBD 2	Tax Clearance certificate requirements as reflected on CSD. Need not submit
SBD 3.1	Pricing schedule – firm prices
SBD 4	Declaration of interest
SBD 6.1	Preference points claim

9.15. MANDATORY REQUIREMENTS

9.15.1. Registration on Central Supplier Database (CSD)
 All prospective bidders must be registered as a service provider on the Centralized Supplier Database. If you are not registered proceed to complete the registration of your company prior to submitting your proposal. Refer to <https://secure.csd.gov.za/> to register your company. Ensure that all documentation on the database is updated and valid Attach a copy of the CSD registration "Summary Report" to your bid.

9.15.2. Valid tax clearance certificate
 The validity of the tax clearance certificate issued by the South African revenue services certifying that the taxes of the Bidder are in order will be verified against the information recorded in the Central Supplier Database (CSD).

10. INDEMNITY

The Northern Cape Department of Economic Development and Tourism shall not be liable for any injury, loss or damage to the preferred bidder's employees, equipment, or vehicles whilst on the premises during the contract period.

11. TRANSFER AND CESSION

The successful bidder shall render the service as required. The successful bidder shall not cede, transfer, sell or alienate in any way this contract awarded in terms of Bid DEDAT 0001/2024 or any part thereof to any person or company.

12. BREACH AND TERMINATION

Should either party commit or breach the provisions of this contract and fail to remedy that breach (es) within 14 (fourteen) days after the receipt of a written complaint, the party that is not in default shall be entitled to cancel this contract per written notice delivered to the other party's domicilium et executandi as per bid documents without prejudice to any other right which the non-defaulting party may have as a result of such breach.

13. COMPULSORY BID CRITERIA

The following bid criteria will apply for pre-qualification which is compulsory and must be fully complied with.

13.1. Must be registered on the Centralised Supplier Database System (CSD). Service providers not registered must do so before submitting their proposal. Submit proof of registration on the Central



Supplier Database. The tax matters of the bidder must be compliant and in good standing. It must reflect on the CSD. In a case where arrangements have been made with SARS to comply, the proof must be submitted.

13.2. It is a requirement that bidders must comply with Broad Based Black Economic Empowerment Act by submitting BBBEE certificate to meet our procurement objective criteria as indicated in the terms of reference. In bids where Consortia / Joint Ventures / are submitted a combined BBBEE certificate must be submitted.

13.3. All SBD documents (3.1.4, and 6.1) indicated in this tender must be completed, signed, and submitted. (As issued).

13.4. All bids must be submitted on the official forms.

13.5. This bid is subject to the general conditions of the bid, the special conditions of the bid, the General Conditions of Contract (GCC) and, if applicable, any other special conditions of contract.

13.6. A Service Level Agreement will be signed upon appointment to administer the contract.

13.7. The Department reserve the right to terminate the tender or its process or not to appoint any service provider.

13.8. All prices must be in South African Rand

13.9. All prices are inclusive of VAT.

13.10. The bid validity period is 120 days. In exceptional cases, the Department may solicit the Bidder's consent to extend the validity period.

13.11. No bid may be withdrawn in the interval between the deadlines of

13.12. Submission of bids and expiration of period of bid validity specified by the bidder on the invitation to the bid form.

13.13. No interest will be payable in the event of a dispute accruing on any payment due during a period of dispute.

13.14. Bidders should ensure that bids are delivered in time to the correct address. If the bid is late, it shall not be accepted.

14. SUB-CONTRACT

A person awarded a contract may not sub-contract more than 30% of the value of the contract to any other enterprise that does not have an equal or higher BBBEE status Level than the person concerned, unless the contract is sub-contracted to an Exempted Micro Enterprise (EME) that has the capability and ability to execute the contract. This request for proposal is prepared in accordance with the Public Finance Management Act, 1999 and its regulation and relevant procurement legislation.

15. SERVICE LEVEL AGREEMENT

The Service Level Agreement (SLA) will enforce the General and Special Conditions of the Bid and the General conditions of Contract (GCC). The requirements/conditions of the SLA are non-negotiable and must be always adhered to. Failure to adhere will necessitate a consequence management in regards to non-performance. Insufficient materials or the lack thereof will be purchased by the Department and deducted from the service provider's payment.

16. GOVERNING LAW

South African law governs this bid and the bid response process. The bidder agrees to submit to the exclusive jurisdiction of the South African courts in any dispute of any kind that may arise out of or in



connection with the subject matter of this bid, the bid itself and all processes associated with the bid. This agreement is binding upon submitting your bid.

17. TENDER DEFAULTERS AND RESTRICTED SUPPLIERS

No tender shall be awarded to a bidder whose name (or any of its members, directors, partners, or trustees) appear on the Register of Tender Defaulters kept by National Treasury, or who have been placed on National Treasury List of Restricted Suppliers. The DEDaT reserves the right to withdraw an award, or cancel a contract concluded with a bidder should it be established at any time that the bidder has been blacklisted with National Treasury or by another government institution.

18. FRONTING

Government supports the spirit of broad based black economic empowerment and recognizes that it can only be achieved through individuals and businesses conducting themselves in accordance with the constitution and in an honest, fair, equitable, transparent, and legally compliant manner. Against this background the Department of Economic Development and Tourism condemn any form of fronting

The government in ensuring that Bidders conduct themselves in an honest manner will as part of the bid evaluation processes, conduct, or initiate the necessary investigations to determine the accuracy of the representation made in the bid documents. Should any of the fronting indicators as contained in the guidelines on complex structures and transactions and fronting, issued by the Department of Trade and Industry, be established during such enquiry/investigation, the onus will be on the Bidder/contractor to prove that fronting does not exist. Failure to do so within a period of 14 days from date of notification may invalidate the bid/contract and may also result in the restriction of the Bidder/contractor to conduct business with the public sector for a period not exceeding ten years, in addition to any other remedies the Department of Economic Development and Tourism may have against the Bidder/contractor concerned.

19. EVALUATION CRITERIA

Table 56 The evaluation processes

Mandatory requirements	Phase I	Phase II
Compliance to mandatory bid requirement (Failure to comply will invalidate the bid).	Bids will be evaluated in terms of functionality.	Recommendation and appointment
	Bids will be evaluated in terms of functionality. Bidders who do not achieve the minimum of 75% will be disqualified	Recommendation from the evaluation and adjudication for appointment.

The functionality assessment involves evaluating the capabilities and abilities of the service provider to undertake the contract. The technical proposal must be separated from the financial proposal but both envelopes must be submitted at the same time.

19.1. PREQUALIFICATION

19.1.1. Mandatory Requirements

The appointment of the successful Bidders will be based on the mandatory compliance as prequalification. During this phase Bidder's response will be evaluated based on the mandatory



requirements indicated hereunder. This phase is not scored and Bidders who fail to comply with all mandatory criteria will be disqualified.

19.1.1.1. Registration on central supplier database (CSD)

The service provider must be registered as a service provider on the Centralized Supplier Database. If you are not registered proceed to complete the registration of your company prior to submitting your proposal. Refer to <https://secure.csd.gov.za/> to register your company. Ensure that all documentation on the database is updated and valid. Attach a copy of the CSD registration Report.

19.2. FUNCTIONALITY CRITERIA

Bidders must obtain at least 75% to qualify on functionality. Bidders who do not achieve the minimum of 75% will be disqualified. The Assessment will have a weight of 100 based on the criteria below.

Table 57 Functionality criteria

TECHNICAL ASSESSMENT – 100 POINTS			
CRITERIA			
1. Proven experience in scope of work			30
2. Financial capability			
a. Positive working capital (Cash flow)			5
b. Financial reporting compliance			5
3. Human Resource Capabilities			
			10
4. Identified presence or office within the Northern cape			
a. Proof of municipal account (3months statement) of the business in Northern Cape.			2
b. Proof of official functioning office of the business in Northern Cape on the CK document			5
c. Verifiable clients within the Northern cape			3
5. Demonstration of methodology to achieve project scope			40
Total			100

19.2.1. Proven experience in the scope of work or similar work done. Verifiable referrals and Contract(s).

Table 58 Proven experience

Criteria	Rating
0 year	0
≤1 year	1
2 years	2
3 years	3
4 years	4
≥5 years	5



19.2.2. Financial Capability – Positive working capital (Cash flow)
 19.2.2.1. Positive working capital (Cash flow)

Table 59 Positive working capital

Criteria	Rating
R 0	0
R 1-10 000	1
R 10 001 – R30 000	2
R 30 001 – R 500 000	3
R 500 001 – R 1 000 000	4
≥ R1 million	5

19.2.2.2. The bidder must submit compliance with public interest score regulation in terms of financial reporting compliance.

Table 60 Public interest score

Indicator	Rating
Non-Compliant	0
Compliant	5

19.2.3. Human Resource
 19.2.3.1. Organisational structure indicating number of employees.
 19.2.3.2. The company must have a comprehensive Human Resource Policy and planning
 19.2.3.3. Qualified employees
 19.2.3.4. Proper service benefits
 19.2.3.5. Proper code of practice
 19.2.3.6. Proper training and development.

Table 61 Human Resource

Indicator	Rating
Did not meet the minimum requirements. Non compliance	0
Satisfied one (1) requirement with major reservations. Considerable reservations of the supplier's relevant ability, understanding, experience, skills, resource and quality measures required to provide the goods / services, with little or no supporting evidence.	1
Satisfied two (2) of the requirements with major reservations. Some major reservations of the supplier's relevant ability, understanding, experience, skills, resource, and quality measures required to provide the goods / services, with little or no supporting evidence.	2
Satisfied three (3) of the requirements. Demonstration by the supplier of the relevant ability, understanding, experience, skills, resource, and quality measures required to provide the goods / services, with supporting evidence with minor reservations.	3
Satisfied four (4) of the requirements with minor additional benefits. Above average demonstration by the supplier of the relevant ability, understanding, experience, skills,	4



	resource, and quality measures required to provide the goods / services. Response identifies factors that will offer potential added value, with supporting evidence.
5	Satisfied and exceeds five (5) of the requirements. Exceptional demonstration by the supplier of the relevant ability, understanding, experience, skills, resource, and quality measures required to provide the goods / services. Response identifies factors that will offer potential added value, with supporting evidence.

19.2.4. Identified presence or functioning office within the Northern Cape

a. Proof of municipal account (3months statement) of the business in Northern Cape

Table 62 Evaluation criteria for proof of municipal account

Indicator	Rating
Non-Compliant	0
Greater or equivalent to 3 months	5

b. Proof of official functioning office of the business in Northern Cape.

Table 63 Evaluation criteria for official functioning office in Northern Cape

Indicator	Rating
Non-Compliant	0
Outside Kimberley	2
In Kimberley	5

c. Verifiable clients within the Northern Cape.

Table 64 Proof of verifiable clients within Northern Cape

Indicator	Rating
Did not submit any client or contract or contact details. Non compliance	0
Submitted one (1) or more contracts with only one corresponding correct contact details.	1
Submitted two (2) or more contracts with only two corresponding correct contact details.	2
Submitted three (3) or more contracts with only three corresponding correct contact details.	3
Submitted four (4) or more contracts with only four corresponding correct contact details.	4
Submitted five (5) or more contracts with only five (5) corresponding correct contact details.	5

19.2.5. Methodology

19.2.5.1. The proposal should be properly structured with a layout that is easy to understand and follows a sequential flow of the scope of work.

19.2.5.2. Completeness of response to achieve project scope with an outlined project methodology to cover: Risk management process i.e., risk assessment, mitigation strategies and business continuity

19.2.5.3. Mitigation plan for security risk or threats

19.2.5.4. Qualified project Manager



Table 65 Methodology evaluation details

Rating	Description
0	Does not satisfy the minimum requirements. Non compliance
1	Satisfies the requirement with major reservations. Considerable reservations of the supplier's relevant ability, understanding, experience, skills, resource, and quality measures required to provide the goods / services, with little or no supporting evidence.
2	Satisfies the requirement with minor reservations. Some minor reservations of the supplier's relevant ability, understanding, experience, skills, resource, and quality measures required to provide the goods / services, with little or no supporting evidence.
3	Satisfies the requirement. Demonstration by the supplier of the relevant ability, understanding, experience, skills, resource, and quality measures required to provide the goods / services, with supporting evidence.
4	Satisfies the requirement with minor additional benefits. Above average demonstration by the supplier of the relevant ability, understanding, experience, skills, resource, and quality measures required to provide the goods / services. Response identifies factors that will offer potential added value, with supporting evidence.
5	Exceeds the requirement. Exceptional demonstration by the supplier of the relevant ability, understanding, experience, skills, resource, and quality measures required to provide the goods / services. Response identifies factors that will offer potential added value, with supporting evidence.

19.3. POINT SYSTEM CALCULATION

Bidders who qualify on functionality will then move to the point system calculation. The bidder with the highest point will be the successful bidder for each service. The 80/20-point system will be applicable. The 100 points system will be allocated as follows; Price= 80 and Departmental specific goals=20

In terms of the Departmental specific goals, the following will apply;

Table 66 Specific Goals Evaluation

DEDat Goal Specific APP	SCM %	New Point System	CSD %	Points for Specific Goal
Youth	35	9,72		
Women	35	9,72		
People With Disabilities	2	0,56		
	72	20,00		

20. CONTRACTUAL AGREEMENT

20.1. The Service Level Agreement (SLA) will be administered in relation to the conditions of the General and Special contracts of the Bid and the General conditions of Contract (GCC). The requirements/conditions of the SLA are non-negotiable and must be always adhered to. Failure to adhere will necessitate a consequence management in regards to non-performance.

20.2. The successful bidder will be required to enter a formal contract with NC-DEDat that shall



be based on this bid specification, the accepted bid, and the letter of acceptance. The contractual agreement may be extended upon mutual agreement between the successful service provider and NC-DEDT.

20.3. The bidder shall not, after the bid has been awarded, assign, or cede the contract to any other party without the prior written consent.

20.4. Variations and amendments to the contract shall be valid only if they are done in writing and by mutual consent. Any contract between the Department and the successful bidder shall be governed by the laws of the Republic of South Africa.

20.5. Contract commencement

20.5.1. Date: To be concluded in the SLA

20.5.2. Duration: 36 months

21. REPORT

The successful bidder will submit monthly reports in one original and copies if necessary. This will be incorporated into the Service Level Agreement (SLA).

22. MONITORING AND EVALUATION

The project manager will be responsible for the monitoring and evaluation of the execution of the service.

23. SUPPLIER DUE DILIGENCE

The Department of Economic Development and Tourism reserves the right to conduct supplier due diligence prior to final award or at any time during the contract period. This may include site visit. A negative report might lead to performance management with its related issues.

24. SUBMISSION OF BID

Interested Service Providers must place bid in the Tender Box with the following details:

- a. Physical Address**
- Northern Cape Economic Development and Tourism
Chr. of Knight and Stead Street
Mellife Towers (Entrance)
Ground Floor
Kimberley
8301
- b. Closing Details**
- Date: 26 July 2024
Time: 11:00
- c. Briefing session**
- Date : 17 July 2024
Time : 10H00



Economic Development & Tourism
Department:
Economic Development & Tourism,
NORTHERN CAPE PROVINCE
REPUBLIC OF SOUTH AFRICA

d. Meeting
MS Team Link

Link: <https://teams.microsoft.com/join/19%3ab82c292344cf45779a1fd46e4d1a5b3%40thread.tacv2/1718781581068?context=%7b%22tid%22%3a%2288c19a74-3c3b-445a-87e0-94c155bc09cf%22%2c%22oid%22%3a%224b844ea9-6750-4529-bb76-162a9b7aa459%22%7d>

- e.
 1. Departmental website – <http://www.northern-cape.gov>
 2. E-portal

<http://www.northern-cape.gov.za/dedat/>

25. APPROVAL BY HOD

Description	Signature	Accounting Officer	Date
		Mr A.T.M. Mabija	26/06/2024



**PART A
 INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)

BID NUMBER:	DEDA 0001/2024	CLOSING DATE:	26 JULY 2024	CLOSING TIME:	11H00
DESCRIPTION	APPOINTMENT OF AN EVENTS MANAGEMENT COMPANY TO MANAGE THE KIMBERLEY DIAMOND CUP				

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)

GROUND FLOOR(ENTRANCE)

METLIFE TOWERS

MARKET SQUARE

KIMBERLEY

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO

CONTACT PERSON

TELEPHONE NUMBER

FACSIMILE NUMBER

E-MAIL ADDRESS

SUPPLIER INFORMATION

NAME OF BIDDER

POSTAL ADDRESS

STREET ADDRESS

TELEPHONE NUMBER

CELLPHONE NUMBER

FACSIMILE NUMBER



E-MAIL ADDRESS	VAT REGISTRATION NUMBER	SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:	CENTRAL SUPPLIER DATABASE No: OR MAAA	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] ☐ Yes ☐ No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSES) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]						
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES/WORKS OFFERED?		☐ Yes ☐ No		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS/SERVICES /WORKS OFFERED?		[IF YES, ANSWER PART B:3] ☐ Yes ☐ No
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS						
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO						
DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO						
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO						
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO						
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO						
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.						

PART B
TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION: 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION. 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED-(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT. 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, 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-FILEING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA. 2.5 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID. 2.6 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER. 2.7 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED. 2.8 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:



SBD 3.1

PRICING SCHEDULE – FIRM PRICES
 (PURCHASES)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder..... Bid number..... Closing date..... Closing Time 11:00

OFFER TO BE VALID FOR...120...DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY (ALL APPLICABLE TAXES INCLUDED)
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- Required by:

- At:

- Brand and model

-	Country of origin	
-	Does the offer comply with the specification(s)?	*YES/NO
-	If not to specification, indicate deviation(s)	
-	Period required for delivery	 *Delivery: Firm/not firm
-	Delivery basis	

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable



SBD 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state?
YES/NO

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of institution of State

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, (name)..... the undersigned
 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 consortium¹ 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 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.

¹ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.



3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.
 I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

Signature

Date

Position

Name of bidder



SBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. **GENERAL CONDITIONS**
 - 1.1 The following preference point systems are applicable to all bids:
 - 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
 - a) The value of this bid is estimated to **not exceed** R50 000 000 (all applicable taxes included) and therefore the **...80/20...** preference point system shall be applicable; or
 - b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).
 - 1.3 Points for this bid shall be awarded for:
 - (a) Price; and
 - (b) B-BBEE Status Level of Contributor.
 - 1.4 The maximum points for this bid are allocated as follows:

POINTS	PRICE	B-BBEE STATUS LEVEL OF CONTRIBUTOR	Total points for Price and B-BBEE must not exceed
			100

- 1.5 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.
- 1.6 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. **DEFINITIONS**
 - (a) "B-BBEE" means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
 - (b) "B-BBEE status level of contributor" means the B-BBEE status of an entity in terms of a code of



- good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) "bid" means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) "Broad-Based Black Economic Empowerment Act" means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) "EME" means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (f) "functionality" means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) "prices" includes all applicable taxes less all unconditional discounts;
- (h) "proof of B-BBEE status level of contributor" means:
- 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) "QSE" means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) "rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3.

POINTS AWARDED FOR PRICE

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

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_t - P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_t - P_{\min}} \right)$$

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

$P_{\min}$ = Price of lowest acceptable bid

4.1

POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
Non-compliant contributor	0



5. BID DECLARATION
 5.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:
6. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1
 B-BBEE Status Level of Contributor: = (maximum of 10 or 20 points)
 (Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.

7. SUB-CONTRACTING
 7.1 Will any portion of the contract be sub-contracted?
 (Tick applicable box)

YES	NO
-----	----

7.1.1 If yes, indicate:
 i) What percentage of the contract will be subcontracted.....%
 ii) The name of the sub-contractor.....
 iii) The B-BBEE status level of the sub-contractor.....
 iv) Whether the sub-contractor is an EME or QSE
 v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

YES	NO
-----	----

Designated Group: An EME or QSE which is at least 51% owned by:		
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

8. DECLARATION WITH REGARD TO COMPANY/FIRM

8.1 Name of company/firm:.....
 8.2 VAT registration number:.....
 8.3 Company registration number:.....
 8.4 TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
 One person business/sole propriety
 Close corporation
 Company
 (Pty) Limited
 [Tick APPLICABLE BOX]



8.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

.....

.....

8.6 COMPANY CLASSIFICATION

Manufacturer

Supplier

Professional service provider

Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

8.7

Total number of years the company/firm has been in business:.....

8.8

I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBEE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –

- (a) disqualify the person from the bidding 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 bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

WITNESSES

1.

2.

ADDRESS

DATE:

SIGNATURE(S) OF BIDDER(S)