



PUBLIC INVESTMENT
CORPORATION®
Est. 1911



PICPROP001/09/2024:

ESTABLISHMENT OF A PANEL OF EXTERNAL QUALIFIED INDEPENDENT VALUATION SERVICES ON INDIRECTLY HELD PROPERTIES FOR A PERIOD OF FIVE (5) YEARS

The Public Investment Corporation (SOC) Limited (PIC) is a state-owned asset management company which manages funds on behalf of various public sector funds. The PIC Properties division provides asset management services for the unlisted property portfolios of various clients; notable clients are the Government Employees Pension Fund (GEPF), the Unemployment Insurance Fund (UIF) and the Compensation Fund (CF). The PIC is inviting external professional investment property valuers to perform annual independent valuations services.

The properties have a combined lettable area of c.4,3 million sqm and are situated throughout South Africa, the Rest of Africa and Southern Europe.

Where the assets are held in corporate vehicles, the Property Valuation companies will be required to complete the enterprise valuations (or sub-contract to suitable service providers). All properties will be required to have a full valuation conducted each year.

Closing date for the submission of proposals is Wednesday, 30 October 2024, at 11:00.

A non-compulsory virtual briefing session will be held on Wednesday, 02 October 2024 at 11:00

Please use meeting details to join or forward emails address to tenders3@pic.gov.za to be added to the meeting invite.

INVITATION TO TENDER

BID NO (PIC013/2024): REQUEST FOR PROPOSAL

APPOINTMENT OF A MEDIA MONITORING SERVICE PROVIDER FOR THE PROVISION OF COMPREHENSIVE MEDIA MONITORING FOR A PERIOD OF 36 MONTHS

Bid Number: **PIC013/2024**

Non-Compulsory briefing: 03 October 2024 at 12:00 AM

Closing Date: 31 October 2024

Closing Time: 11:00 AM

Place of Submission: OneDrive Portal link

Request for Invite: tenders3@pic.gov.za

Please download RFP document www.pic.gov.za/pic/tenders/corporate-procurement

<https://www.pic.gov.za/pic/tenders/properties-procurement> from Monday, 30 September 2024.

All enquiries should be directed to: tenders3@pic.gov.za

27 September 2024

APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE COMPREHENSIVE MEDIA MONITORING SERVICE FOR A PERIOD OF 36 MONTHS AS SET OUT BELOW	
BID REFERENCE NUMBER:	PIC013/2024
BID DESCRIPTION:	APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE COMPREHENSIVE MEDIA MONITORING SERVICES FOR A PERIOD OF 36 MONTHS
PIC WEBSITE:	www.pic.gov.za
CLOSING DATE:	31 October 2024
CLOSING TIME:	11h00
VALIDITY PERIOD:	120 Days
SUBMISSION DETAILS:	OneDrive Portal Link to be provided by PIC upon request
SUBMISSION REQUIREMENTS	Bidders are required to submit their proposal on time, on OneDrive link that will be provided by PIC on requests. No late bids will be accepted after the closing date and time. All documents will be uploaded electronically.
NON-COMPULSORY BRIEFING SESSION:	03 October 2024 at starting 11am
COMPANY NAME:	
CONTACT PERSON:	
CONTACT DETAILS:	
EMAIL ADDRESS:	
BIDDERS ADDRESS:	

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1 DEFINITIONS AND ABBREVIATIONS

- 1.1 **B-BBEE** means black broad-based economic empowerment
- 1.2 **Bid** means a written offer in a prescribed or stipulated form in response to an invitation by PIC for the provision of goods and services, through price quotations, advertised competitive tendering processes or proposals.
- 1.3 **B-BBEE Act** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- 1.4 **Consortium or joint venture** means an association of persons for the purpose of combining their expertise, property, capital, skill and knowledge in an activity for the execution of a contract.
- 1.5 **Contract** means the agreement that results from the written acceptance of a bid by the PIC and successful negotiation and signature of same by both parties delegated authorities.
- 1.6 **Functionality** means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account among other factors, the quality, reliability, viability and durability of service and the technical capacity and ability of a bidder.
- 1.7 **Ownership** means the percentage ownership and control, exercised by individuals within an enterprise.
- 1.8 **PPPFA** means the Preferential Procurement Policy Framework Act, 2000 (Act No 5 of 2017);
- 1.9 **SANAS** means the South African National Accreditation System.
- 1.10 **POPIA** means the Protection of Personal Information Act, 2013 (Act No 4 of 2013);
- 1.11 **Validity Period** means the time for which the price quotation for the provision of goods and services shall remain valid, in this case, being a period of 120 (one hundred and twenty) days.

2 INTRODUCTION

The Public Investment Corporation SOC Limited (PIC) is an asset management firm, whose mandate is to make investments in various sectors of the economy on behalf of public sector entities. Amongst its clients are the Government Employees Pension Fund, the Unemployment Insurance Fund and the Compensation Fund. Over the years, the PIC has grown to be amongst the top, largest investment managers in South Africa and the rest of the African continent, with current assets under management at just over R2.6 trillion. Given its size and role in the South African economy, it is inevitable that the PIC attracts interest from various stakeholders – not the least of which is the media. The media, by their very nature, can have huge influence on the public's perception of an organization, PIC included. In light of the aforesaid, it behoves the PIC to consistently monitor the media landscape to ascertain the level of reportage in relation to it, as well as sentiments expressed therein.

3 OBJECTIVE

In light of the above introduction, it is PIC's objective to appoint a service provider for provision of comprehensive media monitoring service for a period of thirty (36) months as set out below

4 SCOPE OF WORK

The appointed service provider will be required to provide comprehensive media monitoring and analysis services as set out below.

PRINT MONITORING

The successful Service Provider will be expected to monitor all major national daily and weekly titles, regional titles, community newspapers, major national magazines, trade journals and periodicals for specific keywords or topics or a combination of the specific words and topics.
The Service Provider must deliver summarised news coverage and analysis to the PIC, at least three (3) times daily, to two central emails within the PIC.
The print articles are to be provided in the following format: - The actual articles (including colour PDF attachments, JPEG) must be attached to an e-mail using an E-mailer template with summaries of the articles and sent three (3) times a day. - All relevant articles in electronic format (digital or PDF) must be listed, archived and accessible electronically on a secure electronic portal accessible to designated PIC officials twenty-four (24) hours a day. - In addition, articles must be made available in PDF, JPEG, image, and text formats.
The Service Provider must provide PIC with access to: - An online portal with user friendly dashboard which includes a fully searchable archive of relevant articles; and - Printable and downloadable E-Book (Quarterly).
BROADCAST MONITORING
- The Service Provider must monitor on a daily basis all broadcast media. - The service provider should provide summaries of video and audio clips of the relevant broadcasts on daily basis. - The Service Provider will be expected to send an SMS notification to a maximum of 5 whenever there is significant radio and television broadcasts that are relevant to the PIC as per keywords provided by the PIC.

Broadcast items are to be provided in the following format:

- Email summaries of the incoming video and audio clips of relevant items/reports sent to the PIC at least three (3) times a day.
- All video and/or audio clips must be made available to PIC via a secure electronic portal of the Service Provider for download.
- The Service Provider must provide generally electronic links of radio or television broadcast items within six (6) to twelve (12) hours after the broadcast, if PIC should specifically requests same.

ONLINE MONITORING

- The Service Provider must daily monitor online publications.
- The Service Provider must also conduct advanced searches of websites on a daily basis and determine the relevance of the content found, as per the PIC brief.
- The Service Provider must provide the PIC with daily summaries via email three (3) times a day of relevant online articles published in online publications, as well as posts and comments on social media.
- The service shall be required to provide the PIC with **access codes (passwords)** to online subscription-based publications or general access to relevant online articles on an urgent basis. **(It is advisable that the service provider takes this into consideration in their costing)**

SOCIAL MEDIA MONITORING

- The Service Provider must also monitor social media including Facebook, Twitter, websites, blogs, chat rooms and related online media for content that involves the PIC, in accordance with keywords/topics provided.
- The Service Provider must provide the PIC with daily summaries via email three (3) times a day of relevant social media content, posts and comments on social media.

MEDIA ANALYSIS AND TRENDS

The Service Provider will submit to PIC on a weekly, monthly, quarterly and annual basis, as well as on ad hoc basis, a Media Content Analysis Report compiled from print, broadcast, online and social media content. The analysis must include:

- quantitative analysis of actual coverage (per centimeter column or per second/minute etc.), as well as the equivalent advertising value of such coverage in all media.
- qualitative analysis of the key issues covered in the media that is of relevance for PIC, the public perception of key issues that involves PIC, the nature of coverage (positive, negative or neutral) and the reputational impact of such coverage on PIC
- the identity the key journalists and media houses covering these issues.
- objective analysis of media reports, as they relate to the perceived image of PIC in the media. This includes analysis of the perceived public image of PIC services, achievements, organisational developments as well as developments in PIC environment that have an impact on its reputation; and
- analysis of public perceptions of PIC as expressed by media commentators, stakeholders and taxpayers in the media, is also required. Analysis should identify and highlight reporting trends, angles and potential reputational risks, providing strategic insight to PIC.

The Media Content Analysis Report should be sent to PIC as per the following requirements:

- Weekly report.
- Monthly report.
- Quarterly report.
- Annually, and
- Ad hoc report.

SPECIAL REPORTS

- The Service Provider shall provide PIC with special reports for specific projects that will be communicated to the service provider as and when it is necessary.

5 CONTRACT TERM

The contract will be for a period of thirty-six (36) months.

6 VALIDITY PERIOD

Bids must remain valid and available for one hundred and eighty (120) days, calculating from the closing date as advertised for the bid, for acceptance, or non-acceptance by PIC. The bidder undertakes not to withdraw, or alter, the Bid during this period. Should no response be received within validity period, bidders should consider the bid unsuccessful.

7 PRICING SCHEDULE

Services	First Year	Second Year	Third Year	Total Price for Three Years Excluding VAT	Total Price for three Years Including VAT
Print Monitoring					
Broadcast Monitoring					
Online Monitoring					
Social Media Monitoring					
Media Analysis and Trends					
Special Reports					

8 QUERIES AND CLARIFICATIONS

Any additional information required which is not clarified in the specifications must be addressed in writing to (tenders3@pic.gov.za) by. All correspondence must state the bid reference number.

9 EVALUATION CRITERIA

The evaluation criteria will be based on the following three phases:

- Phase 1: Administrative requirements
- Phase 2: Functionality Evaluation (minimum threshold= 80/100)
- Phase 3: Price and BEE Evaluations (70/20 points)

10 PHASE 1: ADMINISTRATIVE REQUIREMENTS

All bid responses that do not meet the administrative requirements will be disqualified and will not be considered for further evaluation on the Functional Requirements. The Mandatory Administrative Requirements are stated below, bidders that meet all administrative requirements will proceed to the next stage 2.

Bidders are to submit SARS PIN certificate.		
B-BBEE status level certificate – Accredited by SANAS (If no BEE certificate is submitted/or BEE certificate submitted is not valid, no points will be allocated for BEE). EME's and QSE's – affidavit.		
Bidder must submit a signed Consent form		
Signed and completed declaration of interest document		
Signed and completed SBD 1 – Invitation to Bid document		
Audited or independently reviewed financial statements (Management account) not older than 18 months.		
Completed and signed Company Information document and submission of all the required documentation as stipulated in the company profile document		
Kindly enclose your Central Supplier Database (CSD) Registration Document.		

If a bidder is a Joint Venture or Consortium, the bidder must submit a consolidated B-BBEE scorecard as if they were a group structure. Note: If a bidder is a Consortium, Joint Venture or Prime Contractor with Subcontractor(s), the documents listed above must be submitted for each Consortium/JV member or Prime Contractor and Subcontractor(s). Copy of Joint Venture/Consortium/Subcontracting agreement duly signed by all parties (if applicable).		
Bidder must a signed Consent form		

11 TECHNICAL / FUNCTIONAL SCORING CRITERIA

Bidders who do not obtain a minimum of 70% functionality will not go through to the proceeding phase. Presentations and site visits may be required and will be communicated to shortlisted bidders.

Definition	Weighting	Scoring Criteria
Experience (company)	20	Track record of conducting media monitoring across print, online, broadcast and social media platforms. In depth knowledge of analysing media reports and rating sentiments and tones.

Methodology and presentation	30	Detailed proposal on media monitoring methodology and approach, including outline of the following areas: Provision of real-time alerts of news coverage and media mentions (10) Provision of daily PIC-related stories (three times a day, in the morning, midday and afternoon) (10) Analysis of stories on daily, weekly and monthly, annually and on ad hoc basis (10)
References	20	Bidding Company to have at least three (3) <u>signed reference letters</u> indicating that similar projects were executed successfully within the past five (5) years. Each <u>letter</u> must be on client letterhead and include but not limited to a brief description of service.
Technical skills and availability of resources	30	Profile of consultant/s who will undertake the project outlining relevant individual Qualifications and Experience in conducting media monitoring.
Total	100	
<i>Minimum Threshold</i>	<i>70</i>	

PRICE & BEE

All bids that achieve the minimum qualifying score of 80% for Functionality (acceptable bids) will be evaluated further in terms of the preference point system below.

CRITERIA	POINTS
Price	80
B-BBEE	20
TOTAL	100 points

In accordance with the Preferential Procurement Regulations, 2017 pertaining to the Preferential Procurement Policy Framework Act (No. 5 of 2000), the 80/20-point system will be applied in evaluating proposals that qualify for further consideration, where price constitutes.

80 points and a maximum of 20 points will be awarded based on the bidder's B-BBEE Status Level Certificate.

B-BBEE Status Level of Contributor	Number of points /20
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant Contributor	0

Points scored will be rounded off to the nearest two decimal places.

- a) The Bidder who scored the highest point will be awarded the bid.
- b) In the event where two or more Bidder scored equal points, the successful bidder must be the one scoring the highest preference points for BBEE.
- c) However, when functionality is part of the evaluation process and two or more Bidder have scored equal points including equal preference points for BBEE, the successful bidder must be the one scoring the highest for functionality.
- d) Should two or more Bidder be equal in all respects; the award shall be decided by the drawing of lots.

12 TERMS AND CONDITIONS

12.1.1 The PIC may amend any bid conditions, bid validity period, RFP specifications, or extend the bid closing date, all before the bid closing date.

12.2 The PIC may negotiate with all or some of the shortlisted bidders.

12.2.1 The PIC may request any relevant information and/ or documents to verify or clarify information supplied in the bid response.

12.2.2 The PIC reserves the right not to accept the lowest priced bid or any bid in part or in whole.

12.2.3 Submission must be on PDF and dropped on **OneDrive portal** that will be provided by the PIC and quote the reference of this RFP. Should you not receive feedback within 90 business days after the closing date, you must consider your quotation unsuccessful.

12.3 **Reasons for Rejection**

The PIC may disregard any submission if that bidder, or any of its directors:

Have abused the Supply Chain Management (SCM) system of any Government Department/ institution.

Have committed proven fraud or any other improper conduct in relation to such system.

Have failed to perform on any previous contract and the proof thereof exists.

Is restricted from doing business with the public sector if such a supplier obtained preferences fraudulently or if such supplier failed to perform on a contract based on the specific goals

12.4 **Cancellation of a Bid**

The PIC may, prior to the award of a bid, cancel a bid if:

Due to changed circumstances, there is no longer a need for the goods or services requested.

Funds are no longer available to cover the total envisaged expenditure.

No acceptable bids are received.

12.5 **Service Level Agreement (SLA)**

The SLA will set out the administration processes, service levels and timelines. The award of a tender shall always be subject to successful negotiation and conclusion of an SLA /contract. There will be no binding agreement between the parties if a contract has not been concluded.

13 PART A SBD 1 INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE PUBLIC INVESTMENT CORPORATION					
BID NUMBER:	PIC	CLOSING DATE:	XXXX	CLOSING TIME:	11:00 AM
DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE COMPREHENSIVE MEDIA MONITORING SERVICE FOR A PERIOD OF 36 MONTHS AS SET OUT BELOW				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
tenders@pic.gov.za					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON			CONTACT PERSON		
TELEPHONE NUMBER			TELEPHONE NUMBER		
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS			E-MAIL ADDRESS		
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					

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 SIGN A SERVICE LEVEL AGREEMENT.**

2. TAX COMPLIANCE REQUIREMENTS

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

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

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

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

DATE:

14 LIST OF SHAREHOLDERS

[Note to the bidder: the bidder must complete the information set out below. If the bidder requires more space than is provided below it must prepare a document in substantially the same format setting out all the information

Name	ID No	SA Citizen	Race	Gender	Shareholding %

Black Shareholders/ Members as per the B-BBEE Certificate

Name	Identity	Race	Gender	Shareholding %

15 DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons

connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where:

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

- 2.1 Full Name of bidder or his or her representative:
- 2.2 Identity Number:
- 2.3 Position occupied in the Company (director, trustee, shareholder²):
- 2.4 Company Registration Number:
- 2.5 Tax Reference Number:
- 2.6 VAT Registration Number:
- 2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

¹ "State" means –

- a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- b) any municipality or municipal entity.
- c) provincial legislature.
- d) national Assembly or the national Council of provinces; or
- e) Parliament.

"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder? **YES/NO**

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:

.....

Name of state institution at which you or the person connected to the bidder is employed:

.....

Position occupied in the state institution:

Any other particulars:

.....

.....

.....

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? **YES / NO**

2.7.2.1 If yes, did you attach proof of such authority to the bid document? **YES / NO**

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.1 If no, furnish reasons for non-submission of such proof:

.....

.....

.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? **YES / NO**

2.8.1 If so, furnish particulars:

.....

.....

.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

2.9.1 If so, furnish particulars:

.....

.....

.....

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed **YES/NO**

by the state/PIC who may be involved with the evaluation and or adjudication of this bid?

2.10.1 If so, furnish particulars:

.....
.....
.....

2.11 Do you or any of the directors / trustees / shareholders / members of the **YES/NO** company have any interest in any other related companies whether they are bidding for this contract?

2.11.1 If so, furnish particulars:

.....
.....
.....

3. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	Personal Reference Number	Tax Number	State Number	Employee / Personal Number

DECLARATION

I, THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE PIC MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....
Date

.....
Position

.....
Name of bidder

16 COMPANY INFORMATION

Please complete the following questionnaire:

1. **Company Name:**

--

2. **Other Trading Names:**

--

3. **Type of Organization: (Public Company ('Limited'), Private Company ('(Pty) Ltd'), Close Corporations ('cc'))**

--

4. **Physical and Postal Address of the Company:**

Postal Code:	Postal Code:

5. **Contact Details**

Contact Name	
Contact Number	
Cell Number	
Email Address	
Alternative Contact	
Email Address	
Contact Number	

6. Company Information

Average no. of employees:	
Average annual turnover:	
Type of Enterprise: (e.g. Generic, qualifying small enterprise, Exempted Micro Enterprise)	
Industry in which the entity operates:	

7. Banking Details

Banker:	
Auditor:	
Year of Establishment:	
Registration number of entity:	
Sector:	

**A letter from your bank with a bank stamp or cancelled cheque must be submitted.*

8. Tax Registration Details:

Income Tax Reference Number:	
VAT Registration Number:	
PAYE Registration Number:	

9. List of Shareholders:

**ID Documents of the Board of directors/members, owners, shareholders or executive committee must be submitted.*

** CIPC Documents must be attached.*

10. B-BBEE (Broad-based Black Economic Empowerment) Status Details:

Please tick the relevant box(es):

BEE Status Level	Indicate EME/QSE/Generic Status	Expiry Date of BBBEE Certificate/ Sworn Affidavit
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17 DECLARATION

Bidder Name: _____

Signature: _____

Designation: _____

I declare that:

- All information provided is true and correct
- The signatory of the bid document is duly authorized
- Documentary proof regarding any bid issue, will, when required be submitted to the satisfaction of the PIC
The PIC will upon detecting that:
 - The BBEE status level of contribution has been claimed or obtained on a fraudulent basis.
 - Any of the conditions have not been fulfilled act against the bidder.

I understand that:

The PIC may:

- Disqualify the bidder from the bidding process.
- Recover all costs, losses or damages it has incurred or suffered as a result of the bidder's conduct;
- Cancel the contract and claim any damages which has suffered as a result of having less favorable arrangements due to cancellation;
- Restrict the bidder, its shareholders and directors or only shareholders and directors who acted on fraudulent basis, from obtaining business from any organ or state for a period not exceeding 10 years after audit alteram partem (hear the other side) rule has been applied; and
- Forward the matter for criminal prosecution

Thus signed and accepted on this _____ ^{st / nd / rd / th} **day of** _____ ,

20_____ **at** _____ :

Who warrants his / her authority hereto

For and on behalf of: _____

PIC SUPPLIER DATABASE CONSENT FORM

General: In order for the Public Investment Corporation SOC Limited ("**PIC**") to consider the supplier's (referenced below) response to the RFP to become a supplier to the PIC ("**RFP**"), and to be included in the PIC supplier database, it will be necessary for the PIC to process certain personal information which the supplier may share with the PIC for the purpose of the RFP, including personal information – which may include special personal information (all hereafter referred to as "**Personal Information**"). The PIC will process the supplier's Personal Information in accordance with the PIC Privacy Policy available [here](http://www.pic.gov.za) (www.pic.gov.za).

Access to your Personal Information and purpose specification: Personal Information will be processed by the PIC for purposes of assessing the supplier's submission in relation to the RFP and for registering the supplier on the PIC supplier database and may be shared and stored internally for the purposes of assessing current and future services required by the PIC. We may also share the supplier's Personal Information with third parties, both within the Republic of South Africa and in other jurisdictions, including to carry out verification, background checks and Know Your Customer obligations in terms of the Financial Intelligence Centre Act, No. 38 of 2001 ("**FICA**"). In this regard, the supplier acknowledges that the PIC's authorised verification agent(s) and service providers will access Personal Information and conduct background screening.

Consent: By ticking "YES" and signing below, you agree and voluntarily consent to the PIC's processing of the supplier's Personal Information for the purposes of evaluating its RFP submission, including to confirm and verify any information provided in the submission and supplier gives the PIC permission to do so.

The supplier understands that it is free to withdraw its consent on written notice to the PIC and the supplier agrees that the Personal Information may be disclosed by the PIC to third parties, including the PIC's affiliates, service providers and associates (some of which may be located outside of the Republic of South Africa). Please note that if you withdraw your consent at any stage we may be unable to process your RFP and/or continue to retain your details on the supplier database.

YES

☐

NO

☐

Supplier name (company name):	
Company registration number:	
Name of signatory (representative):	
Signature:	
Date:	

The signatory warrants that s/he is duly authorized to represent and bind the supplier

The PIC takes privacy seriously and the PIC Privacy Notice sets out how we process your personal information <https://www.pic.gov.za/pages/privacy.aspx>

