RFQ No.:	Contact Person:
BS/2023/RFQ1395	Jackie Kwinika
RFQ Issue Date:	**Contact Details:**
Request for quotation – 12 June 2023	011-805-9661
Closing Date: 20 June 2023 at 14h00 pm	Jackiek@bankseta.org.za
Description of services/products required:	
APPOINTMENT OF A THE FACILITATOR FOR THE FACILITATION OF AN ANNUAL STRATEGY SESSION IN AUGUST 2023 (HYBRID SESSION)	

Part A: Request for Quotation Documentation

- ✓ Cover Letter;
- ✓ Terms of Reference / Specifications;

Part B: Returnable Documents and Schedules:

- ✓ **Returnable Documents which must accompany the quotation**
  - BANKSETA will check the tax status of the service provider on the CSD report
  - CSD Master Registration report.
- ✓ **Returnable Forms which must accompany the quotation**
  The forms must be fully completed, signed and dated appropriately (see annexure)
  - SBD 4:   Bidder's Disclosure
  - SBD 6.1 Preference Points Claim Form (complete the part that is applicable to the BANKSETA Preferential Procurement Policy) (NB. BANKSETA will not allocate points for BBBEE status Level Contributor)

PLEASE NOTE:

- ✓ Supplier must be registered on the National Treasury Central Supplier database;
- ✓ The quotation must be on the supplier's letterhead;
- ✓ Quotations must be in accordance with the specifications, unless otherwise stipulated;
- ✓ Where applicable, the official pricing structure must be used. Should the allocated pricing page / information be insufficient, you may include an additional copy of the price page;
- ✓ Suppliers must complete all the Returnable Schedules and also submit all the Returnable Documents.
- ✓ The quotation must be valid for 90 days.

Enquiries with regard to specifications may be directed to:

Name: Jackie Kwinika **Telephone No: 011 805 9661**
Email : Jackiek@bankseta.org.za

RFQ CLOSING		
CLOSING DATE	**CLOSING TIME**	**MODE OF SUBMISSION**
20 June 2023	**14h00 pm**	**ELECTRONIC PDF SENT TO:** **JACKIEK@BANKSETA.ORG.ZA** **COPY** **SCM@BANKSETA.ORG.ZA**

1. BACKGROUND

BANKSETA is a statutory body established through the Skills Development Act of 1998 to enable its stakeholders to advance the national and global position of the banking and micro-finance industry. As guided by its mandate the BANKSETA is an agent of transformation and will promote employment equity and Broad Based Black Economic Empowerment through skills development.

Further information on the BANKSETA can be obtained on the BANKSETA website in the 2022/23 Annual Report under publications.

2. BACKGROUND TO THE ASSIGNMENT

The BANKSETA Board and management team holds a strategic planning session annually in August. To fulfil the objectives of the strategic session, a facilitator is required to ensure that the Board members and management team engage constructively and maintain their focus on the programme. Most participants will be physically present at the venue and some participants will join the session online, by way of a virtual platform.

3. SCOPE OF WORK

The Facilitator will facilitate the strategic planning session for three full days from 02 to 04 August 2023 at a venue to be arranged by the BANKSETA, within the Gauteng region, taking into consideration and including virtual attendees.

3.1 The main objective of the strategic planning session is the following:

- To set long-term goals, objectives, and priorities for the future of the entity;
- To determine BANKSETA's direction in terms of its day-to-day operations by focussing its efforts and ensuring that BANKSETAs management and staff are working towards a common goal which will contribute towards the successful execution of its mandate of skills development as per the National Skills Development Plan (NSDP);
- To help BANKSETA manage and reduce its business risks by reducing uncertainty, analysing potential risks, implement risk control measures and minimise the impact of risks; and
- To encourage active engagement and discussion in accordance with the programme and to achieve the objectives of the strategy session. (Information on BANKSETA's operations can be found on our website (www.bankseta.org.za) in the 2022/23 Annual Report, especially under the Performance Report section and Annual Financial Statement)

3.2 The Facilitator will be required to produce a detailed Annual Performance Plan for the BANKSETA;

3.3 The Facilitator must produce a detailed BANKSETA Strategic Plan Report with all strategy session discussions and outcomes, according to timeframes agreed upon between the service provider and the BANKSETA.

3.4 The Strategic Plan Report and Annual Performance Plan must be presented to the BANKSETA governance structures during formal meetings in September 2023, with definitive dates to be communicated by the BANKSETA. The service provider will be required to avail themselves to present the Strategic Planning Report and Annual Performance Plan to the relevant governance structures.

4. EVALUATION CRITERIA

The responses will only be evaluated according to the criteria in this clause 4 and are detailed below. The service provider should indicate sufficient information that meets the following criteria in their proposal or company profile that should accompany the quotations.
Service providers will be immediately disqualified if any criteria are not adequately responded to.

MANDATORY EVALUATION

4.1. Previous experience in facilitating strategy for a SETA with a minimum of two sessions;

- The service provider/facilitator assigned this work should show clearly in their proposal/company profile/curriculum vitae the number of strategy facilitation sessions contacted in the SETA environment.

4.3 The organisation responding must provide at least 2 (two) written references from public sector clients (on the client's letterhead) where facilitation of strategic planning sessions was conducted in the past 5 years.

- The reference letters should show the year the work was done and the type of work done. The letters should also include a contact telephone number or email address.

4.3 The service provider should provide a written quote that covers the total for all the services requested in clause 3 on the scope. The quote should be on the service provider's letterhead and should show VAT separately where applicable. If Vat is not applicable the service provider should indicate that they are not VAT registered.

5. DURATION

The contract for the Strategy Facilitator will be for a period of three years starting in 2023 to 2025. The BANKSETA strategic planning sessions are usually held on the first week of August each year and the 2023 Strategic Planning session will be held from 02 to 04 August 2023.

The appointed facilitator should make sure that Strategic Planning Session Report is completed, edited, and submitted by –23 August 2023.
The Strategic Plan Report and Annual Performance Plan will be tabled to the BANKSETA governance structures during the month of September 2023.

5. PRICE AND PREFERENCE POINTS

The RFQ will be evaluated using the following:

80/20 PRICE AND PREFERENCE POINT SYSTEMS

Points for Price	Preference Points Utilising BANKSETA Goals	Total Points
80	20	100

A maximum of 80 points is allocated for price using the following formula:

$$Ps = 80\left(1 - \frac{Pt - P\min}{P\min}\right)$$

Where

Ps **=** Points scored for price of bid under consideration.

Pt **=** Price of bid under consideration.

Pmin **=** Price of lowest acceptable bid.

6. PREFERENCE POINTS UTILISING BANKSETA GOALS

In terms of Gazette 2721, the BANKETA has allocated preference points to be awarded to bidders who meet certain BANKSETA Goals as follows:

No	Specific Goals	80/20 Preference Point system
1.	Empowerment of black persons- Ownership and Active Management by black persons – 51% threshold as explained below	6
2.	Promotion of Local production and Delivery by South Africans – 100% threshold as explained below	6
3.	Empowerment of Women - Women Ownership and management - Threshold 50% as explained below	2
4.	Youth Empowerment Youth Ownership and management – 33% Threshold as explained below	2
5.	Empowerment of Persons With Disabilities - Ownership and Management or Employment of People with Disabilities – 20% threshold for Ownership and Management and 10% threshold for Employment of Persons with Disabilities as explained below	2

6.	Promotion of small and medium businesses, co-operatives and non-governmental institutions in all areas- rural and urban areas – as explained below	2
	Total Points allocated towards specific goals	**20**

The Service provider should complete the preference point bidding form attached.

EXPLANATIONS

6.1 Black persons are as defined in Broad based black economic empowerment Act (B-BBEE) which currently means Africans, Coloureds and Indians:

(a) who are citizens of the Republic of South Africa by birth or decent; or

(b) who became citizens of the Republic of South Africa by naturalisation –

(i) before 27 April 1994;

(ii) on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalisation prior to that date**.**

6.2 Black Person Ownership points will be awarded to a bidder who have 51% or more black ownership who are actively involved in the day-to-day activities of the company or entity. The shareholding will determine the ownership. The position and role that black owners play in the company should be stated.

6.3 Promotion of Local Production and Services Delivered by South Africans

The goods supplied should be 100% manufactured or assembled in South Africa from 100% local materials and any services supplied should 100% utilising South African citizens. Should the work be only services, the services should be supplied 100% utilising South African citizens.

6.4 Women ownership points will be awarded to a bidder who have 50% or more women ownership, who are actively involved in the day-to-day activities of the company or enterprise and are South African citizens. The position and role that women owners play in the company should be stated.

6.5 Youth ownership points will be awarded to a bidder who have 33% or more youth ownership being persons 35 years and below, determined at the date of tender/ RFQ closing. Youth ownership will be determined based on the shareholding of the members who are defined as youth and are South African citizens.

6.6 Persons with Disability Ownership points will be awarded to a bidder who have 20% or more shareholding by South African citizen persons with disability who are actively involved in the day-to-day activities of the company or entity are **OR** to bidder who employ 10% or more South African persons with disability on a permanent basis. Disability ownership will be determined by the shareholding of the enterprise owned by such a South African citizen person with disability who are actively involved in the day-to-day activities of the company or enterprise OR by enterprises whose permanent staff complement consists of 10% or more South African citizen persons with disabilities. The disabilities need to be legally verifiable for points to be claimed.

An entity may only claim once under this category regardless of if it qualifies under both South African citizen persons with disabilities ownership and employment of South African persons with disability.

6.7 Small and medium business includes all South African businesses, co-operatives and non-governmental organisations with annual turnover up to R10 million or alternatively, these entities are recently incorporated, have been operating for less than one year and are projected to have annual turnover of less than R10 million in the first year. The ownership of small and medium business, co-operatives or non-governmental organisations should be 100% South African citizens (or entities owned 100% by South Africa citizens).

6.8 An entity may claim points based on the same shareholding or persons in more than one category. For example black female disabled shareholders under 35 who is a SA citizen may lead a business to claim points under Empowerment of women, youth empowerment and empowerment of persons with disabilities.

6.9 **False Information from Bidders**

Should the BANKSETA ascertain that any bidder has submitted any false information, the BANKSETA may disqualify the bidder/service provider, cancel any award without prejudice to any other remedies available to BANKSETA and report the service provider to National Treasury.

The bidder/service provider will be given an opportunity to give reasons why BANKSETA should not take actions detailed above where false information has been submitted.

7. RFQ CONDITIONS

a. BANKSETA reserves the right to withdraw or amend terms of reference by notice in writing by advertising in the media in which the RFQ was originally advertised prior to the closing date.

b. BANKSETA reserves the right not to award this RFQ and the right to reduce the quantities awarded.

c. BANKSETA reserves the right to verify the information submitted and request for further information during evaluation of the proposal.

d. BANKSETA shall not be liable for any direct, indirect, consequential or other losses or damages including loss of profit that may be incurred by any person including, but not limited to, an Applicant, Short Listed Applicant or Successful Applicant, or any director, officer or associated company thereof, as a result of any reliance on or use of information supplied in response to this RFQ or as a result of the RFQ process contemplated in this RFQ document.

e. BANKSETA makes no representations, undertakings or warranties whatsoever to any person in respect of the RFQ or any information contained in the RFQ.

f. This RFQ is confidential and proprietary to BANKSETA and may not be used, reused, copied or distributed for any purpose, other than in relation to the RFQ process, without BANKSETA's prior written consent.

g. POPIA - The Protection of Personal Information Act,("POPIA") includes the right to protection against unlawful collection, retention, dissemination and use of personal information. BANKSETA complies with POPIA in collecting, processing and distributing of Personal Information, which include cooperation with the Regulator as provided for in the act.

8. REVIEW PROCESS

h. In order to evaluate and adjudicate proposals effectively, it is imperative that applicants submit responsive applications. To ensure an application will be regarded as responsive it is imperative to comply with all conditions pertaining to the application and to complete all the mandatory fields and questionnaires.

i. All applications duly lodged as per the submission requirements will be evaluated in accordance with the stipulated evaluation criteria.

j. The validity period of proposals is **90 days** after closing.

9. REASONS FOR REJECTION

k. Applicants shall not contact BANKSETA on any matter pertaining to the application from the time the application is closed to the time the application has been adjudicated..

l. BANKSETA shall reject a submission if the applicant has committed a proven corrupt of fraudulent act in competing for a particular contract.

10. QUOTATION/PRICING

- The quotation must be on the service provider/bidder's letterhead.

- The pricing must show VAT separately.
- No pricing adjustment will be allowed after closing date.

Annexure – Documents to be completed and be submitted with quotation

SBD4

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 / RFQ Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

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

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

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:
…………………………………………………………………………………………
…………………………………………………………………………………………

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:
……………………………………………………………………………….
……………………………………………………………………………….

3 DECLARATION

I, the undersigned, (name)……………………………………………………………………… in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

3.1 I have read and I understand the contents of this disclosure;

1 the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium2 will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may 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

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

SBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF BANKSETA PREFERENCE POINTS CLAIM

This preference form must form part of all bids invited. It contains general information a
NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS,

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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 preference point system will be applicable to this tender

1.3 Points for this bid shall be awarded for:

(a) Price; and

(b) Preference ponts using BANKSETA's preference point system.

1.4 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	**80**
PREFERENCE POINTS USING BANKSETA PREFERENCE POINTS SYSTEM	**20**
Total points for Price and Preference points must not exceed	**100**

1.5 Failure on the part of a bidder to complete and submit BANKSETA's preference points form together with the bid, will be interpreted to mean that preference points 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) **"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;

(b) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);

(c) **"EME"** means an Exempted Micro Enterprise in terms of a code of good practice onblack economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;

(d) **"functionality"** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.

(e) **"prices"** includes all applicable taxes less all unconditional discounts;

1)

(f) **"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 theBroad-Based Black Economic Empowerment Act;

(g) **"rand value"** means the total estimated value of a contract in Rand, calculated at thetime of bid invitation, and includes all applicable taxes;

3. POINTS AWARDED FOR PRICE

3.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 or 90/10

$$Ps = 80\left(1 - \frac{Pt - P\min}{P\min}\right) \quad \text{or} \quad Ps = 90\left(1 - \frac{Pt - P\min}{P\min}\right)$$

Where

Ps = Points scored for price of bid under consideration

Pt = Price of bid under consideration

Pmin = Price of lowest acceptable bid

4. PREFERENCE POINTS CLAIMED
THE BIDDER SHOULD COMPLETE THE ATTACHED BANKSETA PREFERENCE POINTS CLAIM DOCUMENT

5. SUB-CONTRACTING

5.1 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 ……………………………….

6. DECLARATION WITH REGARD TO COMPANY/FIRM

6.1 Name of company/firm:………………………………………………………………………………

6.2 VAT registration number:……………………………………………………………………….

6.3 Company registration number:………………………………………………………………….

6.4 TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One person business/sole propriety
- ☐ Close corporation
- ☐ Company
- ☐ Pty Limited

[TICK APPLICABLE BOX]

6.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

…………………………………………………………………………………………………

…………………………………………………………………………………………………

…………………………………………………………………………………………………

…………………………………………………………………………………………………

6.6 COMPANY CLASSIFICATION

- ☐ Manufacturer
- ☐ Supplier
- ☐ Professional service provider
- ☐ Other service providers, e.g. transporter, etc.[*TICK APPLICABLE BOX*]

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

6.8 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 BANKSETA preference points system, qualifies thecompany/ 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 bidder has been claimed or obtained preference points 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 asa result of having to make less favourable arrangements due to such cancellation.

(d) recommend that the bidder or contractor, its shareholders anddirectors, 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. …………………………………….

…………………………………….
SIGNATURE(S) OF BIDDERS(S)

DATE: …………………………………..

ADDRESS …………………………………..

…………………………………..

…………………………………..

BANKSETA PREFERENCE POINTS CLAIM DOCUMENT

1.1 The service provider is requested to complete the form below accurately and fully to show the areas where it wishes to claim preference points.
It is the service providers responsibility to ensure that the form is accurately and fully completed.

1.2 For shortlisted service providers, BANKSETA may request additional information and evidence to support the preference points claimed.

1.3 An entity may claim points based on the same shareholding or persons in more than one category. For example black female disabled shareholders under 35 who is a SA citizen may lead a business to claim points under Empowerment of women, youth empowerment and empowerment of persons with disabilities.

The BANKSETA will allocate preference points as follows:

No	**Specific Goals**	**80/20 Preference Point system**
		Transactions with local content requirement set by legislation
1.	Empowerment of black persons- Ownership and Active Management by black persons – 51% threshold as explained below	6
2.	Promotion of Local production and Delivery by South Africans – 100% threshold as explained below	6
3.	Empowerment of Women - Women Ownership and management - Threshold 50% as explained below	2
4.	Youth Empowerment Youth Ownership and management – 33% Threshold as explained below	2
5.	Empowerment of Persons With Disabilities - Ownership and Management or Employment of People with Disabilities – 20% threshold for Ownership and	2

	Management and 10% threshold for Employment of Persons with Disabilities as explained below	
6.	Promotion of small and medium businesses, co-operatives and non-governmental institutions in all areas- rural and urban areas – as explained below	2
	Total Points allocated towards specific goals	**20**

1.4 Empowerment of black persons- Ownership and Active Management by black persons Black Person Ownership

1.4.1 Black persons are as defined in Broad based black economic empowerment Act (B-BBEE) which currently means Africans, Coloureds and Indians:

(a) who are citizens of the Republic of South Africa by birth or decent; or

(b) who became citizens of the Republic of South Africa by naturalisation –

(i) before 27 April 1994;

(ii) on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalisation prior to that date.

Preference Point	Service Provider to INDICATE YES OR NO	No of Points per BANKSETA Preference point System	For BANKSETA USE Only Points Claimed
Does the service provider wish to claim points under black ownership and management where 51% or more ownerships and management is by black people		**6**	

IF YES please provide the following details

DETAILS OF BLACK OWNERS WHO ARE ACTIVELY MANAGING THE BUSINESS				
	Full Name of Black Owners who are Actively Involved in the Business	ID Number	Ownership Percentage (via shareholding)	Management Position in the Company
1				
2				

3				
4				
5				
6				
7				
8				
9				
10				
	TOTAL Black Ownership			

For shortlisted service providers, BANKSETA will request additional information and evidence to support the information shown for the preference points claimed. Please note that such additional information may include but is not limited to certified IDs, naturalisation records for owners not South African by birth and CIPC records of the entity.

1.5 Preference Points Claimed For Empowerment of 100% Local production of Goods and/or 100% Use of South African Citizens for Delivery of Services.

The goods supplied should be 100% manufactured or assembled in South Africa from 100% local materials and any services supplied should 100% utilising South African citizens . If only services are being sough, the services should be delivered using 100% South African citizens.

Preference Point	Service Provider to Indicate YES OR NO	No of Points per BANKSETA Preference point System	For BANKSETA USE Only Points Claimed
Does the service provider wish to claim points under Promotion of Local production and Delivery by South Africans – 100% threshold		**6**	

IF YES please provide the following details

Details	Service Provider to Indicate YES or NO
2.1 If goods are to be supplied are these 100% assembled or manufactured in South Africa	
2. If goods are to be supplied are these 100% assembled or manufactured in South Africa	
2.3 If services are to be supplied, are these to be delivered 100% by South African citizens Kindly note that the citizen status of employees is stated in the ID document	

For shortlisted service providers, BANKSETA will request additional information and evidence to support the information shown for preference points claimed. Please note that such additional information may include but is not limited to sworn affidavits, details of manufacturing/assembly plant, details of main raw material suppliers, employee lists and ID numbers.

1.6 Preference Points Claimed For Empowerment of Women – Through Women Ownership and Management of the Entity- Threshold 50%

1.5.1 Women ownership points will be awarded to a Tenderer who have 50% or more women ownership, who are actively involved in the day-to-day activities of the company or enterprise. The position and role that women owners play in the company should be stated. The woman should be South African citizens.

Preference Point	Service Provider to Indicate YES OR NO	No of Points per BANKSETA Preference point System	For BANKSETA USE Only Points Claimed
Does the service provider wish to claim points under women ownership and management where 50% or more ownerships and management is by women who are South African citizens		**2**	

IF YES please provide the following details

DETAILS OF WOMEN OWNERS WHO ARE MANAGING THE BUSINESS AND ARE SOUTH AFRICAN CITIZENS

	Full Name of Black Owners who are Actively Involved in the Business	ID Number	Ownership Percentage (via shareholding)	Management Position in the Company
1				
2				
3				
4				
5				
6				
	TOTAL WOMEN OWNERSHIP & MANAGEMENT			

For shortlisted service providers, BANKSETA will request additional information and evidence to support the information shown for preference points claimed. Please note that such additional information may include but is not limited to certified IDs and CIPC records.

1.7 Preference Points Claimed For Empowerment of Youth Through Youth Ownership and management of the Service Provider /Enterprise– 33% Threshold

1.7.1 Youth ownership points will be awarded to a Tenderer who have 33% or more youth ownership being persons 35 years and below, determined at the date of tender/ RFQ closing. Youth ownership will be determined based on the shareholding of the members who are defined as youth and are South African citizens, who also manage the entity.

Preference Point	**Service Provider to Indicate YES OR NO**	**No of Points per BANKSETA Preference point System**	**For BANKSETA USE Only Points Claimed**
Does the service provider wish to claim points under Youth Ownership and management – 33% Threshold. The youth should be South African citizens		**2**	

IF YES please provide the following details

DETAILS OF YOUTH OWNERS WHO ARE MANAGING THE BUSINESS AND ARE SOUTH AFRICAN CITIZENS

	Full Name of Black Owners who are Involved in the Business Management	ID Number	Ownership Percentage (via shareholding)	Management Position in the Company
1				
2				
3				
4				
5				
6				
	TOTAL YOUTH OWNERSHIP & MANAGEMENT			

For shortlisted service providers, BANKSETA will request additional information and evidence to support the information shown for preference points claimed. Please note that such additional information may include but is not limited to certified IDs and CIPC records.

1.8 Preference Points Claimed For Empowerment of Persons With Disabilities - Ownership and Management or Employment of People with Disabilities – 20% threshold for Ownership and Management and 10% threshold for Employment of Persons with Disabilities of Youth Empowerment Through Youth Ownership and management – 33% Threshold

1.8.1 Persons with Disability Ownership points will be awarded to a Tenderer who have 20% or more shareholding by South African citizen persons with disability who are actively involved in the day-to-day activities of the company or entity are

OR

to tenderers who employ 10% or more South African persons with disability on a permanent basis.

Disability ownership will be determined by the shareholding of the enterprise owned by such a South African citizen person with disability who are actively involved in the day-to-day activities of the company or enterprise

OR

by enterprises whose permanent staff complement consists of 10% or more South African citizen persons with disabilities. Any disabilities need to be legally verifiable for points to be claimed.

Kindly note that full points are awarded for either ownership/management of persons with disabilities or employment of persons with disabilities.

Preference Point	Service Provider to Indicate YES OR NO	No of Points per BANKSETA Preference point System	For BANKSETA USE Only Points Claimed
Does the service provider wish to claim points under Persons with Disability Ownership points will be awarded to a Tenderer who have 20% or more shareholding by South African citizen persons with disability who are actively involved in the day-to-day activities of the company or entity are OR to tenderers who employ 10% or more South African persons with disability on a permanent basis.		**2**	

IF YES please provide the following details

DETAILS OF OWNERS WHO ARE MANAGING THE BUSINESS AND HAVE DISABILITIES AND ARE SOUTH AFRICAN CITIZENS				
	Full Name of Persons With Disabilities Owners who are Involved in the Business	ID Number	Ownership Percentage (via shareholding)	Management Position in the Company
1				
2				
3				
4				
5				
6				
	TOTALPERSON WITH DISABILITIES OWNERSHIP & MANAGEMENT			

AND/OR

Total Number of Permanent Employees	Number of Permanent Employees with Disabilities	% of Employees With Disabilities

For shortlisted service providers, BANKSETA will request additional information and evidence to support the information shown for preference points claimed. Please note that such additional information may include but is not limited to certified IDs, CIPC records, employee list, disabilities list or certificates of disability.

1.9 Preference Points Claimed For Empowerment Small and Medium Enterprises Including Co-operatives and Non-Governmental Organisations in All Areas – Rural and Urban

1.9.1 Small and medium business includes all South African businesses, co-operatives and non-governmental organisations with annual turnover up to R10 million or alternatively,

these entities are recently incorporated, have been operating for less than one year and are projected to have annual turnover of less than R10 million in the first year. The ownership of small and medium business, co-operatives or non-governmental organisations should be 100% South African citizens (or entities owned 100% by South Africa citizens).

Preference Point	Service Provider to Indicate YES OR NO	No of Points per BANKSETA Preference point System	For BANKSETA USE Only Points Claimed
Does the service provider wish to claim points under Small and medium business includes all South African businesses, co-operatives and non-governmental organisations with annual turnover up to R10 million or alternatively, these entities are recently incorporated, have been operating for less than one year and are projected to have annual turnover of less than R10 million in the first year. The ownership of small and medium business, co-operatives or non-governmental organisations should be 100% South African citizens (or entities owned 100% by South Africa citizens).		**2**	

IF YES please provide the following details

DETAILS OF THE BUSINESS				
Dated Business Incorporated	Financial Year Ending	Turnover in Prior Financial Year of the Enterprise	Budgeted Turnover This Current Financial Year	Turnover to Date in Current Financial Year

For shortlisted service providers, BANKSETA will request additional information and evidence to support the information shown for preference points claimed. Please note that such additional information may include but are not limited to CIPC records, annual financial statements and sworn affidavits.

1.10 False Information from Bidders

Should the BANKSETA ascertain that any bidder has submitted any false information, the BANKSETA may disqualify the bidder/service provider, cancel any award without prejudice to any other remedies available to BANKSETA and report the service provider to National Treasury.

The bidder/service provider will be given an opportunity to give reasons why BANKSETA should not take actions detailed above where false information has been submitted.