



Artscape a Cultural Institution in terms of section 3 of the Cultural Institutions Act 1998 (Act no.119 of 1998). Artscape is a listed as a schedule 3A (National entity) under the Public Finance Management Act, 1999 (Act No1 of 1999) Seeks Quotations for 

|       |  |
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| Goods |  |
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 /or 

|          |   |
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| Services | X |
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 below five hundred thousand rand (R500 000.00).

**Insert CSD Codes:**

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**Insert CSD 36 digit security code:** \_\_\_\_\_

**The following documents needs to be submitted with quotations:**

- BBBEE Certificate/ Sworn Affidavit
- SARS No and SARS status Pin

**The attached forms to be completed by Supplier:**

- SBD4, SBD8 & SBD 9

**As a service provider you are deemed to have read and accepted the Government Procurement: General Conditions of Contract (GCC) of July 2010, (<http://www.treasury.gov.za>)**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                   |
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| <b>Date Issued:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>23/11/2021</b> |
| <b>Description of Goods or Service:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Quantity:</b>  |
| <b>Detailed Specifications:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                   |
| <p><b>REQUEST FOR QUOTATION TO INSPECTION AND LOAD TEST OF HOISTING AND LIFTING EQUIPMENT</b></p> <p><b>1. PURPOSE OF RFQ</b></p> <p>Artscape is seeking the services of a competent and registered service provider to inspect and load test its hoisting and lifting equipment as required by the Occupational Health and Safety Act, in the Opera and Theatre performance venues.</p> <p><b>2. INTRODUCTION</b></p> <p>Artscape is a facilitator of stage performances and has the primary function of a "Performing Arts Centre". It manages the Artscape Theater Complex, a complex which belongs to the Provincial Government of the Western Cape. The Theatre complex consist of the 1487-seater "Opera House", the 540-seater "Theatre" and the 139-seater "Arena Theatre".</p> <p><b>3. OUTPUT</b></p> <p>On completion of the load test and inspection, the flying system and stage machinery must comply with all statutory requirements and this will be certified by an inspector who is registered as a lifting machine inspector by the Engineering Council of South Africa.</p> <p><b>4. SCOPE OF WORK</b></p> <ol style="list-style-type: none"> <li>All hoisting and lifting equipment and machinery shall be inspected and load tested by a Competent Lifting Machinery Inspector.</li> <li>All stage machinery shall be load tested.</li> <li>All components associated with hoisting and lifting equipment including pulleys and wire rope shall be inspected for any damages / defects.</li> <li>The Lifting inspector performing the inspection and load testing shall record and sign for such inspection / load test.</li> <li>The Lifting Inspector performing the inspection and load test shall complete and sign for each task recorded as per Artscape Job Card for each hoisting machine / equipment.</li> <li>The Lifting Inspector performing the inspection / testing shall provide Artscape with a Load Test Certificate for each of the hoisting equipment / machinery inspected and load tested.</li> </ol> |                   |

- vii. The inspection shall in all aspects comply with the Occupational Health and Safety Act 85 of 1993 Driven Machinery Regulation 18(5).

## 5. ITEMS TO BE LOAD TESTED / INSPECTED

| Item number | Description                                                                                          | Quantity |
|-------------|------------------------------------------------------------------------------------------------------|----------|
| 5.1         | <b>Flying system including:</b>                                                                      |          |
| 5.1.1       | Electrically driven décor battens including all associated component such as pulleys and wire rope   | 106      |
| 5.1.2       | Hand / Manually operated winches including all associated component such as pulleys and wire rope    | 24       |
| 5.1.3       | Electrically operated winch battens including all associated component such as pulleys and wire rope | 5        |
| 5.1.4       | Side Battens including wire rope and pulleys                                                         | 4        |
| 5.1.5       | Point hoists including wire rope and pulleys                                                         | 18       |
| 5.1.6       | Lighting / Spot bars including wire rope and pulleys                                                 | 3        |
| 5.1.7       | Lighting Bridge including wire rope and pulleys                                                      | 3        |
| 5.2         | <b>Stage Machinery including:</b>                                                                    |          |
| 5.2.1       | stage lifts                                                                                          | 3        |
| 5.2.2       | orchestra pit lifts                                                                                  | 6        |
| 5.2.3       | side stage wagons                                                                                    | 3        |
| 5.2.4       | back stage wagons                                                                                    | 2        |
| 5.2.5       | I Beams (Spreader beams)                                                                             | 8        |
| 5.2.6       | Décor hoists                                                                                         | 2        |
| 5.2.7       | Fire / Sound Curtains including wire rope and pulleys                                                | 7        |
| 5.2.8       | Chain hoists                                                                                         | 6        |

## 6. DESCRIPTION OF ITEMS TO BE LOAD TESTED / INSPECTED

### 6.1. OPERA HOUSE PERFORMANCE VENUE:

#### I. Stage machinery

- **Stage lifts:** The main stage of the opera house performance venue, comprises three (3) identical stage lifts and is electrically driven. Each lift consists of a stage floor deck and under-stage floor. The Dimensions of each lift are 14.00m long x 4.14m wide. It has a maximum static load of 500kg per m<sup>2</sup> and a maximum dynamic load of 166kg per m<sup>2</sup>. The Travel distance of top deck downwards below stage level is 1.65m.
- **Side stage wagons:** The size of the wooden-covered floor of each wagon is 4.14m wide x 14.0m long, corresponding to each of the three stage lifts mentioned above and are 'stored' in the left (PS) side stage. The height of the wagons measures 34cm and it has a maximum static load of 350kg per m<sup>2</sup>. The wagons, electrically driven, can individually or as a synchronized locked group, be positioned over the stage lifts and lowered to stage floor level.
- **Back stage wagon:** The electrically driven wagon is "stored" in the rear stage and has a wood-covered floor. It measures 12.48m deep x 14.00m wide, corresponding to the three stage lifts together. When positioned over the stage lifts, the wagon sinks down to stage floor level. It has two built-in turntables/revolves. The height of the wagon is 30cm and it has a maximum static load of 350kg per m<sup>2</sup> and a maximum dynamic load 116kg per m<sup>2</sup>.

- **Orchestra pit lifts:** Three electrically driven “orchestra” lifts, are fully computerised and can be operated independently or as a single synchronized unit. The maximum static load allowed is 500kg per m<sup>2</sup> and the maximum dynamic load allowed is 166kg per m<sup>2</sup>.
  - **Lifts No’s 1 and 3** respectively at left and right hand sides. The dimensions of wood-covered floor (both slightly curved at front) is 4.2m wide, x approximately 3.69m deep. The total area of both lifts (no’s 1 & 3) is 35.5m<sup>2</sup>.
  - **Lift No 2 (Centre):** The dimensions of wood-covered floor is 5.22m wide x 3.87m deep. The total area of the lift (centre) is 16.75m<sup>2</sup>

## II. Electrically driven décor battens

The Fly Tower houses a total of sixty nine (67) “décor” battens including three (3) x cyclorama (curved) battens. The total height of the Fly Tower is 37m and the height from stage floor level to the gridiron is 23.00m.

The décor battens are operated and controlled from a Computerised control desk located on the fly floor gallery and is fully pre-programmable for productions, and operated by a single Fly-man / Mechanist (Operator).

- 14 x décor battens are 500kg (evenly spread) safe working load capacity - electrical winch system.
- 51 x décor battens are 350kg (evenly spread) safe working load capacity - electro/mechanical double purchase counter-weight system.
- 2 x décor battens has a safe working load capacity of 1000kg (evenly spread) electro/mechanical counter-weight system.
- One décor batten has a safe working load capacity of 400kg (evenly spread)
- Each décor batten is made of a 50 / 60mm round pipe and is suspended each with 5 x 6mm wire rope spaced at approximately 4m intervals.
- Two décor battens consist of two steel pipes. The top part is made of 70mm round pipe and the bottom part of 50mm round pipe.
- The travel distance of the battens from stage floor to gridiron is 22.50m.
- The average distance between each batten is 20.3cm variable.

**III. Electrically operated winches** – Three electrically operated winches are located in the rear stage of the Opera House. Two of the winches has a safe working load capacity of 500kg (evenly spread) and one has a safe working lifting capacity of 1000kg. The length of each batten is 14m. It is made of 50mm diameter round pipe and each is suspended with 4 x 10mm wire rope.

**IV. Hand operated winches** - A total of fourteen (14) x hand operated winch fly battens with a safe working load capacity of 350kg (evenly spread) each, are present on the opera stage and located as follows:

- 8 x back stage area
- 3 x stage left
- 3x stage right

The length of each of these battens is 14m. It is made of 50mm diameter round pipe and each is suspended with 4 x 10mm wire rope spaced at approximately 4m intervals.

**V. Point Hoists:** Six (6) x electrically operated point hoists are located on the gridiron. The safe working load per single hoist is 226kg and the maximum combined/simultaneous safe hoist load is 907kg. The diameter of the wire rope is 10mm.

**VI. Décor hoists** – The décor hoists in the Opera and Theatre are used to move décor and stage equipment from the ground floor to stage level. The Petrel hoist is driven by means of two rack and pinion drive units, each coupled by a drive shaft to a central electrical motor. The electrically powered unit is designed to hoist a load not exceeding 5000kg (evenly spread). The concentrated load in an area of 4m<sup>2</sup> is 3000kg. The size of the platform is 8960mm long and 2950mm wide.

**VII. Chain hoist** - A total of four (4) electrically operated chain hoists are installed in the ceiling of the opera auditorium. It is suspended off a steel eyebeams installed in the ceiling and used to suspend the speaker system. The safe load working load of two of the point hoists is 500kg and the safe working load of two of the hoists is 1000kg.

**VIII. I Beam (Spreader beams)** - A total of eight (8) I beams (spreader beams) are installed on the gridiron of the Opera stage. These are used to “dead-hang” heavy scenery and equipment. The safe working load of each beam is 1000kg. Note that some beams are movable and some static.

**IX. Sound barriers / Fire curtain** – Four solid fire / sound barriers surrounds the main stage of the Opera stage. It separate it from the side and rear stages when they are flown in. It is suspended with 22mm steel rope and located as follows:

- One (1) on stage left – separates the main stage from stage left and measures approximately 8.5m in height and 16.5m in width.
- One (1) on stage right – separates the main stage from stage right and measures approximately 8.5m in height and 16.m in width
- One (1) in back stage – separates the main stage from rear stage and measures approximately 8.5 in height and 15.84m in width
- On (1) in front stage – separates the audience from the stage and serves as fire curtain and measures approximately 8.5m in height and 15.5m in width.

**A. Opera Performance Venue Batten schedule**

| BATTON NO. | DESCRIPTION            | LENGTH OF BATTON | Motor / Winch type | LIFTING CAPACITY - KG  | Location   |
|------------|------------------------|------------------|--------------------|------------------------|------------|
|            | MAIN HOUSE CURTAIN BAR |                  |                    | 1360 – (dead weight)   | MAIN STAGE |
| 3.         | DÉCOR BATTEN           | 19.80m           | Waagner- Biro      | 500 – (evenly spread)  | MAIN STAGE |
| 4.         | DÉCOR BATTEN           | 19.80m           | Waagner- Biro      | 500 – (evenly spread)  | MAIN STAGE |
| 5.         | DÉCOR BATTEN           | 19.80m           | Waagner- Biro      | 500 – (evenly spread)  | MAIN STAGE |
| 6.         | DÉCOR BATTEN           | 19.80m           | Waagner- Biro      | 500 – (evenly spread)  | MAIN STAGE |
| 7.         | DÉCOR BATTEN           | 19.80m           | Waagner- Biro      | 500 – (evenly spread)  | MAIN STAGE |
| 8.         | DÉCOR BATTEN           | 19.80m           | Waagner- Biro      | 500 – (evenly spread)  | MAIN STAGE |
| 9.         | DÉCOR BATTEN           | 19.80m           | Waagner- Biro      | 500 – (evenly spread)  | MAIN STAGE |
| 10.        | DÉCOR BATTEN           | 19.80m           | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 11.        | DÉCOR BATTEN           | 19.80m           | Bauer              | 350 – (evenly spread)  | MAIN STAGE |
| 12.        | DÉCOR BATTEN           | 19.80m           | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 13.        | DÉCOR BATTEN           | 19.80m           | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 14.        | DÉCOR BATTEN           | 19.80m           | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 15.        | DÉCOR BATTEN           | 19.80m           | Bauer              | 350 – (evenly spread)  | MAIN STAGE |
| 16.        | DÉCOR BATTEN           | 19.80m           | Bauer              | 350 – (evenly spread)  | MAIN STAGE |
| 17.        | DÉCOR BATTEN           | 19.80m           | Bauer              | 350 – (evenly spread)  | MAIN STAGE |
| 18.        | DÉCOR BATTEN           | 19.80m           | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 19.        | DÉCOR BATTEN           | 19.80m           | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 20.        | DÉCOR BATTEN           | 19.80m           | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 21.        | DÉCOR BATTEN           | 19.80m           | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 22.        | DÉCOR BATTEN           | 19.80m           | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 23.        | DÉCOR BATTEN           | 19m              | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 24.        | DÉCOR BATTEN           | 19.80m           | Waagner- Biro      | 500 – (evenly spread)  | MAIN STAGE |
| 25.        | DÉCOR BATTEN           | 19.80m           | Bauer              | 1000 – (evenly spread) | MAIN STAGE |
| 26.        | DÉCOR BATTEN           | 19.80m           | Waagner- Biro      | 500 – (evenly spread)  | MAIN STAGE |
| 27.        | DÉCOR BATTEN           | 19.80m           | Waagner- Biro      | 500 – (evenly spread)  | MAIN STAGE |
| 28.        | DÉCOR BATTEN           | 19m              | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 29.        | DÉCOR BATTEN           | 19.80m           | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 30.        | DÉCOR BATTEN           | 19.80m           | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 31.        | DÉCOR BATTEN           | 19.80m           | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 32.        | DÉCOR BATTEN           | 19.80m           | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 33.        | DÉCOR BATTEN           | 19.80m           | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 34.        | DÉCOR BATTEN           | 19.80m           | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 35.        | DÉCOR BATTEN           | 19.80m           | Nord               | 350 – (evenly spread)  | MAIN STAGE |
| 36.        | DÉCOR BATTEN           | 19.80m           | Nord               | 350 – (evenly spread)  | MAIN STAGE |

|     |                                             |        |               |                        |            |
|-----|---------------------------------------------|--------|---------------|------------------------|------------|
| 37. | DÉCOR BATTEN                                | 19.80m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 38. | DÉCOR BATTEN                                | 19.80m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 39. | DÉCOR BATTEN                                | 19.80m | Bauer         | 350 – (evenly spread)  | MAIN STAGE |
| 40. | DÉCOR BATTEN                                | 19.80m | Bauer         | 350 – (evenly spread)  | MAIN STAGE |
| 41. | DÉCOR BATTEN                                | 19.80m | Bauer         | 350 – (evenly spread)  | MAIN STAGE |
| 42. | DÉCOR BATTEN                                | 19.80m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 43. | DÉCOR BATTEN                                | 19.80m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 44. | DÉCOR BATTEN                                | 19.80m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 45. | DÉCOR BATTEN                                | 19.80m | Waagner- Biro | 500 – (evenly spread)  | MAIN STAGE |
| 46. | DÉCOR BATTEN                                | 19.80m | Bauer         | 1000 – (evenly spread) | MAIN STAGE |
| 47. | DÉCOR BATTEN                                | 19.80m | Waagner- Biro | 500 – (evenly spread)  | MAIN STAGE |
| 48. | DÉCOR BATTEN                                | 19.80m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 49. | DÉCOR BATTEN                                | 19.80m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 50. | DÉCOR BATTEN                                | 19.80m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 51. | DÉCOR BATTEN                                | 19.80m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 52. | DÉCOR BATTEN                                | 19m    | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 53. | DÉCOR BATTEN                                | 19.80m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 54. | DÉCOR BATTEN                                | 19.80m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 55. | DÉCOR BATTEN                                | 17.90m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 56. | DÉCOR BATTEN                                | 17.90m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 57. | DÉCOR BATTEN                                | 17.90m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 58. | DÉCOR BATTEN                                | 19.80m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 59. | DÉCOR BATTEN                                | 19.80m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 60. | DÉCOR BATTEN                                | 19.80m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 61. | DÉCOR BATTEN                                |        | Waagner- Biro | 350 – (evenly spread)  | MAIN STAGE |
| 62. | DÉCOR BATTEN                                | 17.90m | Waagner- Biro | 500 – (evenly spread)  | MAIN STAGE |
| 63. | DÉCOR BATTEN                                | 17.90m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 64. | DÉCOR BATTEN                                | 17.90m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 65. | DÉCOR BATTEN                                | 17.90m |               | 350 – (evenly spread)  | MAIN STAGE |
| 66. | DÉCOR BATTEN                                | 17.90m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 67. | DÉCOR BATTEN – CYCLORAMA C1 – (Short Curve) |        | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 68. | DÉCOR BATTEN – CYCLORAMA C2 – (Full Curve)  | 52.60m | Nord          | 500 – (evenly spread)  | MAIN STAGE |
| 69. | DÉCOR BATTEN                                | 16.60m | Nord          | 350 – (evenly spread)  | MAIN STAGE |
| 70. | DÉCOR BATTEN – CYCLORAMA C3 – (Half Curve)  | 38m    | Nord          | 400 – (evenly spread)  | MAIN STAGE |

#### B. Hand Operated Winch Battens

| ITEM NO. | DESCRIPTION                | LIFTING CAPACITY - KG | LOCATION                |
|----------|----------------------------|-----------------------|-------------------------|
| 1.       | HAND OPERATED WINCH BATTEN | 350 – (evenly spread) | REAR STAGE              |
| 2.       | HAND OPERATED WINCH BATTEN | 454 – (evenly spread) | REAR STAGE              |
| 3.       | HAND OPERATED WINCH BATTEN | 454 – (evenly spread) | REAR STAGE              |
| 4.       | HAND OPERATED WINCH BATTEN | 350 – (evenly spread) | REAR STAGE              |
| 5.       | HAND OPERATED WINCH BATTEN | 350 – (evenly spread) | REAR STAGE              |
| 6.       | HAND OPERATED WINCH BATTEN | 350 – (evenly spread) | REAR STAGE              |
| 7.       | HAND OPERATED WINCH BATTEN | 350 – (evenly spread) | REAR STAGE              |
| 8.       | HAND OPERATED WINCH BATTEN | 350 – (evenly spread) | REAR STAGE              |
| 9.       | HAND OPERATED WINCH BATTEN | 350 – (evenly spread) | SIDE STAGE – STAGE LEFT |
| 10.      | HAND OPERATED WINCH BATTEN | 350 – (evenly spread) | SIDE STAGE – STAGE LEFT |

|     |                            |                                |                          |
|-----|----------------------------|--------------------------------|--------------------------|
| 11. | HAND OPERATED WINCH BATTEN | 350 – ( <i>evenly spread</i> ) | SIDE STAGE – STAGE LEFT  |
| 12. | HAND OPERATED WINCH BATTEN | 350 – ( <i>evenly spread</i> ) | SIDE STAGE – STAGE RIGHT |
| 13. | HAND OPERATED WINCH BATTEN | 350 – ( <i>evenly spread</i> ) | SIDE STAGE – STAGE RIGHT |
| 14. | HAND OPERATED WINCH BATTEN | 350 – ( <i>evenly spread</i> ) | SIDE STAGE – STAGE RIGHT |

#### C. Electrically Driven Winches

| ITEM NO. | DESCRIPTION     | LIFTING CAPACITY - KG           | LOCATION   |
|----------|-----------------|---------------------------------|------------|
| 1.       | LIGHTING BAR    | 350 – ( <i>evenly spread</i> )  | REAR STAGE |
| 2.       | LIGHTING BAR    | 350 – ( <i>evenly spread</i> )  | REAR STAGE |
| 3.       | LIGHTING BRIDGE | 1000 - ( <i>evenly spread</i> ) | REAR STAGE |

#### D. Point hoists (Electrically Operated)

| ITEM NO. | DESCRIPTION | LIFTING CAPACITY - KG | LOCATION   |
|----------|-------------|-----------------------|------------|
| 1.       | POINT HOIST | 300                   | MAIN STAGE |
| 2.       | POINT HOIST | 300                   | MAIN STAGE |
| 3.       | POINT HOIST | 300                   | MAIN STAGE |
| 4.       | POINT HOIST | 300                   | MAIN STAGE |
| 5.       | POINT HOIST | 300                   | MAIN STAGE |
| 6.       | POINT HOIST | 300                   | MAIN STAGE |

#### E. Sound Barrier

| ITEM NO. | DESCRIPTION   | TONNAGE | LOCATION    |
|----------|---------------|---------|-------------|
| 1.       | FIRE CURTAIN  | 1 TON   | FRONT STAGE |
| 2.       | SOUND BARRIER | 1 TON   | STAGE LEFT  |
| 3.       | SOUND BARRIER | 1 TON   | STAGE RIGHT |
| 4.       | SOUND BARRIER | 1 TON   | REAR STAGE  |

#### F. I BEAMS (SPREADER BEAMS)

| ITEM NO. | DESCRIPTION            | TONNAGE | LOCATION  |
|----------|------------------------|---------|-----------|
| 1.       | I BEAM (SPREADER BEAM) | 1 TON   | GRID IRON |
| 2.       | I BEAM (SPREADER BEAM) | 1 TON   | GRID IRON |
| 3.       | I BEAM (SPREADER BEAM) | 1 TON   | GRID IRON |
| 4.       | I BEAM (SPREADER BEAM) | 1 TON   | GRID IRON |
| 5.       | I BEAM (SPREADER BEAM) | 1 TON   | GRID IRON |
| 6.       | I BEAM (SPREADER BEAM) | 1 TON   | GRID IRON |
| 7.       | I BEAM (SPREADER BEAM) | 1 TON   | GRID IRON |
| 8.       | I BEAM (SPREADER BEAM) | 1 TON   | GRID IRON |
| 9.       | I BEAM (SPREADER BEAM) | 1 TON   | GRID IRON |

#### G. CHAIN HOISTS (Electrically Operated)

| ITEM NO. | DESCRIPTION       | LIFTING CAPACITY - KG | LOCATION           |
|----------|-------------------|-----------------------|--------------------|
| 1.       | CHAIN HOIST MOTOR | 1 TON                 | FRONT STAGE - ROOF |
| 2.       | CHAIN HOIST MOTOR | 1 TON                 | FRONT STAGE - ROOF |
| 3.       | CHAIN HOIST MOTOR | 500                   | FRONT STAGE - ROOF |

|    |                   |     |                    |
|----|-------------------|-----|--------------------|
| 4. | CHAIN HOIST MOTOR | 500 | FRONT STAGE - ROOF |
|----|-------------------|-----|--------------------|

| <b>H. DÉCOR / SCENIC HOIST</b> |                      |                               |            |
|--------------------------------|----------------------|-------------------------------|------------|
| ITEM NO.                       | DESCRIPTION          | TONNAGE                       | LOCATION   |
|                                | DÉCOR / SCENIC HOIST | 5000 ( <i>evenly spread</i> ) | REAR STAGE |

**6.2. THEATRE PERFORMANCE VENUE**

**6.2.1. FLY TOWER**

The Fly Tower in the Theatre houses a total of thirty two (32) electrically driven décor battens including two (2) cyclorama and four (4) side décor battens. It also house twelve (4) lighting / spot bars and twelve (12) x point hoists and three sound barriers / fire curtains. The Control desk is located on the first fly floor gallery and is pre-programmable for productions, and operated by a single fly-man / mechanist (Operator). The height from stage floor to grid iron is 18.5m

**I. Electrically driven Décor Battens** - The electrically driven décor battens in the stage tower consist of:

- Three (3) x portal battens marked 01; 02; 03. The Length of each portal batten is 17.2m.
- Thirty two (32) x Décor battens – The lengths of battens no's 1 – 28 varies between 14.6m and 17.4m.
- Four (4) x side battens. The Length of batten No. P1 is 3.96m with 93cm right angle extension (x2: one on each side) and the length of battens No's P3 and P4 is 7.09m.
- Two (2) x Cyclorama battens, the legs of which follow the contour of the stage towards the proscenium opening. The length of the batten is 24.8m

The safe working load of each batten equally spread, is 317kg and the average distance between each batten is 20.3cm.

**II. Spot / Lighting Batten / Bridge:** Four (4) electrically driven Spot bars / Lighting Battens located as follows:

- Bar No. 1: Portal Bridge / Lighting Bridge
- Bar No. 2: Between Décor Battens No's 5 & 6
- Bar No. 3: Between Décor Battens No,s 12 & 13
- Bar No. 4: Between Décor Battens No,s 22 & 23

**III. Electrically Operated House Curtain (Main Tabs)** - Travels vertically or horizontally. The vertical travel distance is 8.22m and the horizontal travel distance is 15m. The dead weight of curtain is 1360kg.

**IV. Point hoists** – Twelve (12) x point hoist are located in the gridiron and can positioned in various places on the gridiron. The safe working load per single point hoist 226kg. The maximum combined / simultaneous hoist safe working load is 907kg.

**V. Electrically operated winches** – Two electrically operated winches are located in the rear stage of the Theatre. Two of the winches has a safe working load capacity of 500kg (*evenly spread*) and one has a safe working lifting capacity of 1000kg. The length of each batten is 14m. It is made of 50mm diameter round pipe and each is suspended with 4 x 10mm wire rope.

**VI. Sound barriers / Fire curtain** – Three solid fire / sound barriers surrounds the main stage of the Opera stage. It separate it from the side and rear stages when they are flown in. It is suspended with 22mm steel rope and located as follows:

- One (1) on stage left – separates the main stage from stage left and measures approximately 7m in height and 11.5m in width.
- One (1) in back stage – separates the main stage from rear stage and measures approximately 7m in height and 14.67m in width
- On (1) in front stage – separates the audience from the stage and serves as fire curtain and measures approximately 6.2m in height and 17.7m in width.

## 6.2.2. STAGE MACHINERY

- I. Orchestra pit lifts:** Three (3) electrically driven “orchestra” lifts in pit which can be operated independently or as a single synchronized unit.

Lift No’s 1 and 3 is respectively at left and right hand sides. The dimension of the wood-covered floor all slightly curved at front is 3.55m x 2.43m and the total area of both lifts is 15.8m

Lift No. 2 (Centre lift) – The dimension of wood-covered floor is 4.59m and the total area of wooden floor is 12m<sup>2</sup>.

The Total area of lifts 1, 2 and 3, is 27.8 m<sup>2</sup>. The maximum allowed static weight is 500kg per m<sup>2</sup> and the maximum allowed dynamic weight is 166kg per m<sup>2</sup>

- II. Single Rear Stage Wagon** – The “parked” position of the wagon is in the back stage area and electrically driven over the main stage. It does not sink flush with stage floor level. The dimension of the wood-covered floor is 10.35m in length, 13.6m wide and 245mm high. The maximum static load is 500kg per m<sup>2</sup> and the maximum Dynamic load is 166kg per m<sup>2</sup>

### A. Batten schedule of Theatre Performance Venue

| BATTEN NO. | DESCRIPTION  | LENGTH OF BATTON | LIFTING CAPACITY - KG | LOCATION   |
|------------|--------------|------------------|-----------------------|------------|
| 01         | DÉCOR BATTEN | 17.2m            | 317 – (evenly spread) | MAIN STAGE |
| 02         | DÉCOR BATTEN | 17.2m            | 317 – (evenly spread) | MAIN STAGE |
| 03         | DÉCOR BATTEN | 17.2m            | 317 – (evenly spread) | MAIN STAGE |

|     |                             |       |                        |            |
|-----|-----------------------------|-------|------------------------|------------|
|     | MAIN HOUSE CURTAIN BAR      |       | 1360 KG ( DEAD WEIGHT) | MAIN STAGE |
| 1.  | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 2.  | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 3.  | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 4.  | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 5.  | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 6.  | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 7.  | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 8.  | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 9.  | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 10. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 11. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 12. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 13. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 14. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 15. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 16. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 17. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 18. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 19. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 20. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 21. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 22. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 23. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 24. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 25. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 26. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 27. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 28. | DÉCOR BATTEN                | 14.6m | 317 – (evenly spread)  | MAIN STAGE |
| 29. | DÉCOR BATTEN                | 14.4m | 317 – (evenly spread)  | MAIN STAGE |
| 30. | DÉCOR BATTEN                | 13.8m | 317 – (evenly spread)  | MAIN STAGE |
| 31. | DÉCOR BATTEN                | 13m   | 317 – (evenly spread)  | MAIN STAGE |
| 32. | DÉCOR BATTEN                | 17.4m | 317 – (evenly spread)  | MAIN STAGE |
| 33. | DÉCOR BATTEN - CYCLORAMA C1 | 27m   | 317 - (evenly spread)  | MAIN STAGE |

|     |                              |     |                              |            |
|-----|------------------------------|-----|------------------------------|------------|
| 34. | DÉCOR BATTEN<br>CYCLORAMA C2 | 27m | 317 - <i>(evenly spread)</i> | MAIN STAGE |
|-----|------------------------------|-----|------------------------------|------------|

**B. Lighting spot bar / Bridge**

| ITEM NO. | DESCRIPTION              | LENGTH OF BATTEN | LIFTING CAPACITY - KG         | LOCATION   |
|----------|--------------------------|------------------|-------------------------------|------------|
| 1.       | LIGHTING / PORTAL BRIDGE | 14.4m            | 1000 – <i>(evenly spread)</i> | MAIN STAGE |
| 2.       | LIGHTING SPOTBAR         | 14.4m            | 1000 – <i>(evenly spread)</i> | MAIN STAGE |
| 3.       | LIGHTING SPOTBAR         | 14.4m            | 1000 – <i>(evenly spread)</i> | MAIN STAGE |
| 4.       | LIGHTING SPOTBAR         | 14.4m            | 1000 – <i>(evenly spread)</i> | MAIN STAGE |
| 5.       | LIGHTING BRIDGE          | 14.4m            | 1000 – <i>(evenly spread)</i> | REAR STAGE |

**C. Side Battens**

| BATTEN NO. | DESCRIPTION | LENGTH OF BATTEN | LIFTING CAPACITY - KG         | LOCATION   |
|------------|-------------|------------------|-------------------------------|------------|
| P1         | SIDE BATTEN | 3.96m            | 350 – <i>(evenly spread)</i>  | MAIN STAGE |
| P2         | SIDE BATTEN | 3.96m            | 1000 – <i>(evenly spread)</i> | MAIN STAGE |
| P3         | SIDE BATTEN | 7.09m            | 1000 – <i>(evenly spread)</i> | MAIN STAGE |
| P4         | SIDE BATTEN | 7.09m            | 1000 – <i>(evenly spread)</i> | MAIN STAGE |

**D. Hand winches**

| ITEM NO. | DESCRIPTION | LENGTH OF BATTEN | LIFTING CAPACITY - KG        | LOCATION   |
|----------|-------------|------------------|------------------------------|------------|
| 1.       | HAND WINCH  | 12m              | 317 – <i>(evenly spread)</i> | REAR STAGE |
| 2.       | HAND WINCH  | 12m              | 317 – <i>(evenly spread)</i> | REAR STAGE |
| 3.       | HAND WINCH  | 12m              | 317 – <i>(evenly spread)</i> | REAR STAGE |
| 4.       | HAND WINCH  | 12m              | 317 – <i>(evenly spread)</i> | REAR STAGE |
| 5.       | HAND WINCH  | 12m              | 317 – <i>(evenly spread)</i> | REAR STAGE |
| 6.       | HAND WINCH  | 12m              | 317 – <i>(evenly spread)</i> | REAR STAGE |
| 7.       | HAND WINCH  | 12m              | 317 – <i>(evenly spread)</i> | REAR STAGE |
| 8.       | HAND WINCH  | 12m              | 317 – <i>(evenly spread)</i> | REAR STAGE |

**E. Point Hoists**

| POINT HOIST NO. | DESCRIPTION | LIFTING CAPACITY - KG | LOCATION   |
|-----------------|-------------|-----------------------|------------|
| 1.              | POINT HOIST | 226                   | MAIN STAGE |
| 2.              | POINT HOIST | 226                   | MAIN STAGE |
| 3.              | POINT HOIST | 226                   | MAIN STAGE |
| 4.              | POINT HOIST | 226                   | MAIN STAGE |
| 5.              | POINT HOIST | 226                   | MAIN STAGE |
| 6.              | POINT HOIST | 226                   | MAIN STAGE |
| 7.              | POINT HOIST | 226                   | MAIN STAGE |
| 8.              | POINT HOIST | 226                   | MAIN STAGE |
| 9.              | POINT HOIST | 226                   | MAIN STAGE |
| 10.             | POINT HOIST | 226                   | MAIN STAGE |
| 11.             | POINT HOIST | 226                   | MAIN STAGE |
| 12.             | POINT HOIST | 226                   | MAIN STAGE |

**F. Chain Hoists (Electrically Operated)**

| ITEM NO. | DESCRIPTION       | LIFTING CAPACITY - KG | LOCATION           |
|----------|-------------------|-----------------------|--------------------|
| 1.       | CHAIN HOIST MOTOR | 500                   | FRONT STAGE - ROOF |
| 2.       | CHAIN HOIST MOTOR | 500                   | FRONT STAGE - ROOF |

**G. Fire / Sound barrier**

| ITEM NO. | DESCRIPTION   | TONNAGE | LOCATION    |
|----------|---------------|---------|-------------|
| 1.       | FIRE CURTAIN  | 1 TON   | FRONT STAGE |
| 2.       | SOUND BARRIER | 1 TON   | SIDE STAGE  |
| 3.       | SOUND BARRIER | 1 TON   | REAR STAGE  |

**H. Décor / Scenic hoist**

| ITEM NO. | DESCRIPTION | TONNAGE                     | LOCATION    |
|----------|-------------|-----------------------------|-------------|
| 1.       | DÉCOR HOIST | 5000 – <i>evenly spread</i> | LOADING BAY |

|                                                       |                                                                             |
|-------------------------------------------------------|-----------------------------------------------------------------------------|
| <b>Date Goods or Service required:</b>                | <b>TBC</b>                                                                  |
| <b>Delivered to :</b>                                 | <b>DF Malan Street, Foreshore, Cape Town</b>                                |
| <b>For more information (Technical)</b>               | <b>Mr Marius Golding<br/>Email: Mariusg@artscape.co.za</b>                  |
| <b>For more information (Supply Chain Management)</b> | <b><a href="mailto:Natasjap@artscape.co.za">Natasjap@artscape.co.za</a></b> |
| <b>RFQ Closing date &amp; Time:</b>                   | <b>01 December 2021</b>                                                     |
| <b>Submit RFQ To:</b>                                 | <b><a href="mailto:natasjap@artscape.co.za">natasjap@artscape.co.za</a></b> |

**SUPPLIER RESPONSE**

|                             |               |
|-----------------------------|---------------|
| <b>Name of Supplier:</b>    |               |
| <b>Address of Supplier:</b> |               |
| <b>Contact Tel :</b>        | <b>Email:</b> |

| Supplier Specifications include Brand/Model if applicable | Quantity | Price Per Unit (incl VAT) | Total (incl VAT) |
|-----------------------------------------------------------|----------|---------------------------|------------------|
|                                                           |          |                           |                  |
|                                                           |          |                           |                  |
|                                                           |          |                           |                  |
|                                                           |          |                           |                  |
| <b>TOTAL</b>                                              |          |                           |                  |

\*Insert more rows if needed.

\*Brochures/Catalogues can be submitted with quotation.

\*All prices must be firm and VAT Inclusive.

- The 80/20 price/preference point system will be applied to the evaluation of responsive quotations, whereby the order(s) will be placed within the Supplier(s) scoring in the highest total number of adjudication points. Price shall be scored as follows: 
$$Ps = 80 \times \frac{1 - (Pt - Pmin)}{Pmin}$$
- Where:** Ps is the number of points scored for price; Pt is the comparative price of the quoted under consideration; Pmin is the comparative price of the lowest responsive quotation.

- Preference points shall be scored as follows:  
Points will be awarded to tenderers who are eligible for preference in respect of B-BBEE contribution.

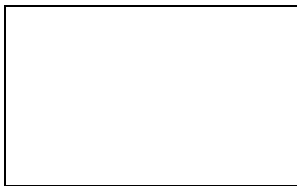
By signing this request for order form the supplier offers to supply the goods or service in respect of **RFQ** and **Description** of goods or services \_\_\_\_\_, as described in this document. \_\_\_\_\_

Signature

Date

Print name: \_\_\_\_\_

On Behalf of the Supplier (duly authorised)



**COMPANY STAMP**

**Note: It is advised that documents be returned in PDF**

#### SBD 4

#### DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state<sup>1</sup>, 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: .....

Identity Number: .....

Position occupied in the Company (director, trustee, shareholder<sup>2</sup>): .....

Company Registration Number: .....

Tax Reference Number: .....

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.

<sup>1</sup>"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.

<sup>2</sup>"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 presently employed by the state? **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 attached 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.

2.7.2.2 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 by the state who may be involved with the evaluation and or adjudication of this bid? **YES/NO**

2.10.1 If so, furnish particulars.

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

2.11 Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract? **YES/NO**

2.11.1 If so, furnish particulars:

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

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

| Full Name | Identity Number | Personal Tax Reference Number | State Employee Number / Persal Number |
|-----------|-----------------|-------------------------------|---------------------------------------|
|           |                 |                               |                                       |
|           |                 |                               |                                       |
|           |                 |                               |                                       |
|           |                 |                               |                                       |
|           |                 |                               |                                       |

4      **DECLARATION**

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

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.  
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE  
GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....  
Signature

.....  
Date

.....  
Position

.....  
Name of bidder

**PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2011**

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, 2011.**

**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 The value of this bid is estimated not to exceed R50 000 000 (all applicable taxes included) and therefore the 80/20 system shall be applicable.
- 1.3 Preference points for this bid shall be awarded for:
- (a) Price; and
  - (b) B-BBEE Status Level of Contribution.
- 1.4 The maximum points for this bid are allocated as follows:

|                                                          | <b>POINTS</b> |
|----------------------------------------------------------|---------------|
| <b>PRICE</b>                                             | 80            |
| <b>B-BBEE STATUS LEVEL OF CONTRIBUTION</b>               | 20            |
| <b>Total points for Price and B-BBEE must not exceed</b> | <b>100</b>    |

- 1.5 Failure on the part of a bidder to submit proof of B-BBEE Status Level of contribution 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**

- 2.2 **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad Based Black Economic Empowerment Act;
- 2.3 **"B-BBEE status level of contributor"** means the B-BBEE status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- 2.4 **"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 services, works or goods, through price quotations, advertised competitive bidding processes or proposals;

- 2.5 **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- 2.6 **“EME”** means any 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;
- 2.7 **“functionality”** means the ability of a tender to provide goods or services in accordance with specifications as set out in the tender documents.
- 2.8 **“prices”** includes all applicable taxes less all unconditional discounts;
- 2.9 **“proof of BBBEE status of contribution”** means:
- 2.9.1 BBBEE Status level certificate issued by an authorized body or person;
- 2.9.2 A Sworn affidavit as prescribed by the BBBEE Codes of Good Practice;
- 2.9.3 Any other requirement prescribed in terms of the BBBEE Act;
- 2.10 **“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;
- 2.11 **“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

#### 3.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

#### 80/20

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

Where

- $P_s$  = Points scored for comparative price of bid under consideration
- $P_t$  = Comparative price of bid under consideration
- $P_{\min}$  = Comparative price of lowest acceptable bid

### 4 Points awarded for B-BBEE Status Level of Contribution

- 4.1 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>B-BBEE Status Level of Contributor</b> | <b>Number of points (80/20 system)</b> |
|-------------------------------------------|----------------------------------------|
| 1                                         | 20                                     |
| 2                                         | 18                                     |
| 3                                         | 14                                     |
| 4                                         | 12                                     |
| 5                                         | 8                                      |
| 6                                         | 6                                      |
| 7                                         | 4                                      |
| 8                                         | 2                                      |
| 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 CONTRIBUTION CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

6.1 B-BBEE Status Level of Contribution: ..... = .....(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 contribution.

## 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?

**(Tick applicable box)**

|     |  |    |  |
|-----|--|----|--|
| YES |  | NO |  |
|-----|--|----|--|

(v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in term Preferential Procurement Regulations, 2017:

|                                                                       |            |            |
|-----------------------------------------------------------------------|------------|------------|
| <b>Designated Group: An EME or QSE which is at last 51% owned by:</b> | <b>EME</b> | <b>QSE</b> |
|-----------------------------------------------------------------------|------------|------------|

|                                                                     |  |  |
|---------------------------------------------------------------------|--|--|
| Black people                                                        |  |  |
| Black people who are youth                                          |  |  |
| Black people who are women                                          |  |  |
| Black people with disabilities                                      |  |  |
| Black people living in rural or underdevelopment areas or townships |  |  |
| Cooperative owned by black people                                   |  |  |
| Black people who are military veterans                              |  |  |
| <b>OR</b>                                                           |  |  |
| 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-BBE status level of contribution of contributor indicated in paragraph 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 paragraph 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 contribution 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) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, 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. ....

.....  
SIGNATURE(S) OF BIDDER(S)

4. ....

DATE:.....  
ADDRESS:.....  
.....

**DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES**

- 1 This Standard Bidding Document must form part of all bids invited.
- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-
  - a. abused the institution's supply chain management system;
  - b. committed fraud or any other improper conduct in relation to such system; or
  - c. failed to perform on any previous contract.
- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

| Item  | Question                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Yes                             | No                             |
|-------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|--------------------------------|
| 4.1   | Is the bidder or any of its directors listed on the National Treasury's database as companies or persons prohibited from doing business with the public sector?<br>(Companies or persons who are listed on this database were informed in writing of this restriction by the National Treasury after the <i>audi alteram partem</i> rule was applied).                                                                                                               | Yes<br><input type="checkbox"/> | No<br><input type="checkbox"/> |
| 4.1.1 | If so, furnish particulars:                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                 |                                |
| 4.2   | Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?<br><br>this Register enter the National Treasury's website, <a href="http://www.treasury.gov.za">www.treasury.gov.za</a> , click on the icon "Register for Tender Defaulters" or submit your written request for a hard copy of the Register to facsimile number (012) 3265445. | Yes<br><input type="checkbox"/> | No<br><input type="checkbox"/> |
| 4.2.1 | If so, furnish particulars:                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                 |                                |
| 4.3   | Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?                                                                                                                                                                                                                                                                                   | Yes<br><input type="checkbox"/> | No<br><input type="checkbox"/> |

|       |                                                                                                                                                                   |                                 |                                |
|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|--------------------------------|
| 4.3.1 | If so, furnish particulars:                                                                                                                                       |                                 |                                |
| 4.4   | Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract? | Yes<br><input type="checkbox"/> | No<br><input type="checkbox"/> |
| 4.4.1 | If so, furnish particulars:                                                                                                                                       |                                 |                                |

#### CERTIFICATION

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

**CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT.**

**I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.**

.....  
**Signature**

.....  
**Date**

.....  
**Position**

.....  
**Name of Bidder**

**CERTIFICATE OF INDEPENDENT BID DETERMINATION**

- 1 This Standard Bidding Document (SBD) must form part of all bids<sup>1</sup> invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).<sup>2</sup> Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
  - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
  - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

<sup>1</sup> Includes price quotations, advertised competitive bids, limited bids and proposals.

<sup>2</sup> Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

### **CERTIFICATE OF INDEPENDENT BID DETERMINATION**

I, the undersigned, in submitting the accompanying bid:

---

(Bid Number and Description)

in response to the invitation for the bid made by:

---

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: \_\_\_\_\_ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
  - (a) has been requested to submit a bid in response to this bid invitation;
  - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
  - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder

6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium<sup>3</sup> will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
- (a) prices;
  - (b) geographical area where product or service will be rendered (market allocation)
  - (c) methods, factors or formulas used to calculate prices;
  - (d) the intention or decision to submit or not to submit, a bid;
  - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
  - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. 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.

<sup>3</sup> 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.

10. 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.

.....

Signature

.....

Date

.....

Position

.....

Name of Bidder