

PART A

REQUEST FOR PROPOSAL (RFP)

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (DEPARTMENT OF TOURISM)					
RFQ NUMBER:	IM02142024	CLOSING DATE:	08-11-2024	CLOSING TIME:	11H00AM
DESCRIPTION	PROCUREMENT OF GOODS AS SPECIFIED BELOW AN IMPACT EVALUATION OF THE TOURISM INCENTIVE PROGRAMME: TOURISM TRANSFORMATION FUND ON THE TOURISM SECTOR				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE RFQ BOX SITUATED AT (STREET ADDRESS) OR PROVIDED EMAIL ADDRESS					
PHYSICAL ADDRESS : 17 TREVENNA STREET, SUNNYSIDE, PRETORIA 0002 OR EMAIL ADDRESS: QUOTATIONSSCM@TOURISM.GOV.ZA NOTE: IT IS THE RESPONSIBILITY OF THE BIDDER TO ENSURE THAT COMPLETED RFP DOCUMENT IS DELIVERED TO THE CORRECT EMAL OR PHYSICAL ADDRESS ON OR BEFORE THE CLOSING DATE AND TIME.					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON		CONTACT PERSON	Mr Thomas Mafela		
TELEPHONE NUMBER		TELEPHONE NUMBER	012 444 6371/076 838 9486		
E-MAIL ADDRESS		E-MAIL ADDRESS	quotationsscm@tourism.gov.za		
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐ Yes ☐ No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED? ☐ Yes ☐ No [IF YES, ANSWER PART B:3]		
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			☐ YES ☐ NO		
DOES THE ENTITY HAVE A BRANCH IN THE RSA?			☐ YES ☐ NO		
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?			☐ YES ☐ NO		
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?			☐ YES ☐ NO		
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?			☐ YES ☐ NO		
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

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PART B

TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED DATE AND TIME TO THE CORRECT ADDRESS. ALL COMPLETED DOCUMENTS SHOULD BE SEND TO quotationsscm@tourism.gov.za OR HAND DELIVERED AT **TOURISM HOUSE, 17 TREVENNA STREET, SUNNYSIDE, PRETORIA 0002**. PHYSICAL SUBMISSION OR HAND DELIVERED RFQ DOCUMENTS MUST BE COMPLETED IN THE REGISTER FOR QUOTATIONS. BIDDERS FAILURE TO COMPLETE THE REGISTER WILL INVALIDATE THE RFQ. LATE BIDS/RFQ WILL NOT BE CONSIDERED WHEN MAKING A DECISION TO AWARD.
- 1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED – OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT. THE **STANDARDS BIDDING DOCUMENTS (SBD) FORMS MUST BE COMPLETED, SIGNED AND RETURNED** WITH THE RFQ / BID DOCUMENTS.
- 1.3. BIDDERS ARE NOT ALLOWED TO ALTER THE CONTENT AND SEQUENCE OF INFORMATION IN THE SBD4 FORM.
- 1.4. THE UNDERSIGNED BIDDER DECLARES AND FURTHER AGREES TO HAVE READ 2010 VERSION OF THE GENERAL CONDITIONS OF CONTRACT (GCC) IS AVAILABLE ON THE NATIONAL TREASURY WEBSITE. TO ACCESS THE GCC THE BIDDER SHOULD CLICK THE FOLLOWING LINK <http://www.treasury.gov.za/divisions/ocpo/sc/GeneralConditions/> OR DOWNLOAD THE DOCUMENT FROM THE NATIONAL TREASURY.
- 1.5. THE **80 / 20** PREFERENTIAL POINT SYSTEM WILL BE APPLIED WHEREIN **80** POINTS IS FOR PRICE AND **20** POINTS IS FOR SPECIFIC GOALS. TENDERS WITH A RAND VALUE OF BETWEEN R 30 000 BUT NOT EXCEEDING R 50 MILLION (INCLUSIVE OF ALL APPLICABLE TAXES). FIRSTLY, THE BID SUBMISSION / RFQ WILL EVALUATED IN LINE WITH THE SET CRITERIA OR FUNTIONALITY (IF APPLICABLE) AND THEREAFTER PROPOSAL WILL BE EVALUATED ON POINTS FOR PRICE AND SPECIFIC GOALS.
- 1.6. THE DEPARTMENT MAY APPLY THE 80/20 POINT SYSTEM IN RESPECT TO TENDERS BETWEEN R 2 000 AND R 30 000 (INCLUSIVE OF APPLICABLE TAXES). THAT WILL BE STIPULATED IN THE INVITATION TO BID/RFQ.
- 1.7. POINTS SCORED FOR **SPECIFIC GOALS WILL BE ADDED TO THE POINTS SCORED FOR PRICE** AND THE TOTAL WILL BE ROUNDED OFF TO THE **NEAREST TWO (2) DECIMAL PLACES**.
- 1.8. A **TENDER OR RFQ MUST BE AWARDED TO THE TENDERER WHO SCORE THE HIGHEST TOTAL NUMBER OF POINTS** IN TERMS OF THE PREFERENCE POINT SYSTEM (PRICE AND SPECIFIC GOALS) UNLESS OBJECTIVE CRITERIA IN TERMS OF SECTION 2 (1)(F) OF THE PPPFA ACT NO 5 OF 2000 JUSTIFY THE AWARD OF THE TENDER TO ANOTHER TENDERER
- 1.9. BIDDERS ARE REQUIRED TO **SUBMIT RESPONSIVE BIDS BY COMPLETING ALL PRICING AND ITEM INFORMATION** IN LINE WITH THE ENTIRE SCOPE OF WORK/GOODS/SERVICES. SHOULD THE SUPPLIER FAIL TO QUOTE ON THE ENTIRE SCOPE OF WORK AS PER THE RFQ THE DEPARTMENT MAY NOT AWARD THE CONTRACT TO THE SUPPLIER.
- 1.10. THE DEPARTMENT RESERVES THE RIGHT TO **NEGOTIATE WITH THE BIDDERS PRIOR OR POST AWARD**.
- 1.11. THE DEPARTMENT MAY **ALLOCATE ZERO/NIL POINTS FOR SPECIFIC GOALS WHERE PROOF IS NOT SUBMITTED** WITH THE RFQ.
- 1.12. BIDDERS SHOULD INDICATE THE VALIDITY PERIOD (IN DAYS) OF PRICE QUOTATION AFTER THE CLOSING DATE
- 1.13. BIDDERS SHOULD ATTEND A VIRTUAL COMPULSORY BREIFING SESSION AND COMPLETE THE ATTEENDANCE REGISTER IN THE MEETING TO BE SCHEDULED.
- 1.14. BIDDERS MUST NOTE THAT THE DEPARTMENT CAN APPOINT MORE THAN ONE INSTITUTION TO CONDUCT THE SAME STUDY BUT USING DIFFERENT RESEARCH DESIGNS, METHODOLOGIES OR APPROACHES.

2. TAX COMPLIANCE REQUIREMENTS

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

3. LIST OF RETURNABLES

BIDDERS SHOULD PLEASE ADHERE TO THE FOLLOWING INSTRUCTIONS

- a) TICK APPLICABLE BOX
- b) ENSURE THAT THE FOLLOWING DOCUMENTS ARE COMPLETED, SUBMITTED AND SIGNED WHERE APPLICABLE
- c) USE THE PRESCRIBED SEQUENCE IN ATTACHING THE **ANNEXURES** THAT COMPLETE THE BID OR RFQ DOCUMENT

ANNEXURES	DOCUMENT DECRPTION	YES	NO
PART A & B	IS BID INVITATION FORM AND TERMS AND CONDITIONS FOR BIDDING COMPLETED, SIGNED AND		

	SUBMITTED?		
ANNEXURE A	IS THE STANDARD BID DOCUMENT (SBD4) FORM BIDDER'S DISCLOSURE COMPLETED, SIGNED AND SUBMITTED?		
ANNEXURE B	IS PROOF OF OWNERSHIP BY WOMAN SUBMITTED. i.SHAREHOLDING (CERTIFICATE) PORTFOLIO BY PROOF OF REGISTRATION OF THE COMPANY WITH COMPANIES AND INTELLECTUAL PROPERTY REGISTRATION OFFICE (CIPRO) / COMPANIES INTELLECTUAL PROPERTY COMMISSION (CIPC). IN CASE OF JOINT VENTURE, A BIDDER MUST SUBMIT PROOF OF REGISTRATION FOR BOTH ENTERPRISES; ii.CERTIFIED COPY (COPIES) OF ID-DOCUMENT(S) OF THE WOMAN OR WOMEN; AND iii.A CSD FULL REPORT AND NOT SUMMARIZED PREFERABLY DRAWN PRIOR TO THE CLOSING DATE MUST BE SUBMITTED BY BIDDERS.		
ANNEXURE C	IS PROOF OF OWNERSHIP BY BLACK PERSON (S) SUBMITTED. i. SHAREHOLDING (CERTIFICATE) PORTFOLIO BY PROOF OF REGISTRATION OF THE COMPANY WITH COMPANIES AND INTELLECTUAL PROPERTY REGISTRATION OFFICE (CIPRO) / COMPANIES INTELLECTUAL PROPERTY COMMISSION (CIPC).IN CASE OF JOINT VENTURE, A BIDDER MUST SUBMIT PROOF OF REGISTRATION FOR BOTH ENTERPRISES; ii.CERTIFIED COPY (COPIES) OF ID-DOCUMENT(S) OF BLACK PERSON(S) ; AND iii.A CSD FULL REPORT AND NOT SUMMARIZED PREFERABLY DRAWN PRIOR TO THE CLOSING DATE MUST BE SUBMITTED BY BIDDERS.		
ANNEXURE D	QUALIFYING EXEMPTED MICRO ENTERPRISE (EME) – AND OR QUALIFYING SMALL ENTERPRISE (QSE) – MUST SUBMIT A VALID B-BBEE SWORN AFFIDAVIT (VALID FOR A PERIOD OF 12 MONTHS FROM THE DATE SIGNED BY THE COMMISSIONER) ACCOMPANIED BY CIPS BUSINESS REGISTRATION AND SHARE CERTIFICATE. IN CASE OF JOINT VENTURE TO CLAIM POINTS , A CONSOLIDATED B-BBEE CERTIFICATE ISSUED BY AN ACCREDITED VERIFICATION AGENCY, IRRESPECTIVE OF THE SIZE OF THE COMPANIES INVOLVED IN A JOINT VENTURE MUST BE SUBMITTED. THE DEPARTMENT CANNOT ACCEPT JOINT VENTURE AFFIDAVIT.		
ANNEXURE E	IS THE BIDDER'S QUOTED PRICE OR FINANCIAL OFFER SUBMITTED AND ALIGNED WITH THE SCOPE OF WORK? OR STATED IN THE BELOW TABLE OF DESCRIPTION OF SERVICE/GOODS?		

4. APPLICATION OF PREFERENCE POINT SYSTEM

4.1 DEFINITIONS

HISTORICALLY DISADVANTAGED INDIVIDUALS (HDI) IS DEFINED AS A SOUTH AFRICAN CITIZEN –

- a) WHO, DUE TO THE APARTHEID POLICY THAT WAS IN PLACE, HAD NO VOTING RIGHTS IN THE NATIONAL ELECTIONS PRIOR TO THE INTRODUCTION OF THE CONSTITUTION OF THE REPUBLIC OF SOUTH AFRICA, 1983 (ACT NO. 100 OF 1983) OR THE CONSTITUTION OF THE REPUBLIC OF SOUTH AFRICA, 1993 (ACT NO. 200 OF 1993) (**"THE INTERIM CONSTITUTION"**) AND OR
- b) WHO IS A WOMAN, AND / OR
- c) WHO HAS DISABILITY

4.2 WITH THE UNDERSTANDING THAT ANY PERSON WHO RECEIVED SOUTH AFRICAN CITIZENSHIP ON OR BEFORE THE INTRODUCTION OF THE INTERIM CONSTITUTION, WILL NOT BE DEEMED TO BE HDI.

4.3 ANY REFERENCE TO WORDS "BID" OR "BIDDER" HEREIN AND/OR IN ANY OTHER DOCUMENTATION SHALL BE CONSTRUED TO HAVE THE SAME MEANING AS THE WORDS "TENDER" OR "TENDERER".

4.4 **"A WOMAN"** REFERS TO A FEMALE PERSON WHO IS A SOUTH AFRICAN CITIZEN

4.5 **"DISABILITY"** REFERS TO A PERSON WITH A PERMANENT PHYSICAL DISABILITY, MENTAL DISABILITY, AWARENESS DISABILITY, WHICH LEADS TO CONFINEMENT OR DISABILITY, OR THE INABILITY TO PERFORM BODILY FUNCTIONS IN THE MANNER OR WITHIN THE CAPACITY OF A NORMAL PERSON.

4.6 **"HDI EQUITY OWNERSHIP"** REFERS TO THE PERCENTAGE OF A PARTNERSHIP OR BUSINESS THAT IS OWNED BY INDIVIDUALS, OR IN THE CASE OF A COMPANY, THE PERCENTAGE OF SHARES WHICH IS OWNED BY INDIVIDUALS WHO ARE ACTIVELY INVOLVED IN THE MANAGEMENT DECISIONS AND DAY TO DAY OPERATIONAL ACTIVITIES OF THE COMPANY OR BUSINESS AND WHO EXERCISES CONTROL IN THE BUSINESS IN RELATION TO THEIR OWNERSHIP AT THE CLOSE OF TENDER. WHERE INDIVIDUALS ARE NOT ACTIVELY INVOLVED IN THE MANAGEMENT AND DAY TO DAY OPERATIONAL ACTIVITIES OF THE BUSINESS AND WHO DOES NOT EXERCISE CONTROL IN RELATION TO THE PERCENTAGE OF THEIR OWNERSHIP, EQUITY OWNERSHIP POINTS CANNOT BE AWARDED.

4.7 **"BLACK PEOPLE"** IS A GENERIC TERM WHICH MEANS AFRICANS, COLOURED AND INDIANS WHO ARE CITIZENS OF THE RSA BY BIRTH OR DESCENT OR BY NATURALISATION BEFORE 27 APRIL 1994 OR AFTER.

4.8 **"SMALL ENTERPRISE"** MEANS A SEPARATE AND DISTINCT BUSINESS ENTITY, TOGETHER WITH ITS BRANCHES OR SUBSIDIARIES, IF ANY, INCLUDING COOPERATIVE ENTERPRISES, MANAGED BY ONE OWNER OR MORE PREDOMINANTLY CARRIED ON IN ANY

SECTOR OR SUBSECTOR OF THE ECONOMY.

4.9 "YOUTH" IS A GENERIC TERM WHICH MEANS PERSONS BETWEEN 14 TO 35 YEARS OF AGE.

4.10 "EXEMPTED MICRO ENTERPRISE (EME)" IN TERMS OF THE GENERIC CODES OF GOOD PRACTICE, IT REFERS TO AN ENTERPRISE WITH AN ANNUAL TOTAL REVENUE OF R 10 MILLION OR LESS.

4.11 "QUALIFYING SMALL ENTERPRISE (QSE)" IN TERMS OF THE GENERIC CODES OF GOOD PRACTICE, IT REFERS TO AN ENTERPRISE WITH AN ANNUAL TOTAL REVENUE OF BETWEEN R 10 MILLION AND R 50 MILLION

4.12 "SPECIFIC GOALS" REFERS TO CONTRACTING WITH PERSONS, OR CATEGORIES OF PERSONS, HISTORICALLY DISADVANTAGED BY UNFAIR DISCRIMINATION ON THE BASIS OF RACE, GENDER OR DISABILITY AND IMPLEMENTING PROGRAMME AS PUBLISHED IN THE GOVERNMENT GAZETTE NO. 16085 DATED 23 NOVEMBER 1994.

4.13 80 / 20 PREFERENCE POINT SYSTEM

TENDERERS WILL BE AWARDED POINTS AS FOLLOWS:

a)	TENDER PRICE	:	80 POINTS	} SPECIFIC GOALS - MAXIMUM OF 20 POINTS
b)	WOMEN OWNERSHIP	:	06 POINTS	
c)	BLACK OWNERSHIP	:	12 POINTS	
d)	SMME'S (EME OR QSE)	:	02 POINTS	

TOTAL 100 POINTS

4.14 THE POINTS SCORED FOR SPECIFIC GOALS WILL BE ADDED TO THE POINTS SCORED FOR PRICE AND THE TOTAL MUST BE ROUNDED OFF TO THE NEAREST 2 DECIMAL PLACES

4.15 TENDER PRICE

THE FOLLOWING FORMULA WILL BE USED TO CALCULATE THE POINTS OUT OF 80 FOR PRICE IN RESPECT OF TENDER WITH A RAND VALUE NOT EXCEEDING R 50 MILLION (INCLUSIVE OF ALL APPLICABLE TAXES). THE LOWEST ACCEPTABLE TENDER MUST SCORE 80 POINTS FOR PRICE, AND OTHER TENDERS WHICH ARE HIGH IN PRICE MUST SCORE FEWER POINTS, ON PRO RATA BASIS.

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

WHERE -

PS = POINTS SCORED (AWARDED) FOR PRICE OF TENDER UNDER CONSIDERATION

PT = PRICE OF TENDER UNDER CONSIDERATION; AND

PMIN = PRICE OF THE LOWEST ACCEPTABLE TENDER

4.16 SPECIFIC GOALS

4.16.1 % OWNED BY PEOPLE WHO ARE WOMEN

A MAXIMUM OF SIX (06) POINTS WILL BE AWARDED TO A TENDERER WHO IS A WOMAN. EQUITY OWNERSHIP FOR WOMEN WILL BE DETERMINED BY THE % OF THE ENTERPRISE OWNED BY SUCH A PERSON OR BY THE % OF SHARES OWNED BY MEMBER/S WHO ARE ACTIVELY INVOLVED IN THE DAY TO DAY MANAGEMENT OF THE COMPANY OR ENTERPRISE. **DOCUMENTS REQUIRED ARE DETAILED ON ANNEXURE B ABOVE AND MUST BE SUBMITTED WITH THE RFQ/BID RESPONSE TO CLAIM POINTS.**

% OF ENTERPRISE OWNED BY WOMEN-----%

THUS, POINTS AWARDED: $6 \times \frac{\% WO}{100} =$

4.16.2 % OWNED BY BLACK PEOPLE

A MAXIMUM OF TWELVE (12) POINTS WILL BE AWARDED TO A TENDERER WHO IS A BLACK AND DID NOT HAVE VOTING RIGHTS ACCORDING TO THE DEFINITION OF AN HDI. EQUITY OWNERSHIP FOR BLACKS WILL BE DETERMINED BY THE % OF THE ENTERPRISE OWNED BY SUCH A PERSON OR BY THE % OF SHARES OWNED BY MEMBERS WHO ARE ACTIVELY INVOLVED IN THE DAY TO DAY ACTIVITIES OF THE COMPANY OR ENTERPRISE. **DOCUMENTS REQUIRED ARE DETAILED ON ANNEXURE C ABOVE AND MUST BE SUBMITTED WITH THE RFQ/BID RESPONSE TO CLAIM POINTS.**

% OF ENTERPRISE OWNED BY BLACK PERSON(S) WHO DID NOT HAVE VOTING RIGHTS.....%

THUS, POINTS AWARDED: $12 \times \frac{\% \text{ BO}}{100} =$

4.17 SMALL, MEDIUM AND MICRO ENTERPRISES (SMME'S)

A MAXIMUM OF TWO (2) POINTS WILL BE AWARDED TO A TENDERER WHO IS CLASSIFIED AS SMME

IS THE COMPANY CLASSIFIED AS EME OR QSE? **DOCUMENTS REQUIRED ARE DETAILED ON ANNEXURE D ABOVE AND MUST BE SUBMITTED WITH THE RFQ/BID RESPONSE TO CLAIM POINTS.**

YES = 2 POINTS

NO = 0 POINT

4.18 THE DEPARTMENT CAN ONLY AWARD POINTS PROVIDED SUFFICIENT INFORMATION AND REQUIRED DOCUMENTS ARE CORRECTLY COMPLETED AND RETURNED WITH THE PROPOSALS IN LINE WITH LIST OF RETURNABLE DOCUMENTS ON PARAGRAPH THREE (3) ABOVE. POINTS OBTAINED FOR PRICE SHOULD BE ADDED TO POINTS OBTAINED FOR SPECIFIC GOALS.

4.19 INFORMATION ON THE DETAILED **CSD FULL REPORT (DIRECTORS / SHAREHOLDERS)** SHOULD BE THE SAME AND SUPPORTED BY **COPIES OF IDENTITY DOCUMENTS AND COMPANY REGISTRATION DOCUMENTS / SHAREHOLDER CERTIFICATES.**

5. CRITERIA FOR BREAKING DEADLOCK IN SCORING

- IF TWO OR MORE OF THE TENDERERS HAVE SCORED EQUAL TOTAL NUMBER OF POINTS, THE CONTRACT WILL BE AWARDED TO THE TENDERER THAT SCORED THE HIGHEST POINTS FOR SPECIFIC GOALS;
- IF TWO OR MORE TENDERERS SCORE EQUAL TOTAL NUMBER OF POINTS IN ALL RESPECTS, THE AWARD WILL BE DECIDED BY THE DRAWING OF LOTS

6. DELIVERIES

- ALL DELIVERIES MAY BE ACCOMPANIED BY A DELIVERY NOTE OR AN INVOICE OF AN OFFICIAL PURCHASE ORDER NUMBER AGAINST WHICH THE DELIVERY HAS BEEN AFFECTED
- DELIVERIES NOT COMPLYING WITH THE PURCHASE ORDER FORM MAY BE RETURNED TO THE SUPPLIER(S) AT THE SUPPLIER'S EXPENSE. THE DEPARTMENT WILL NOT BE LIABLE FOR PAYMENT OF INCORRECTLY DELIVERED GOODS OR SERVICE
- BIDDERS SHOULD INDICATE THE PLANNED DELIVERY PERIOD (IN DAYS) FROM THE DATE AN ORDER IS ISSUED

7. POPIA DISCLAIMER

7.1 COMPLIANCE WITH PERSONAL INFORMATION ACT, 4 OF 2013

PERSONAL INFORMATION SHARED WITH THE DEPARTMENT OF TOURISM (DEPARTMENT) SHALL BE TREATED WITH CONFIDENTIALITY AND IN COMPLIANCE WITH THE PROTECTION OF PERSONAL INFORMATION ACT, 4 OF 2013 (POPIA) AND OTHER APPLICABLE LAWS. FOR PURPOSES OF THIS DISCLAIMER, "PERSONAL INFORMATION" SHALL BE DEFINED AS DETAILED IN THE PROMOTION OF ACCESS TO INFORMATION ACT, ACT 2 OF 2000 (PAIA) AND POPIA, AND "PROCESSING" AND "FURTHER PROCESSING" SHALL BE READ, INTERPRETED AND UNDERSTOOD AS DETAILED AND DEFINED IN POPIA.

7.2 CONSENT TO PROCESSING AND FURTHER PROCESSING OF PERSONAL INFORMATION

THE DEPARTMENT MAY PROCESS AND FURTHER PROCESS RECEIVED PERSONAL INFORMATION, INTERNALLY OR EXTERNALLY, IN THE EXECUTION OF ITS MANDATE AND/OR AS REQUIRED BY LAW. THE DEPARTMENT MAY SHARE PERSONAL INFORMATION WITH ITS SERVICE PROVIDERS, AGENTS, CONTRACTORS, LEGAL AND OTHER PROFESSIONAL ADVISORS AUTHORISED TO PROCESS THIS INFORMATION. THE DEPARTMENT MAY THUS PLACE RECEIVED PERSONAL INFORMATION IN THE PUBLIC DOMAIN DUE TO THE NATURE AND REQUIREMENTS OF ITS WORK.

7.3 FURTHER PROCESSING OF PERSONAL INFORMATION

YOU FURTHER GRANT THE DEPARTMENT EXPRESS AND/OR IMPLIED PERMISSION TO FURTHER PROCESS RECEIVED PERSONAL INFORMATION AND PLACE IT IN THE PUBLIC DOMAIN, IN THE EXECUTION OF ITS MANDATE AND STATUTORY OBLIGATIONS.

7.4 DUTY OF CARE

THE DEPARTMENT VALUES YOUR PRIVACY AND SHALL TAKE ALL REASONABLE MEASURES TO PROTECT RECEIVED PERSONAL INFORMATION.

7.5 EXEMPTION FROM LIABILITY

THE DEPARTMENT (INCLUDING ITS OFFICIALS AND/OR EMPLOYEES) ACCEPTS NO LIABILITY WHATSOEVER, FOR ANY LOSS, DAMAGE (WHETHER DIRECT, INDIRECT, SPECIAL OR CONSEQUENTIAL) AND/OR EXPENSES OF ANY NATURE WHATSOEVER WHICH MAY ARISE AS A RESULT OF, OR WHICH MAY BE ATTRIBUTABLE DIRECTLY OR INDIRECTLY, FROM INFORMATION MADE AVAILABLE HEREIN, OR ACTIONS OR TRANSACTIONS RESULTING THEREFROM

N	SCOPE OF WORK (DESCRIPTION SERVICES OR GOODS)	QUANTITY
	8. REQUEST FOR RESEARCH PROPOSAL: AN IMPACT EVALUATION OF THE TOURISM INCENTIVE PROGRAMME: TOURISM TRANSFORMATION FUND ON THE TOURISM SECTOR 8.1. CONTEXT AND BACKGROUND The National Development Plan (NDP) recognises tourism as one of the main drivers of employment and economic growth. The National Tourism Sector Strategy (NTSS) which provides a blueprint for the tourism sector, places transformation at the center of the changes required to grow the sector. The promotion of Small, Macro and Medium Enterprises (SMMEs) and supporting enterprise development is a key strategy to effect government's objective of bringing about transformation of the economy together with its Broad Based Black Economic Empowerment (BBBEE) policy (Rogerson, 2005a:2). The Tourism Incentive Programme (TIP) was established by the Department of Tourism during the 2014/15 financial year with the aim of stimulating the development and growth of SMMEs. Initially, TIP was a tourism SMME support programme housed in the Department of Trade and Industry (dti) under the name "Tourism Support Programme (TSP)" and was then transferred to the Department of Tourism in 2012/2013. The TSP was a reimbursable cash grant that aimed to support the development (establishment or expansion) of operations of tourism enterprises that will stimulate job creation and increase the geographic spread of tourism investment. The programme was reviewed in order to align its focus with the National Tourism Sector Strategy (NTSS) and has since been amended accordingly. The review resulted in the name being changed from the "Tourism Support Programme (TSP)" to the "Tourism Incentive Programme (TIP)". The pilot phase of the TIP included programmes for market access, tourism grading support and pilot initiatives on energy efficiency and destination development with the key objectives to advance market access, quality standards, sector transformation, enterprise growth, responsible tourism and destination development. In an effort to strengthen the focus of the department's sector transformation programmes, the Department of Tourism established a Tourism Transformation Fund (TTF) under TIP, in partnership with the National Empowerment Fund (NEF) in 2017. The TTF is a dedicated capital investment funding mechanism focused specifically on financial support for black entrepreneurs for projects in the tourism sector. The Fund aims to drive transformation in the tourism sector in a more direct and impactful manner that will not only assist black-owned tourism enterprises to expand and grow, but also catalyse the rise of a new generation of black owned youth, women and community owned tourism enterprises to take the tourism sector to new heights. The Department of Tourism signed a Memorandum of Agreement (MoA) with the NEF on 28 March 2017 to establish and administer the fund. The Tourism Transformation Fund (TTF) was capitalised with R120 million over three financial years (FY 2017/2018 to FY 2019/2020) through annual grant funding of R40 million from the Department of Tourism. The NEF provided additional funding, covering over 50% through loans or equity if required, on a 50/50 sharing basis up to R5 million in grant funding. The Department's grant contribution for approved applications was limited to 50% of the total funding approved, with a cap of R5 million per beneficiary. Since its inception in 2017, the TTF has twenty-three (23) approved transactions to the value of R272.58 million. Of the twenty-three (23) projects supported by the fund, six (6) are operational, while a further six (6) are under construction and ten (10) of the approved transactions are at various stages of development, while one project was liquidated due to difficult trading conditions.	1

N	SCOPE OF WORK (DESCRIPTION SERVICES OR GOODS)	QUANTITY
	A total 1 047 jobs have been supported, and the 23 businesses boast in excess of 76% black women ownership, while 27% of the businesses are owned and managed by youth. The projects are geographically spread across rural and urban areas in South Africa (Department of Tourism, 2024). 8.2. PROBLEM STATEMENT FOR THE STUDY The Departmental Monitoring and Evaluation Framework (DMEF) mandates that an impact evaluation be conducted three years after an intervention's implementation or one year before its completion. The Department of Tourism signed a Memorandum of Agreement (MoA) with the NEF at the end of March 2017 to establish and administer the fund on behalf of the Department. An agreement to amend the MoA through an addendum to ensure better alignment with the Department's focus on tourism transformation was finalised on the 4 May 2018 and applications for the pilot phase of the TTF opened on the 17 May 2018. The Tourism Transformation Fund (TTF), implemented from 2017/18 to 2020/2021 with an investment of R120 million from the Department of Tourism, has yet to undergo such an evaluation. Despite the substantial financial resources allocated to the TTF, its true impact on the tourism sector, particularly in fostering growth, inclusivity, and economic empowerment for previously disadvantaged individuals and enterprises, remains unknown. This lack of assessment hinders our understanding of the fund's effectiveness and the optimal use of allocated resources. Conducting this impact evaluation is therefore crucial to determine the TTF's outcomes and provide essential insights that will guide future policy and funding decisions, ensuring alignment with the broader objectives of sustainable tourism and economic transformation. 8.3. PURPOSE OF THE EVALUATION The purpose of the impact evaluation of TTF is to assess its effectiveness in fostering transformation within the tourism sector. This evaluation aims to determine the extent to which the TTF has facilitated the growth and development of previously disadvantaged individuals and enterprises, improved inclusivity and diversity within the industry, and contributed to broader objectives of economic empowerment and sustainable tourism. By examining these impacts, the evaluation will help the Department identify strengths and areas for improvement, enabling informed decisions on future policy and funding strategies to enhance the TTF's overall effectiveness and alignment with its goals. 8.4. SCOPE OF THE STUDY The nine (9) main objectives of the evaluation are to: • Determine whether the TTF is conceptually sound, aligns with its stated objectives, and is being implemented according to its intended design and plan. • Assess whether the TTF has sufficient capacity to effectively reach and serve its target groups, and whether it is being managed effectively with well-functioning operational systems. • Determine the extent to which the TTF has facilitated the growth and development of previously disadvantaged individuals and enterprises, and analyse its contribution to enhancing inclusivity and diversity within the tourism industry. • Determine the impact of the TTF on economic empowerment for previously disadvantaged groups and examine its role in promoting sustainable tourism practices within the sector. • Identify any barriers or challenges faced by beneficiaries in accessing and utilising TTF resources, analyse systemic factors affecting their responsiveness, and investigate how target groups perceive and respond to the TTF.	

N	SCOPE OF WORK (DESCRIPTION SERVICES OR GOODS)	QUANTITY
	- Assess whether the TTF has achieved its intended outcomes, specifically in terms of economic empowerment and sustainable tourism, and determine the extent to which these impacts (both positive and negative changes) can be attributed to the intervention. - Identify the strengths and successful practices of the TTF in achieving its goals, and highlight areas where the TTF can improve to enhance its effectiveness and better align with its objectives. - Measure the perceptions and experiences of beneficiaries and other stakeholders regarding the TTF's impact and effectiveness. - Offer evidence-based recommendations for future policy and funding strategies to optimise the impact and effectiveness of the TTF. 8.5. DURATION OF STUDY The study should be conducted and completed in 2024/25 financial year ending 30 March 2025. 8.6. CONTRACTING PROCESS The Department and appointed institution will sign a Service Level Agreement (SLA) to be able to commence and execute the evaluation study. NB: the evaluation study will only commence when the SLA is fully signed by both parties. 8.7. TERMINATION OF THE SLA The Department reserves the right to terminate the SLA should the institution fail to carry out the services and/or any function or other duty in accordance with the terms of reference. 8.8. BUDGET Payment to the institution will be based on the submission of deliverable(s) in each quarter as outlined in the project plan which will be compiled in consultation with the appointed institution. The Department shall make payments electronically within thirty (30) days of receipt of the invoice and submission of relevant documents and deliverable(s). 8.9. DELIVERABLES The appointed institution will be required to submit the following deliverables: ✓ Detailed and comprehensive evaluation proposal including supporting documents (background to the evaluation study, theoretical and conceptual framework, literature review, evaluation problem, purpose of the study, research objectives and questions, detailed evaluation methodology: evaluation approach and design, sampling procedure, data collection methods and tools, data analysis approach, limitations, delimitations, ethical considerations and references). Data collection tools should be compiled and submitted at the same time with the proposal. ✓ Comprehensive project plan including project team and expertise, and roles and responsibilities of each team member, etc. ✓ Submit and present proposal and data collection tools following the inception meeting to the Departmental Evaluation Working Group. ✓ Narrative progress and interim/draft reports on the research study at relevant phases of the evaluation project or timeframes set by the Department. ✓ Final evaluation report and other research output i.e. synopsis report and data sets generated from the evaluation process. ✓ PowerPoint presentations compiled for progress reporting meetings.	

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	✓ PowerPoint presentations compiled for research disseminations platforms and other relevant platforms identified by the Department. The requirements for submission of deliverables will be specified in the final project plan following the inception meeting or communicated by the departmental project coordinator before the submission date. 8.10. INCEPTION MEETING An inception meeting will be held with the institution after appointment to discuss the evaluation Terms of Reference (ToR), feedback on the evaluation of proposal, research project coordination and administration, research funds or payment terms. The institution will be required to submit an updated evaluation proposal based on the discussion and decisions which emanates from the meeting. 8.11. PEER REVIEW OF RESEARCH OUTPUTS The appointed institution will be expected to use its own platforms and mechanisms to subject the following evaluation outputs for peer review and provide the Department with substantial evidence in this regard: ✓ final evaluation proposal ✓ Data Collection Tools ✓ Draft/Interim Report ✓ final evaluation report However, the above deliverables will be presented to the Departmental Evaluation Working Group for final approval. 8.12. OBLIGATIONS OF DEPARTMENT OF TOURISM ✓ Coordinate and manage activities of the project within the Department; ✓ Coordinate inception meeting and other progress reporting meetings; ✓ Quality assure the evaluation outputs on an ongoing basis; ✓ Supply all reasonable, relevant available data and information required and requested by the appointed institution, if available; ✓ Co-ordinate and facilitate all necessary meetings with key officials of the Department; ✓ Serve as secretariat at meetings between the Department and the appointed institution; ✓ The Deputy Director (Evaluations) will act as a liaison between the Parties on operational matters that may arise during the course of the Project; ✓ The Director will oversee the overall execution of the evaluation study. ✓ At all times provide the appointed institution with reasonable information relating to the Project; ✓ Do all that is necessary to assist and support the appointed institution in meeting its obligations in terms of this Agreement and the execution of each Project; ✓ Provide the appointed institutions with all reasonable assistance in order to manage the implementation of the Projects; 8.13. OBLIGATIONS OF APPOINTED INSTITUTION ✓ Adhere to ethical principles in order to protect the dignity, rights and welfare of research participants;	

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	✓ Apply the highest standards of excellence with regard to the planning, implementation and reporting of research; ✓ Conduct research in a careful, accurate and diligent manner to the satisfaction of the Department; ✓ Collaborate with other institutions where necessary and/or ensure that subject specialists/ experts are part of the research team; ✓ Utilise provided standardised templates by the Department to compile draft research proposal, progress, interim and final reports; ✓ Adhere to submission dates and/or inform the Department, timeously, of any challenges that may impact the submission of deliverables and/or completion of the research projects as agreed in the project plan; ✓ Attend inception and progress meetings; ✓ Submit research proposal, data collection tools, progress, interim, draft and final reports in electronic formats (word and PowerPoint files) upon completion of the research study, collaborate with other institutions where necessary and/or ensure that subject specialists/ experts are part of the research team; ✓ Present progress, interim and final reports on Microsoft PowerPoint at all meetings and three (3) research disseminations platforms (research webinar, seminar, etc.) identified by the Department, determine human resource needs of the study and ensure that enough human resources are made available during the period of the study; ✓ Allocate sufficient time to conduct and complete the study within the specified and agreed upon timeframes; ✓ Submit regular quarterly expenditure reports for project within timeframes stipulated by the Department; ✓ Act as an independent contractor in respect of the work which is fully set out in clause 5 and 6 of the signed MoA; ✓ Exercise all reasonable skill, care, professionalism and diligence in the execution of the Project and shall carry out all its obligations in accordance with professional standards, laws and customs of Countries in which any services or business in relation to the Project is conducted insofar as such professional standards, laws and customs do not conflict with those of South Africa; ✓ Act as a faithful adviser to the Department in matters relating to the research undertaken in this Agreement and, in so far as any of its duties are discretionary, use all reasonable endeavors to act fairly between the Department and third parties; ✓ Be responsible for all salaries and wages, required income tax, other taxation payments or employee benefits for its employees, as required by law with no recourse whatever to the Department; ✓ Be responsible for parking and travel expenses for distance travelled between the appointed institution's premises and the Department; ✓ Be deemed to have satisfied itself regarding the correctness and sufficiency of rates and prices provided in this Agreement; ✓ Comply with relevant management systems and reporting procedures required by the Department and the Department undertakes to provide the appointed institution with copies of documentation specifying the relevant management systems and reporting procedures mentioned hereinabove; ✓ The appointed institution agrees that, in the event that the Department incur additional expenses due to the institution's default, the Department shall have the right to recover such additional expenditure by set-off against moneys which may be due to the appointed institution in terms of the Agreement or against any guarantee or deposit, which might have been furnished by the institution for the due fulfillment of this or any Agreement;	

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	✓ Plan and provide all possible risks that may affect the delivery of the project on time and specify as to what mechanisms are in place to manage such risks; ✓ Notwithstanding any term of this Agreement and without any additional charge to the Department, take such corrective action as may reasonably be necessary to address and prevent repetition of any mistakes reported in writing by the Department to the appointed institution; ✓ Comply fully with the Protection of Personal Information Act 4 of 2013 and any regulations, notices or rules passed or issued in terms thereof when implementing the project; ✓ If a third party makes a claim against the Department to anything connected with the services provided by the appointed institution, the institution will: after notification by Department, deal with such a claim in such a manner as to avoid all prejudice to the Department and keep Department fully informed; or the Department may deal with such a claim at its own discretion, in which event the appointed institution will render to the Department all necessary assistance. 8.14. FINANCIAL SUPPORT TO STUDENTS ✓The Department will, based on available budget, determine the financial assistance to be allocated to South African post-graduate students pursuing tourism-related studies and tourism related qualifications, particularly those whose studies are aligned to the current research study, department's strategies and research agenda; ✓The Department will transfer funds inclusive of VAT to support post-graduate students. However, the funds will be based on the available budget, number and level of study of the students at across all institutions in the panel; ✓The institution will identify the post-graduate students pursuing tourism-related research studies and who qualify for financial assistance; ✓ The institution will complete a template provided by the Department and submit required details of post-graduate students eligible for financial support; ✓ The criteria outlined in the MoA must be followed when identifying eligible financial support to eligible post-graduate students; ✓ Student financial support applies to institutions of higher learning which have students pursuing a post-graduate qualification in a tourism related field. 8.15. PRE-QUALIFICATION CRITERIA ✓ According to Treasury Regulation 16A.9.2 the Department may disregard the bid of any bidder if that bidder, or its directors – - Have abused the institution's supply chain management system; - Have committed fraud or any other improper conduct in relation to such system; and - Have failed to perform on any previous contract. ✓ Only Bidders or any of its Directors/ Shareholders not listed on the register of Tender Defaulters and not prohibited from doing business with the public sector, may apply; ✓ Attend a virtual compulsory briefing session and complete attendance register in the meeting to be scheduled. ✓ No bid submission received after the closing date and time will be accepted NB: Bidders who fail to comply with the requirements (pre – qualification bid conditions stated	

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	in paragraph 8.15 above) will be disqualified from further evaluation. 8.16. MINIMUM REQUIREMENTS Potential bidders must be able to demonstrate the following: ✓ Knowledge, understanding and interpretation of Monitoring and Evaluation legislative policy frameworks that guide the implementation of M&E in government; ✓ Knowledge of the legislative and institutional frameworks for the tourism sector; ✓ Some work in the area of tourism transformation both nationally and internationally; ✓ Comprehensive knowledge on the transformation imperatives of the tourism sector; ✓ Experience in conducting impact evaluations of programmes on transformation in general; ✓ Experience in managing and development of methodology, survey and evaluation projects, delivering on agreed outputs on time and within budget; ✓ Experience in quality assurance of data and databases; ✓ Experience in data collection and analysis using both quantitative and qualitative research methods; ✓ Experience and expertise in using statistical analysis software; ✓ Experience in project management and financial management; and ✓ Good report writing and presentation skills in English. Detailed CVs that clearly indicate experience, qualifications and role of all team members must be included in the proposal. 8.17. BID EVALUATION PROCESS ✓ Bid proposals will first be evaluated for responsiveness and adherence to the pre-qualification criteria as stipulated in pre-qualification criteria. Bid proposals that do not comply with pre-qualification criteria as stipulated and/or where required documents have not been submitted will result in the bid proposal being disqualified; ✓ A minimum score of 60 points out of 100 points must be obtained on functionality by the bidder. A bidder will be eliminated if it fails to meet a minimum of 60 out of 100 points as the threshold for functionality requirements of the bid; ✓ Successful institutions will also sign Service Level Agreements (SLAs), which will stipulate the scope, time frames and research budget for specific research projects to be undertaken in each research theme.	
	TOTAL PRICE EXCLUDING VAT	
	VAT@ 15 % (ONLY IF THE BIDDER/SUPPLIER IS REGISTERED FOR VAT)	
	GRAND TOTAL INCLUDING VAT (TOTAL BID OR RFQ PRICE)	

11. ASSESSMENT CRITERIA

- The minimum threshold on technical evaluation is 60 points (bidders unable to meet this threshold will be disqualified)
- Bidders must meet the minimum score on each criterion.

Criteria	Criteria description	Evaluation scale	Weight	Minimum score	Maximum score
1]. Comprehensiveness of the evaluation proposal (i.e. how elements of the evaluation process are outlined)	• An understanding of the evaluation topic, overall assignment and how specific aspects of the study will be approached beyond what is highlighted in this RFP document. • Relevance and potential to make an important contribution to the topic and broader tourism sector. • Relevance of literature reviewed. • Clarity on problem statement, research questions and expected outcomes. • Validity and reliability of the proposed research design and cutting-edge methodologies to address the research problem and questions. • Usage of innovative data analysis methods and techniques to report study findings and recommendations.	1=Elements of the evaluation process outlined minimally	20%	9	15
		2=Elements of the evaluation process outlined in a basic way			
		3=Elements of the evaluation process outlined adequately			
		4=Elements of the evaluation process outlined excellently			
		5=Elements of the evaluation process outlined outstandingly			
2]. Experience, skills and expertise of the evaluation team related to the study (i.e. indication of understanding, involvement, ability,	• Strengths, capacity and expertise of the evaluation team to successfully undertake the evaluation study. • Evidence of familiarity with existing knowledge/research on the topic. • Quality of the proposal, i.e., clarity, organisation, etc.	1 = Experience, skills and expertise of the principal investigator and project members outlined minimally	20%	12	20
		2 = Experience, skills and expertise of the principal investigator and project members outlined in a basic way			

knowledge related to the study)	• Interdisciplinary approach and/or multidisciplinary team.	3 = Experience, skills and expertise of the principal investigator and project members outlined adequately 4 = Experience, skills and expertise of the principal investigator and project members outlined excellently 5 = Experience, skills and expertise of the principal investigator and project members outlined outstandingly			
3]. Project planning and management (i.e. how the study will be planned and managed to achieve its objective)	- Project plan to achieve the outcomes of the evaluation project. - Balance between carrying out the evaluation objectives and adhering to, time frame and allocated budget. - Ability to collect/access the relevant data required to conduct the study.	1 = Project planning and management outlined minimally	15%	9	15
		2 = Project planning and management outlined in a basic way			
		3 = Project planning and management outlined adequately			
		4 = Project planning and management outlined excellently			
		5 = Project planning and management outlined outstandingly			
4]. Experience of the evaluation team in conducting evaluation of government programmes on transformation in general (i.e. indication of the work that has been done in the past by the team)	- Experience in conducting evaluation of programmes nationally and internationally; - Experience in conducting evaluation of government programmes on transformation in general; - Relevant experience in conducting evaluation of government tourism programmes on transformation in the tourism sector	1 = Experience in conducting evaluation of government programmes minimal	30%	18	30
		2 = Experience in conducting evaluation of government programmes basic			
		3 = Experience in conducting evaluation of government programmes adequate			
		4 = Experience in conducting evaluation of government programmes excellent			
		5 = Experience in conducting evaluation of government programmes outstanding			

5a]. Capacity building for post-graduate students (i.e. how postgraduate students will be involved in the research study) (NB: THIS CRITERION APPLIES TO INSTITUTION OF HIGHER LEARNING ONLY)	Advancement of tourism and related post-graduate students research as part of human capacity development.	1 = Involvement of post-graduate in the research study outlined minimally	15%	12	20
		2 = Involvement of post-graduate in the research study outlined in a basic way			
		3 = Involvement of post-graduate in the research study outlined adequately			
		4 = Involvement of post-graduate in the research study outlined excellently			
		5 = Involvement of post-graduate in the research study outlined outstandingly			
5b]. Capacity building for young researchers/interns (i.e. how young researchers/interns will be involved in the research study) (NB: THIS CRITERION APPLIES TO RESEARCH INSTITUTION ONLY)	Advancement of young researchers/interns as part of human capacity development.	1 = Involvement of young researchers/interns in the research study outlined minimally	100%	60	100
		2 = Involvement of young researchers/interns in the research study outlined in a basic way			
		3 = Involvement of young researchers/interns in the research study outlined adequately			
		4 = Involvement of young researchers/interns in the research study outlined excellently			
		5 = Involvement of young researchers/interns in the research study outlined outstandingly			
Total			100%	60	100



MR THOMAS MAFELA
DESIGNATION: DIRECTOR (MONITORING AND EVALUATION)
DATE: 29/08/2024

SIGNATURE OF BIDDER:.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:.....
(Proof of authority must be submitted e.g. company resolution)

DATE:.....