



SOUTH AFRICAN TOURISM

PART C: TENDER EVALUATION PROCESS - SA TOURISM TENDER NUMBER SAT 221/23 PANEL OF FACILITATORS AND STRATEGY EXPERTS.

TABLE 1: SUMMARY OF THE EVALUATION PHASES.

| Phase 1 Administrative and Mandatory bid requirements | Phase 2A Desktop Technical Evaluation Criteria | Phase 2B - Presentation | Phase 3 <i>inclusion of the appointment of a panel of service providers.</i> |
|---|---|--|---|
| Bidders must complete and submit all administrative and mandatory documents to proceed to phase 2 as outlined on Table 2 below. | Bidders must meet the minimum threshold of 70% to proceed to Phase 2B: Failure to meet the minimum percentage threshold will result in disqualification in this phase. | Bidders that met the minimum threshold of 70% on Phase 2A will be evaluated further on Phase 2B, Presentation. The minimum threshold for 2B is 70%. These bidders will be sent a case study 24 hours prior to the day of presentation to prepare their presentation and present it to the BEC on the next day. The case study will be a strategy-related scenario. Each bidder will have 20 minutes to present their response to the case study and 10 minutes to | The 10 highest scoring bidders on Phase 2B will be appointed for inclusion on the non-exclusive panel of facilitators for a period of 36 months. The Price & Specific goals will be applicable during specific briefs or project during the panel duration. NB: Dependent on the specific project, functionality may be utilised to address the areas that may not have been considered during the panel evaluation and appointment. |

| Phase 1 Administrative and Mandatory requirements and bid | Phase 2A Desktop Evaluation Criteria Technical | Phase 2B - Presentation | Phase 3 <i>inclusion of the appointment of a panel of service providers.</i> |
|--|--|--|---|
| | | <p>respond to BEC questions on their presentation.</p> <p>Only the 10 highest scoring bidders on Phase 2B will be appointed for inclusion on the none-exclusive panel of facilitators for a period of 36 months.</p> | |

Phase 1: Administrative and Mandatory bid requirements

All documents must be completed and signed by the duly authorised representative of the prospective bidder(s). During this phase, bidders' responses will be evaluated based on compliance with the listed administrative and mandatory bid requirements. The bidder(s) proposal will be disqualified for non-submission of some or any of the documents.

Table 2: Administrative and Mandatory Requirements

| Document that must be submitted | YES/NO | Non-submission may result in disqualification. |
|---|--------|---|
| Confirmation of valid Tax Status | | Written confirmation that SARS may, on an ongoing basis during the tenure of the contract, disclose the bidder's tax compliance status. SARS Tax Compliance System Pin |
| Invitation SBD 1 | | Complete, sign, and initial each page on the Standard Bidding Document (SBD) |
| Registration on Central Supplier Database (CSD) | | All agencies including proposed partner/subcontractor agencies must be registered as a service provider on National Treasury's Central Supplier Database (CSD). If you are not registered proceed to complete the registration of your company before submitting your proposal. Visit https://secure.csd.gov.za/ to obtain your vendor number. Submit proof of registration. (<i>Applicable to South African Companies only</i>) |
| Declaration of Interest - SBD 4 | | Complete, sign, and initial each page on SBD where applicable |

Phase 2: Technical Functional Evaluation Criteria = Weighting out of 100 basis points

All bidders are required to respond to the technical evaluation criteria scorecard and provide information/portfolio of evidence that they unconditionally hold the available capacity, ability, experience, and qualified staff to provide the requisite business requirements to South African Tourism under this tender.

Table 3: Desktop Functional Evaluation

| Deliverables / Performance Indicators | Weight Allocated | Reference pages in the bidder's proposal. |
|--|------------------|---|
| DESKTOP FUNCTIONAL EVALUATION: PHASE 2A EVALUATION CRITERIA | | |
| <p>1. Experience of Company in Compliance Planning</p> <p>Bidder's relevant experience in public sector compliance strategic planning processes, development of annual performance plans and operational plans, facilitation of planning processes and development of strategy documents.</p> <p>Score of 0: Non-responsive Score of 1: From 0 to 5 years' experience Score of 2: More than 5 years' experience up to 15 years' experience Score of 3: More than 15 years' experience Bidders must provide a company profile detailing the above experience.</p> | 08 | |
| <p>2. Experience of Company in Strategy Development</p> <p>Bidder's relevant experience in public and/or private sector strategy development processes, facilitation of strategy development processes and development of strategy documents. Strategy in this regard may be related to tourism or any other sector or topic.</p> <p>Score of 0: Non-responsive Score of 1: From 0 to 5 years' experience Score of 2: More than 5 years' experience up to 15 years' experience Score of 3: More than 15 years' experience Bidders must provide a company profile detailing the above experience.</p> | 08 | |
| <p>3. Example of a Strategy Developed</p> <p>Bidder's will be assessed on the quality of previous strategies developed. Strategy in this regard may be related to tourism or any other sector or topic.</p> <p>Score of 0: Unacceptable - Does not meet the requirement. Does not comply and/or insufficient information provided to demonstrate that the supplier has the ability, understanding, experience, skills, resources & quality measures required to provide the goods/services, with little or no supporting evidence.</p> <p>Score of 1: Acceptable - Satisfies the requirement with minor additional benefits, above average demonstration by the supplier of the relevant ability, understanding, experience, skills, resources, and quality measures required to provide the goods/services. Response identifies factors that will offer potential required services, with supporting evidence.</p> | 06 | |

| Deliverables / Performance Indicators | Weight Allocated | Reference pages in the bidder's proposal. |
|--|------------------|---|
| <p>DESKTOP FUNCTIONAL EVALUATION: PHASE 2A</p> <p>Score of 2: Average - Submission meets the minimum requirement with major reservations. Considerable reservations of the supplier's relevant ability, understanding, experience, skills, resource, and quality measures required to provide the goods/services, with little or no supporting evidence.</p> <p>Score of 3: Excellent - Exceeds the requirement. Exceptional demonstration by the supplier of the relevant ability, understanding, experience, skills, resources, and quality measures required to provide the goods/services. Response identifies factors that will offer potential value, with supporting evidence.</p> <p>Bidder to provide an example of a strategy that they have developed for a government department, or public entity, or private sector in the last 5 years.</p> <p><i>This criterion will be evaluated according to the matrix in Table 5</i></p> | | |
| <p>4. Bidder's Network of Specialists</p> <p>Bidder's internal resources and/or established network of strategy experts, guest speakers and facilitators, well versed in strategy development, tourism, and related sectors.</p> <p>Score of 1: 1 to 5 strategy experts, facilitators and guest speakers Score of 2: 6 to 9 strategy experts, facilitators and guest speakers Score of 3: 10 or more strategy experts, facilitators and guest speakers</p> <p>Bidders must provide a list of strategy experts, guest speakers, content creators and facilitators and evidence of their track record. The facilitators, strategy experts, content creators and guest speakers must be well-versed in:</p> <ul style="list-style-type: none"> o Different aspects of the tourism eco-system o leisure tourism, o business events, o strategy o performance monitoring, evaluation and reporting o human capital o governance, risk, audit and compliance o ICT and digital transformation o Data, analytics and insights o Communication, marketing and brand management o Grading and quality assurance o Visitor experience | 24 | |
| <p>5. Approach and ability to meet deliverables:</p> <p>Bidders must provide a detailed description of how they intend executing the services from inception to completion. This must include:</p> <ul style="list-style-type: none"> o Methodology to undertake the scope of work o Alignment of proposed methodology to the prevailing regulatory frameworks and guidelines and an articulation of the application of these to the methodology to be deployed o Detailed project plan indicating milestones and related timelines o Sample of templates that will be utilised during the planning process | 18 | |

| Deliverables / Performance Indicators | Weight Allocated | Reference pages in the bidder's proposal. |
|---|------------------|---|
| <p>DESKTOP FUNCTIONAL EVALUATION: PHASE 2A</p> <ul style="list-style-type: none"> ○ Draft agendas for the various planning processes and sessions for Board, Executive Management, Extended Management at annual performance planning and operational planning levels, for the first and final phase of planning. <p>Score of 1: The bidder's proposal meets up to two of the above requirements Score of 2: The bidder's proposal meets between three and four of the above requirements Score of 3: The bidder's proposal meets all five of the above requirements</p> | | |
| <p>6. Company track record:</p> <p>The bidders are required to provide at least three (3) contactable client references where their services can be verified in relation to the scope of work identified in this bid document. References should be presented in the form of a written letter on an official letterhead from clients where similar services have been provided and should not be older than four (4) years. No appointment letters from clients will be accepted as reference letters.</p> <p>Score of 1: Three contactable references within last 4 years Score of 2: Four contactable references within last 4 years Score of 3: Five or more contactable references within the last 4 years</p> <p>Non-scoring:</p> <ul style="list-style-type: none"> • Less than three (3) contactable reference • Contactable reference which partially meet the requirements or with Irrelevant experience • Submission of appointment letter • Reference letters that do not meet the requirements, | 12 | |
| <p>7. Expertise and experience of proposed resources to be assigned to the project:</p> <ul style="list-style-type: none"> a) Proven experience of proposed resources to be deployed to provide the services must have minimum of 5 years' experience. Detailed CVs/profiles of proposed team must be submitted which must elaborate on their qualifications, experience, and/or membership, etc. b) Total number of years' combined experience of the proposed team members (Facilitator (s), guest speaker(s), co-facilitator etc.) in public sector strategic planning processes, development of annual performance plans and operational plans, facilitation of planning processes and development of strategy documents. c) A minimum of two qualifying resources (facilitators) is required. <p>NB: The pre-requisite for the proposed project team to be considered for evaluation are as follows: i) the proposed resources meet 7. a), b) and c) with similar years of experience and expertise.</p> | 24 | |

| Deliverables / Performance Indicators | Weight Allocated | Reference pages in the bidder's proposal. |
|---|------------------|---|
| DESKTOP FUNCTIONAL EVALUATION: PHASE 2A Score of 1: 5 years' experience Score of 2: 6 to 14 years' experience Score of 3: 15 or more years' experience None-scoring: <ul style="list-style-type: none"> Failed to meet 7. a), b) and c) above in this criterion If submitted resources do not meet the minimum of two qualifying resources as per 7. a), b) and c) will result to a none scoring on this criterion. Irrelevant years of experience | | |
| Total Weight Phase 2A | 100 | |
| Minimum threshold for Phase 2A is 70% | | |

Table 4: PHASE 2B: PRESENTATION FUNCTIONAL EVALUATION

| PRESENTATION FUNCTIONAL EVALUATION: PHASE 2B | | |
|--|------------------|--|
| Bidders that met the minimum threshold of 70% on Phase 2A will be evaluated further on Phase 2B, Presentation. | Weight Allocated | |
| 1. Presentation to Bid Evaluation Committee: The bidder will be required to prepare a presentation based on a case study for presentation to the Bid Evaluation Committee. Score of 0: Unacceptable - Does not meet the requirement. Does not comply and/or insufficient information provided to demonstrate that the supplier has the ability, understanding, experience, skills, resources & quality measures required to provide the goods/services, with little or no supporting evidence. Score of 1: Acceptable - Satisfies the requirement with minor additional benefits, above average demonstration by the supplier of the relevant ability, understanding, experience, skills, resources, and quality measures required to provide the goods/services. Response identifies factors that will offer potential required services, with supporting evidence. Score of 2: Average - Submission meets the minimum requirement with major reservations. Considerable reservations of the supplier's relevant ability, understanding, experience, skills, resource, and quality measures required to provide the goods/services, with little or no supporting evidence. Score of 3: Excellent - Exceeds the requirement. Exceptional demonstration by the supplier of the relevant ability, understanding, experience, skills, resources, | 100 | |

| Deliverables / Performance Indicators | Weight Allocated | Reference pages in the bidder's proposal. |
|--|------------------|---|
| and quality measures required to provide the goods/services. Response identifies factors that will offer potential value, with supporting evidence. <i>This criterion will be evaluated according to the matrix in Table 5</i> | | |
| Total Weight Phase 2B | 100 | |
| <i>The minimum threshold for 2B is 70%. However, only the 10 highest scoring bidders on Phase 2B will be appointed for inclusion on the none-exclusive panel of facilitators for a period of 36 months.</i> | | |

The 10 highest scoring bidders on Phase 2B will be appointed for inclusion on the none-exclusive panel of facilitators for a period of 36 months.

- Bids proposals will be evaluated strictly according to the bid evaluation criteria stipulated in this section.
- Bidders must, as part of their bid documents, submit supportive documentation for all functional requirements as indicated in the Terms of Reference. The panel responsible for scoring the respective bids will evaluate and score all bids based on information presented in the bid proposals in line with the RFP.
- The score for functionality will be calculated in terms of the table below where each Bid Evaluation Committee (BEC) member will rate each criterion on the bid evaluation score sheet using the following value scale/matrix:

Table 5: Technical Functional Evaluation Matrix

| Rating | Definition | Score |
|---------------------|---|----------|
| Excellent | Exceeds the requirement. Exceptional demonstration by the supplier of the relevant ability, understanding, experience, skills, resources, and quality measures required to provide the goods/services. Response identifies factors that will offer potential value, with supporting evidence. | 3 |
| Acceptable | Satisfies the requirement with minor additional benefits , above average demonstration by the supplier of the relevant ability, understanding, experience, skills, resources, and quality measures required to provide the goods/services. Response identifies factors that will offer potential required services, with supporting evidence. | 2 |
| Average | Submission meets the minimum requirement with major reservations . Considerable reservations of the supplier's relevant ability, understanding, experience, skills, resource, and quality measures required to provide the goods/services, with little or no supporting evidence. | 1 |
| Unacceptable | Does not meet the requirement . Does not comply and/or insufficient information provided to demonstrate that the supplier has the ability, understanding, experience, skills, resources & quality measures | 0 |

| | | |
|--|--|--|
| | required to provide the goods/services, with little or no supporting evidence. | |
|--|--|--|

Phase 3: Price and Preference (specific goals) Evaluation (80/90+20/10) = 100 points

Only 10 highest scoring bidders on Phase 2B will be appointed for inclusion on the none-exclusive panel of facilitators for a period of 36 months.

The Price & Specific goals will be applicable during specific briefs or project during the panel duration.

NB: Dependent on the specific project, functionality may be utilised to address the areas that may not have been considered during the panel evaluation and appointment.

Table 6: Price and Preference (specific goals)

| 1. 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 | | | |
| ANNEXURES | DOCUMENT DESCRIPTION | YES | NO |
| PART A & B | IS BID INVITATION FORM , TERMS, AND CONDITIONS FOR BIDDING COMPLETED, SIGNED, AND SUBMITTED? | | |
| SUPPLIER IS REQUIRED TO USE THE PRESCRIBED SEQUENCE IN ATTACHING THE ANNEXURES THAT COMPLETE THE BID OR RFQ DOCUMENT | | | |
| ANNEXURE A | IS THE STANDARD BID DOCUMENT (SBD4) FORM BIDDER'S DISCLOSURE COMPLETED, SIGNED AND SUBMITTED? | | |
| ANNEXURE B | IS BIDDER'S SWORN AFFIDAVIT – EXEMPTED MICRO ENTERPRISE (EME) – OR QUALIFYING SMALL ENTERPRISE (QSE) – STILL VALID (FOR A <i>PERIOD OF 12 MONTHS</i>) FROM THE DATE SIGNED BY COMMISSIONER SUBMITTED TO CLAIM POINTS FOR SMME'S? | | |
| ANNEXURE C | 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? | | |
| ANNEXURE D | IS PROOF OF OWNERSHIP BY BLACK WOMAN ATTACHED IN THE FORM OF (A) COPY OF THE FOUNDING DOCUMENTATION OF THE COMPANY WITH WHICH THE OWNERSHIP IS LISTED, (B) COPY OF THE ID-DOCUMENT(S) OF THE BLACK WOMAN(E) | | |
| ANNEXURE E | IS PROOF OF OWNERSHIP BY BLACK PERSON (S) IN THE FORM OF, (A) COPY OF THE FOUNDING DOCUMENTATION OF THE COMPANY WITH WHICH THE BLACK OWNERSHIP IS LISTED, AND (B) COPY OF IDENTITY DOCUMENTS. | | |
| ANNEXURE F | IS PROOF OF OWNERSHIP BY BLACK YOUTH ATTACHED IN THE FORM OF (A)) COPY OF THE FOUNDING DOCUMENTATION OF THE COMPANY WITH WHICH THE OWNERSHIP IS LISTED, (B) COPY OF THE ID-DOCUMENT(S) OF THE BLACK YOUTH. | | |
| ANNEXURE G | IS THE LATEST REPORT FROM CENTRAL SUPPLIER DATABASE (CSD) SUBMITTED? THE REPORT WILL BE USED AMONGST OTHERS TO VERIFY TAX COMPLIANT AND BANKING DETAILS. TO FURTHER CONFIRM IF THE SHAREHOLDERS/DIRECTORS OF THE COMPANY ARE BLACK WOMEN, BLACK YOUTH OR BLACK-OWNED. INFORMATION AND DETAILS ON BLACK | | |

| | | | |
|--|--|--|--|
| | WOMEN, BLACK YOUTH AND BLACK OWNERSHIP SHOULD BE SIMILAR TO THE INFORMATION SUBMITTED ON ANNEXURES C, D,E AND F ABOVE. | | |
|--|--|--|--|

| | | | | | | | | | | | | | | | |
|--|-----------------------|----------------------|--|--|-----|-----------------------|-------------|--|------|-----------------|-------------|-----|-------------|-------------|--|
| <p>2. APPLICATION OF PREFERENCE POINT SYSTEM</p> <p>4.1 DEFINITIONS</p> <p>HISTORICALLY DISADVANTAGED INDIVIDUALS (HDI) IS DEFINED AS A SOUTH AFRICAN CITIZEN –</p> <p>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</p> <p>b) WHO IS A WOMAN AND/OR</p> <p>c) YOUTH</p> <p>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.</p> <p>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”.</p> <p>4.4 “A WOMAN” REFERS TO A FEMALE PERSON WHO IS A SOUTH AFRICAN CITIZEN</p> <p>4.5 “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.</p> <p>4.6 “BLACK PEOPLE” IS A GENERIC TERM WHICH MEANS AFRICANS, COLOUREDS AND INDIANS WHO ARE CITIZENS OF THE RSA BY BIRTH OR DESCENT OR BY NATURALISATION BEFORE 27 APRIL 1994 OR AFTER.</p> <p>4.7 “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.</p> <p>4.8 “YOUTH” IS A GENERIC TERM WHICH MEANS PERSONS BETWEEN 14 TO 35 YEARS OF AGE. (THE MAXIMUM AGE OF PERSON/DIRECTOR/SHAREHOLDER ETC MUST BE BELOW OR 35 YEARS ON OR BEFORE THE CLOSING DATE AND TIME OF THE RFQ)</p> <p>4.9 “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.</p> <p>4.10 “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</p> <p>4.11 “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.</p> <p>4.12 80 / 20 PREFERENCE POINT SYSTEM</p> <p>TENDERERS WILL BE AWARDED POINTS AS FOLLOWS:</p> <p>The points must be allocated and awarded as follows:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%;">i.</td> <td style="width: 60%;">Total Tendered Price</td> <td style="width: 15%;">: 80 points</td> <td style="width: 20%;"></td> </tr> <tr> <td>ii.</td> <td>Black Women Ownership</td> <td>: 04 points</td> <td rowspan="4" style="vertical-align: middle; text-align: center;">} Specific Goals (Maximum points)</td> </tr> <tr> <td>iii.</td> <td>Black Ownership</td> <td>: 10 points</td> </tr> <tr> <td>iv.</td> <td>Black Youth</td> <td>: 02 points</td> </tr> </table> | i. | Total Tendered Price | : 80 points | | ii. | Black Women Ownership | : 04 points | } Specific Goals (Maximum points) | iii. | Black Ownership | : 10 points | iv. | Black Youth | : 02 points | |
| i. | Total Tendered Price | : 80 points | | | | | | | | | | | | | |
| ii. | Black Women Ownership | : 04 points | } Specific Goals (Maximum points) | | | | | | | | | | | | |
| iii. | Black Ownership | : 10 points | | | | | | | | | | | | | |
| iv. | Black Youth | : 02 points | | | | | | | | | | | | | |

v. Small, Medium and Micro Enterprises : 04 points
(SMME's)

Total : 100 points

4.13 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

4.14 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.

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

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

4.15 SPECIFIC GOALS

4.15.1 % OWNED BY PEOPLE WHO ARE BLACK WOMEN (WO)

A MAXIMUM OF FOUR (04) POINTS WILL BE AWARDED TO A TENDERER WHO IS A BLACK WOMAN. EQUITY OWNERSHIP FOR BLACK 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.

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

THUS, POINTS AWARDED: $4 \times \frac{\% WO}{100} =$

PROOF OF OWNERSHIP MUST BE ATTACHED IN THE FORM OF:

- a) COPY OF THE FOUNDING DOCUMENTATION OF THE COMPANY WITH WHICH THE OWNERSHIP IS LISTED I.E. CIPC ETC;
- b) COPY OF THE ID-DOCUMENT (S) OF THE BLACK WOMAN(E)
- c) LATEST CENTRAL SUPPLIER DATABASE (CSD) REPORT OF WHICH OWNERSHIP OF THE BLACK WOMAN IS LISTED

4.15.2 % OWNED BY BLACK PEOPLE (BO)

A MAXIMUM OF TEN (10) 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.

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

THUS, POINTS AWARDED: $10 \times \frac{\% BO}{100} =$

PROOF OF OWNERSHIP MUST BE ATTACHED IN THE FORM OF:

- a) COPY OF ID DOCUMENT.
- b) COPY OF THE FOUNDING DOCUMENTATION ON THE COMPANY WITH WHICH THE OWNERSHIP IS LISTED I.E. CIPC ETC;
- c) LATEST CSD REPORT WITH BLACKS AS SHAREHOLDERS/DIRECTORS OF THE COMPANY

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

A MAXIMUM OF FOUR (4) POINTS WILL BE AWARDED TO A TENDERER WHO IS CLASSIFIED AS SMME

IS THE COMPANY CLASSIFIED AS EME OR QSE?

YES = 4 POINTS
=

NO = 0 POINT

PROOF OF DOCUMENTATION MUST BE ATTACHED IN THE FORM OF:

- a) SWORN AFFIDAVID THAT IS VALID FOR A PERIOD OF 12 MONTHS FROM THE DATE SIGNED BY THE COMMISSIONER.

4.15.4 % OWNED BY BLACK YOUTH

A MAXIMUM OF TWO (2) POINTS WILL BE AWARDED TO A TENDERER WHO IS BLACK YOUTH. EQUITY OWNERSHIP FOR BLACK YOUTH 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.

% OF ENTERPRISE OWNED BY BLACK YOUTH.....%

THUS, POINTS AWARDED : $2 \times \frac{\% DO}{100} =$

PROOF OF OWNERSHIP MUST BE ATTACHED IN THE FORM OF:

- a) A COPY OF THE FOUNDING DOCUMENTATION OF THE COMPANY WITH WHICH THE OWNERSHIP IS LISTED I.E. CIPC ETC;
- b) A COPY OF ID DOCUMENT;
- c) LATEST CENTRAL SUPPLIER DATABASE (CSD) REPORT OF WHICH OWNERSHIP OF THE BLACK YOUTH IS LISTED.

TABLE B: OWNERSHIP

| NAME AND SURNAME /ENTITY NAME | GENDER (MALE OR FEMALE) | AGE i.e., 32 | CITIZENSHIP (RSA, OR SPECIFY OTHER) | ETHNIC GROUP (BLACK, WHITE, ETC.) | NUMBER OF SHARES PER SHAREHOLDER | PERCENTAGE OF OWNERSHIP (%) PER SHAREHOLDER |
|--------------------------------------|--------------------------------|------------------------|--|--|---|--|
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| | | | | | | |
| Total | | | | | | |

(To be completed by bidder)

TABLE- C: SPECIFIC GOALS

| OWNERSHIP | TOTAL PERCENTAGE OF OWNERSHIP | SPECIFIC GOALS POINTS CLAIMED |
|------------------------------|--------------------------------------|--------------------------------------|
| | | |
| Black Woman ownership | | |
| Black Ownership | | |

| | | |
|------------------------------|--|--|
| Black Youth Ownership | | |
| Total | | |

4.16 THE SAT 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.

4.17 TENDER MUST BE AWARDED TO THE TENDERER SCORING THE HIGHEST POINTS. HOWEVER, A CONTRACT MAY BE AWARDED TO A TENDERER THAT DID NOT SCORE THE HIGHEST POINTS ONLY IN ACCORDANCE WITH SECTION 2 (1)(F) OF THE PPPFA 05 OF 2000.

3. CRITERIA FOR BREAKING DEADLOCK IN SCORING

- a) 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;
- b) IF TWO OR MORE TENDERES SCORE EQUAL TOTAL NUMBER OF POINTS IN ALL RESPECTS, THE AWARD WILL BE DECIDED BY THE DRAWING OF LOTS

4. DELIVERIES

- a. 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
- b. DELIVERIES NOT COMPLYING WITH THE PURCHASE ORDER FORM MAY BE RETURNED TO THE SUPPLIER(S) AT THE SUPPLIER'S EXPENSE.THE SATWILL NOT BE LIABLE FOR PAYMENT OF INCORRECTLY DELIVERED GOODS OR SERVICE
- c. BIDDERS SHOULD INDICATE THE PLANNED DELIVERY PERIOD (**IN DAYS**) FROM THE DATE AN ORDER IS ISSUED

5. POPIA DISCLAIMER

7.1 COMPLIANCE WITH PERSONAL INFORMATION ACT, 4 OF 2013

PERSONAL INFORMATION SHARED WITH THE SAT 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 SATMAY PROCESS AND FURTHER PROCESS RECEIVED PERSONAL INFORMATION, INTERNALLY OR EXTERNALLY, IN THE EXECUTION OF ITS MANDATE AND/OR AS REQUIRED BY LAW. THE SATMAY SHARE PERSONAL INFORMATION WITH ITS SERVICE PROVIDERS, AGENTS, CONTRACTORS, LEGAL AND OTHER PROFESSIONAL ADVISORS AUTHORISED TO PROCESS THIS INFORMATION. THE SATMAY 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 SATEXPRESS 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 SAT VALUES YOUR PRIVACY AND SHALL TAKE ALL REASONABLE MEASURES TO PROTECT RECEIVED PERSONAL INFORMATION.

7.5 EXEMPTION FROM LIABILITY

THE SAT(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

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