

**RFQ No: 01MAY25**

QUOTATION DESCRIPTION	DEPART.	CONTACT PERSON	CLOSING DATE & TIME
Appointment of a service provider to assist with the response handling of the Chief Executive Officer recruitment and selection process for the Film and Publication Board.	FINANCE	SCM  <b>Tel:</b> 012 003 1400 <b>Email:</b> <a href="mailto:SCMDemand@fpb.org.za">SCMDemand@fpb.org.za</a>	Date: 29 May 2025  Time: 12:00 pm
	ALL QUOTATIONS OR PROPOSALS TO BE EMAILED TO: <a href="mailto:SCMDemand@fpb.org.za">SCMDemand@fpb.org.za</a>		
	ADDRESS: ECO Glades 2, 420 Witch Hazel Ave ECO Park, Centurion, 0169		
	<b>ALL QUOTATION MUST BE VALID FOR 60 DAYS</b>		

## INDEX

NO	DETAILS	DOCUMENT
	LIST OF RETURNABLE DOCUMENTS THAT SHOULD FORM PART OF QUOTATION DOCUMENT (NEATLY ATTACHED AS ANNEXURES)	
1	Tax Clearance Certificate or Unique Pin	
2	Proof or supporting documents for points claim on specific goal -SBD6.1	<b>1.</b> CIPC <b>2.</b> CSD (Full) report <b>3.</b> Sworn affidavit /BBBEE indicating the level of ownership in the Enterprise
	<b>BBBEE SCORECARD GUIDELINE</b> BBBEE score of companies <div> <div>Level 1</div> <div>9 Points</div> </div> <div> <div>Level 2</div> <div>8 Points</div> </div> <div> <div>Level 3</div> <div>7 Points</div> </div> <div> <div>Level 4</div> <div>6 Points</div> </div> <div> <div>Level 5</div> <div>5 Points</div> </div> <div> <div>Level 6</div> <div>4 Points</div> </div> <div> <div>Level 7</div> <div>3 Points</div> </div> <div> <div>Level 8</div> <div>2 Points</div> </div> <div> <div>Non-compliant</div> <div>0 Points</div> </div>	
3	Standard Bidding Documents	SBD1, SBD 4, SBD6.1
4	Tax compliant CSD Report	
5	Comprehensive proposal or Quotation that respond to RFQ	
<b>ALL PRICES MUST BE VAT INCLUSIVE</b>		

### Very important notice for disqualification

I/we the undersigned, who warrants that he/she is duly authorised to do so on behalf of the company declares that:

-The information furnished on this quotation is true and correct.

-If the information provided on this quotation is found to be incorrect, FPB, in addition to any other remedy it may have:

-Recover all costs, losses or damages it has incurred or suffered as a result of that person's conduct; and

-Cancel the purchase order and claim any damages which it has suffered as a result of having to make less favourable arrangement due to such cancellation.

I have read, fully understand, and hereby accept FPB's standard quotation instructions.

**“In submitting any information or documentation requested above or any other information that may be requested pursuant to this RFQ/tender, you are consenting to the processing by FPB or its stakeholders of your personal information and all other personal information contained therein, as contemplated in the Protection of Personal Information Act, No.4 of 2013 and Regulations promulgated thereunder (“POPI Act”). Further, you declare that you have obtained all consents required by the POPI Act or any other law applicable. Thus, you hereby indemnify FPB against any civil or criminal action, administrative fine or other penalty or loss that may arise as a result of the processing of any personal information that you submit.”**

Name and surname:.....

Signature: .....

Date:.....

## RFQ TERMS OF REFERENCE/ SPECIFICATIONS

Type:	Response handling
<b>Detailed Specification Requirement</b>	
<b>Appointment of a service provider for response handling of the Chief Executive Officer recruitment and selection process</b>	
<b>1. Introduction</b> Film and Publication Board is seeking to appoint a qualified and experienced service provider to support the recruitment process for the position of Chief Executive Officer (CEO). The service provider will be required to provide expert assistance in the shortlisting of candidates, conducting vetting (including background and reference checks), facilitating a structured competency assessment process and consolidating the selection report for relevant authorities approval.	
<b>2. Objectives of the Assignment</b> The primary objective of this assignment is to ensure that the recruitment process for the CEO is transparent, merit-based, and results in the selection of the most suitable candidate. Specifically, the service provider will: Ensure an objective and professional shortlisting process. Conduct thorough vetting of shortlisted candidates. Facilitate competency-based assessments aligned with the requirements of the CEO role. Consolidate the final selection report for approval.	
<b>3. Scope of Work</b> The service provider will be responsible for the following: The service provider will be provided with the full list of applicants by FPB . <b>3.1 Shortlisting</b> Evaluate and review all received applications. Match candidate qualifications and experience against the job description and selection criteria. Provide a report of all candidates with a clear rationale for shortlisted and non-shortlisted applicants. <b>3.2 Vetting</b> Conduct background checks (including academic qualifications, employment history, criminal record, and credit history). Verify references provided by candidates. Submit a detailed vetting report on all shortlisted candidates. <b>3.3 Competency Assessment</b> Design and administer appropriate competency-based assessments (e.g., psychometric testing, situational judgment tests, strategic leadership simulations). Organize and facilitate panel interviews (optional, depending on scope). Provide individual assessment reports and a comparative summary of candidate performance. Present the individual assessment reports and a comparative summary to the selection committee .	
<b>4. Deliverables</b> <ol style="list-style-type: none"><li>1. Shortlisting report.</li><li>2. Participate in the interview process</li><li>3. Comprehensive vetting reports for all shortlisted candidates.</li><li>4. Competency assessment framework and tools.</li><li>5. Final assessment report with candidate rankings and recommendations.</li></ol>	
<b>5. Duration and Timelines</b> The assignment is expected to be completed within 3 months from May 2025 until the approval of	

the appointment submission. The detailed work plan and timeline must be submitted within five (5) days of appointment.

## 6. Required Qualifications and Experience

The service provider must demonstrate the following:

- Proven experience in executive recruitment, particularly at CEO or executive management level.
- Expertise in competency-based assessments and psychometric testing.
- Capacity to conduct comprehensive background and reference checks.
- At least 10 years in HR consulting, recruitment, or executive search services.

## 7. Reporting Requirements

The service provider will report to the Board Selection Committee and will be required to attend all short-listing meetings and interviews.

## 8. Confidentiality

All information obtained and generated during this process shall remain strictly confidential and may not be shared without prior written consent from [Name of the Organization].

## 9. Submission Requirements

Interested service providers must submit:

- Company profile and relevant experience.
- Proposed methodology and timeline.
- Team CVs and qualifications.
- Cost proposal / Quotation (inclusive of all applicable taxes).

## 10. Evaluation Criteria

Proposals will be evaluated based on the following: With the weight of 5

Criteria	Portfolio of Evidence	Points	Weight - 5	1	2	3	4
Relevant experience and track record	Company profile with 10 or more years of experience,	20%		3	5 years	8 years	10 years
Reference letters	Four (4) Reference letters on a client letterheads, with contact numbers indicating which executives positions did your company assist with regarding the projects of similar nature	20%		1 Ref letters	2 Ref letters	3 Ref letters	4 Ref letters

Experience of project leader -CV	Experience and Executive HR /OD	20%		5 as Exec HR /OD	8 as Exec HR /OD	10 as Exec HR /OD	15 as Exec HR /OD
Qualification of Consultant	Masters Degree in Human Resources or Clinical or Industrial Psychology or Public and Development Management or MBA/MBL.	20%		Diploma in Human Resources or Clinical or Industrial Psychology or Public and Development Management	Degree Degree in Human Resources or Clinical or Industrial Psychology or Public and Development Management	Honours Degree in Human Resources or Clinical or Industrial Psychology or Public and Development Management	Masters Degree in Human Resources or Clinical or Industrial Psychology or Public and Development Management or MBA/MBL.
Qualification of Snr Consultant for Psychometric Assessment	PHD in Industrial or Clinical Psychology,  Registration with HPCSA,  Fifteen (15) years experience in conducting competency assessment for senior and executive positions.	20%		Degree in Industrial or Clinical Psychology,  Registration with HPCSA,  Five (5) years experience in conducting compete	Honours in Industrial or Clinical Psychology,  Registration with HPCSA,  Eight (8) years experience in conducting compete	Masters Industrial or Clinical Psychology,  Registration with HPCSA,  Ten (10) years experience in conducting compete	PHD in Industrial or Clinical Psychology,  Registration with HPCSA,  Fifteen (15) years experience in conducting competency assessment for senior and executive positions.

Minimum Qualifying Threshold: 75%

A minimum scoring threshold of 75 percent of the evaluation criteria must be met for the bids to be considered for the next evaluation level.

## PART A INVITATION TO BID

<b>YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)</b>					
BID NUMBER:	RFQ 01MAY25	CLOSING DATE:	29 May 2025	CLOSING TIME:	12:00 pm
DESCRIPTION	Appointment of a service provider to assist with the response handling of the Chief Executive Officer recruitment and selection process for the Film and Publication Board.				
<b>BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)</b>					
<a href="mailto:SCMDemand@fpb.org.za">SCMDemand@fpb.org.za</a>					
<b>BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO</b>			<b>TECHNICAL ENQUIRIES MAY BE DIRECTED TO:</b>		
CONTACT PERSON	Makhosazana Hlatshwayo		CONTACT PERSON	Makhosazana Hlatshwayo	
TELEPHONE NUMBER	012 003 1400		TELEPHONE NUMBER	012 003 1400	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	<a href="mailto:SCMDemand@fpb.org.za">SCMDemand@fpb.org.za</a>		E-MAIL ADDRESS	<a href="mailto:SCMDemand@fpb.org.za">SCMDemand@fpb.org.za</a>	
<b>SUPPLIER INFORMATION</b>					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE	(010)	NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX]  Yes                      No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX]  Yes                      No
<b>[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES &amp; QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]</b>					

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR <b>THE GOODS /SERVICES /WORKS OFFERED?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW ]
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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.



**PART B**  
**TERMS AND CONDITIONS FOR BIDDING**

<b>1. BID SUBMISSION:</b>
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. <b>ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</b>
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. <b>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</b>
<b>2. TAX COMPLIANCE REQUIREMENTS</b>
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 PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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

SIGNATURE OF BIDDER: .....

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

DATE: .....

## **SBD4**

### **BIDDER'S DISCLOSURE**

#### **1. PURPOSE OF THE FORM**

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

#### **2. Bidder's declaration**

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest<sup>1</sup> in the enterprise, employed by the state? **YES/NO**

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

<b>Full Name</b>	<b>Identity Number</b>	<b>Name of State institution</b>

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


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

**2.2.1** If so, furnish particulars:

.....  
 .....

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

**2.3.1** If so, furnish particulars:

.....  
 .....

### **3 DECLARATION**

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

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

**3.2** I understand that the accompanying bid will be disqualified if this disclosure is found not to be

true and complete in every respect;

- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium<sup>2</sup> will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF

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<sup>2</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.

PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of bidder

## **SBD 6.1**

### **PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022**

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

**NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022**

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#### **1. GENERAL CONDITIONS**

1.1 The following preference point systems are applicable to invitations to tender:

- 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 To be completed by the organ of state**

*(delete whichever is not applicable for this tender).*

- a) The applicable preference point system for this tender is the 90/10 preference point system.
- b) The applicable preference point system for this tender is the 80/20 preference point system.
- c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

- 1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:
- (a) Price; and
  - (b) Specific Goals.

**1.4 To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

**2. DEFINITIONS**

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of

bid invitation, and includes all applicable taxes;

- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

### **3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES**

#### **3.1. POINTS AWARDED FOR PRICE**

##### **3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS**

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

<b>80/20</b>	<b>or</b>	<b>90/10</b>
$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}}\right)$	or	$Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}}\right)$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

#### **3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT**

##### **3.2.1. POINTS AWARDED FOR PRICE**



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

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}}\right) & \text{or} & Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}}\right) \end{array}$$

Where

Ps = Points scored for price of tender under consideration  
Pt = Price of tender under consideration  
Pmax = Price of highest acceptable tender

#### **4. POINTS AWARDED FOR SPECIFIC GOALS**

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
  - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,
- then the organ of state must indicate the points allocated for specific goals for both the 90/10

and 80/20 preference point system.

**Table 1: Specific goals for the tender and points claimed are indicated per the table below.**

***(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.***

***Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)***

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
BBBEE Scored card		9		
EME/QSE		1		
51% women or more owned		5		
51% youth or more owned		3		
51% Owned by Persons with Disabilities		1		
Gauteng		1		

## DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number: .....

4.5. TYPE OF COMPANY/ FIRM

☐ Partnership/Joint Venture / Consortium

☐ One-person business/sole propriety

☐ Close corporation

☐ Public Company

☐ Personal Liability Company

☐ (Pty) Limited

☐ Non-Profit Company

☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

(a) disqualify the person from the tendering 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) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted 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, if deemed necessary.

<p>..... <b>SIGNATURE(S) OF TENDERER(S)</b></p>	
<b>SURNAME AND NAME:</b>	.....
<b>DATE:</b>	.....
<b>ADDRESS:</b>	..... ..... ..... .....