



SOUTH AFRICAN TOURISM

PART C: TENDER EVALUATION PROCESS - SAT 330/25 (CA) - SAT PANEL OF LEGAL SERVICES.

Table 1: Summary of the Evaluation Phases

<u>PHASE 1</u> ADMINISTRATIVE AND MANDATORY REQUIREMENTS	<u>PHASE 2</u> DESKTOP TECHNICAL EVALUATION CRITERIA	<u>PHASE 3</u> PRICE AND PREFERENCE (80/20)
Bidders must complete and submit all administrative and mandatory documents to proceed to phase 2 outlined under Table 2 below. Failure to meet the mandatory requirements will result in disqualification at this stage.	Bidder(s) are required to achieve a minimum threshold 70% to proceed to Gate 2 (Price and Specific goals). The panel will consist of the top 10 highest scoring legal firms on functionality on Phase 2.	This will apply when assignments are briefed into the panel of approved service providers and will form part of the selection process which may (where relevant) also include a functionality criteria.

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 Requirements

Document that must be submitted	YES/NO	
Confirmation of valid Tax Status		Tax-compliant Tax Pin.
Invitation SBD 1		Complete and sign where applicable.
Annexure B-Registration on Central Supplier Database (CSD)		• All bidders, including proposed partner/subcontractor agencies, must be registered as a service provider on the National Treasury's Central Supplier Database (CSD). • If the bidder is not registered, register with your company before submitting your proposal. Visit https://secure.csd.gov.za/ to obtain your vendor number. Submit proof of registration. (Applicable to South African Companies only) • Proof of registration can be in any form that SAT can verify that the bidder is registered on the CSD, e.g., MAAA number, CSD report, etc. • Tax compliance is only considered when awarding the tender (the bidder), not during various evaluation phases. • During the award phase, if a bidder is found to be non-compliant as per the CSD or SARS confirmation, the bidder must provide proof of compliance or written proof by SARS of their tax compliance status within seven working days, or failure will result in the tender not being awarded to the bidder. • SAT reserves the right to consider the next bidder within the process
Annexure E-Declaration of Interest - SBD 4		• Complete and sign where applicable. • If the bidder is found to have missed signing off or duly completing the SBD, SAT may require, within two working days, a sign-off or completion of the SBD, and failure will result in the bid being disqualified.
Annexure F - SBD 6.1 points form		• Complete and sign where applicable. • If the bidder is found to have missed signing off or duly completing the SBD, SAT may require, within two working days, a sign-off or completion of the SBD, and failure will result in the bid being disqualified.

Table 2.2 Mandatory Requirements

Document that <u>must</u> be submitted		Comply	Not Comply
The Firm's letter of good standing	A valid and up to date letter of good standing from the Legal Practice Council.		
The Firm's Fidelity Fund Certificate	A valid and up to date letter of good standing from the Legal Practice Council.		

Phase 2: Desktop Functional Technical Evaluation

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.

The technical functional evaluation (functionality) will comprise one phase - Phase 2.

Phase 2 Desktop Technical Functional Evaluation - Bidders will be evaluated on a scale of 100 points and are required to score a minimum threshold of 70% to qualify for Phase 3.

Table 3: Phase 2 - Desktop Functional Evaluation

Deliverables / Performance Indicators	Weight Allocated	Reference pages in the bidder's proposal.
Evaluation criteria		
BIDDERS RELEVANT EXPERIENCE The bidder must provide reference letters no older than 3 years from clients as proof of having provided similar work within the listed practice areas in paragraph 6 of Part B. The reference letters must be on the company letterhead and include the company name, contact person, address, and a brief description of the services that the bidder has provided. <u>Evaluation Matrix:</u> Score 0 = No submission/reference letter reflecting irrelevant experience/reference letter does not include the listed practice areas in paragraph 6 of Part B / reference letters dated before 2019 Score 1 = Submission of a minimum of three contactable reference letters meeting the listed requirements.	30	

Deliverables / Performance Indicators	Weight Allocated	Reference pages in the bidder's proposal.
Score 2 = Submission of four contactable reference letters meeting the listed requirements Score 3 = Submission of five contactable reference letters meeting the listed requirements <u>NON-SCORING</u> a. Submission of appointment letters instead of reference letters. b. Submission of a reference letter that is not relevant to the scope and does not include the listed practice areas in paragraph 6 of Part B c. Submission of references in an unacceptable format, such as emails, lists, or any form other than the prescribed reference letter template or specified requirements. d. Submission of reference letters older than 3 years (i.e., older than the acceptable period).		
REPORTED CASES Bidder must provide a list of reported cases that their firm have worked on. Reported cases are landmark cases that serve as precedence and that have changed the law. The reported cases must be stamped by the court to show that they have been reported, and the name and title of the firm must appear on the judgement and be accessible on SAFFLI. <u>Evaluation Matrix:</u> 0= No submission (or the submission does not meet the above definition/evidence requirements) Score 1= One reported case meeting the requirements Score 2= Two reported cases meeting the requirements Score 3= Three reported cases meeting the requirements	40	
TEAM COMPETENCIES Director The proposed director/ partner must be admitted as legal practitioner with relevant post qualification experience. A comprehensive CV must be submitted which must elaborate on the relevant experience and accompanied by valid certified copies of the legal qualifications. Certification must not be done in-house and not by any entity forming part of the	25	

Deliverables / Performance Indicators				Weight Allocated	Reference pages in the bidder's proposal.								
bidder. The certification must be valid and not older than six months of the closing date. Indicate the Director under consideration and submit only the documentation belonging to that individual. <u>Evaluation Matrix:</u> <table><tr><td>0</td><td>1 Points</td><td>2 points</td><td>3 points</td></tr><tr><td>No submission or irrelevant experience</td><td>5 to 9 years</td><td>10 to 15 years</td><td>15 years and more</td></tr></table>				0	1 Points	2 points	3 points	No submission or irrelevant experience	5 to 9 years	10 to 15 years	15 years and more		
0	1 Points	2 points	3 points										
No submission or irrelevant experience	5 to 9 years	10 to 15 years	15 years and more										
GLOBAL REACH Bidder must at least show on their profile their footprint in the foreign jurisdiction that SAT operate in or at least provide proof of correspondence/ partner firms (confirmation letter from the foreign firm must be submitted-The letter must be on the company letterhead and include the company name, contact person, address, and a brief description of the services that the bidder has provided). Foreign jurisdictions include- UK, Netherlands, Germany, France, USA, Brazil, Nigeria, China, India, Japan and Australia. <u>Evaluation Matrix:</u> 0= No submission 1= One country 2= Two countries 3= More than three countries				5									
Total Weight				100									
<i>The Minimum threshold required for bidders to pass this stage is 70%.</i>													

- 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 value scale/matrix for each criterion.

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

The panel will consist of the top 10 highest scoring companies on functionality on Phase 2

The price and preference will be applied when assignments are briefed into the panel of approved service providers and will form part of the selection process which may (where relevant) also include a functionality criteria.

The total points for price evaluation (out of 80) and the total points for specific goals evaluation (out of 20) will be consolidated. The bidders who scored the highest points for comparative pricing and specific goals after consolidating points limited to ten bidders (10) will be considered the preferred bidders for the panel with whom South African Tourism will enter into further negotiations for the contract.

The award will be based on the top 10 highest scoring companies on functionality.

4: Pricing Structure

Please insert your hourly rates inclusive of VAT in the table below:

Pricing for evaluation purposes:

Rank	Hourly Rate	Daily Rate
Director		
Senior Associate		
Associate		
Candidate Attorney		

- The above rate should be based on current and up to date prescribed tariffs.
- The rates above shall be reviewed annually by negotiation in good faith between the parties and such increase shall not exceed the rate of Consumer Price Index (CPI) prevailing in South Africa at that time.
- SA Tourism shall have the discretion of impose and set standard/ acceptable base rates on all bidders who make it for appointment
- Disbursements and Expenses

Disbursements and expenses incurred from time to time will be subject to pre-approval from SAT in writing. Disbursements include Contractor's fees, foreign lawyers' fees, correspondent's

fees, expert fees and courier charges. Expenses include, but not limited to, travel and accommodation expenses and photocopy charges, to the exception of photocopy charges all other expenses must comply with SAT's supply management method of price quotations (cheapest quote) and subsequently be confirmed in writing before being incurred.

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 THE 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	ANNEXURE AA: IS THE STANDARD BID DOCUMENT (SBD4) FORM BIDDER'S DISCLOSURE COMPLETED, SIGNED, AND SUBMITTED? ANNEXURE AB: IS THE STANDARD BID DOCUMENT (SBD6.1) FORM FOR CLAIMING PREFERENCE POINTS 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 THE 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 TABLE BELOW 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.		
ANNEXURE H	FORM OF OFFER AND ACCEPTANCE		
ANNEXURE I	CONTRACT DATA		
ANNEXURE J	PRICING DATA		
ANNEXURE K	BIDDER DECLARATION		
ANNEXURE L	GENERAL CONDITIONS		

2. 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) YOUTH

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 **“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.
- 4.6 **“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.
- 4.7 **“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.
- 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)
- 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.
- 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
- 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.

4.12 PREFERENCE POINT SYSTEM

TENDERERS WILL BE AWARDED POINTS AS FOLLOWS:

The points must be allocated and awarded as follows(80/20):

i.	Total Tendered Price	: 80 points	} Specific Goals (Maximum points)
ii.	Black Women Ownership	: 04 points	
iii.	Black Ownership	: 10 points	
iv.	Black Youth	: 02 points	

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

Total : 100 points

90 / 10 PREFERENCE POINT SYSTEM

TENDERERS WILL BE AWARDED POINTS AS FOLLOWS:

The points must be allocated and awarded as follows (90/10):

vi. Total Tendered Price	: 90 points	
vii. Black Women Ownership	: 02 points	} Specific Goals (Maximum points)
viii. Black Ownership	: 02 points	
ix. Black Youth	: 04 points	
x. Small, Medium and Micro Enterprises (SMME's)	: 02 points	
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.

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

THE FOLLOWING FORMULA WILL BE USED TO CALCULATE THE POINTS OUT OF 90 FOR PRICE IN RESPECT OF TENDER WITH A RAND VALUE 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.

$$P_s = 90 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

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

4.15 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
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 TENDERS 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. SAT WILL 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**5.1. COMPLIANCE WITH THE 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.

5.2. 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.

5.3. 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.

5.4. DUTY OF CARE

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

5.5. 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

END