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REQUEST FOR QUOTATION (RFQ)

RFQ NUMBER:	RFQ/TV/2021/6
TENDER ISSUE DATE	22 JANUARY 2021
BRIEFING SESSION (NON – COMPULSORY)	27 JANUARY 2021 AT 12H00 VIA MICROSOFT TEAM
RFQ DESCRIPTION	PROVISION OF SABC 3 REPOSITIONING ON AIR CREATIVE CAMPAIGN
CLOSING DATE & TIME	10 FEBRUARY 2021 @ 12:00

Submissions must be electronically submitted to RFQSubmissions@sabc.co.za on or before the closing date of this RFQ,

For queries, please contact **Nyandano Nemukula** via email: Nemukulan@sabc.co.za

The SABC requests your quotation on the services listed above. Please furnish us with all the information as requested and return your quotation on the date and time stipulated above. Late and incomplete submissions will invalidate the quote submitted.

SUPPLIER NAME : _____

POSTAL ADDRESS : _____

TELEPHONE NO : _____

FAX. NO. : _____

E MAIL ADDRESS : _____

CONTACT PERSON : _____

CELL NO : _____

SIGNATURE OF BIDDER: _____

South African Broadcasting Corporation SOC Limited: Registration Number: 2003/023915/30

Non-Executive Directors: Mr B E Makhathini (Chairperson); Ms M Mohlala-Mulaudzi (Deputy Chairperson); Prof S Cooper; Adv M B B Lekalakala; Mr D M Maimela; Mr M G Markovitz; Mr D K Mohuba; Ms J Patel; Mr J H Phalane; Ms M B Papayya; Dr M Socikwa

Executive Directors: Mr M T Mxakwe (Group Chief Executive Officer); Mr I C Plaatjes (Chief Operations Officer); Ms Y van Biljon (Chief Financial Officer);

Company Secretary: Ms L V Bayi

NOTES ON QUOTATIONS AND PROPOSALS SUBMISSION

1. All electronic submissions must be submitted in a **PDF** format that is protected from any modifications, deletions or additions.
2. Financial/pricing information must be presented in a **separate** attachment from the Technical / Functional Response information.
3. The onus is on the Bidder to further ensure that all mandatory and required documents are included in the electronic submission.
4. All electronic submissions should be prominently marked with the full details of the tender in the email subject line.
5. Bidders are advised to email electronic submissions at least thirty minutes before the bid closing time to cater for any possible delay in transmission or receipt of the bid. The onus is on bidder to ensure that the bid is submitted on time via email
6. Tender submission emails received after submission date and time will be considered late bid submissions and will not be accepted for consideration by SABC.
7. SABC will not be responsible for any failure or delay in the email transmission or receipt of the email including but not limited to:
 - receipt of incomplete bid
 - file size
 - delay in transmission receipt of the bid
 - failure of the Bidder to properly identify the bid
 - illegibility of the bid; or
 - Security of the bid data.

NOTES ON BRIEFING SESSION

1. The briefing session meeting will be arranged by means of an online session using the Microsoft TEAMS, the date and time of which will be published on the SABC Website.
2. Bidders who have access to Microsoft Teams or similar enablers are kindly requested to advice of their interest to participate in the online briefing session by sending an email to nemukulan@sabc.co.za and tenderqueries@sabc.co.za on the 26 January 2021 so as to be invited.
3. On the date and time of the briefing session, bidders will be invited via Microsoft Teams to attend the online briefing session meeting.
4. Bidders who are unable to connect via Microsoft TEAMS are requested to submit their queries related to the bid via email.

FIRST PHASE – PREQUALIFICATION CRITERIA: MANDATORY DOCUMENTS

All bid respondents must submit mandatory documents that comply with all mandatory requirements. Bids that do not fully comply with the mandatory requirements will be disqualified and will not be considered for further evaluation.

MANDATORY REQUIREMENT		COMPLY/ NOT COMPLY
1.	Submit proof CSD registration (Bidder must be registered with CSD in order to do business with the SABC)	

NON SUBMISSION OF THE MANDATORY DOCUMENTS WILL RESULT IN AUTOMATIC DISQUALIFICATION.

REQUIRED DOCUMENTS

- 1.1 Proof of Valid TV License Statement for the Company; all active Directors and Shareholder must have valid TV Licenses.
(Verification will also be done by the SABC internally).
- 1.2 Valid Tax Clearance Certificate or SARS “Pin” to validate supplier’s tax matters
- 1.3 Original or Certified copy of Valid BBEE Certificate (from SANAS accredited Verification Agency)
- 1.4 All EME’s and 51% black Owned QSE’s are only required to obtain a **sworn affidavit** on an annual basis, confirming the following;
 - 1.4.1 Annual Total Revenue of R10 Million or less (EME) or Revenue between R10 Million and R50 Million for QSE
 - 1.4.2 Level of Black Ownership

Note 1:

Verification Agencies and Auditors who are accredited by the IRBA (Independent Regulatory Board for Auditors) are no longer the ‘approved regulatory bodies’ for B-BBEE verification and therefore IRBA auditors are not allowed to issue B-BBEE certificates after 30 September 2016.

Note 2:

Any misrepresentation in terms of the above constitutes a criminal offence as set out in the B-BBEE act as amended.

- 1.5 Certified copy of Company Registration Document that reflect Company Name, Registration number, date of registration and active Directors or Members.
- 1.6 Certified copy of Shareholders’ certificates.
- 1.7 Submit Proof of Public Indemnity Cover for minimum of R10 000 000
- 1.8 Certified copy of ID documents of the Directors or Members.

NB: NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHO’S TAX MATTERS ARE NOT IN ORDER.

NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHO’S TV LICENCE STATEMENT ACCOUNT IS NOT VALID.

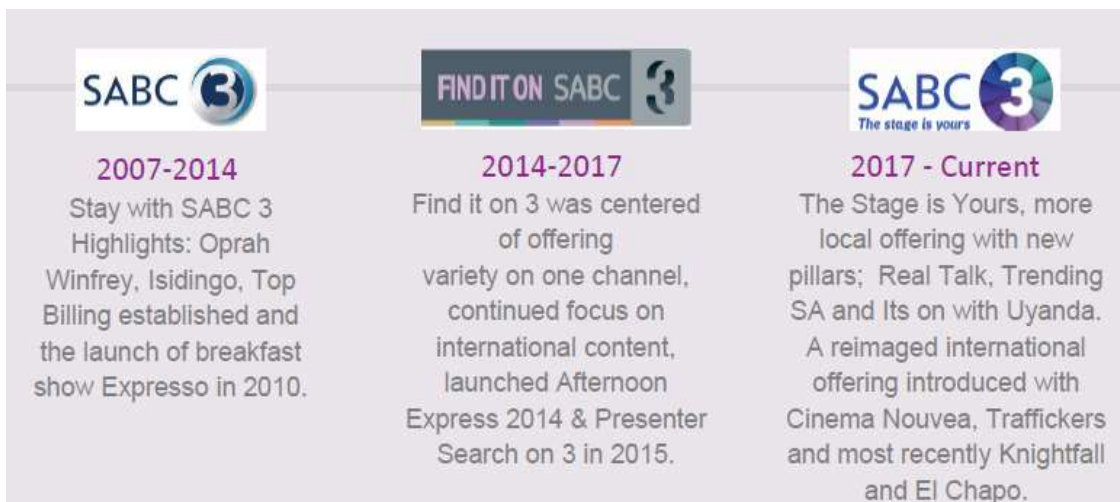
DETAILED TECHNICAL SPECIFICATION

PROVISION OF SABC 3 REPOSITIONING ON AIR CREATIVE CAMPAIGN

1. SABC 3 BACKGROUND

SABC 3 has undertaken two brand repositioning exercises in the past five years yet the channel losses in revenue and audiences continued unabated. Whilst the channel attempted to target a new audience with the rebranding exercises, programming and content offering remained relatively the same, with minor tweaks. In addition the brand re-imagination was not necessarily informed by or linked to qualitative audience and market research that defines an audience and which is supported by a competitive schedule that caters to their needs.

Brand Journey



In light of this consistent decline in audience share, undefined brand definition and continuous increase in the competitive television market; there is a need to reposition SABC 3 in the marketplace. To have a redefined brand positioning with a clear target audience and a competitive schedule that will create a platform for audience and revenue growth. In terms of not repeating the same mistakes where the brand remained uninhabited SABC3 has already began to populate the channel with content related to the new brand positioning. By the time the channel launches under the new brand a number of properties would have been created to allow the brand to live. The content would then be held by a brand coherently.

The Brand Evolution

In the past, SABC 3 brand re-positioning was aimed at a complete departure from the past. In doing this, the channel alienated current viewers and confused new targeted audiences.

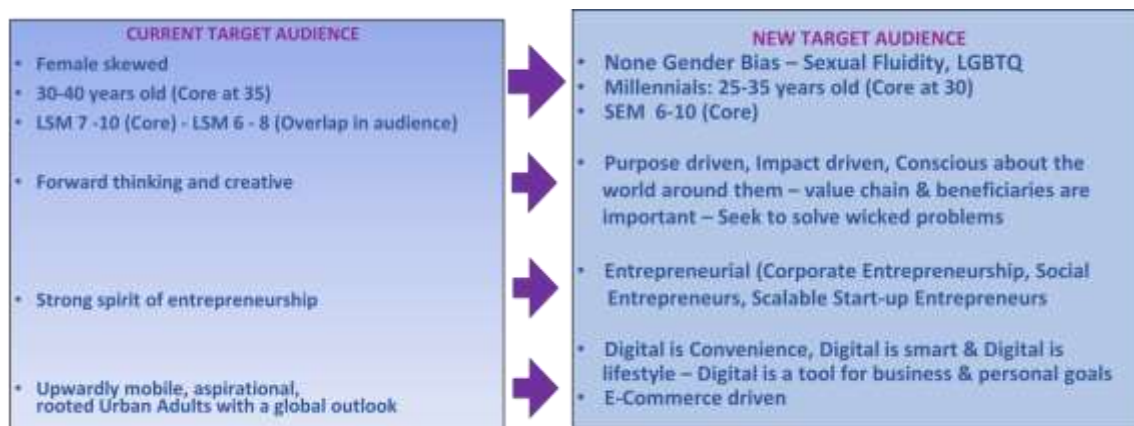
The proposed refreshed repositioning should not be based building from a zero base because:

- The Target Market is not a complete shift but a reimagined audience with new and evolved insights
- There is a continuation of some content on the channel (transitional audience growth)

Thus this repositioning is an evolution of the current SABC 3 brand, this reposition will make the brand proposition clear, to have a refined target audience and aligned to the current world where disruption is the norm. SABC 3 will be a channel that is for a purpose driven millennial market that is tired of the status quo of the world, the inequality in society, the degenerating state of leadership, the mismanagement of planet earth and the constrained definitions of sexuality and identity.

SABC 3 offers thought provoking, action and solution driven content that inspires change with a smile.

Brand Shifts



Brand Persona



• **SABC 3 Targeting Audience: The Millennials**

• **Audience Psychographics**

Every generation is shaped by its circumstances, and millennials are no exception. They are no less ambitious than previous generations: More than half want to earn high salaries and be wealthy. But their priorities have evolved, or at least been delayed by financial or other constraints.

Having children, buying homes, and other traditional signals of adulthood "success markers" do not top their list of ambitions. Instead, travel, experiences and seeing the world are at the top of their list of aspirations, while slightly fewer than half said they wanted to own a home. They also were more attracted to making a positive impact in their

communities or society at large than having children and starting families. Interestingly, women are more interested in seeing the world than men are. Earning a high salary and being wealthy ranked second among ambitions, but came in last when respondents were asked whether their ambitions were achievable. Generally, though, millennials believe their ambitions are within reach. Two-thirds who want to reach senior levels in their careers believe it's attainable. Seven in 10 who desire to see the world think it's possible. Three-quarters who want to buy homes are confident they'll be able to. And 83 percent of those desiring families don't believe barriers will prevent it.



Competitors



2. SCOPE OF WORK

This brief is for the repositioning of SABC 3 and this needs to be supported by a communication strategy, creative strategy, creative execution for Logo design, brand CI, On-Air Imaging, launch promos, print, OOH (Billboard), radio ads.

- Brand positioning objectives
 - Launch the evolved SABC 3 brand positioning targeting primarily the Millennials and SEM 6-10
 - Build brand SABC 3 with the aim of building audience growth and also expanding and attracting the trade market.
 - Position SABC 3's new strategic direction of the brand proposition and entrench the new offering to the market
 - Aggressively promote the new content and schedule to reach target audience
 - Build brand through a variety of experiential touch points

The below outlines in detail what is required however, this brief requires a creative agency with on-air & creative skill & communication expertise to answer to the requirements to reposition SABC 3 into the market based on the above strategic direction the channel is undertaking.

Requirements

- 1. Communication Strategy**
- 2. Creative Strategy & Execution**
 - a. Logo Design**
 - b. On-Air Imaging**
 - c. On-Air Imaging and Full Brand CI**
 - d. ATL**
 - i. Reposition Promo (A variety)**
 - ii. New Shows Promo**
 - iii. Key Pillar Promo**
 - iv. Print & Digital Posters Design**
 - v. Billboard Layouts & artwork**

Detailed Breakdown & Brief

1. Communication & Creative Strategy

A thorough & in depth communication analysis of competing brands within the TV landscape. Based on this analysis; a recommendation for the channel on the proposed communication strategy and execution of this strategy.

The primary objectives of this strategy must be to:

1. Entrench new positioning and drive affinity.
2. Drive new programming and entrench key schedule pillars.
3. Growth in audience share

The creative execution must be informed by the communication strategy, consumer insight, trends and identified space for the market.

2. Creative Execution

a. LOGO DESIGN

1. Logo designs trends analysis
2. Overview strategic approach to logo design
3. SABC 3 Brand logo
 - a. Treatment of logo in print
4. Tagline
 - a. Use of tagline in logo
 - b. Variety of use
 - c. Do's & Don'ts of tagline in logo
5. Logo use
 - a. Brand Agility – Ability for brand to have different expression
 - b. Co-Branding Logo treatment
 - c. Logo placement at a glance
 - d. Correct logo usage
 - e. Incorrect logo usage
6. Logo Sizes
 - a. Minimum logo size
 - b. Maximum logo size
7. Colour palette
 - a. Spectrum of colours
 - b. Selection of colours within spectrum
 - c. Application of colours in various use
8. Font
 - a. Primary font
 - b. Font style
9. Typography
 - a. Units of measurement
 - b. Clear space
 - c. Type area
 - d. Type application
10. Photographic style
11. Application of logo
 - a. Print/Digital Posters & Billboards – Not to be static & wall paper.
 - b. Digital: Email, social media, websites
 - c. Use of logo in branding material

3. ON-AIR IMAGING

- On-Air

Informed by the communication strategy, the on-air will be the constant viewer platform to drive the new positioning and promote the shows accordingly, thus creating the need to craft the new channel imaging, logo that drives the reimagined SABC 3.

The New Imaging must be:

- Clear and simple brand proposition.
- Branding – multidimensional look with depth
- Innovative treatment of the promo end boards

- Music – distinctive sound that elevates the channel from the clutter and competition.
- Confident and dynamic and very progressive
- Include future fit imaging
- Incorporation of social media elements

The Tone of the new SABC 3

- Multicultural
- Aspirational
- Lifestyle focused
- Socially integrated
- Globally aware
- Progressive and open minded
- Conscious consumers
- Environmentally Aware
- Entrepreneurial
- Future Fit

On-Air Element Requirements

- 1 x SABC 3 logo development
- 10 seconds bumpers - The bumpers must be adaptable to assist us in promoting key messaging and SABC 3 content
- 5 seconds news clock
- 5 seconds stings – The stings must be adaptable to assist us in promoting key messaging and SABC 3 content
- Endorsements end boards – brought to you by SABC 3, in association with SABC 3, an SABC 3 initiative.
- 5 to 10 seconds per age restrictions boards
- Movie promo donuts
- 1 x 10 seconds movie opening branders
- SABC 3 IPI – The IPI must be adaptable to assist us in promoting key messaging and SABC 3 content
- Promo button
- Looped background
- 10" Adult Nature programme
- 10" Graphic Violence programme
- 10" Offensive programme
- 10" Strong Language and Blasphemy
- 10" Sensitive viewers

- Info straps – now next later – These need to be adaptable to carry pictures
- 3 x 20 seconds line up boards
- FCC standby board
- FCC schedule change boards
- FCC break in transmission boards
- New media communication boards – facebook, twitter, web etc.
- Squeeze back
- 1 x 15 seconds In Memoriam boards – use to announce funerals
- Music boards
- Movie boards

c. ATL

a. Reposition Promo (A variety)

We need a variety of launch promos based on the proposed communication strategy & big idea to position the new SABC 3 into the market. The treatment must follow the on air look, tone, style & enhance the logo & pay off line of the brand. The tone & personality must be **Multicultural, Aspirational, Lifestyle focused, socially integrated, globally aware, progressive & open minded, conscious consumers, environmentally Aware, entrepreneurial & future Fit**

The promos must make an announcement of this great innovation in television, entrenched in SA values and ideals of a better future. The below are requirements. It is critical that the treatment, execution is aligned to the proposed strategy:

- 60" Main Launch Promos
- 3 X 30" Variety launch Promos

a) New Shows Promo

SABC 3 is launching a variety of new content which requires promo to announce these exciting new shows. These should be positioned as reason to believe for the proposition, the pay off line and closely linked to the proposed strategy.

The new content is:

- 1- Mon - Fri 15:00 – Daytime Weekday Foreign Talk Show
- 2- Mon - Fri 17:00 – Early Prime local talk show
- 3- Wed – 17:30 – Lifestyle Reality (AFP)
- 4- Friday 17:30 – Top Billing Replacement
- 5- Mon - Fri 18:30 – Foreign Telenovela - The Bay
- 6- Mon - Fri 19:00 – Telenovela Drama
- 7- Mon - Fri 19:00 – 2nd Telenovela Drama
- 8- Mon 21:00 – The Longest Date S2
- 9- Tues 21:00 – Night Manager followed by Line of duty S6
- 10- Wed 20:30 – Local Magazine

- 11- Wed 21:00 – Being Serena followed by Enslaved)
- 12- Thurs 20:30 – One day at a time S1
- 13- Thurs 21:00 – Killing Eve / Mrs America / Little Fires Everywhere
- 14- Fri 20:30 – Sitcom / comedy - Trainers (local)
- 15- Fri 21:30 – Funny People South Africa / Live at the Apollo
- 16- Sat 18:30 – The greatest dancer S2
- 17- Sun 17:00 – Lost World / Kevin's Rough Guide
- 18- Sun 18:30 – Lost World / Kevin's Rough Guide

b) Key Pillar Promo

We would like to focus specifically on the below timeslots to build these:

- 1- Daytime Weekday Slot
 - a. Mon - Fri 15:00 – Daytime Weekday Foreign Talk Show
- 2- Talk on the channel –
 - a. Mon - Fri 17:00 – Early Prime local talk show
- 3- Telenovela
 - a. Mon - Fri 18:30 – Foreign Telenovela - The Bay
 - b. Mon - Fri 19:00 – Telenovela Drama
 - c. Mon - Fri 19:00 – 2nd Telenovela Drama
- 4- Documentaries
 - a. Wed 21:00 – Documentary slot
- 5- Drama
 - a. Mon-Tues & Thurs – 21h00 Foreign Drama
- 6- Lifestyle
 - a. Wed – 17:30 – Lifestyle Reality (AFP)
 - b. Wed 20:30 – Local Magazine
 - c. Friday 17:30 – Top Billing Replacement
- 7- Movies
 - a. Fri-Sat-Sun – 21h30 Movies

c) Print & Digital Posters Design

The design of key schedule shows:

- 1- Daytime Weekday Slot
 - a. Mon - Fri 15:00 – Daytime Weekday Foreign Talk Show
- 2- Talk on the channel –
 - a. Mon - Fri 17:00 – Early Prime local talk show
- 3- Telenovela
 - a. Mon - Fri 18:30 – Foreign Telenovela - The Bay
 - b. Mon - Fri 19:00 – Telenovela Drama

- c. Mon - Fri 19:00 – 2nd Telenovela Drama
- 4- Documentaries
 - a. Wed 21:00 – Documentary slot
- 5- Drama
 - a. Mon-Tues & Thurs – 21h00 Foreign Drama
- 6- Lifestyle
 - a. Wed – 17:30 – Lifestyle Reality (AFP)
 - b. Wed 20:30 – Local Magazine
 - c. Friday 17:30 – Top Billing Replacement
- 7- Movies
 - a. Fri-Sat-Sun – 21h30 Movies

d) Billboard Layouts & artwork

We need 7 layouts designed based on the below schedule pillars:

- 1- Daytime Weekday Slot
 - a. Mon - Fri 15:00 – Daytime Weekday Foreign Talk Show
- 2- Talk on the channel –
 - a. Mon - Fri 17:00 – Early Prime local talk show
- 3- Telenovela
 - a. Mon - Fri 18:30 – Foreign Telenovela - The Bay
 - b. Mon - Fri 19:00 – Telenovela Drama
 - c. Mon - Fri 19:00 – 2nd Telenovela Drama
- 4- Documentaries
 - a. Wed 21:00 – Documentary slot
- 5- Drama
 - a. Mon-Tues & Thurs – 21h00 Foreign Drama
- 6- Lifestyle
 - a. Wed – 17:30 – Lifestyle Reality (AFP)
 - b. Wed 20:30 – Local Magazine
 - c. Friday 17:30 – Top Billing Replacement
- 7- Movies
 - a. Fri-Sat-Sun – 21h30 Movies

3. CONTRACT PERIOD

Once off project.

4. **COSTING**

The quotation must reflect a detailed cost breakdown, and any indirect costs associated with the rendering of this service. .

5. **RFQ Response Information**

Effective Date of Bid

Vendors should state in writing in its quotation to the SABC that all furnished information, including price, will remain valid and applicable for 90 days from the date the vendor quotation is received by the SABC.

6. **EVALUATION CRITERIA**

8.1 BBBEE and Price

The RFQ responses will be evaluated on the **80/20** point system

8.2 Technical Evaluation

- The RFQ submission will be technically evaluated out of a maximum of **100**;
- A threshold of **60 out of 100** has been set.
- Bidder who obtains less **60** that will not be considered for the next phase of evaluation.

8.3 Objective Criteria

- The SABC further reserve the right not to award this RFQ to any bidder based on the proven poor record of accomplishment of the bidder in previous projects within the SABC.
- Bidders who are blacklisted or have committed other acts of fraud and misrepresentation of facts e.g. tax compliance, BBBEE, company financials, etc. will be eliminated from the bid process.

SECOND PHASE EVALUATION CRITERIA: PAPER BASED

Evaluation Area	Evaluation Criteria	Max Points	Min Points
Agency previous work & experience in a) Repositioning Brands b) Communication Strategy c) On-Air Imaging	<ul style="list-style-type: none">• Full scope of previous work (10) broken down as:<ul style="list-style-type: none">○ X 2 Case Studies on communication of repositioning of brands (5)○ X 2 Case Studies on communication strategies for Media brands(5)○ X 2 Case Studies on producing on air imaging for a TV channels (5)	15	10
Communication Strategy	<ul style="list-style-type: none">○ Detailed in depth communication analysis of competing brands within the TV landscape (10)<ul style="list-style-type: none">▪ A detailed in-depth analysis of all competitors included in brief + 2 none tv	15	5

	<p>brands (10)</p> <ul style="list-style-type: none"> ▪ A detailed in-depth analysis of all competitors included in brief only (5) ▪ Analysis not covering all competitors included (0) <p>○ A clear proposed communication strategy achieving outlined objectives, within a timeframe with key deliverables (5)</p> <ul style="list-style-type: none"> ▪ Demonstrating objectives linked to strategy (5) ▪ No clear link between strategy & objectives (0) 		
Creative Execution: Logo & Pay Off Line	<p>○ Insightful logo designs trends analysis (5)</p> <ul style="list-style-type: none"> ▪ X 5 Different logo designs reviewed (5) ▪ X 3 options (3) ▪ X 2 option (0) <p>○ Logo design options aligned to strategy (5)</p> <ul style="list-style-type: none"> ▪ X 3 options (5) ▪ X 2 options (3) ▪ X 1 option (0) <p>○ Proposed tagline or Pay off line aligned to strategy (5)</p> <ul style="list-style-type: none"> ▪ X 3 options (5) ▪ X 2 options (3) ▪ X 1 option (0) <p>○ Detailed proposal of logo application to includes: (5)</p> <ul style="list-style-type: none"> ▪ Logo use, Logo Sizes, Colour palette, Font, Typography & Application of logo (5) ▪ Logo use, Logo Sizes, Colour palette (3) ▪ Font, Typography & Application of logo (0) 	20	12
On-Air Imaging	<ul style="list-style-type: none"> • Informed by the communication strategy, the on-air will be the constant viewer platform to drive the new positioning and promote the shows accordingly <p>○ Graphics that are fresh, innovative & aligned to logo plus motions that are contemporary and visually appealing(10)</p> <ul style="list-style-type: none"> ▪ Fresh (different) & Aligned to strategy & logo (10) ▪ Aligned to strategy & logo but not fresh (7) ▪ Logo contemporary only (0) 	20	14

	<ul style="list-style-type: none"> ○ Presentation Board with majority of elements demonstrated with focus on key elements to demonstrate the proposed image + demo video (10) <ul style="list-style-type: none"> ▪ On-Air Image Board with 60% of elements + demo video (10) ▪ On-Air Image Board with 60% to 70% elements but no video (7) ▪ On-Air Image Board with some elements and no video (0) 		
ATL - Promos	<p>A detailed execution plan for the ATL promos</p> <ul style="list-style-type: none"> • Brand Reposition Promo (5) <ul style="list-style-type: none"> ○ X 3 scripts PLUS Reference PLUS x 1 treatment of promo for brand reposition (5) ○ X 2 script PLUS 1 treatment promo of brand reposition (3) ○ X 1 script PLUS 1 treatment of promo of brand reposition (0) ○ • New Shows Promo (5) <ul style="list-style-type: none"> ○ X 1 scripts PLUS x 1 treatment of promo for brand reposition PLUS Reference(5) ○ X 2 script + 1 treatment promo of brand reposition (3) ○ X 1 script + 1 treatment of promo of brand reposition (0) • Key Pillar Promos (5) <ul style="list-style-type: none"> ○ X 4 scripts PLUS Reference PLUS x 1 treatment of promo for brand reposition (5) ○ X 2 script PLUS 1 treatment promo of brand reposition (3) ○ X 1 script PLUS 1 treatment of promo of brand reposition (0) • 	15	9
ATL – Print/Posters/Billboards	<p>A detailed execution plan for the ATL print/posters/billboards</p> <ul style="list-style-type: none"> • Layout designs for various key pillars to be used as print & posters (5) <ul style="list-style-type: none"> ○ X 4 Pillars Layouts PLUS x 3 shows per pillar within a layout (5) ○ X 2 Pillars Layouts PLUS x 1/2 shows per pillar within a layout (3) ○ X 1 Pillars Layouts PLUS x 1 shows per pillar within a layout (0) ○ • Layout designs for various key pillars to be used as billboard (5) <ul style="list-style-type: none"> ○ X 4 Pillars Layouts PLUS x 3 shows per pillar within a layout (5) ○ X 2 Pillars Layouts PLUS x 1/2 shows per pillar within a layout (2) ○ X 1 Pillars Layouts PLUS x 1 shows per pillar within a layout (0) 	10	5
Staff Compliment/Client Service & Management of digital campaign	<ul style="list-style-type: none"> • Supply a detailed organisational structure outlining current business structure and capacity to handle the job.(5) • No submission of organogram & staff (0) 	5	5

Total		100	60

9. ADJUDICATION USING A POINT SYSTEM

- 9.1. The bidder obtaining the highest number of total points will be awarded the contract
- 9.2. Preference points shall be calculated after process has been brought to a comparative basis taking into account all factors of non-firm prices.
- 9.3. In the event that two or more bids have scored equal points, the successful bid must be the one scoring the highest number of preference points for B-BBEE.
- 9.4. However, when functionality is part of the evaluation process and two or more bids have scored equal points for B-BBEE, the successful bid must be the one scoring the highest score for functionality
- 9.5. Should two or more bids be equal in all respects, the award shall be decided by the drawing of lots.

10. POINTS AWARDED FOR PRICE

THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

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

Where

P_s = Points scored for comparative price of bid under consideration

P_t = Comparative price of bid under consideration

P_{\min} = Comparative price of lowest acceptable bid

BBEE PREFERENTIAL POINTS WILL BE AWARDED AS FOLLOWS:

B-BBEE Status level of Contributor	Number of points (80/20 point system)
1	20
2	18
3	14
4	12
5	8

6	6
7	4
8	2
Non-compliant contributor	0

- 10.1. Bidders who qualify as EME's in terms of the B-BBEE Act must submit a certificate issued by a verification Agency accredited by SANAS for the purpose of conducting verification and issuing EMEs with B-BBEE Status Level Certificates or DTI Affidavit.
- 10.2. Bidders other than EMEs must submit their original and valid B-BBEE status levels verification certificate or a certified copy thereof, substantiating their B-BBEE rating issued by a verification agency accredited by SANAS.
- 10.3. A trust, consortium or joint venture will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate
- 10.4. A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.
- 10.5. Tertiary institutions and public entities will be required to submit their B-BBEE status level certificates in terms of the specialized scorecard contained in the B-BBEE Codes of Good Practice.
- 10.6. A tenderer will not be awarded points for B-BBEE status level if it is indicated in the bid documents that such a bidder intend sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended Sub-contractor is an EME that has the capacity and the ability to execute the sub-contract.
- 10.7. A tenderer awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an EME that has the capacity and the ability to execute the sub-contract.

11. COMMUNICATION

Respondents are warned that a response will be disqualified should any attempt be made by a tenderer either directly or indirectly to canvass any officer(s) or employees of SABC in respect of a RFQ, between the closing date and the date of the award of the business.

All enquiries relating to this RFQ should be emailed two days before the closing date.

12. CONDITIONS TO BE OBSERVED WHEN TENDERING

- 12.1. The Corporation does not bind itself to accept the lowest or any tender, nor shall it be responsible for or pay any expenses or losses which may be incurred by the Tenderer in the preparation and delivery of his tender. The Corporation reserves the right to accept a separate tender or separate tenders for any one or more of the sections of a specification. The corporation also reserves the right to withdraw the tender at any stage.
- 12.2. No tender shall be deemed to have been accepted unless and until a formal contract / letter of intent is prepared and executed.
- 12.3. The Corporation reserves the right to:
- 12.3.1 Not evaluate and award tenders that do not comply strictly with this tender document.
 - 12.3.2 Make a selection solely on the information received in the tenders and
 - 12.3.3 Enter into negotiations with any one or more of preferred Tenderer(s) based on the criteria specified in the evaluation of this tender.
 - 12.3.4 Contact any Tenderer during the evaluation process, in order to clarify any information, without informing any other Tenderers. During the evaluation process, no change in the content of the tender shall be sought, offered or permitted.
 - 12.3.5 Award a contract to one or more Tenderer(s).
 - 12.3.6 Accept any tender in part or full at its own discretion.
 - 12.3.7 Cancel this RFQ or any part thereof at any time.
 - 12.3.8 Should Tenderer(s) be selected for further negotiations, they will be chosen on the basis of the greatest benefit to the Corporation and not necessarily on the basis of the lowest costs.
- 12.4 SABC shall not liable for any loss or injuries or damages or death of the bidder representative while travelling for SABC auction business

13. COST OF BIDDING

The Tenderer shall bear all costs and expenses associated with preparation and submission of its tender or RFQ, and the Corporation shall under no circumstances be responsible or liable for any such costs, regardless of, without limitation, the conduct or outcome of the bidding, evaluation, and selection process.

END OF RFQ DOCUMENT

ANNEXURE A

CONSORTIUMS, JOINT VENTURES AND SUB-CONTRACTING REGULATIONS

1 CONSORTIUMS AND JOINT VENTURES

- 1.1 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- 1.2 A trust, consortium or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate tender.

2 SUB-CONTRACTING

- 2.1 A tenderer will not be awarded points for B-BBEE status if it is indicated in the tender documents that such a tenderer intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points the tenderer qualifies for, unless the intended sub-contractor is an exempted micro enterprise that has the capacity and ability to execute the sub-contract.
- 2.2 A tenderer awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the tenderer concerned, unless the contract is sub-contracted to an exempted micro enterprise that has the capability and ability to execute the sub-contract.
- 2.3 A tenderer awarded a contract in relation to a designated sector, may not sub-contract in such a manner that the local production and content of the overall value of the contract is reduced to below the stipulated minimum threshold.

3 DECLARATION OF SUB-CONTRACTING

- 3.1 Will any portion of the contract be sub-contracted? YES / NO
- 3.2 If yes, indicate:

- 3.2.1 The percentage of the contract will be sub-contracted
.....%
- 3.2.2 The name of the sub-contractor
.....
- 3.2.3 The B-BBEE status level of the sub-contractor
- 3.2.4 whether the sub-contractor is an EME YES / NO

_____ SIGNATURE OF DECLARANT	_____ TENDER NUMBER	_____ DATE
_____ POSITION OF DECLARANT	_____ NAME OF COMPANY OR TENDERER	

ANNEXURE B

DECLARATION OF INTEREST

1. Any legal or natural person, excluding any permanent employee of SABC, may make an offer or offers in terms of this tender invitation. In view of possible allegations of favouritism, should the resulting tender, or part thereof be awarded to-
 - (a) any person employed by the SABC in the capacity of Tenderer, consultant or service provider; or
 - (b) any person who acts on behalf of SABC; or
 - (c) any person having kinship, including a blood relationship, with a person employed by, or who acts on behalf of SABC; or
 - (d) any legal person which is in any way connected to any person contemplated in paragraph (a), (b) or (c),

it is required that:

The Tenderer or his/her authorised representative shall declare his/her position *vis-à-vis* SABC and/or take an oath declaring his/her interest, where it is known that any such relationship exists between the Tenderer and a person employed by SABC in any capacity.

Does such a relationship exist? [YES/NO]

If YES, state particulars of all such relationships (if necessary, please add additional pages containing the required information):

	[1]	[2]
NAME	:
POSITION	:
OFFICE WHERE EMPLOYED	:
TELEPHONE NUMBER	:
RELATIONSHIP	:

2. Failure on the part of a Tenderer to fill in and/or sign this certificate may be interpreted to mean that an association as stipulated in paragraph 1, *supra*, exists.
3. In the event of a contract being awarded to a Tenderer with an association as stipulated in paragraph 1, *supra*, and it subsequently becomes known that false information was

provided in response to the above question, SABC may, in addition to any other remedy it may have:

- recover from the Tenderer all costs, losses or damages incurred or sustained by SABC as a result of the award of the contract; and/or
- cancel the contract and claim any damages, which SABC may suffer by having to make less favourable arrangements after such cancellation.

SIGNATURE OF DECLARANT

TENDER NUMBER

DATE

POSITION OF DECLARANT

NAME OF COMPANY OR TENDERER

ANNEXURE “C”

Previous completed projects (preferably provide a detailed company profile, detailed the below mentioned information)

Project Descriptions	Client	Contact no	Contact person	Email address	Period of projects	Value of projects	Project Commence date	Completed date

Current projects (preferably provide a detailed company profile, detailed the below mentioned information)

Project Descriptions	Client	Contact no	Contact person	Email address	Period of projects	Value of projects	Project Commence date	Completion date