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REQUEST FOR QUOTATION (RFQ)

RFQ NUMBER:	RFQ/VE/2021/01
TENDER ISSUE DATE	18 JUNE 2021
BRIEFING SESSION	NOT APPLICABLE
RFQ DESCRIPTION	APPOINTMENT OF A SERVICE PROVIDER TO RENT OUT A DEVELOPED APP FOR SABC SPORT AS ONCE OFF PROJECT.
CLOSING DATE & TIME	25 JUNE 2021 AT 12H00

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

For queries, please contact **Blessed Katiyo** via email: katiyobt@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

1. 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.

2. 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.	Evidence of an existing APP ready to be re-skinned to SABC requirements	

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

3. REQUIRED DOCUMENTS

- 3.1 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).
- 3.2 Valid Tax Clearance Certificate or SARS "Pin" to validate supplier's tax matters
- 3.3 Original or Certified copy of Valid BBEE Certificate (from SANAS accredited Verification Agency)
- 3.4 All EME's and 51% black Owned QSE's are only required to obtain a **sworn affidavit** on an annual basis, confirming the following;
 - 3.4.1 Annual Total Revenue of R10 Million or less (EME) or Revenue between R10 Million and R50 Million for QSE
 - 3.4.2 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.

- 1.1 Certified copy of Company Registration Document that reflect Company Name, Registration number, date of registration and active Directors or Members.
- 1.2 Certified copy of Shareholders' certificates.
- 1.3 Submit Proof of Public Indemnity Cover for minimum of R10 000 000
- 1.4 Certified copy of ID documents of the Directors or Members.

NB: NO CONTRACT WILL BE AWARDED TO ANY BIDDERS WHOSE TAX MATTERS ARE NOT IN ORDER AND WHO IS NOT REGISTERED ON CENTRAL SUPPLIER DATA BASE (CSD). VERIFICATION WILL BE DONE.

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

4. DETAILED TECHNICAL SPECIFICATION

1. *Company Overview*

South African Broadcasting Corporation (SABC) is a Public Entity and listed in terms of Schedule 2 of the Public Finance Management Act, Act No. 1 of 1999, as a public broadcaster in South Africa, and provides 19 radio stations as well as five television broadcasts to the general public.

2. *Background*

With the 2021 Olympics and Paralympics in the background, SABC Sport would like to offer a SABC branded Olympics App to complement and enhance the Olympics broadcast that will be on offer on linear platforms. This will fulfil a need of SABC content being available anywhere, everywhere.

SABC Sport does not have its own OTT app and is therefore looking for a service provider who will be able to rent and re-skin an existing app, thereby reducing development and testing timelines. The rental period will be for a maximum of three (3) months during the period of the events. This period excludes testing and decommissioning which falls outside the games period.

3. *APP Overview*

Registration

Viewers will be required to register before accessing the SABC Olympics App, by providing names and email addresses which will form part of the greater SABC database of users. These users will then on a weekly and monthly basis form the basis of a SABC emailer, providing programming updates and the likes to further market the SABC Sport offering.

Supply of Feeds

These will be via the existing EBU contract, and SABC will need to deliver the signal for ingestion into the App. There will be 7 live streams which will include the SABC Sport channel and 6 live streams from Tokyo.

App Functionality

The App must have as a minimum the following offerings :

- Sign on with email address and mobile number, Name and Surname
- 7 concurrent streams (6 dedicated Olympics Streams as fed from the Venue) and (1) one stream for the SABC Sport channel
- A News offering
- Sport Data and Analysis
- Player profiles
- Medals Table
- Player stats
- Broadcast schedules
- Highlights packages
- Catchup material

- Push Notifications – events details
- EPG
- Metadata
- Advertising rolls
- SABC Sport Branding
- Event History
- Olympic records
- Fun facts (Did you Know)
- FAQ
- Contact US
- User statistics (number of users, location, and device details)
- App usage data

White Labelling

The App will be on off the shelf offering, branded as an SABC Olympics app, rented for a 3-month duration.

4. Costing

The service provider must be able to provide costs of the following:

SOLUTION DESCRIPTION	
Item	Cost
Base Cost per Month	
Set-up costs (once off)	
Cost above threshold 30 000 - 50 000 per concurrent user	
VOD Storage	
Advertising	
Monthly, 7 Channels Live Transcoding	
SLA Costs	
Reskin App	

5. CONTRACT PERIOD

Once off project (3 months)

6. COSTING

The quotation must reflect a detailed cost breakdown, and any indirect costs associated with the rendering of this service. **The cost breakdown must be in South African rand currency.**

7. 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.

8. 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 50;
- A threshold of 30 out of 50 has been set.
- Bidder who obtains less 30 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.

FUNCTIONALITY EVALUATION CRITERIA:

No.	Criteria	Criteria	Weight	Value rating
1	Approach and Methodology	<ul style="list-style-type: none">• Available app ready for reskinning• Ability of app to carry the SABC's expectations	30	30 = The proposal is fully responsive to the requirements of the SABC and the methodology and approach clearly demonstrate understanding of requirements. 15 = The proposal is not fully responsive to the requirements of the SABC and the methodology and approach demonstrate some understanding of requirements.

No.	Criteria	Criteria	Weight	Value rating
				0 = The proposal is not responsive to the requirements of the SABC and the methodology and approach does not demonstrate understanding of requirements.
2	Project Plan	<ul style="list-style-type: none"> Proposal with project plan displaying an understanding and knowledge on app development as required by SABC with specific timelines preferably within 2 weeks. 	10	<ul style="list-style-type: none"> Project plan outlining key activities and time frame as per the scope of work = 10 points (less than 1 week to complete) Project plan outlining limited key activities and no time frame as per the scope of work = 5 points (1 – 2 weeks to complete) Project plan attached but outside the timelines as per the scope of work = 2 points Project plan not attached = 0 points
3	Previous experience of the service provider	References: submission of reference letters of similar work conducted containing the following: <ul style="list-style-type: none"> Name of the company; Nature of the work conducted; Date of when project was undertaken; and Duration of the project. Reference letters must be signed 	10	2 points = At least 1 years' experience 5 points = Two (2) or more years' experience 10 points = Three (3) or more years' experience
	Total		50	
	Minimum Functionality Score		30	

(Bidders who do not score the minimum functionality score will not be evaluated further for Price and BBBEE Preference points.)

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