



Economic Development & Tourism

Department:
Economic Development & Tourism
NORTHERN CAPE PROVINCE
REPUBLIC OF SOUTH AFRICA

Request for Proposal: Kimberley Diamond Cup Skateboarding Project 1 August 2018 – 31 March 2022

Terms of Reference for Kimberley Diamond Cup Skateboarding Project and Event Management Services.

ELIGIBILITY:	Event Management Service Providers and Project Management Service Providers with verifiable experience of managing mega events and action sports development programmes to promote tourism and economic development for the benefit of communities.
DUTY STATION:	Kimberley – Project Management Office, 13 th Floor, MetLife Building, Stead Street.
CONTRACT PERIOD:	1 August 2018 – 31 March 2022
REPORTING TO:	Programme Manager: Tourism.
APPOINTED BY:	Department of Economic Development and Tourism, Northern Cape.

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1 BACKGROUND

The Department of Economic Development and Tourism (DEDaT) in the Northern Cape will appoint a service provider with suitable experience and sufficient own financial resources to deliver the Kimberley Diamond Cup (KDC) project on behalf of the department.

The KDC is a respected skateboarding brand that belongs to DEDaT. The seat of this brand is at the Kumba Skate Plaza in Kimberley and as such the skate park is the launch pad to maintain the KDC brand value and contribute to market awareness for the Northern Cape as adventure and extreme sport destination.

DEDaT owns all the trademarks and designs of logos and other product identity assets associated with the KDC. The successful service provider will be afforded the right to use such for purposes of delivering the project.

Skateboarding is an accredited Olympic sport for the Olympics 2020 to take place in Tokyo, Japan. It is therefore important that the appointed service provider be in a position to ensure that the KDC acquire the status as an Olympics qualifier event. This is to raise awareness of the Kumba Skate Plaza as an international skateboarding destination and the Northern Cape as adventure and mega event destination.

It is also important for the KDC events to be accredited by a South African and / or recognised international body that advances skateboarding. The same goes for using accredited judges. This is critically important to ensure that KDC events are regarded as credible competitions and to ensure that the provincial skaters improve their positions on the respective ranking systems.

However, and this is very important, presenting the KDC must also support the DEDaT mandates where it relates to employment creation, tourism development, tourism promotion, tourism culture creation, infrastructure development, SMME support and skills development, especially where it concerns the youth, women and disabled.

The KDC therefore must be underscored by a comprehensive programme aimed at benefitting Northern Cape-based employment seekers, SMMEs (e.g. event logistics, tour operators, crafts, fashion) and youth entrepreneurial development. As such it is imperative that the bulk of project funding be spent in the province. The project must also benefit the provincial tourism industry through destination branding and promotion, local tourism awareness creation and packaging selected events for the retail travel market.

In practical terms it means that the appointed service provider must accommodate at the least the following type of SMMEs at each signature KDC event: Food, drinks, provincial crafters, provincial fashion designers and their clothes, entertainment (provincial DJs and / or performing act), transport, accommodation. Preference must be given to black-owned enterprises to advance the policy of radical economic transformation.

Furthermore, the KDC will rely on utilizing the five skate parks in the province (Kimberley, Kuruman, Upington, Springbok and De Aar) and selected skate parks in the rest of South Africa and Africa. This will include preparing the five Northern Cape skate parks for hosting competitions to ensure that they remain valuable tourist attractions.

In practical terms, no matter where the venue for presenting a KDC event is, it must be Northern Cape SMMEs (service providers and vendors) that are utilised, showcased and promoted to ensure their growth and sustainability.

We foresee that presenting the KDC will in particular open opportunities for Northern Cape-based SMMEs in the following manner and they must be supported by the preferred service provider:

1. Event management.
2. Event Logistics Supplies (marquees, grand stands, stage and sound, fencing, plumbing, electrician, security, cleaning, promotional material, printing, production of branding materials, food and beverage).
3. Crafters.
4. Fashion designers and producers.
5. Entertainment (DJs and performing artists).
6. Photography and videography.
7. Tour operators.
8. Transport.
9. Travel agencies.
10. Suppliers of competition quality KDC branded skateboards.

Fan engagement will also be an important component of the KDC. This will among other initiatives play out in drawing fans to participate in competitions designed especially for them – best social media post, best photo, best video, best dressed fan, stand-out fan.

A further important feature of the KDC is to utilize Northern Cape-based SMMEs to design and produce the trophies for winners as well as a range of summer and winter clothing suitable for the action sports world.

The KDC includes the management of the Kumba Skate Plaza in Kimberley. This entails a comprehensive programme to promote the use of the facility, present small skateboarding competitions, develop entrepreneurial skills (e.g. judge training, photography training, videography training, and event management training, basic entrepreneurial skills development), coach skaters and deliver a Life Skills Development programme for the well-being of the community. The facility must also be kept drug-free, alcohol-free and smoke-free.

Project reporting per milestone achieved and monthly project progress report is a key component of the KDC project. Such reporting should support the collection of credible and accurate data per deliverable.

At the end of each individual year of the contract period there must be tangible and measurable evidence that local talent and enterprises were empowered through skills development, mentoring and income generated.

DEDAT and the NCTA as main funders of the KDC shall retain the same status as that of any KDC sponsor.

2 OBJECTIVES

The objectives of the project are:

- To create 200 per annum employment opportunities in support of the government Expanded Public Works Programme for the duration of the contract period benefitting mostly the youth, women and disabled people that are unemployed or under-employed.
- To maximise opportunities for Northern Cape-based SMME beneficiation especially where it relates to event management, service providing (marquees, grand stands, stage, sound, fencing, plumbing, electrical, security, promotional materials, vending, transport, crafts, fashion, entertainment, tour operating, travel agencies, photography, videography, food and beverage supplies). This will also necessitate regional spread in the use of SMMEs.
- To support the showcasing of the Northern Cape crafters, fashion designers and performing acts by giving them prominence in KDC programmes presented.
- To support youth entrepreneurial skills development related to the action sports environment – training workshops, mentorships, internships.
- To be a platform for promoting the Northern Cape as a venue for mega events and destination for adventure and action sport.
- To ensure that the Life Skills Programme at the Kumba Skate Plaza in Kimberley contributes to community well-being, youth discipline and positioning skateboarding and action sports as a positive alternative lifestyle.
- To build prosperous relationships with project sponsors and stakeholders as a contribution to the growth and sustainability of the KDC project.
- To ensure that the KDC is afforded the status of an Olympics qualifier event.

3 COLLABORATIVE PARTNERSHIPS AND RELATIONSHIPS

The project working relationships that are key to the presentation of the Kimberley Diamond Cup Skateboarding project are the following:

1. The Department of Economic Development and Tourism.
2. The Northern Cape Tourism Authority.
3. The Northern Cape Economic Development, Trade and Investment Promotion Agency.
4. Northern Cape Youth Development Agency.
5. Local Chambers of Commerce.
6. The Department of Public Works and Roads.
7. The Department of Sport, Arts and Culture.
8. The Department of Social Development.
9. The Office of the Premier of the Northern Cape.
10. The Sol Plaatje Municipality.
11. The Frances Baard District Municipality.
12. Relevant local municipalities where mini skate parks are located.
13. South African Police Services.
14. The National Department of Tourism.
15. South African Tourism.
16. Skateboarding Association of South Africa and / or rest of the world.
17. TopGrom / TopAm.
18. Service providers to the Kimberley Diamond Cup, especially the local small enterprises.
19. And other relevant stakeholders as identified from time to time.

4 PROJECT PURPOSE

To advance the DEDaT achievements for employment creation, youth entrepreneurial skills development, infrastructure development, tourism awareness, tourism development, destination promotion, economic development and community-well-being by appointing a suitably experienced and competent service provider to manage the entire KDC project on behalf of the department.

The proposal must have the following scope of work as a minimum requirement and address other aspects.

5 SCOPE OF WORK

The project scope will be divided into the following;

1. Kumba Skate Plaza Management Programme
2. The period between 1 August 2018 to 31 March 2019 and all activities associated with it.
3. The period between 1 April 2019 to 31 March 2022 and all annual activities associated with this period.

There are also generic issues associated with each of the above. Hence the proposal should distinguish between the above where there are differences but for the generic activities you do not need to duplicate but ensure your budgets are clearly defined for each of the above.

5.1 PROJECT IMPLEMENTATION PLAN, EVENT ACCREDITATION, AND CLOSE-OUT REPORT

Develop annually a project implementation plan and submit by 30 August 2018 and thereafter by no later than 30 January 2019, 30 January 2020, 30 January 2021, 30 January 2022 in consultation with DEDaT and the NCTA which includes the following:

1. Kumba Skate Plaza management programme.
2. KDC championship events
3. Project sponsor activation
4. Project sponsor management.
5. Project meeting schedule.
6. Project progress reporting schedule.
7. Payment milestone schedule.
8. How will you ensure that the KDC brand is afforded maximum international exposure?
9. How will you ensure that all KDC signature events are accredited by a South African and / or international body for the advancement of the skateboarders and skateboarding?
10. Produce an electronic copy (PDF format) and presentation of the project implementation plan for distribution to project stakeholders, sponsors and prospective sponsors.
11. Produce an attractively designed and detailed annual project close-out report (PDF format) and presentation for distribution to project stakeholders and sponsors / prospective sponsors.

5.2 KUMBA SKATE PLAZA MANAGEMENT

The Kumba Skate Plaza (KSP) is situated in Kimberley. The service provider should manage the following activities at the Plaza:

1. Operations.
2. Regular events at the park.
3. Kimberlaaitie programme (Social and economic impact development programme).

5.2.1 OPERATIONS

The scope of work includes following:

1. To oversee daily operations and functioning of the facility.
2. Ensure that the facility is open to the public during the advertised business hours.
3. To keep an attendance register for skaters and fans.
4. To keep a register of loaner skateboards issued and returned.
5. To present competitions, life skills development programmes
6. To keep a record of prize winners, what prizes they won and the value of each prize won and publish such on the KDC website and social media platforms.
7. To provide free coaching lessons for skaters on a weekly basis.
8. To accommodate a local SMME for supply of snacks and drinks to skaters and fans.
9. To provide first aid services through trained first aid administrators.
10. To provide daily cleaning services – waste management, housekeeping, terrain neatness, weed control.
11. To safeguard assets – infrastructure (civil, electrical), sound system, computers, cameras, furniture, shipping containers and content, branding material, loaner skateboards.
12. To manage the use of the sound system.
13. To promote the monthly programme of activities and all events to be presented in poster format and on website and social media platforms.
14. To maintain the KDC website and social media platforms with regular postings. All these platforms must be accessible to DEDaT at administrator level as final controller of content.
15. To produce monthly progress reports reflecting on activities and other data collected – visiting skaters, visiting fans, competitions presented, prize winners, jobs created, skaters coached, skills developed, SMMEs used, maintenance needs, social media use, photographic portfolio, incidents e.g. injuries and security breaches and the following month's programme. Data must also reflect number of youth (under 35), women and disabled.
16. To attend meetings with DEDaT.
17. To present a light Christmas Braai (1 chop, 1wors, 1 roll, salad and a soft drink) in Kimberley for fifty (50) local skateboarders at year end.

5.2.2 REGULAR EVENTS AT THE PARK

The scope of work includes the following:

1. To have weekly coaching and training clinics.
2. To offer a prize purse of no less than R2 000 (cash and/or goods and/or airtime) for the signature monthly competition.
3. To provide a local DJ and / or performing act for entertainment during the monthly signature skate competition.
4. To provide 2 sandwiches and soft drinks for fifty (50) people during the monthly signature skate competition.

5.3 KIMBERLEY DIAMOND CUP AUGUST 2018 - MARCH 2019 PROGRAMME

The KDC Skateboarding Project will run from 1 August 2018 to 31 March 2019 and will present street and vert skateboarding signature events as follows:

1. KDC ZA Challenge (Open Street for male skaters).
2. KDC ZA Challenge (Open Street for female skaters).
3. KDC ZA Challenge Best Trick Street (open Class only).
4. KDC ZA Challenge (Street Top Am “14-17” for male skaters).
5. KDC ZA Challenge (Street Top Am for female skaters “17 and Under”).
6. KDC ZA Challenge (Street TopGrom “13 and Under”).
7. KDC ZA Vert Grand Slam - Kimberley.
8. KDC ZA Vert Grand Slam – Johannesburg.
9. KDC ZA Vert Grand Slam Best Trick – Kimberley.
10. KDC ZA Vert Grand Slam Best Trick – Midrand.
11. 5x KDC Skateboarding for Hope Summer Series (Street for male skaters).
12. 5x KDC Skateboarding for Hope Summer Series (Street for female skaters).
13. KDC Skateboarding For Hope Summer Series Finals (Men).
14. KDC Skateboarding for Hope Summer Series (Female).

5.3.1 KIMBERLEY DIAMOND CUP ZA CHALLENGE

The proposed dates for KDC ZA challenge will be determined in consultation with the successful service provider.

The scope of work includes providing full event management and coordination services including the following:

1. To mobilize the top male and female skaters in South Africa and Africa to take part in the KDC competitions and championships. Skaters from elsewhere in the world would be welcomed.
2. To fund travel costs (bus tickets / flight costs and accommodation) of the top skaters - 25 top South African skaters, 20 African Skaters and 10 top skaters from elsewhere in the world.
3. To present the Kimberley Diamond Cup ZA Challenge “TopGrom” (13 and under) Street Championship.
4. To present the Kimberley Diamond Cup ZA Challenge “TopAm” (14-17) Street Championship.
5. To present the Kimberley Diamond Cup ZA Challenge “TopAm” Female Street Championship (17 and Under).
6. To present the Kimberley Diamond Cup ZA Challenge Open Street Championship.
7. To present the Kimberley Diamond Cup ZA Challenge Open Female Street Championship.
8. To present 2x KDC ZA Vert Challenge events (Kimberley / Midrand).
9. To present the Best Trick street competitions.
10. To present the Best Trick vert competitions.
11. To provide two (2) commentators for the championships.
12. To provide three (3) skateboarding competition judges accredited by a national and/or international skateboarding body.
13. To provide skaters with rehydration during competitions and championships.
14. To procure tailor-made trophies to the winner and two runners-up per championship. (Trophies must be hand-made by a Northern Cape-based crafter and have to have a unique Northern Cape character speaking to its tourism destination brand positioning.)
15. To procure tailor-made trophies to the judges. (Trophies must be hand-made by a Northern Cape-based crafter and have to have a unique Northern Cape character speaking to its tourism destination brand positioning.)
16. To procure tailor-made KDC-branded medals (gold, silver, bronze) to be awarded to the first three (3) positions in all championships.

17. To set up the presentation of trophies, medals and prize monies to take place immediately after each of the championship categories have been completed. This presentation must promote the Northern Cape Tourism destination brand and that of KDC and be done in consultation with the NCTA.
18. To present prize money to all the skateboarding winners in every competition class as follows:

KDC ZA Challenge Street – Male Open / Female Open.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	50 000
2	25 000
3	15 000
4	6 000
5	3 000

KDC ZA Challenge Vert – Kimberley / Midrand.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	50 000
2	25 000
3	15 000
4	6 000
5	3 000

DC ZA Challenge Street – TopGrom / TopAm / Female TopAm.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	5 000
2	4 000
3	3 000
4	2 000
5	1 000

5.3.1.1 ENTERTAINMENT PROGRAMME

The scope of work for the Entertainment Programme includes but not limited to the following:

1. To present an official Welcome Function in traditional African style for seventy five (75) people the evening before the KDC ZA championships starts.
2. To present a three (3) hour long evening musical concert on the second night of the KDC Championship with two (2) Northern Cape and two (2) South African performing acts.
3. To provide all required logistics, e.g. stage, sound, lighting, fan area, programme director (celebrity that grew up in the Northern Cape), safety accreditations, artist booking and liaison, fan competitions (best Instagram / best tweet / best short video / fashion / most eye-catching fan / best graffiti art piece), product promotional give-aways, stage management for the Kumba Skate Plaza Main Stage.
4. DEDaT and the Bidder will consult with each other before finalising the entertainment programme.

5.3.1.2 EVENT LOGISTICS

The scope of work for the Event Logistics includes the following:

1. To procure hundred (100) hand-made goodie bags filled with local crafts and products to be presented to commentators, judges, skaters and sponsors.
2. To prepare the Kumba Skate Plaza to be fully ready to present international extreme sport competitions. This will include cleaning inside and outside the park and preparing the village area
3. To ensure approvals to present a mass event including certification of infrastructure according to the relevant regulations.
4. To provide office facilities for event organisers – air-conditioned containers.
5. To provide grand stands for three thousand (3000) fans seated with four (4) VIP elevated viewing boxes as part of stands and to accommodate 25 people per box. The viewing boxes must not obstruct the view of the fans.
6. To provide snacks and drinks to each of the VIP boxes.
7. To provide an air-conditioned hospitality marquee for athletes – hundred (100) people.
8. To provide an air-conditioned hospitality marquee for sponsors and invited guests – hundred (100) people.
9. To provide catering services to skaters and sponsors for the respective marquees.
10. To provide a marquee for qualified paramedical team on standby.
11. To provide an air-conditioned marquee for media with five (5) work stations and electrical plug points for each work station.
12. To provide flooring for marquees and hospitality areas outside of marquees.
13. To provide flooring for open spaces inside the skate park for dust control and aesthetical purposes.
14. To provide DJs for skaters marquee.
15. To provide furniture for marquees.
16. To provide Physiotherapists for skater marquee.
17. To provide sound for live comment and announcements.
18. To provide branding for skate area. This will include production of sponsors' branding material.
19. To provide lighting for all marquees.
20. To provide two (2) large high quality outdoor daylight screens for televising the championship to fans.
21. To produce sixty (60) minutes of television content filmed in UHD. Copyright will reside with the NCPG.
22. To provide live feed to screens at the skate park.
23. To provide infrastructure for television cameras to film event (e.g. camera towers).
24. To provide mobile toilets sufficient to service five thousand (5 000) people which include the village area.
25. To provide security fencing for skate and other areas.
26. To prepare and manage the parking area (including banner branding of parking area).

27. To ensure that an approved full risk and disaster management plan is available and ready for implementation.
28. DEDaT and the Bidder will consult with each other before finalising the event logistics.

5.3.1.3 MARKET VILLAGE AREA

The scope of work for the market village area includes the following:

1. To provide mini concert stage with sound and lights including ten (10) Northern Cape-based artists to perform in Market Village area.
2. To provide an entertainment programme using a minimum of ten (10) local emerging performing acts and DJs.
3. To provide a small skate area for fans.
4. To provide a closed off beer tent, furniture, and seating for hundred (100) people and two (2) large screens to receive live feed of skateboarding.
5. To provide security fencing.
6. To accommodate vendors for selling of skate apparel, equipment, arts, crafts, fashion, food and drink.
7. To create a graffiti competition area and award prizes to the best art pieces.
8. DEDaT and the Bidder will consult with each other before finalising the market village area.

5.3.1.4 MARKETING, PROMOTION AND SPONSOR ACTIVATION

The scope of work for the Marketing, Promotion and Sponsor Activation includes the following:

1. To launch a marketing and promotion campaign to popularize KDC week.
2. To generate content for KDC website, Facebook, Instagram and Twitter and management of these platforms.
3. To engage in sponsorship activation (at a commission rate of 15% on cash sponsors only – no commission will be payable on goods sponsorships). This at all times must be done in consultation with DEDaT and process must be fully transparent including (a) filing a copy of the sponsorship agreement with DEDaT and (b) declaring all contacts with respective sponsors whether cash or kind.
4. To manage sponsors and prospective sponsors.
5. To ensure that the championship events are broadcasted live on Internet.
6. To accommodate provincial community radio stations.
7. To manage accreditation of skaters, fans, sponsors and VIPs.
8. DEDaT, NCTA and the Bidder will consult with each other before finalising the marketing, promotion and sponsor activation programme.

5.3.1.5 LOCAL ECONOMIC BENEFICIATION

The scope of work for the Local Economic Beneficiation includes the following:

1. To present a mentorship and skills development programme for the youth entrepreneurs.
2. To ensure local service providers, SMMEs, crafters, DJs and performing acts benefit significantly from opportunities inherent to presenting the KDC programme.
3. To ensure maximum employment creation to reach a minimum of 200 employment opportunities created. Such employment opportunities are open to only unemployed or under-employed people from the Northern Cape.
4. To cooperate with Small Business Development programme (DEDaT).
5. To cooperate with Sol Plaatje Municipality LED Unit.
6. To cooperate with the local taxi association.
7. To procure event logistics from Northern Cape-based suppliers (marquees, grand stands, stage and sound, fencing, security, promotional materials to name a few).

8. To appoint Northern Cape-based food and beverage suppliers.
9. To present an entertainment programme (DJs and performing acts) sourced mainly from the Northern Cape.
10. To appoint Northern Cape transport suppliers.
11. To utilize Northern Cape-based travel agencies.
12. DEDaT and the Bidder will consult with each other before finalising the local economic beneficiation programme.

5.3.1.6 PROJECT MANAGEMENT AND PROGRESS REPORTING

The scope of work for the project management and progress reporting includes the following:

1. To implement the project implementation plan in consultation with DEDaT and the NCTA and adhere to the agreed milestones and timelines to be met.
2. To establish and coordinate a project steering committee.
3. To take responsibility for all logistics related to sittings for meetings.
4. To prepare and submit monthly project progress and oversight reports in writing, together with a portfolio of photographic evidence.
5. To prepare Power Point presentations of the monthly reports.
6. To be available for meetings as scheduled and as requested by DEDaT.
7. To submit accurate invoices after reaching pre-determined milestones (all payments will be in line with achieving the set milestones to the satisfaction of DEDaT and NCTA and payments will not be made if milestones are not achieved).
8. To produce an attractively designed and detailed annual project close out report (PDF format) and presentation for distribution to project stakeholders and sponsors/prospective sponsors. This report must be data rich and include a photographic portfolio of evidence.

5.3.2 KDC SUPPORT PROGRAMME SKATE BOARDING FOR HOPE

The scope of work includes full event management and coordination including the following which is to be scheduled in consultation with DEDaT and NCTA:

1. To present 5x Skateboarding For Hope (SFH) Summer-series events as provincial championship – Kimberley, Kuruman, Upington, Springbok and De Aar.
2. To present SFH Summer Championship finals in Kimberley (this will effectively be the 6th SFH event).
3. To present Best Trick competition at each event.
4. To provide entertainment programme at each event to showcase local DJs or bands
5. To provide accredited first aid practitioner on standby at each event.
6. To provide two (2) accredited judges to judge competitions and one (1) Northern Cape judge that is under mentorship.
7. To provide catering services to skaters including hydration.
8. To provide shaded trading space for crafters and fashion designers at each event.
9. To provide security and fencing.
10. To provide four (4) mobile toilets per event.
11. To manage sponsor branding and sponsor hospitality. This includes production of sponsor banners and logos.
12. To promote events in consultation with the NCTA.
13. To submit event reports including signed attendance registers and photographic record of event.
14. To present prize money to all the skateboarding winners in every competition class as follows:

KDC SFH Summer Competitions.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	1 200
2	1 000
3	800
4	600
5	400

KDC SFH Summer Competitions – Best Trick.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	500

KDC SFH Summer Championship Final.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	5 000
2	4 000
3	3 000
4	2 000
5	1 000

KDC SFH Summer Final – Best Trick.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	1 000

5.3.3 KIMBERLEY DIAMOND CUP GRAND SLAMS

The scope of work for the Kimberley Diamond Cup Grand Slams includes the following:

1. To present four (4) Grand Slam events - Kimberley, Free State, Gauteng, Western Cape.
2. To provide grand stand seating for at least hundred (100) people at each event.
3. To provide entertainment programme at each event to showcase Northern Cape DJs, bands, fashion designers and crafts.
4. To provide accredited first aid practitioner on standby at each event.
5. To provide three (3) accredited judges to judge competitions.
6. To provide venue / marquee with air-conditioning and furniture for fifty (50) people.
7. To provide catering services for marquee.
8. To provide catering services to skaters including hydration.
9. To provide shaded trading space for crafters and fashion designers at each event.
10. To provide security fencing.
11. To provide four (4) mobile toilets per event (if required).
12. To manage sponsor branding and sponsor hospitality. This includes production of sponsor banners and logos.
13. To promote events in consultation with the NCTA.
14. To submit event reports including attendance registers and photographic record of events.
15. To present prize money to all the skateboarding winners in every competition class as follows:

KDC Grand Slams.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	15 000
2	10 000
3	7 500
4	5 000
5	2 500

KDC Grand Slams – Best Trick.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	2 000

5.4 KIMBERLEY DIAMOND CUP 1 APRIL 2019 TO 31 MARCH 2022

The KDC project will comprise of street and vert signature events as follows:

1. KDC World Challenge (Open Street for male skaters from anywhere in the world).
2. KDC World Challenge (Open Street for female skaters from anywhere in the world).
3. KDC World Challenge Best Trick – Street Male.
4. KDC World Challenge Best Trick – Street Female
5. KDC World Vert Challenge (Open for male vert skaters from anywhere in the world).
6. KDC World Vert Challenge – Best Trick.
7. KDC ZA Challenge (Open Street for male skaters).
8. KDC ZA Challenge (Open Street for female skaters).
9. KDC ZA Challenge Best Trick – Street Male.
10. KDC ZA Challenge Best Trick – Street Female.
11. KDC ZA Challenge (Street Top Am “14-17” for male skaters).
12. KDC ZA Challenge (Street Top Am for female skaters “17 and Under”).
13. KDC ZA Challenge (Street Top Grom “13 and Under”).
14. KDC ZA Vert Grand Slam - Kimberley.
15. KDC ZA Vert Grand Slam – Midrand.
16. KDC ZA Vert Grand Slam Best Trick – Kimberley.
17. KDC ZA Vert Grand Slam Best Trick – Midrand.
18. 6x KDC Skateboarding for Hope Summer Series (Street for male skaters).
19. 6x KDC Skateboarding for Hope Summer Series (Street for female skaters).
20. 6x KDC Skateboarding for Hope Winter Series (Street for male skaters).
21. 6x KDC Skateboarding for Hope Winter Series (Street for female skaters).

5.4.1 KIMBERLEY DIAMOND CUP WORLD CHALLENGE / KIMBERLEY DIAMOND CUP ZA CHALLENGE

The scope of work includes providing full event management and coordination services including the following:

1. To mobilize the top male and female skaters in South Africa, Africa and rest of the world to take part in the KDC competitions and championships.
2. To fund travel and accommodation (bus tickets / flight costs) of the top skaters – twenty five (25) south Africans, twenty (20) African Skaters and fifteen (15) skaters from the rest of the world.
3. To present the Kimberley Diamond Cup ZA Challenge “TopGrom” (13 and under) Street Championship.
4. To present the Kimberley Diamond Cup ZA Challenge “TopAm” (14-17) Street Championship.
5. To present the Kimberley Diamond Cup ZA Challenge Female Street Championship for “TopAm” (17 and Under).
6. To present the Kimberley Diamond Cup ZA Challenge Open Street Championship.
7. To present the Kimberley Diamond Cup ZA Challenge Open Female Street Championship.
8. To present the Kimberley Diamond Cup World Challenge Open Street Championship.
9. To present the Kimberley Diamond Cup World Challenge Open Female Street Championship.
10. To present the Kimberley Diamond Cup World Vert Challenge
11. To present the Best Trick street competitions.
12. To present the Best Trick vert competitions.
13. To provide two (2) commentators for the championships.
14. To provide three (3) skateboarding competition judges accredited by a national and/or international skateboarding body.
15. To provide skaters with rehydration during competitions and championships.
16. To procure tailor-made trophies to the winner and two runners-up per championship. (Trophies must be hand-made by a Northern Cape-based crafter and have to have a unique Northern Cape character speaking to its tourism destination brand positioning.)
17. To procure tailor-made trophies to the judges. (Trophies must be hand-made by a Northern Cape-based crafter and have to have a unique Northern Cape character speaking to its tourism destination brand positioning.)
18. To procure tailor-made KDC-branded medals (gold, silver, bronze) to be awarded to the first three (3) positions in all championships.
19. To set up the presentation of trophies, medals and prize monies to take place immediately after each of the championship categories have been completed and be done in consultation with the NCTA.
20. To present prize money to all the skateboarding winners in every competition class as follows:

KDC World Challenge Street – Male Open / Female Open.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	500 000
2	250 000
3	125 000
4	75 000
5	50 000

KDC World Challenge Vert

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	500 000
2	250 000
3	125 000
4	75 000
5	50 000

KDC World Challenge – Best Trick for Street and Vert.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	10 000

KDC ZA Challenge Street – Male Open / Female Open.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	50 000
2	25 000
3	15 000
4	6 000
5	4 000

KDC ZA Challenge Ramp.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	20 000
2	10 000
3	7 500
4	6 000
5	4 000

KDC ZA Challenge Street – TopGrom / TopAm / Female TopAm.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	10 000
2	8 000
3	6 000
4	4 000
5	2 000

KDC ZA Challenge – Best Trick for Street and Ramp.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	5 000

5.4.1.1 ENTERTAINMENT PROGRAMME

The scope of work for the Entertainment Programme includes the following:

1. To present an official Welcome Function in traditional African style for seventy five (75) people the evening before the KDC championships starts.
2. To present a three (3) hour long evening musical concert on the second night of the KDC Championship with two (2) Northern Cape and two (2) South African performing acts.
3. To provide all required logistics, e.g. stage, sound, lighting, fan area, programme director (celebrity that grew up in the Northern Cape), safety accreditations, artist booking and liaison, fan competitions (best Instagram / best tweet / best short video / fashion / most eye-catching fan / best graffiti art piece), product promotional give-aways, stage management for the Kumba skate plaza main stage.
4. DEDaT and the Bidder will consult with each other before finalising the entertainment programme.

5.4.1.2 EVENT LOGISTICS

The scope of work for the Events Logistics includes the following:

1. To procure hundred (100) hand-made goodie bags filled with local crafts and products to be presented to commentators, judges, skaters and sponsors.
2. To prepare the Kumba Skate Plaza to be fully ready to present an international extreme sport competitions. This will include cleaning inside and outside the park and preparing village area.
3. To ensure approvals to present a mass event including certification of infrastructure according to the relevant regulations.
4. To provide office facilities for event organisers – air-conditioned containers.
5. To provide grand stands for four thousand (4 000) fans seated with four (4) VIP elevated viewing boxes as part of stands and to accommodate 25 people per box. The viewing boxes must not obstruct the view of the fans.
6. To provide snacks and soft drinks to each of the VIP boxes.
7. To provide an air-conditioned hospitality marquee for athletes – hundred (100) people.
8. To provide an air-conditioned hospitality marquee for sponsors and invited guests – hundred (100) people.
9. To provide catering services to skater and sponsor for the respective marquees.
10. To provide a marquee for qualified paramedical team on standby.
11. To provide an air-conditioned marquee for media with five (5) work stations and electrical plug points.
12. To provide flooring for marquees and hospitality areas outside of marquees.
13. To provide flooring for open spaces inside the skate park for dust control and aesthetical purposes.
14. To provide DJs for skaters marquee.
15. To provide furniture for marquees.
16. To provide Physiotherapists for skater marquee.
17. To provide sound for live comment and announcements.
18. To provide branding for skate area. This will include producing sponsor branding material and logos.
19. To provide lighting for all marquees.
20. To provide two (2) large high quality outdoor daylight screens for televising the championship to fans.
21. To produce sixty (60) minutes of television content filmed in UHD. copyright will reside with the NCPG
22. To provide mobile toilets sufficient to service five thousand (5 000) people which will include village area.
23. To provide security fencing for skate and other areas.
24. To prepare and manage the parking area (including banner branding of parking area).
25. To ensure that an approved full risk and disaster management plan is available and ready for implementation.
26. DEDaT and the Bidder will consult with each other before finalising the event logistics.

5.4.1.3 MARKET VILLAGE AREA

The scope of work for the Market Village Area includes the following:

1. To provide mini concert stage with sound and lights including Northern Cape-based artists to perform in Market Village area.
2. To provide an entertainment programme using a minimum of ten (10) local emerging performing acts and DJs.
3. To provide a small skate area for fans.
4. To provide a closed off beer marquee with air-conditioning, furniture, seating for 100 people and four (4) large screens to receive live feed of skateboarding.
5. To provide security fencing.
6. To accommodate vendors for selling of skate apparel, equipment, arts, crafts, fashion, food and drink.
7. To create a graffiti competition area and award prizes to the best art pieces.
8. DEDaT and the Bidder will consult with each other before finalising the market village area.

5.4.1.4 MARKETING, PROMOTION AND SPONSOR ACTIVATION

The scope of work for the Marketing, Promotion and Sponsor Activation includes the following:

1. To launch a marketing and promotion campaign to popularize KDC week.
2. To generate content for KDC website, Facebook, Instagram and Twitter and management of these platforms.
3. To engage in sponsorship activation (at a commission rate of 15% on cash sponsors only – no commission will be payable on goods sponsorships). This at all times must be done in consultation with DEDaT and process must be (a) transparent including filing a copy of the sponsorship agreement with DEDaT and (b) declaring all contacts with respective sponsors whether cash or kind.
4. To manage sponsors and prospective sponsors.
5. To ensure that the championship events are broadcasted live on Internet.
6. To accommodate provincial community radio stations.
7. To manage accreditation of skaters, fans, sponsors and VIPs.
8. DEDaT and the Bidder will consult with each other before finalising the marketing, promotion and sponsor activation.

5.4.1.5 LOCAL ECONOMIC BENEFICIATION

The scope of work for the Local Economic Beneficiation includes the following:

1. To present a mentorship and skills development programme for the youth entrepreneurs.
2. To ensure local service providers, SMMEs, crafters, fashion designers, DJs and performing acts benefit significantly from opportunities inherent to presenting the KDC programme.
3. To ensure maximum employment creation to reach a minimum of two hundred (200) per year opportunities created per annum for each successive year of contract. Such employment opportunities are open to only unemployed or under-employed people from the Northern Cape.
4. To cooperate with Small Business Development programme (DEDaT).
5. To cooperate with Sol Plaatje Municipality LED Unit.
6. To cooperate with the local taxi association.
7. To procure event logistics from Northern Cape-based suppliers (marquees, grand stands, stage and sound, fencing, security, promotional materials to name a few).
8. To appoint Northern Cape-based food and beverage suppliers.
9. To present an entertainment programme (DJs and performing acts).
10. To appoint Northern Cape transport suppliers.
11. To utilize Northern Cape-based travel agencies.

12. DEDaT and the Bidder will consult with each other before finalising the local economic beneficiation programme.

5.4.1.6 PROJECT MANAGEMENT AND PROGRESS REPORTING

The scope of work for the Project management and Progress reporting includes the following:

1. To implement the annual project implementation plan in consultation with DEDaT and the NCTA and adhere to the agreed milestones and timelines to be met.
2. To establish and coordinate a project steering committee.
3. To take responsibility for all logistics related to sittings for meetings.
4. To prepare and submit monthly project progress and oversight reports in writing, together with a portfolio of photographic evidence.
5. To prepare Power Point presentations of the monthly reports.
6. To be available for meetings as scheduled and as requested by DEDaT.
7. To submit accurate invoices after reaching pre-determined milestones (all payments will be in line with achieving the set milestones to the satisfaction of DEDaT and NCTA and payments will not be made if milestones are not achieved).
8. To produce an attractively designed and detailed annual project close out report (PDF format) and presentation for distribution to project stakeholders and sponsors/prospective sponsors. This report must be data rich and include a photographic portfolio of evidence.

5.4.2 KDC SUPPORT PROGRAMME SKATE BOARDING FOR HOPE

The scope of work includes full event management and coordination including the following which is to be scheduled in consultation with DEDaT and NCTA:

5.4.2.1 SKATEBOARDING FOR HOPE SUMMER / WINTER SERIES

1. To present 5x Skateboarding For Hope (SFH) Summer-series events and 5x Winter-series events as provincial championship – Kimberley, Kuruman, Upington, Springbok and De Aar.
2. To present SFH Summer Championship and Winter Championship finals in Kimberley (this will effectively be the 6th SFH event per series).
3. To present Best Trick competition at each event.
4. To provide entertainment programme at each event to showcase local DJs or bands
5. To provide accredited first aid practitioner on standby at each event.
6. To provide two (2) accredited judges to judge competitions and one (1) judge from the Northern Cape under mentorship of the service provider.
7. To provide marquee with air-conditioning and furniture for fifty (50) people at summer and winter finals.
8. To provide catering services to skaters including hydration.
9. To provide shaded trading space for crafters and fashion designers at each event.
10. To provide security fencing.
11. To provide four (4) mobile toilets for finals and four (4) for the rest of the SFH competitions.
12. To manage sponsor branding and sponsor hospitality. This includes production of sponsor branding material and logos.
13. To promote events in consultation with the NCTA.
14. To submit event reports including signed attendance registers and photographic record of event.
15. To present prize money to all the skateboarding winners in every competition class as follows:

KDC SFH Summer Competitions / Winter Competitions.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	1 200
2	1 000
3	800
4	600
5	400

KDC SFH Summer Competitions / Winter Competitions – Best Trick.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	500

KDC SFH Summer Championship Final / Winter Championship Final.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	5 000
2	4 000
3	3 000
4	2 000
5	1 000

KDC SFH Summer Final / Winter Final – Best Trick.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	1 000

5.4.3 KIMBERLEY DIAMOND CUP GRAND SLAMS

The scope of work for the Kimberley Diamond Cup Grand Slams includes the following:

1. To present five (5) Grand Slam events – Kimberley, Gauteng, Western Cape, Free State and a nominated African country.
2. To provide grand stand seating for 100 people at each event.
3. To provide entertainment programme at each event to showcase Northern Cape DJs and/or bands.

4. To provide accredited first aid practitioner on stand-by at each event.
5. To provide three (3) accredited judges to judge competitions.
6. To provide venue / marquee with air-conditioning and furniture for fifty (50) people.
7. To provide catering services for marquee.
8. To provide catering services to skaters including hydration.
9. To provide shaded trading space for crafters and fashion designers at each event.
10. To provide security fencing.
11. To provide four (4) mobile toilets per event (if required).
12. To manage sponsor branding and sponsor hospitality.
13. To promote events in consultation with the NCTA.
14. To submit event reports including attendance registers and photographic record of events.
15. To present prize money to all the skateboarding winners in every competition class as follows:

KDC Grand Slams.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	15 000
2	10 000
3	7 500
4	5 000
5	2 500

KDC Grand Slams – Best Trick.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	2 000

5.4.4 KIMBERLEY DIAMOND CUP VERT GRAND SLAM – KIMBERLEY / MIDRAND

The scope of work for the Kimberley Diamond Cup Vert Competition includes the following:

1. To present two back-to-back Kimberley Diamond Cup Vert competition events – Kimberley / Midrand.
2. To mobilise vert skaters from South Africa and the rest of the world to participate in the two KDC Vert Grand Slam events.
3. To provide grand stand seating for five hundred (500) people at Kimberley event and hundred (100) at the Johannesburg event (the latter has space restrictions).
4. To provide entertainment programme at the Kimberley event to showcase Northern Cape DJs and/or bands.
5. To provide accredited first aid practitioner on standby at the event.
6. To provide three (3) accredited judges to judge competitions.
7. To provide catering services to skaters including hydration.
8. To provide four (4) mobile toilets per event.
9. To manage sponsor branding and sponsor hospitality.

10. To promote events in consultation with the NCTA.
11. To submit event reports including attendance registers and photographic record of events.
12. To present prize money to all the skateboarding winners in every competition class as follows:

KDC Vert Grand Slam – Kimberley / Midrand.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	15 000
2	10 000
3	7 500
4	5 000
5	2 500

KDC Vert Grand Slam – Best Trick.

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	2 000

5.4.5 OTHER COMPETITIONS

5.4.5.1 OTHER EXTREME SPORTS

To introduce at least one international recognised extreme sport to enhance the KDC brand starting from 2018. The prize money for these events will be as follows:

PLACING	AMOUNT IN SOUTH AFRICAN RAND
1	15 000
2	10 000
3	7 500
4	5 000
5	2 500

5.4.5.2 PHOTOGRAPHY AND VIDEOGRAPHY COMPETITION

To launch a competition with a category for best photo and video for Northern Cape based residents and a similar one for the rest of the photographers and videographers. This competition in essence will be to create content for the various social media platforms of the KDC. The winners will be taken on a guided tour paid for by the NCPG to photograph a Northern Cape destination of their choice where such material will be used to promote tourism on the various government platforms.

5.4.5.3 BEST KDC FAN COMPETITION

To launch a competition to identify the best KDC fans. They will be offered a guided tour of a selected Northern Cape destination paid for by the NCPG with five (5) of their friends / families to promote awareness of Destination Northern Cape.

5.4.5.4 GRAFFITI COMPETITION

To launch a Graffiti competition during KDC Week and award best artists with cash or goods or air-time.

6 REQUIRED KEY COMPETENCIES

1. Proven event management experience, especially in successfully leading large and complex projects.
2. Proven experience of an ability to coordinate and communicate effectively with a widely dispersed project stakeholder group.
3. Proven experience in team management, resolving conflict management situations and effective problem solving skills.
4. Experience in developing marketing strategies and implementing marketing plans.
5. Proven experience in event / project management reporting and communication skills.
6. Experience in working with international projects, especially extreme sports projects, would be an added advantage.
7. Experience in small enterprise promotion would be an added advantage.
8. Experience in managing large projects on behalf of government would be an added advantage.
9. Experience in skills development and team capacity building would be an added advantage.

7 TECHNICAL PROPOSAL

The service provider must clearly outline the following:

1. Executive Summary
2. Introduction
3. Background: Provide relevant background information on your company. What industry are you in? Who are your customers?
4. Description of the project management experience, also where it relates to event management. Referrals of past clients.
5. Description of your financial capability and financial management of project.
6. Methodology to reflect how the scope of work can be achieved. The criteria set forth below should be met to achieve successful completion of the project:
 - a. Kumba Skate Plaza Management Programme.
 - b. The period between 1 August 2018 to 31 March 2019 and all activities associated with it.
 - c. The period between 1 April 2019 to 31 March 2022 and all annual activities associated with this period.
7. In what way will you support and develop Extreme Sports as part of the KDC brand in the Northern Cape Province?
8. Methodology you will employ to Sponsorship Activation.
9. What social responsibility programmes will you implement in the Northern Cape Province?
10. In compliance to section 9 and 12 of the Preferential Procurement Regulations 2017, 30% of the contract must be subcontracted to an EME or QSE. (Demonstrate how this will be implemented).
11. Fees and disbursement requirements to be negotiated with NCPG.
12. The technical proposal must be submitted with all other required documents.
13. In addition a presentation in Power Point will be required to be made to the functionality committee (10 copies should be made available on the day of presenting).
14. Note that the presentation do not need to be submitted as part of the bid documents but copies must be made available on the day of presentation.

8 COMPULSORY BID CRITERIA

The following bid criteria will apply for pre-qualification which is compulsory and must be fully complied with.

1. A technical proposal as outlined in section 7 must be provided in addition to all other required documents.
2. Provide proof of experience in staging skateboarding championships, extreme sports or similar events. Minimum of 1 year experience.
3. Asset net worth of at least R2 million or a working capital of at least R2 million. (Proof must be submitted from the Accountant or a letter from Bank).
4. Be willing to make a presentation in Kimberley to NCPG. Must be available to present proposal on 25 or 29 of June 2018. Provide written acceptance indicating the day.
5. Must be registered on LOGIS.
6. Must be registered on the Centralised Supplier Database System (CSD). Service providers not registered must do so before submitting their proposal. Submit proof of registration on the Central Supplier Database. The tax matters of the bidder must be compliant and in good standing. It must reflect on the CSD. In a case where arrangements have been made with SARS to comply, the proof must be submitted.
7. It is a requirement that bidders must comply with Broad Based Black economic Empowerment Act by submitting BBBEE certificate to meet our procurement objective criteria as indicated in the terms of reference. In bids where Consortia / Joint Ventures / are submitted a combined BBBEE certificate must be submitted.
8. All SBD bid documents (1,3.1, 4,7.1,8 & 9) indicated in this tender must be completed, signed and submitted.(As issued)
9. This is a two stage bidding process. The technical proposal must be separated from the financial proposal and both submitted at the same time in different envelopes clearly indicating the return address.
10. Site visits to the premises of service providers will be communicated. Written confirmation of acceptance must be submitted.
11. All bids must be submitted on the official forms.
12. This bid is subject to the general conditions of the bid, the General Conditions of Contract (GCC) and, if applicable, any other special conditions of contract. A Service Level Agreement will be signed upon appointment to administer the contract.
13. The Department reserve the right to terminate the tender or its process or not to appoint any service provider.
14. All prices must be in South African Rand
15. All prices are inclusive of VAT
16. The bid is valid for 90 days.
17. Any cost incurred to submit this bid is at the cost of the bidder.
18. No interest will be payable in the event of a dispute accruing on any payment due during a period of dispute.
19. Bidders should ensure that bids are delivered in time to the correct address. If the bid is late, it shall not be accepted for consideration.
20. Bidders who are in dispute with the Department are exempted from submitting their bid until that dispute is resolved.
21. SUB-CONTRACT
A person 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 BBBEE status Level than the person concerned, unless the contract is sub-contracted to an EME that has the capability and ability to execute the contract.
22. In compliance to section 9 and 12 of the Preferential Procurement Regulations 2017, 30% of the contract must be subcontracted to an EME or QSE. (Demonstrate how this will be implemented).
23. This request for proposal is prepared in accordance with the Public Finance Management Act, 1999 and its regulation and relevant procurement legislation.
24. GOVERNING LAW

South African law governs this bid and the bid response process. The bidder agrees to submit to the exclusive jurisdiction of the South African courts in any dispute of any kind that may arise out of or in connection with the subject matter of this bid, the bid itself and all processes associated with the bid. This agreement is bidding upon submitting your bid.

25. TENDER DEFAULTERS AND RESTRICTED SUPPLIERS

No tender shall be awarded to a bidder whose name (or any of its members, directors, partners or trustees) appear on the Register of Tender Defaulters kept by National Treasury, or who have been placed on National Treasury List of Restricted Suppliers. The DEDaT reserves the right to withdraw an award, or cancel a contract with concluded with a bidder should it be established at any time that the bidder has been blacklisted with National Treasury by another government institution.

26. FRONTING

- a. Government supports the spirit of broad based black economic empowerment and recognizes that it can only be achieved through individuals and businesses conducting themselves in accordance with the constitution and in an honest, fair, equitable, transparent and legally compliant manner. Against this background the Department of Economic Development and Tourism condemn any form of fronting
- b. The government in ensuring that Bidders conduct themselves in an honest manner will as part of the bid evaluation processes, conduct or initiate the necessary/investigations to determine the accuracy of the representation made in the bid documents. Should any of the fronting indicators as contained in the guidelines on complex structures and transactions and fronting, issued by the Department of Trade and Industry, be established during such enquiry/investigation, the onus will be on the Bidder/contractor to prove that fronting does not exist. Failure to do so within a period of 14 days from date of notification may invalidate the bid/contract and may also result in the restriction of the Bidder/contractor to conduct business with the public sector for a period not exceeding ten years, in addition to any other remedies the Department of Economic Development and Tourism may have against the Bidder/contractor concerned.

27. Compulsory briefing session to be held details:

Date – 30 May 2018

Time – 09H00

Venue- MetLife Towers 13 Floor, Cnr of Stead and Knight Street, Kimberley

9 EVALUATION CRITERIA

This is a two stage bidding process which is firstly to evaluate the functionality/technical proposal and the pricing proposal. Hence the technical proposal must be separated from the financial proposal but both must be submitted at the same time.

9.1 FUNCTIONALITY CRITERIA

The Technical Proposal Assessment will carry 70 points and the Presentation Proposal will carry 30 points based on the criteria below.

9.1.1 TECHNICAL PROPOSAL-70 points

1. Proven experience in staging skateboarding championships, extreme sports or similar event(s)

Criteria	Rating
1 year	1
2 year	2
3 year	3
4 year	4
≥5 year	5

2. Financial Capability

Criteria	Rating
R 1 million	1
R 2 million	2
R3 million	3
R4 million	4
≥ R5 million	5

3. Identified presence or functioning office within the Northern Cape

- a. Proof of municipal account
- b. Official functioning office in Northern Cape
- c. Verifiable clients within the Northern Cape

4. The criteria below will be utilised to evaluate the scope of work adhered to.

Criteria	Description	Rating
20 %	Satisfies the requirement with major reservations. Considerable reservations of the supplier's relevant ability, understanding, experience, skills, resource and quality measures required to provide the goods / services, with little or no supporting evidence	1
40 %	Satisfies the requirement with minor reservations. Some minor reservations of the supplier's relevant ability, understanding, experience, skills, resource and quality measures required to provide the goods / services, with little or no supporting evidence.	2
60 %	Satisfies the requirement. Demonstration by the supplier of the relevant ability, understanding, experience, skills, resource, and quality measures required to provide the goods / services, with supporting evidence.	3
80 %	Satisfies the requirement with minor additional benefits. Above average demonstration by the supplier of the relevant ability, understanding, experience, skills, resource and quality measures required to provide the goods / services. Response identifies factors that will offer potential added value, with supporting evidence.	4
100%	Exceeds the requirement. Exceptional demonstration by the supplier of the relevant ability, understanding, experience, skills, resource and quality measures required to provide the goods / services. Response identifies factors that will offer potential added value, with supporting evidence.	5

TECHNICAL PROPOSAL ASSESSMENT – 70 POINTS			
<u>CRITERIA</u>	<u>RATE(1– 5)</u>	<u>WEIGHT</u>	<u>TOTAL</u>
Proven experience in staging skateboarding championships, extreme sports or similar event(s). Minimum 1 year experience		10	
Financial Capability		20	
Human Resource Capabilities		10	
Identified presence or office within the Northern cape			
a. Proof of municipal account		10	
b. Official functioning office in Northern Cape		10	
c. Verifiable clients within the Northern cape		10	
Total points		70	

9.1.2 PRESENTATION TECHNICAL PROPOSAL – 30 POINTS

1. Proposal clearly defined with a systematic layout.

2. Methodology to reflect how the scope of work can be achieved. The criteria set forth below should be met to achieve successful completion of the project:

- a. Kumba Skate Plaza Management Programme.
- b. The period between 1 August 2018 to 31 March 2019 and all activities associated with it.
- c. The period between 1 April 2019 to 31 March 2022 and all annual activities associated with this period.

3. Methodology you will employ to Sponsorship Activation.

4. In what way will you support and develop Extreme Sports as part of the KDC brand in the Northern Cape Province? Illustrate clearly positive intent of credible corporate sponsorship that you will be able to obtain with supporting documents.

5. What social responsibility programmes will you implement in the Northern Cape Province?

In compliance to section 9 and 12 of the Preferential Procurement Regulations 2017, 30% of the contract must be subcontracted to an EME or QSE. (Demonstrate how will this be implemented).

PRESENTATION ASSESSMENT – 30 POINTS			
<u>CRITERIA</u>	<u>RATE(1– 5)</u>	<u>WEIGHT</u>	<u>TOTAL</u>
1. Proposal clearly defined with a systematic layout.		5	
2. Methodology to reflect how the scope of work can be achieved. The criteria set forth below should be met to achieve successful completion of the project: a. Kumba Skate Plaza Management Programme. b. The period between 1 August 2018 to 31 March 2019 and all activities associated with it. c. The period between 1 April 2019 to 31 March 2022 and all annual activities associated with this period.		10	
3. In what way will you support and develop Extreme Sports as part of the KDC brand in the Northern Cape Province?		5	
4. Methodology you will employ to Sponsorship Activation. Illustrate clearly positive intent of credible corporate sponsorship that you will be able to obtain with supporting documents.		5	
5. What social responsibility programmes will you implement in the Northern Cape Province? In compliance to section 9 and 12 of the Preferential Procurement Regulations 2017, 30% of the contract must be subcontracted to an EME or QSE. (Demonstrate how will this be implemented).		5	
TOTAL POINTS		30	

The functionality assessments will be done separately from the 90/10 preference system.

The technical and presentation points will be added together. Grand total for technical proposal and presentation **(70 +30 = 100)**. Bidders must obtain at least 75% to qualify on functionality when the points are combined. Bidders who do not achieve the minimum of 75% will be disqualified.

RATING	DEFINITION	SCORE
EXCELLENT	Exceeds the requirement. Exceptional demonstration by the supplier of the relevant ability, understanding, experience, skills, resource and quality measures required to provide the goods / services. Response identifies factors that will offer potential added value, with supporting evidence.	5
GOOD	Satisfies the requirement with minor additional benefits . Above average demonstration by the supplier of the relevant ability, understanding, experience, skills, resource and quality measures required to provide the goods / services. Response identifies factors that will offer potential added value, with supporting evidence.	4
AVERAGE	Satisfies the requirement. Demonstration by the supplier of the relevant ability, understanding, experience, skills, resource, and quality measures required to provide the goods / services, with supporting evidence.	3
FAIR	Satisfies the requirement with minor reservations . Some minor reservations of the supplier's relevant ability, understanding, experience, skills, resource and quality measures required to provide the goods / services, with little or no supporting evidence.	2
POOR	Satisfies the requirement with major reservations . Considerable reservations of the supplier's relevant ability, understanding, experience, skills, resource and quality measures required to provide the goods / services, with little or no supporting evidence.	1

9.2 POINT SYSTEM CALCULATION

Bidders who qualify on functionality will then move to the point system calculation. The bidder with the highest point will be the successful bidder. The 90/10 point system will be applicable.

The 100 points system will be allocated as follows Price= 90 and BBBEE Level Contributor certificate=10

Preference Points will be awarded upon submission of an original BBBEE level contribution certificate by the relevant authority(S).

1. In terms of Regulation 6 (1) of the Preferential Procurement Regulations 2017 and section 2 of the Preferential Procurement Act, preference points will be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below: (For more information check (PPPF Regulation,2017).

B-BBEE Status Level of Contributor	Number of points(90/10 system)
1	10
2	9
3	6
4	5
5	4
6	3
7	2
8	1
Non-compliant contributor	0

- a. Sworn affidavit for BBBEE Exempted Micro Enterprise
- b. B-BBEE Status Level Certificate accredited by SANAS

As a minimum requirement, all valid B-BBEE Status Level Verification Certificates should have the following information detailed on the face of the certificate:

 - i. The name and physical location of the measured entity;
 - ii. The registration number and, where applicable, the VAT number of the measured entity;
 - iii. The issuing and expiry dates must be indicated. The certificate is valid for a one (1year period only. The certificate number for identification and reference;
 - iv. The scorecard that was used (for example EME, QSE or GENERIC);
 - v. The name and / or logo of the Verification Agency;
 - vi. The SANAS logo;
 - vii. The certificate must be signed by the authorized person from the Verification Agency; and the B-BBEE Status Level of Contribution obtained by the measured entity.

10 SUPPLIER DUE DILIGENCE

The Department of Economic Development and Tourism reserves the right to conduct supplier due diligence prior to final award or at any time during the contract period. This may include site visit. A negative report might lead to performance management with its related issues.

11 SUBMISSION OF BID

Interested Service Providers must place bid in the Tender Box with the following details:

a. Physical Address

Northern Cape Economic Development and Tourism
Cnr. of Knight and Stead Street
Metlife Towers (Entrance)
Ground Floor
Kimberley
8300

b. Closing Details

Date: 15 June 2018

Time: 11:00

c. Collection of documents

11th Floor

MetLife Towers

Kimberley 8300

Documents will be issued upon submission of proof of payment

d. Payment Details

Department of Economic Development and Tourism

Standard Bank

Account No. 063052695

Cost: R500.00. Non refundable

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	DEDaT 0001/2018	CLOSING DATE:15/06/2018		CLOSING TIME:	11H00
DESCRIPTION	APPOINTMENT OF A PROJECT AND EVENT MANAGEMENT SERVICE PROVIDER FOR THE KIMBERLEY DIAMOND CUP SKATEBOARDING PROGRAM				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
GROUND FLOOR(ENTRANCE)					
METLIFE TOWERS					
MARKET SQUARE					
KIMBERLEY					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	THEBE RABOIKANYO		CONTACT PERSON	JOHAN VAN SCHALKWYK	
TELEPHONE NUMBER	053 839 4006		TELEPHONE NUMBER	079 525 3854	
FACSIMILE NUMBER	053 831 3668		FACSIMILE NUMBER		
E-MAIL ADDRESS	TRaboikanyo@ncpg.gov.za		E-MAIL ADDRESS	jvs.dtec@gmail.com	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		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]		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		[TICK APPLICABLE BOX]

	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
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[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

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 THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]
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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

1. BID SUBMISSION:
<p>1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.</p> <p>1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.</p> <p>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.</p> <p>1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).</p>
2. TAX COMPLIANCE REQUIREMENTS
<p>2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.</p> <p>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.</p> <p>2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.</p> <p>2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.</p> <p>2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.</p> <p>2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.</p> <p>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.”</p>

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:

**PRICING SCHEDULE – FIRM PRICES
(PURCHASES)**

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED

IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

Name of bidder.....	Bid number.....
Closing Time 11:00	Closing date.....

OFFER TO BE VALID FOR.....DAYS FROM THE CLOSING DATE OF BID.

ITEM NO.	QUANTITY	DESCRIPTION	BID PRICE IN RSA CURRENCY ** (ALL APPLICABLE TAXES INCLUDED)
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- Required by:
- At:
- Brand and model
- Country of origin
- Does the offer comply with the specification(s)? *YES/NO
- If not to specification, indicate deviation(s)

- Period required for delivery
*Delivery: Firm/not firm

- Delivery basis

Note: All delivery costs must be included in the bid price, for delivery at the prescribed destination.

** "all applicable taxes" includes value- added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.

*Delete if not applicable

DECLARATION OF INTEREST

1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

2. **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

2.1 Full Name of bidder or his or her representative:

2.2 Identity Number:

2.3 Position occupied in the Company (director, trustee, shareholder²):

2.4 Company Registration Number:

2.5 Tax Reference Number:

2.6 VAT Registration Number:

2.6.1 The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

¹"State" means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);

- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

²"Shareholder" means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

2.7 Are you or any person connected with the bidder presently employed by the state? **YES / NO**

2.7.1 If so, furnish the following particulars:

Name of person / director / trustee / shareholder/ member:

Name of state institution at which you or the person connected to the bidder is employed :

Position occupied in the state institution:

Any other particulars:

2.7.2 If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? **YES / NO**

2.7.2.1 If yes, did you attached proof of such authority to the bid document? **YES / NO**

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

2.7.2.2 If no, furnish reasons for non-submission of such proof:

.....
.....
.....

2.8 Did you or your spouse, or any of the company's directors / trustees / shareholders / members or their spouses conduct business with the state in the previous twelve months? **YES / NO**

2.8.1 If so, furnish particulars:

.....
.....
.....

2.9 Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? **YES / NO**

2.9.1 If so, furnish particulars.

.....
.....
.....

2.10 Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other bidder and any person employed by the state who may be involved with the evaluation and or adjudication of this bid? **YES/NO**

2.10.1 If so, furnish particulars.

.....
.....
.....

2.11 Do you or any of the directors / trustees / shareholders / members **YES/NO**
of the company have any interest in any other related companies
whether or not they are bidding for this contract?

2.11.1 If so, furnish particulars:

.....
.....
.....

Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	Personal Tax Reference Number	State Number / Employee Peral Number

I, THE UNDERSIGNED (NAME).....

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

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of bidder

SBD 8

DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 1 This Standard Bidding Document must form part of all bids invited.

- 2 It serves as a declaration to be used by institutions in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.

- 3 The bid of any bidder may be disregarded if that bidder, or any of its directors have-
 - a. abused the institution's supply chain management system;
 - b. committed fraud or any other improper conduct in relation to such system; or
 - c. failed to perform on any previous contract.

- 4 **In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.**

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the <i>audi alteram partem</i> rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website(www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.1.1	If so, furnish particulars:		

4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p>The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.2.1	If so, furnish particulars:		
4.3	Was the bidder or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.3.1	If so, furnish particulars:		
4.4	Was any contract between the bidder and any organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4.4.1	If so, furnish particulars:		

CERTIFICATION

I, THE UNDERSIGNED (FULL NAME).....

CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of Bidder

CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 1 This Standard Bidding Document (SBD) must form part of all bids¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

(Bid Number and Description)

in response to the invitation for the bid made by:

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:

(a) has been requested to submit a bid in response to this bid invitation;

- (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder
6. 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 consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
- (a) prices;
 - (b) geographical area where product or service will be rendered (market allocation)
 - (c) methods, factors or formulas used to calculate prices;
 - (d) the intention or decision to submit or not to submit, a bid;
 - (e) the submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. 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 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.

SBD 9

10. 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.

.....
Signature

.....
Date

.....
Position

.....
Name of Bidder