



an agency of the
Department of Sport, Arts and Culture

RFQ: 564

QUOTATION DESCRIPTION	DEPART.	CONTACT PERSON	COMPULSORY BRIFING SESSION	CLOSING DATE
Request for quotation: Consultant for Restaurant Services	FINANCE	SCM Tel: 012 336 4029 Email: lerato@freedompark.co.za Technical: Ditiro@freedompark.co.za	14 May 2026 Time:11am Venue: Freedom Park Parking Area Address : Corner Koch and 7 th Avenue	21 May 2026 Time:10:00am

ALL QUOTATIONS OR PROPOSALS TO BE SUBMITTED TO: TENDER BOX 2ND FLOOR
ADDRESS: FREEDOM PARK ADMIN BUILDING CNR KOCH & 7th AVENUE, SALVOKOP, PRETORIA

INDEX

NO	DETAILS	DOCUMENT
	LIST OF RETURNABLE DOCUMENTS THAT SHOULD FORM PART OF QUOTATION DOCUMENT (NEATLY ATTACHED AS ANNEXURES)	
1	Tax Clearance Certificate or Unique Pin	
2	Proof or supporting documents for points claim on specific goal -SBD6.1	
3	Tax compliant CSD Report	
4	Provide a pricing schedule, (quotation validity must be 90 days).	
5	BBBEE Registration Certificate.	
ALL PRICES MUST BE VAT INCLUSIVE		

REQUEST FOR QUOTATION FOR: THE COMPILATION OF A STRATEGIC IMPLEMENTATION PLAN TO OPERATIONALIZE, MAXIMIZE, OPTIMIZE RETAIL SERVICES AT FREEDOM PARK – (RESTAURANT, COFFEE LOUNGE, TUCKSHOP AND CATERING SERVICES) INCLUDING THE COMPILATION OF A PROCUREMENT SPECIFICATIONS FOR THE FREEDOM PARK RESTAURANT AND RELATED FACILITIES TO MAXIMIZE FOOT TRAFFIC AND REVENUE GENERATION

1. INVITATION TO BID

Freedom Park invites Experienced Experts to compile a Strategic Implementation Plan to Operationalize, Maximize, Optimize Retail Services at Freedom Park namely Restaurant, Coffee Lounge, Tuckshop and Catering Services in effort to maximize foot traffic and Revenue generation. The Business Developer Consultant must have a strong knowledge and specialization in hospitality and restaurant development. Experienced in launching and scaling dining concepts, identifying growth opportunities, and optimizing operations to drive profitability. Provider must be Skilled in market analysis, brand positioning, partnership development, and end-to-end project execution from concept ideation to successful opening and expansion.

Core responsibilities:

- Identifying growth opportunities
- Finding new markets, locations, or concepts where a restaurant brand can succeed.
- Site selection & expansion
- Researching and securing I (foot traffic, demographics, competition, etc.).
- Partnerships & deals
- Helping develop and scale a restaurant brand
- Financial planning
- Building business cases projecting costs, revenue, and return on investment for new restaurants.
- Brand positioning
- Ensuring the concept fits the target audience the location.
- Operational alignment
- Working with chefs, managers, and marketing teams to ensure new locations run successfully.
- Determination of food offering

2. INTRODUCTION

Freedom Park is a national heritage institution established under the National Heritage Resources Act (Act 25 of 1999). Provider must demonstrate a clear and compelling ability to position the Freedom Park restaurant offering as the restaurant of choice within its market, effectively promoting its full range of

offerings to diverse customer segments. This includes proactively marketing the venue to potential clients for special events and private bookings such as corporate functions, conferences, celebrations, community gatherings, educational programs while also driving consistent patronage for regular sit-down dining experiences. There is a requirement to implement targeted marketing strategies that highlight the restaurant's unique location, ambiance, heritage value, and quality cuisine, ensuring strong visibility and brand recognition. Through a combination of digital marketing, stakeholder engagement, partnerships, promotions, and customer relationship management, the Service Provider should consistently attract guests for breakfast, lunch, and dinner service, thereby maximizing occupancy, revenue generation, and the overall reputation of the Freedom Park restaurant as a premier dining and events destination.

The Freedom Park Museum and Heritage Site, located in Pretoria, South Africa, is a place that celebrates the country's history, culture, and the struggle for freedom. Within the //Hapo building, the retail spaces, including a restaurant, coffee shop, and canteen, offer visitors a chance to relax, refresh, and enjoy local culinary delights while immersing themselves in the cultural experience of the park. The restaurant is designed to provide a welcoming environment, serving traditional South African dishes with a contemporary twist, catering to both local and international visitors. Its spacious layout allows for intimate dining experiences, making it ideal for groups or individual visitors looking to enjoy the park's serene surroundings.

The coffee shop and canteen within the //Hapo building add to the vibrant atmosphere of the museum. The coffee shop offers a cozy spot for visitors to enjoy specialty coffee, pastries, and light snacks, making it the perfect place to take a break after touring the museum or walking through the heritage site. The canteen, on the other hand, serves more casual, quick bites suitable for those on the go, while still offering a taste of local flavours. Together, these retail spaces not only enhance the visitor experience but also contribute to the social and cultural energy of the Freedom Park, providing a space where people can connect, reflect, and celebrate the rich history of South Africa. Having a restaurant at Freedom Park Museum and Heritage Site in Pretoria can offer significant benefits, especially in terms of revenue generation.

3. OBJECTIVES

The purpose of the Freedom Park restaurant is to serve as a living extension of South Africa's rich heritage, translating the nation's history, diversity, and cultural memory into a meaningful culinary experience. Inspired by the spirit of Freedom Park, the restaurant seeks to honour the country's journey by showcasing indigenous ingredients, traditional cooking methods, and recipes rooted in the varied communities that shape South Africa's identity. Through thoughtfully curated menus, storytelling through food, and the celebration of local farmers and artisans, the restaurant becomes more than a dining space it becomes a cultural platform where cuisine reflects resilience, unity, and remembrance. Each dish is designed to embody

the flavours, traditions, and narratives of the nation, allowing guests to engage with South Africa's heritage not only intellectually and emotionally, but also sensorially through taste.

The required strategy aims to:

- Enhance visitor experience
- Position Freedom Park as a heritage culinary/food destination
- Provide professional catering for diplomatic and state events, VIP, etc
- Generate sustainable revenue
- Heritage Educational through culinary artistry

4 .SCOPE & SERVICE REQUIREMENTS

The institution seeks to appoint a Professional Culinary and **“Restauranting / Restuarantor”** Consulting Expert to assist in compiling strategies, recommendations and best practices to operationalize Freedom Park retail services offering for it to be a restaurant of choice while maximizing returns to the organization. Furthermore, the Expert Service Provider should recommend specifications on how best to attract an operator that will be able to maximize and commercialize the current space offering while taking into consideration sustainability of the operator and the organization.

THE RETAIL SERVICES EXPERTS SHOULD SPECIALIZE AND HAVE EXPERTISE IN DEPICTING THE FOLLOWING:

- Compilation of Strategic Restaurant Development Outlook Development and viable implementation plans.
- Determination of Culinary Art offering in reference to South African and Pan African offering in context to Heritage and indigenous food items while taking costing and sustainability into consideration.
- Must be able to demonstrate and depict the consideration of diversified offerings that includes of all 9 Provinces of South Africa from a culinary perspective including the establishment of retail restaurant offering(s) to promote, sell and maximize on returns from that offering.
- Should be able to demonstrate knowledge of being able to establish a restaurant offering with a Pan African context from their culinary and restaurant strategic operations expertise.
- Must be able to depict the of Culinary Influences from other countries that have influenced South African ingrediencies and their integration into South African Heritage and history.

- Present Pan-African menu integration and recommendations and costing thereof in effort to determine a viable Menu Offering for day to day and special occasions.
- Consider the proposal of International Diplomatic culinary capabilities and offerings to a diversified customer requirement.
- Be able to fuse the Heritage Expression and tell the story of South Africa within the restaurant experience and offering.
- Must be able to communicate Heritage preservation objectives.
- My show knowledge of Pan-African representation, Diplomatic hosting standards/adherences and provide direction of Sustainable commercial viability.
- Be able to prove that previous strategies compiled and implemented were successful in a competitive environment where customer experience, operational efficiency, r and brand positioning directly influenced profitability and viability.
- Be able to display strategic approaches that ensures that the restaurant and retail services align with visitor needs, pricing is optimized, and marketing efforts are targeted to attract a consistent stream of local and international patrons.
- Demonstrate how to attract and retain a Captive Audience/Visitors/Customers: High Foot Traffic: Freedom Park is a prominent cultural and historical site, attracting locals, tourists, and school groups. The museum and heritage site are likely to draw visitors who will be interested in a place to rest and eat. This provides a steady stream of potential customers.
- Demonstrate how to attract and retain Diverse Demographics: The park attracts people from different walks of life, including history enthusiasts, international tourists, schoolchildren, and families. A restaurant can cater to this wide range of visitors with diverse menu options that appeal to everyone.

The Retail Services Experts should be able to depict and guide on other Revenue Generation streams from a restaurant linked to Tourism, taking into consideration the current clients, current existing model and other potential clients we would like to attract.

- **Tourism Growth:** South Africa, and Pretoria in particular, is a popular tourist destination. Having a restaurant within a historical site can capitalize on the growing tourism market, providing an ideal location for tourists to enjoy a meal while visiting the museum.
- **Event Hosting:** Freedom Park frequently hosts cultural events, memorial services, educational activities, and exhibitions. A restaurant would cater to these events, providing meals, refreshments, and specialized catering services for large groups, which can significantly boost revenue generation for Freedom Park.

CULTURAL AND EDUCATIONAL EXPERIENCES

- **Themed Dining:** The restaurant can integrate elements of the cultural and historical themes of Freedom Park into its design and menu, offering a unique dining experience. This theme(s) can attract visitors looking for a more immersive experience that ties into their visit to the museum and heritage site.
- **Educational Programs:** The restaurant could collaborate with educational programs and school visits to offer special packages for groups. These educational offerings could include interactive, history-based cooking classes or themed meals that align with the museum's exhibits.
- **Hosting traditional food tasting cookouts and competitions on national days at Freedom Park Restaurant:** in partnership with various embassies, will offers a unique opportunity to celebrate global cultures through the art of food. These events provide a platform for embassies to showcase their national cuisines, allowing visitors to experience authentic dishes prepared by skilled chefs. By bringing together diverse culinary traditions, the cookouts foster an environment of cultural exchange and understanding, where guests can taste, learn, and appreciate the flavours of different countries while also enjoying the vibrant ambiance of Freedom Park.
- **Cooking Competitions:** will add an exciting and interactive element to the festivities, where local chefs or participants can challenge themselves to replicate traditional dishes or innovate new takes on classic recipes. Judged by culinary experts and embassy representatives, these contests promote both creativity and authenticity, making for a fun yet educational experience. The partnership between Freedom Park and embassies ensures that the event is not only a gastronomic celebration but also a diplomatic one, strengthening international relations through shared culinary traditions and mutual respect.

THE SERVICE PROVIDER SHALL:

- Operate Restaurant, Coffee Lounge, and Canteen daily
- Provide catering for internal and external events
- Manage bar services (subject to liquor licence)
- Maintain hygiene and food safety standards
- Provide trained management personnel on-site

Freedom Restaurant should embody the rich and diverse heritage of South Africa by weaving its cultural narrative into every layer of the experience from a thoughtfully curated menu inspired by indigenous ingredients and traditional cooking methods to décor, music, and service rituals that reflect the spirit of the nation.

CULINARY/FOOD SCOPE

The menu can celebrate regional flavors reimagined with contemporary flair, while sourcing locally to honor community and sustainability. Offering and operations should mirror the philosophy of ubuntu warm, generous hospitality that makes every guest feel part of a shared story. The concepts are required to be unique and site-specific, which should draw inspiration from the history and character of its exact location, integrating local art, storytelling installations, and design elements that pay tribute to the area's past and present.

Menu must include:

- Representation of all 9 Provinces of South Africa (rotational)
- Pan-African cuisine
- International fine-dining capability
- Breakfast, buffet and à la carte options
- Special dietary capability
- Heritage storytelling integration

DETERMINATION OF STAFFING REQUIREMENTS

Minimum Key Personnel:

- Executive Chefs (10+ years' experience)
- Restaurant Manager(s)
- Events Catering Manager(s)
- HACCP-certified kitchen team
- Pastry Chef(s)
- Bar & waitron team Kitchen workflow and efficiency
- Staffing structure and roles
- Hygiene and compliance framework

FOOT TRACKING & DATA SYSTEM REQUIREMENT

The appointed Service Provider must:

- Installation of an electronic foot tracking system(s)
- Integrate strategy for POS reporting with turnover analytics
- Provide strategy for monthly visitor analytics reports
- Track peak hours & visitor conversion
- Allow Freedom Park audit access
- Failure to implement within 90 days may trigger contractual penalties.

INCLUDE AND ELABORATE IN THE STRATEGY INCOME GENERATION AND MAXIMIZATION FOR FREEDOM PARK

- Profit share on all events secured and hosted 85% to 15% split.
- All events at Freedom Park must be catered for by the restaurant (no external providers) to guarantee the success of the business.
- Flat Rate Rental to be paid by tenant service providers (restaurant and storage)
- Monthly Electricity Usage Charges (Prepaid Meter) – Funds to be paid to Freedom Park
- Monthly Water Usage Charges (Prepaid Meter) – Funds to be paid to Freedom Park
- Kitchen Equipment Maintenance and Rental Fee – Funds to be paid to Freedom Park
- Collect a nominal fee from external events
- Turnover profit sharing

Procurement & Tender Documentation

- Draft Terms of Reference (TOR)
- Draft RFQ/RFP for operator appointment
- Develop evaluation criteria and scoring model
- Develop comparative pricing schedule
- Define KPI and SLA framework

REPORTING & DELIVERABLES

The Consultant must provide:

- Inception Report
- Draft Concept & Strategy Report
- Draft Procurement Pack
- Final Implementation Report
- Presentation to Freedom Park stakeholders
- Identifying growth opportunities
- Finding markets, offerings, or concepts that can make the restaurant brand successful.
- Site selection option & expansion opportunities
- Researching and securing locations for foot traffic, demographics, competition, etc.).
- Partnerships & deals
- Helping scale a restaurant brand Freedom Park
- Financial planning
- Building business cases—projecting costs, revenue, and return on investment for new restaurants.
- Brand positioning
- Ensuring the concept fits the target audience in each location.
- Operational alignment
- Working with chefs, managers, and marketing teams to ensure new locations run successfully.

5 EVALUATION CRITERIA TO BE USED IN THIS RFQ

The evaluation will be carried out in two phases

The first phase of the evaluation will be on technical evaluation. The technical evaluation will consist of 100 Points

Take note: A supplier who fails to obtain less than 75% in the functionality phase shall be excluded from the next phase of evaluation

The second phase will be on Preference Point system (80/20)

CONTRACT PERIOD

The appointment will be for a period of **4 weeks** from date of award.

MANDATORY REQUIREMENTS

Bidders must submit:

- Company Profile
- Valid Tax Clearance / SARS PIN
- CSD Registration Report
- BBBEE Certificate / Affidavit
- Proof of relevant experience (minimum 3 projects)
- CVs of key personnel
- Certified qualifications

Failure to comply will result in disqualification.

6. FUNCTIONALITY EVALUATION (100 POINTS)

Minimum threshold: **75 points**

6.1 Experience in Similar Consulting Projects and professional services of Culinary, Retail and "Restauranting / Restuarantor" Consulting and strategic expertise (30 Points)

Experience	Points
1 project	10
2 projects	20
3+ projects	30

7 Methodology/Method Statement & Approach (25 Points)

Evaluation	Points
Poor	0
Generic	10
Adequate	15
Detailed & project-specific	25

7.1 Key Personnel (25 Points) – CV's and qualifications with 5 years of experience in relevant related field(s) of “Restaurants, Catering, Events Coordination including Retail Services

- Lead Consultant(s) with Hospitality & commercialization experience of “Restaurants, Catering, Event Coordination and Retail Services ” – 10 Points
- Culinary Specialist / Chef – 5 Points
- Marketing Specialist – 5 Points
- Financial Modelling Expert – 5 Points

7.2 Draft proposal indicating Understanding of Heritage & Cultural Integration into Culinary Requirements in Reference to Freedom Park and its constituents, elements and offerings (10 Points)

Level	Points
Poor	0
Moderate	5
Strong	10

7.3 Draft Financial & Commercial Modelling Capability options taking Freedom Park needs and requirements into consideration (10 Points)

Level	Points
Limited	0
Adequate	5
Strong	10

8. FINANCIAL EVALUATION

80/20 Preference Point System applies.

Price = 80 Points

Specific goals = 20 Points

Lowest acceptable quotation scores highest points.

9. SUBMISSION REQUIREMENTS

The Business Developer Consultant must have a strong knowledge and specialization in hospitality and restaurant development. Experienced in launching and scaling dining concepts, identifying growth opportunities, and optimizing operations to drive profitability. Provider must be Skilled in market analysis, brand positioning, partnership development, and end-to-end project execution from concept ideation to successful opening and expansion.

Bidders must submit:

- Technical Proposal
- Financial Proposal
- Company Profile
- Supporting documents

10. RIGHTS RESERVED

Freedom Park reserves the right to:

- Cancel the RFQ
- Not appoint any bidder
- Negotiate with preferred bidder
- Request clarification

PRICING SCHEDULE
(Professional Services)

NAME OF BIDDER: BID NO.:

CLOSING TIME 10:00

CLOSING DATE.....

OFFER TO BE VALID FORDAYS FROM THE CLOSING DATE OF BID.

ITEM NO	DESCRIPTION	BID PRICE IN RSA CURRENCY **(ALL APPLICABLE TAXES INCLUDED)
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1. The accompanying information must be used for the formulation of proposals.

2. Bidders are required to indicate a ceiling price based on the total estimated time for completion of all phases and including all expenses inclusive of all applicable taxes for the project.

R.....

3. PERSONS WHO WILL BE INVOLVED IN THE PROJECT AND RATES APPLICABLE (CERTIFIED INVOICES MUST BE RENDERED IN TERMS HEREOF)

4. PERSON AND POSITION

HOURLY RATE

DAILY RATE

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R.....

.....

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R.....

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R.....

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R.....

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R.....

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5. PHASES ACCORDING TO WHICH THE PROJECT WILL BE COMPLETED, COST PER PHASE AND MAN-DAYS TO BE SPENT

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R.....

..... days

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R.....

..... days

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R.....

..... days

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R.....

..... days

5.1 Travel expenses (specify, for example rate/km and total km, class of airtravel, etc). Only actual costs are recoverable. Proof of the expenses incurred must accompany certified invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED

RATE

QUANTITY

AMOUNT

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R.....

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R.....

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R.....

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R.....

TOTAL: R.....

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

Name of Bidder:

- 5.2 Other expenses, for example accommodation (specify, eg. Three star hotel, bed and breakfast, telephone cost, reproduction cost, etc.). On basis of these particulars, certified invoices will be checked for correctness. Proof of the expenses must accompany invoices.

DESCRIPTION OF EXPENSE TO BE INCURRED	RATE	QUANTITY	AMOUNT
.....			R.....
.....			R.....
.....			R.....
.....			R.....
TOTAL: R.....			

6. Period required for commencement with project after acceptance of bid
7. Estimated man-days for completion of project
8. Are the rates quoted firm for the full period of contract? *YES/NO
9. If not firm for the full period, provide details of the basis on which adjustments will be applied for, for example consumer price index.
-
-
-

***[DELETE IF NOT APPLICABLE]**

Any enquiries regarding bidding procedures may be directed to the –

(INSERT NAME AND ADDRESS OF DEPARTMENT/ENTITY)

Tel:

Or for technical information –

(INSERT NAME OF CONTACT PERSON)

Tel:

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

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

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

1. GENERAL CONDITIONS

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

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state**

(delete whichever is not applicable for this tender).

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

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

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

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

2. DEFINITIONS

- (a) **“tender”**
means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

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

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

80/20

or

90/10

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \text{ or } Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

- Ps = Points scored for price of tender under consideration
Pt = Price of tender under consideration
Pmin = Price of lowest acceptable tender

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

3.2.1. POINTS AWARDED FOR PRICE

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

80/20	or	90/10
$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$	or	$Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$

Where

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

4. POINTS AWARDED FOR SPECIFIC GOALS

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

(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

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

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

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

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
100% Black owned		8		
51% -99% Black owned		4		
100% women owned		6		
51% -99% women owned		4		
100% youth owned		5		
51% -99% youth owned		2		
2% Owned by Persons with Disabilities		1		

DECLARATION WITH REGARD TO COMPANY/FIRM

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

4.4. Company registration number:
.....

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety

- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

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

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

	 SIGNATURE(S) OF TENDERER(S)
SURNAME AND NAME:	
DATE:	
ADDRESS:	
	
	
	

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. Bidder's declaration

- 2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

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

Full Name	Identity Number	Name of State institution

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

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

2.2.1 If so, furnish particulars:

.....
.....

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

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

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

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

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.6 I am aware that, in addition and without prejudice to any other remedy provided to

² 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.

combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

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

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....	
Signature	Date
.....	
Position	Name of bidder