



SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY

INVITATION TO BID

**APPOINTMENT OF AN EVENT MANAGEMENT
SERVICES PROVIDER FOR CO-ORDINATION OF
THE STUDENT REPRESENTATIVE COUNCIL
(SRC), FRESHER'S BASH – 2026**

RFQ NO: SRC/001/2026 RE

SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY

INVITATION TO BID

BID NUMBER	SRC/001/2026 RE
CLOSING:	DATE: Wednesday,8 April 2026 TIME: 10:00
BRIEFING SESSION	DATE: Tuesday ,31 March 2026 Time: 12:00 VENUE: MS Teams Microsoft Teams meeting Join: https://teams.microsoft.com/meet/31502214983567?p=YxjTGtSNhdPrrdnZCu Meeting ID: 315 022 149 835 67 Passcode: Li2ht99f
DESCRIPTION	Appointment of an event management services provider for co-ordination of the Student Representative Council (SRC), Fresher's Bash – 2026

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1. INVITATION TO BID

- 1.1 **BID VALIDITY:** 90 days from this bid's closure date.
- 1.2 **BID DOCUMENTS MUST BE PLACED IN THE BID BOX AT THE ADDRESS INDICATED BELOW.**
Bidders should ensure that bids are delivered on time to the correct address. Late bids will not be accepted for consideration.
- 1.3 **ANY ENQUIRIES REGARDING THE BID PROCEDURE MAY BE DIRECTED TO:**

Department: Supply Chain Management

Contact Person: Ms. Busisiwe Hlongwani

Tel: (012) 521-4555

E-mail address: busisiwe.hlogwani@smu.ac.za

- 1.4 **ANY TECHNICAL ENQUIRIES RELATING TO THIS BID MAY BE DIRECTED TO:**

Department: Student Affairs

Contact Person: Ms. Goitsewang Mogase

E-mail address: Goitsewang.Mogase@smu.ac.za

2. DEFINITION OF TERMS

2.1 “All applicable taxes” includes value-added tax, pay-as-you-earn, income tax, unemployment insurance fund contributions, and skills development levies;

2.2 “B-BBEE” means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;

2.3 “B-BBEE status level of contributor” means enterprises whose B-BBEE score, in terms of a sector scorecard which has been issued as a sector code of good practice or in terms of the DTI’s Generic Scorecard, has been verified by an accredited B-BBEE verification agency or in the case of Exempt Micro Enterprises or Qualifying Small Enterprise that are at least 51% Black Owned, produced an affidavit verifying their status;

2.4 “BID” means a written bid in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of services, works or goods, through price quotations, advertised competitive bid processes or proposals;

2.5 “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 bid process. Bid rigging is, therefore, an agreement between competitors not to compete.

2.6 “Broad-Based Black Economic Empowerment Act” means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);

2.7 “Comparative price” means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;

2.8 “Contract” means the agreement that results from the acceptance of a bid by an organ of state;

2.9 “EME” means any enterprise with an annual revenue of R10 million or less.

2.10 “Firm price” means the price that is only subject to adjustments under the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or resignation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;

2.11 “Functionality” means the measurement according to predetermined norms, as set out in the bid documents, of a service or commodity that is designed to be practical and useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of a bidder;

2.12 “Joint venture or Consortium” means an association of persons to combine their expertise, property, capital, efforts, skill, and knowledge in an activity to execute a contract.

2.13 “Non-firm prices” means all prices other than “firm” prices;

2.14 “Person” includes a juristic person;

2.15 “Rand value” means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;

2.16 “Sub-contract” means the primary contractor’s assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract;

2.17 “Total revenue” bears the same meaning assigned to this expression in the Codes of Good Practice on Black Economic Empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act and promulgated in the *Government Gazette* on 9 February 2007;

2.18 “Trust” means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person; and

2.19 “Trustee” means any person, including the founder of a trust, to whom property is bequeathed for such property to be administered for the benefit of another person.

2.20 “PURCO SA” means Purchasing Consortium Southern Africa

3. GENERAL CONDITIONS OF THE BID

3.1 Bids must be delivered to the correct address location indicated in the bid document and delivered on time, as late submissions will **NOT** be accepted for consideration.

3.2 Late submissions will not be accepted. A submission will be considered late if it arrives only a second after **10:00** or any time thereafter. The bid shall be closed at exactly **10:00** and bids arriving late **will not** be accepted under any circumstances. Bidders are therefore strongly advised to ensure that their bids be dispatched, allowing enough time for any unforeseen events that may delay the delivery of the bid.

3.3 The bid including the returnable address must be submitted in a sealed envelope in the Bid Box, Clinical Pathology Building, Fifth Floor (Next to Cashier), marked with:

3.3.1 RFQ Number: SRC/001/2026 RE

3.3.2 Closing Date and Time: 08 April 2026 at 10H00

3.3.3 The Name and Address of the Bidder.

3.3.4 Submit two (2) copies of the bid document. One (1) Original and One (1) Copy.

PLEASE NOTE: The bid is subject to the Sefako Makgatho Health Sciences University Procurement Policy, the Higher Education Act of 1997 and, if applicable, any other special contract conditions.

3.3.5 The successful bidder must sign a written contract or agreement with the University.

3.3.6 It is an absolute condition of the bid that the taxes of the bidder **are in order, or that proof is submitted that suitable and satisfying arrangements have been made with the South African Revenue Service (SARS).**

3.3.7 A **Valid Tax Compliance Status Certificate or proof of tax compliance must be submitted** with the bid proposal on or before the closing date and time of the bid. Failure to submit will invalidate the bid.

3.3.8 Failure to submit a valid B-BBEE Certificate will result in zero preference points being awarded for BBEE.

3.3.9 Bid forms within the bid document requesting information have been drawn up so that certain essential information is to be furnished in a specific manner and format. Any additional particulars should be furnished in this document where appropriate or in a separate Annexure.

3.3.10 Should the bidder desire to make any departures from, or modifications to this bid or to qualify its proposal in any way, it shall clearly set out its bid departure/modification as an Annexure, or alternatively state them in a covering letter attached to the bid proposal referred to herein, failing which, the bid shall be deemed to be unqualified unless it conforms **exactly** with the requirements of this bid. Unless otherwise specified and stipulated in writing, any part of the Bidder's bid that deviates from any terms and conditions stated within the bid document shall be of no force or effect.

3.3.11 This bid document and associated forms and annexures may NOT be retyped or redrafted, but photocopies or reprints may be prepared and used.

3.3.12 This bid document, together with associated forms and annexures, may NOT be filled in using mechanical devices. A black ink pen should be used to fill in this bid document.

3.3.13 Bidder shall check the numbers of the pages and satisfy themselves that none are missing or duplicated. No liability shall be accepted concerning claims arising from the fact that pages are missing or duplicated.

3.3.14 The bid price/ bid shall be open for **acceptance for a period of at least 90 days after the closing date of the bid, and the bid price quoted must be fixed for a period of 1 year after the bid has been awarded.** It should be noted that Bidders may bid a shorter validity period, but their bid may in that event, be disregarded for this reason. Bidders shall clearly state the period of validity of their bid.

3.3.15 All prices shall be quoted in South African currency; **all prices quoted must include VAT (where applicable).**

3.3.16 Sefako Makgatho Health Sciences University reserves the right only to accept part of the submitted bid by a service provider or reserve the right not to accept lowest bid or any other bid

3.3.17 Sefako Makgatho Health Sciences University reserves the right to withdraw or cancel this bid.

3.3.18 Unless specifically provided in the bid document, no bids will be considered if submitted or transmitted by telegram, telex, facsimile, e-mail, or similar apparatus.

3.3.19 It should be noted that Sefako Makgatho Health Sciences University reserves the right to accept or reject any bid proposal without being obliged to give any reasons.

3.3.20 Unsuccessful service providers will **not be notified** whether their bid/bid was accepted or not, but will be advised of the outcome if telephonically requested.

3.3.21 The service provider's **company letterhead** must be used in the bid's cover letter and reflect **the company's name, address, and contact details.**

3.3.22 The correct Bid Reference Number (See the front page of this bid for the bid Number) **and service provider's company name must appear on all proposal pages.**

3.3.23 The responsible person must initial all pages of the proposal.

3.3.24 These conditions form part of the bid general conditions and failure to comply therewith will invalidate your bid.

4. SERVICE PROVIDER DETAILS

Registered Name of the Company:		
Trading Name of the Company:		
Company / Close Corporation registration Number:	VAT Registration Number:	Income Tax Reference Number:
Telephone Number:	Fax Number:	
Web Address:	E-mail Address:	

Name of Contact Person:	Contact Numbers Cell:
Business Physical Address:	Postal Address:
Web Address:	E-mail Address:
TYPE OF FIRM (Please tick the relevant box or boxes)	
<input type="checkbox"/> Public Company (Ltd)	
<input type="checkbox"/> Private Company (Pty) Ltd	
<input type="checkbox"/> Closed Corporation (CC)	
<input type="checkbox"/> Sole Proprietor	
<input type="checkbox"/> Partnership	
<input type="checkbox"/> Other, (Specify)	
PARTICIPATION CAPACITY (Please tick the relevant box or boxes)	
<input type="checkbox"/> Director	
<input type="checkbox"/> Partner	
<input type="checkbox"/> Associate	
<input type="checkbox"/> Senior Associate	
<input type="checkbox"/> Junior Associate	
<input type="checkbox"/> Owner	
BUSINESS SECTOR (Please tick the relevant box or boxes)	
<input type="checkbox"/> Agriculture	
<input type="checkbox"/> Accounting services	
<input type="checkbox"/> Manufacturing	
<input type="checkbox"/> Electricity, Gas and Water	
<input type="checkbox"/> Construction	

- Auditing
- Consulting
- Professional services
- Retail and Motor trade
- Wholesale trade, commercial, and other trade
- Catering, accommodation, and other
- Transport, storage, and other trade
- Communications
- Finance and Business Services
- Repair/Allied Services
- Commercial Agents
- Community and Social Services
- Personal Services
- Other (Specify)

SMALL, MEDIUM, MICRO ENTERPRISE (SMME) STATUS (Please select the relevant box)

- Micro
- Very Small
- Small
- Medium
- Large

TOTAL NUMBER OF EMPLOYEES (Please fill in the relevant box and state the number)

- Full Time Number:
- Part Time Number:

LIST ALL PARTNERS, PROPRIETORS & SHAREHOLDERS AS INDICATED BELOW

NAME AND SURNAME	IDENTITY NUMBER	CITIZENSHIP	DATE OF OWNERSHIP	% OF OWNERSHIP	SPECIFY STATUS IF HDI, WOMEN, OR DISABLED	% VOTING

LIST AND IDENTIFY ANY OWNER OR MANAGEMENT OFFICE BEARER WHO HAS AN OWNERSHIP INTEREST IN ANOTHER FIRM

NAME AND SURNAME	IDENTITY NUMBER	CITIZENSHIP	DATE OF OWNERSHIP	% OF OWNERSHIP	SPECIFY STATUS IF HDI, WOMEN, OR DISABLED	% VOTING

IDENTIFY ANY OWNER OR MANAGEMENT OFFICER WHO IS AN EMPLOYEE OR HAS DUTIES IN ANOTHER BUSINESS ENTERPRISE

NAME AND SURNAME	IDENTITY NUMBER	CITIZENSHIP	DATE OF OCCUPATION	DESIGNATION	SPECIFY STATUS IF HDI, WOMEN, OR DISABLED	% TIME DEVOTED

LIST THE MAJOR ITEMS OF PROPERTIES, LAND, EQUIPMENT, PLANT AND VEHICLES OWNED BY THE FIRM

ITEM DESCRIPTION	QUANTITY	ESTIMATED VALUE

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INDICATE BY NAME AND STATUS, THOSE INDIVIDUALS IN THE FIRM (INCLUDING OWNERS AND NON-OWNERS) RESPONSIBLE FOR THE DAY-TO-DAY MANAGEMENT AND BUSINESS DECISIONS

ACTIVITY	NAME AND SURNAME	RACE	GENDER (MALE/FEMALE)	DISABLED (YES/ NO)

CLIENT DETAILS WHERE SIMILAR PROJECTS TO THIS BID HAVE BEEN UNDERTAKEN, ATTACH PROOF

Company/ Institution Name			
Address			
Contact Person	Telephone:		
Value of contract	R	Date:	
Description of Work			
Company/ Institution Name			
Address			
Contact Person	Telephone:		
Value of contract	R	Date:	
Description of Work			

Company/ Institution Name			
Address			
Contact Person	Telephone:		
Value of contract	R	Date:	
Description of Work			
Company/ Institution Name			
Address			
Contact Person	Telephone:		
Value of contract	R	Date:	
Description of Work			
LIST YOUR CURRENT MAIN CLIENTS BELOW			
Client			
Rand Value P.A.	R	% Turnover	
Contact Person		Telephone	
Client			
Rand Value P.A.	R	% Turnover	
Contact Person		Telephone	
Client			
Rand Value P.A.	R	% Turnover	

Contact Person		Telephone	
Client			
Rand Value P.A.	R	% Turnover	
Contact Person		Telephone	
GENERAL			
i.	Did the firm exist under a previous name?		YES/ NO
	If YES , what was its previous name?		
ii.	Does your company/any of its employees have a vested interest in Sefako Makgatho Health Sciences University? If YES , state which Department / Unit within Sefako Makgatho Health Sciences University the said employee(s) have such a vested interest		
iii.	Indicate whether any of the Partners, Proprietors & Shareholders are in the service of Sefako Makgatho Health Sciences University, or have been in the service of Sefako Makgatho Health Sciences University in the previous twelve months?		
iv.	At what % of full capacity is your firm/company currently operating?		
v.	What percentage of work, directly/indirectly, is for Sefako Makgatho Health Sciences University ?		
vi.	What was your firm's / company's average turnover (excluding VAT) during the previous three financial years?		

vii. Has your firm/company previously been on an approved supplier list with Sefako Makgatho Health Sciences University ? If YES , specify
viii. Does your company have an after-hours service policy? (If YES , specify)

5. BANKING DETAILS

I/We hereby request and authorize you to pay any amounts that accrue to me/us to the credit of my/our bank account with the bank mentioned below. I/we understand that the credit transfer hereby authorized will be processed by computer through a system known as Electronic Funds Transfer and I/we also understand that my/our bank will provide no additional advice of payment. Still, details of each payment will be printed on my/our bank statement or any accompanying voucher. (This does not apply where it is not customary for banks to issue bank statements.) I/we understand that Sefako Makgatho Health Sciences University will apply a payment in a usual way, and that it will indicate the date on which funds will be available in my/our account.

BankAccount Name: _____

Name of Bank: _____

Branch Name & Code: _____

Account Number: _____

Type of Account: Cheque Savings Transmission

Bank details to be certified as correct by the DATESTAMP of the BANK:

Name and Surname: _____

DATE STAMP OF BANK

Signature: _____

Designation: _____

Tel number: _____

Fax number: _____

6. TAX COMPLIANCE REQUIREMENTS

- 6.1 It is a bid condition that the taxes of the Bidder must be in order, or satisfactory arrangements have been made with the South African Revenue Services (SARS) to meet the bidder tax obligations. Should a Tax Compliance Application be in progress, then proof from SARS must be provided that an application is in progress.
- 6.2 To meet this requirement, Bidders must obtain from SARS and complete in full the "Application for a Tax Compliance Status Certificate" and submit it to any SARS branch office nationally.
- 6.3 The original, valid Tax Compliance Status Certificate/proof of tax compliance must be submitted together with the bid/ bid proposal. Failure to submit the original, valid /proof of tax compliance status will invalidate the bid/ bid proposal. **Certified copies of the Tax Compliance Status Certificate will not be accepted.**

7. PREFERENCE POINTS CLAIM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS OF 2017

The preference point system will be applied to adjudicate all qualifying Bids.

NB: BIDDER SHOULD STUDY THE GENERAL CONDITIONS, DEFINITIONS, AND DIRECTIONS IN RESPECT OF THE PREFERENCE POINT SYSTEM APPLICABLE TO B-BBEE AND PRICE.

7.1 BID EVALUATION POINTS

7.1.1 The following formula will be used to calculate the total points awarded

$$TP = Price + BBEE$$

Where TP = Total points scored

7.1.2 **Functionality Points:** The Bid Specifications Committee has set a minimum of 70 points on functionality requirements to be met by the Bidder before their bid qualifies for price and B-BBEE evaluation. Functionality requirements will include technical capacity to deliver, expertise, knowledge and understanding of the service to be provided, relevant track record in the industry and other such requirements.

7.1.2.2 The total points awarded for price will not exceed **80**.

7.2 SCORING METRICS

In summary, the scoring matrix is as follows:

Functionality	100 Points
Price	80 Points
B-BBEE	20 Points
TOTAL	<u>100</u>

- ❖ The bidder obtaining the highest points will be awarded the bid.
- ❖ Preference points shall be calculated after prices have been brought to a comparative basis considering all factors of non-firm prices and all unconditional discounts.
- ❖ Points scored will be rounded off to two decimal places.
- ❖ In the event that two or more bids have scored equal total points or provide the same bid, the successful bid must be the one scoring the highest number of preference points for B-BBEE. If the B-BBEE points are equal, the bidder scoring the highest points on functionality will be the preferred bidder.
- ❖ Should two or more bids be equal in all respects, the drawing of lots shall decide the award.
- ❖ A trust, consortium, or joint venture will qualify for points for their B-BBEE status level as a legal entity, provided that the entity submits their B-BBEE status level certificate.
- ❖ A trust, consortium, or joint venture will qualify for points for their B-BBEE status level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE scorecard as if they were a group structure and that such a consolidated B-BBEE scorecard is prepared for every separate bid.

B-BBEE Status Level of Contributor	Number of Points
1	20
2	18

3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

- ❖ The SMU may request additional information, clarification, or verification regarding any information contained in or omitted from a bidder submission. This information will be requested in writing.
- ❖ The SMU may conduct a due diligence on any bidder, which may include interviewing customer references or other activities to verify a bidder track record or other information and capabilities(Including visiting the bidder various premises and/or sites to verify certain stated information or assumptions) and in this instances the bidder will be obliged to provide the SMU with all necessary access, assistance and/or information which the SMU may reasonably request and to respond within the given time frame set by the SMU.
- ❖ The SMU may enforce whatever measures it considers necessary to ensure the confidentiality and integrity of the contents of the proposal;
- ❖ The SMU may call shortlisted bidders for presentations and interviews with the project’s managers;
- ❖ The SMU reserves the right to withdraw, accept, or reject any bid below the reserved property price from the bidders.

8. PRICE DECLARATION BY THE BIDDER

I/ We have examined the information provided in your bid document and bid to undertake the work prescribed per the requirements set out in the bid document. The bid price quoted in this bid is valid for the stipulated period. I/We confirm the availability of the proposed team members. I/We confirm that this bid will remain binding upon us and may be accepted by you at any time before the expiry date.

8.1 Pricing Schedule for this bid

All prices in SA Rand and VAT inclusive

All other additional information must be detailed separately.

Name and Surname: _____

Signature: _____

Date: _____

Are you duly authorized? To commit this bid: Yes or No

Capacity under which this bid is signed _____

TOTAL BID PRICE R

THE AMOUNT IN WORDS.....

8.2 VALIDITY OF THE BID FOR THE PERIOD OF ACCEPTANCE

The bidder is required to complete the following information on the duration for acceptance of the bid, as follows:

The bid holds price fixed until _____

(State alternative period if less than 90 days after Bid closure, and 1 year

After the bid

Print Name: _____

Signature of bidder: _____

Name of Company: _____

Date: _____

9. DECLARATION OF INTEREST

9.1 Any legal person, including persons employed by the Sefako Makgatho Health Sciences University, or persons having a kinship with persons employed by the Sefako Makgatho Health Sciences University, including a blood relationship, may make a bid or bids in terms of this invitation to submit a bid (includes a price quotation, advertised bid, limited bid, or proposal). Given possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the Sefako Makgatho Health Sciences University, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position about the evaluating/adjudicating authority where:

9.1.1 The bidder is employed by the Sefako Makgatho Health Sciences University; and/or

9.1.2 the legal person on whose behalf the bid 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.

9.2 To give effect to the above, the following questionnaire must be completed.

Full Name of bidder or his or her representative: _____

Identity Number: _____

Position occupied in the Company (director, shareholder):

Company Registration Number: _____

Tax Reference Number: _____

VAT Registration Number: _____

9.3 The names of all directors /shareholders/members, their identity numbers, tax reference numbers, and, if applicable, employee numbers must be indicated below.

9.4 "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.

9.5 Are you or any person connected with the bidder presently employed by the state? **YES / NO** If so, furnish the following particulars:

Name of person (s) / director(s) / trustee(s) / shareholder(s)/ member _____

Name of the division(s) at which you or the person connected to the bidder is employed:

Position occupied at Sefako Makgatho Health Sciences University:

Any other particulars: _____

9.6 If the Sefako Makgatho Health Sciences University presently employs you, did you obtain the appropriate authority to undertake remunerative work outside employment in the Sefako Makgatho Health Sciences University? **YES / NO**

9.7 If yes, did you attach 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)

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

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

If so, furnish particulars:

9.9 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 evaluating and adjudicating this BID? **YES / NO**

If so, furnish particulars:

9.10 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 adjudication of this BID? **YES / NO**

If so, furnish particulars:

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

If so, furnish particulars:

9.12 Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	Personal Reference Number	Tax	University employee personnel number

9.13 Declaration

I, THE UNDERSIGNED (NAME) _____

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT. I ACCEPT THAT THE SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY MAY REJECT THE BID OR ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

Name and Surname of the bidder

Date

Position

Signature

10. PREFERENCE POINTS CLAIM FORM

This preference claim form must be included in all bids submitted. Before completing this form, Bidders must study the General Conditions and Definitions of B-BBEE. This form serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution, and it must be completed by Bidders claiming points in respect of B-BBEE Status Level of Contribution.

10.1 Claim Declaration

Bidders who claim points in respect of B-BEE Status Level Contribution must complete and provide the following information:

10.2 B-BBEE Status Level of Contribution: _____(Maximum of 20 points (see above))

(Points claimed must be substantiated using a B-BBEE certificate issued by a Verification Agency accredited by SANAS or an affidavit).

11. DECLARATION ABOUT COMPANY/ FIRM

11.1 Name of company/ firm _____

11.2 VAT registration number (if applicable): _____

11.3 Company registration number: _____

11.4 TYPE OF COMPANY/ FIRM [Tick Applicable Box]

- One-person business/sole propriety
- Close corporation
- Company
- (Pty) Limited
- Partnership

11.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

11.6 COMPANY CLASSIFICATION [TICK APPLICABLE BOX]

- Manufacturer
- Supplier
- Professional service provider
- Bus transport company
- Other Transport Service Provider, etc.

11.7 Total number of years the company/firm has been in business? _____

11.8 I/we, the undersigned, who is/are duly authorised to do so on behalf of

The company/firm certifies that the points claimed, based on the B-BBEE status level of contribution indicated in paragraph 9 of the foregoing certificate, qualify the company/firm for the preference(s) shown and I/we acknowledge that:

11.8.1 The information furnished is true and correct;

11.8.2 The preference points claimed are under the General Conditions as indicated in paragraph 1 of this form.

11.8.3 In the event of a contract being awarded as a result of points claimed as shown in paragraph 7, the contractor may be required to furnish documentary proof to the satisfaction of the Sefako Makgatho Health Sciences University that the claims are correct;

11.8.4 If the B-BBEE status Level of contribution has been claimed or obtained on a fraudulent basis or any of the conditions of the contract have not been fulfilled, the Sefako Makgatho Health Sciences University may, in addition to any other remedy it may have, take:

11.8.4.1 disqualify the person from the bid process;

11.8.4.2 recover costs, losses, or damages it has incurred or suffered as a result of that person's conduct;

11.8.4.3 Cancel the contract and claim any damages which it has suffered as a result of having to make less favorable arrangements due to such cancellation;

11.8.4.4 restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, from obtaining business from the Sefako Makgatho Health Sciences University for a period not less than 10 years, after the *Audi alteram partem* (hear the other side) rule has been applied; and

11.8.4.5 Forward the matter for criminal prosecution.

WITNESSES:

_____	_____
Name and Surname of witness 1	Date
_____	_____
Position	Signature
_____	_____
Name and Surname of witness 2	Date
_____	_____
Position	Signature

12. DECLARATION OF BIDDER’S PAST SUPPLY CHAIN MANAGEMENT PRACTICES

- 12.1** This document serves as a declaration for institutions to use in ensuring that when goods and services are procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
- 12.2** The Bid of any bidder may be disregarded if that bidder, or any of its directors, has:
- 12.2.1** Abused the Sefako Makgatho Health Sciences University’s supply chain management system;
 - 12.2.2** Committed fraud and or bribery or any other improper conduct to such system; or
 - 12.2.3** Failed to perform on any previous contract.
- 12.3** To implement the above, the following questionnaire must be completed and submitted with the Bid.

Item	Question	Yes	No
i.	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? (Companies or persons 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).		

	The Database of Restricted Suppliers now resides on the National Treasury’s website www.treasury.gov.za		
	If so, furnish particulars.		
li	Is the bidder or any of its Directors listed on the Register for BID Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)? The Register for bidder Defaulters can be accessed on the National Treasury’s website www.treasury.gov.za		
	If so, furnish particulars.		
lii	Is 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?		
	If so, furnish particulars.		
lv	Has any contract between the bidder and any organ of state been terminated during the past five years on account of failure to perform or comply with the contract?		
	If so, furnish particulars		

I, THE UNDERSIGNED, FULL NAME _____ CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT.

_____	_____
Name and Surname of the bidder	Date
_____	_____
Position	Signature

13. CERTIFICATE OF INDEPENDENT BID DETERMINATION

- 13.1** 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 bid (or bid rigging). Collusive bid is a *per se* prohibition, meaning that it cannot be justified under any grounds.
- 13.2** Treasury Regulation 16(A)9 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:
 - 13.2.1** Disregard the bid of any bidder if that bidder or any of its directors has abused the institution’s supply chain management system and or committed fraud or any other improper conduct about such system.
 - 13.2.2** 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.
- 13.3** This form serves as a certificate of declaration that the Sefako Makgatho Health Sciences University would use to ensure that reasonable steps are taken to prevent any form of bid rigging when bids are considered.
- 13.4** In order to give effect to the above, the attached Certificate of Bid Determination must be completed and submitted with the bid:

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid: _____

(BID Number and Description) in response to the invitation for bid made by: _____ (Name of Institution), I 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)

- i. I have read and I understand the contents of this Certificate;
- ii. I understand that the accompanying bid will be disqualified if this Certificate is found not to be accurate and complete in every respect;
- iii. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
- iv. 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;
- v. For 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.
- vi. 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 consortium will not be construed as collusive.
- vii. In particular, without limiting the generality of paragraphs 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. Bidders with the intention not to win the bid.
- viii. there have been no consultations, communications, agreements, or arrangements with any competitor regarding the quality, quantity, specifications, conditions, or delivery particulars of the products or services to which this bid invitation relates.
- ix. The terms of the accompanying bid have not been. They will not be, disclosed by the bidder, directly or indirectly, to any competitor, before the date and time of the official bid opening or of the awarding of the contract.
- x. 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 Sefako Makgatho Health Sciences University for a period not less than ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

Name and Surname of the Bidder

Date

Position

Signature

15 TERMS OF REFERENCE

15.1 PURPOSE

To appoint a suitable, qualified, and experienced event management service provider that will provide comprehensive event planning, coordination, and successfully deliver the SRC Fresher's Bash in support of SMU's strategic objectives relating to student development, integration and institutional engagement for 2026.

15.2 BACKGROUND

In keeping with the SRC's legacy of delivering flagship projects that reflect the evolving identity of our student body, vibrant and engaging activities for all SMU Students. The SRC Spring Awakening Bash aims to showcase the University's distinctive, youthful culture while creating an inclusive, energising atmosphere on campus.

The SRC recognises the social and emotional challenges that the students face as they transition into higher education. Therefore, the SRC Fresher's Bash is intended to promote social cohesion, support student well-being, and help new students adapt more smoothly to their academic and social environment.

These events will celebrate student life and contribute to a positive, engaging University experience.

15.3 SCOPE OF WORK

Event Management for the SRC Fresher's Bash 2026

- **Event Dates:** 11 April 2026 (18h00 - 06h00)
- **Venue:** Sefako Makgatho Health Sciences University (on-campus outdoor and indoor space)

The appointed service provider will be responsible for coordinating, planning, and executing the SRC Fresher's Bash, ensuring a seamless, vibrant, and student-focused experience. The scope includes, but is not limited to, the following deliverables:

15.3.1 Event Conceptualisation and Planning

- Collaborate with the SRC and Student Affairs Department to refine the event theme, programme, and activities;
- Develop a detailed project plan, timeline, and resource allocation schedule; and
- Submit proposed branding, décor, and layout concepts for approval.

15.3.2 Logistics and Infrastructure

- Provision and setup of infrastructure, including:
 - Stage, sound, and lighting equipment;
 - Tents/gazebos for vendors and exhibitions;
 - Tables, chairs, and other necessary furniture; and
 - Signage and branding materials.
- Power supply solutions and backup generators, if required; and
- On-site coordination and technical support during the event.

15.3.3 Entertainment and Programme Coordination

- Source and manage artists, DJs, MCs, and any other entertainment acts upon engagement and approval by SRC.

15.3.4 Health, Safety, and Compliance

- Implement health and safety protocols in line with University and national regulations;
- Provide on-site security personnel and crowd control where necessary; and
- Ensure first aid and emergency services are accessible throughout the event.

15.3.5 Marketing and Communication

- Design and produce promotional materials (150 posters, digital banners, etc.) upon engagement with SRC;
- Assist with social media content and event promotion, collaborating with SMU's communication channels; and

15.3.6 Post-Event Services

- Breakdown and site clean-up;
- Submission of a post-event report, including:
 - Summary of attendance and participation;
 - Photos and videos; and

- Lessons learned and recommendations for future events.

15.4 PROPOSED DATE, TIME, AND VENUE

11 April 2026; 18h00 to 06h00 and Sports Complex Outdoor/Indoor Sport Complex

15.5 FRESHERS BASH REQUIREMENTS:

ITEMS	QUANTITY	SPECIFICATIONS
Set up	1	<ul style="list-style-type: none"> • Stage set up with connecting cable for performances • 300 Vip set up with couches • 360-degree Selfie booth
Mobile Bar	3	<ul style="list-style-type: none"> • The Service Provider must provide mobile Bars • 2 Bars in the Stadium • 1 Bar for Vip
Food Stalls	4 Stalls	<ul style="list-style-type: none"> • Stalls sell food, snacks and soft drinks
Artists		<p>Established Artist</p> <ul style="list-style-type: none"> • Uncle Waffles • Dlala Thukzin • Sjava • Shandesh • Boohle • Zee Nxumalo • Umafikizolo • J John The Big Baby • Pleasure • Nkosana Daughter • Pabi Cooper • Mr Jazziq • Mahooow • Mzukulu • Focalistic

		Local Artist <ul style="list-style-type: none"> • Rhythm Twins • Lady Cheeks • Lesedi Leokana • Moodee • Baseline • Neymarraps • Prince Sheikh • Dance Elites
Tickets	5300	<ul style="list-style-type: none"> • 5000 General Students • 300 Vip
MC	3	<ul style="list-style-type: none"> • Thee Buhle • Mpho Poppo • Gent.named.Lerato
Food for VIP	300	<ul style="list-style-type: none"> • Starters, Platters, Fruit platter, Meat platters, Savoury platters and Snack platters • Assorted Soft Drinks • Still water

The appointed service provider must coordinate sound checks, artist arrivals, and all backstage logistics in collaboration with the SRC and Student Affairs Department.

15.5.1 Master of Ceremonies (MCs)

Three MCs will host the event to ensure a smooth and engaging programme flow. They will welcome attendees, introduce performers, engage the crowd, and manage transitions.

Preferred MCs:

1. The Buhle
2. Mpho Poppo
3. Gent.named.Lerato

The service provider will liaise with the MCs, give them a programme rundown, and coordinate stage cues.

15.5.2 Stage Setup and Technical Specifications

The event requires a professional-grade stage setup meeting performance and safety standards. The following specifications must be adhered to:

15.5.3 Stage Requirements:

- **Alustage Pro Platform** with truss system and LED lighting & effects;
- Dimensions: **8m x 4m** with **1m leg height**, stairs, and handrails; and
- **Two large LED screens** positioned for audience visibility, including all necessary connection cables

Compliance:

- The appointed service provider must provide a **Certificate of Compliance (CoC)** for both stage and sound installations; and
- The CoC must be issued after full setup and submitted to the Department of Student Affairs before the event begins.



15.5.4 Ticketing Plan

The appointed service provider will design, print, and distribute tickets and arm band for VIP guests and students attending the Fresher's Bash.

Ticket Allocation:

- 5000 Student Tickets
- 300 VIP Tickets

The service provider must ensure a secured and efficient ticket distribution and access control measures to manage crowd entry. A Selfie Booth must also be installed as part of the audience engagement activities. The service provider must collaborate with 360 Degree Lets (or equivalent service providers) to ensure the VIP section receives standardized platter arrangements. This ensures fair evaluation across

service providers and comparability of proposals.

15.5.5 Refreshments for the VIP Section

The service provider must cater refreshments for 300 VIP guests, including:

- 15.5.5.1 A variety of meat platters;
- 15.5.5.2 Savoury platters;
- 15.5.5.3 Fruit platter;
- 15.5.5.4 Snack platters;
- 15.5.5.5 Bottled still water; and
- 15.5.5.6 A selection of soft drinks.

All food must be presented professionally and maintained at appropriate temperatures throughout the event. The appointed food services provider for the VIP must have certificate of acceptability.

15.5.6 Waste Management Plan

The service provider is required to develop and implement a comprehensive Waste Management Plan for the event, which includes:

- 15.5.6.1 Provision of adequate waste bins across the venue;
- 15.5.6.2 On-site waste removal during the event; and
- 15.5.6.3 Complete removal of all waste and litter immediately after the event.

Safe and environmentally responsible disposal of all waste following municipal bylaws

15.5.7 Ablution Facilities

The appointed service provider must supply sufficient number of mobile ablution facilities for the duration of the event:

- 15.5.7.1 10 units for male attendees
- 15.5.7.2 15 units for female attendees
- 15.5.7.3 4 VIP mobile toilets for the exclusive use of VIP guests

All ablution units must be clean, well-maintained, and serviced as needed during the event.

15.5.8 Guest Relations Officers & Security Services

The appointed service provider for the Fresher's Ball event should appoint a private security service provider to manage the event, not the University. The appointed services provider must ensure sufficient number of security officials required, as well as other statutory requirements, such as presenting the event for approval at the JOC, be clearly stated.

The following are security requirements for the event as per JoC requirements:

Item no	Description	Quantity
01	Supervisor Grade B Ratio for deployment: 5 males and 2 females	7

02	Special Event Management Officers. Ratio for deployment: 40 males and 15 females	65
Total		72
03	2 Way Radios for communication purposes.	30

The following compliance documents:

- 15.5.8.1 Security Operation Plan for the Fresher's Ball (PowerPoint Presentation for JOC)
- 15.5.8.2 Letter of Good Standing from Psira (***In the event that the security company letter of Good Standing has expired, the company must provide the required letter within three working days after submission of your quotation to the university***)
- 15.5.8.3 Psira Certificates for the company
- 15.5.8.4 Private Security Services Public Liability of the company with an amount of R1 million
- 15.5.8.5 Copies of the Psira certificates and ID copies of the security officers who will be deployed during the event must be submitted before deployment.

15.5.9 Event Approvals: City of Tshwane (JOC)

The appointed service provider will present the SRC Fresher's Bash Event to the City of Tshwane Joint Operations Committee (JOC) for approval. The JOC Approval Certificate must be submitted to the SMU Security Services Department before the event commences. Failure to secure and present this certificate will result in the event not being permitted to proceed.

15.6 EVALUATION CRITERIA

15.6.1 Stage 1: Mandatory requirements

The following should be submitted as prequalification and mandatory compliance documents (Failure to submit any of the listed valid documents may disqualify your bid):

No	Item	Remarks
1	Business registration certificate from the Companies and Intellectual Property Commission (CIPC)	
2	Copies of Identity Documents of all the directors/trustees/members/shareholders or if the most recent CSD is included the directors may be verified on the CSD report	
3	Resolution of director(s) (authority to sign)	
4	Proof of tax compliance status e.g., valid tax compliance status certificate or personal identification number (PIN) issued by South African Revenue Services (SARS)	

5	Proof of business residential address attached	
6	Public liability insurance of R5 million or a letter of intent to cover public liability (if a letter of intent is used, the Insurance certificate and schedule must be submitted to SMU within five days of receipt of the appointment letter)	
7	Proof of the most recent Central Supplier Database (CSD) Report printed for the month of the advert of the RFQ	
8	Valid Letter of Good Standing (COIDA) or a valid COIDA certificate or tender letter	
9	<p>For partnerships, Joint Ventures, Consortiums, and Cooperatives, the following requirements should be complied with:</p> <p>Partnership</p> <p>The partners are to submit a signed partnership agreement. Each partner must submit its mandatory compliance documents as required, and each partner must be compliant on its own. The partnership is to delegate a partner/s to be appointed and designated to sign on behalf of the Partnership. A letter of appointment for the partner/s will be submitted as proof of delegation of authority to sign. Bank account in the name of the partnership. B-BBEE certificate of each partner. The lowest B-BBEE claim by one of the partners will be considered for evaluation purposes.</p> <p>Joint Venture</p> <p>Registration document for a joint venture from the CIPC. The members must submit a signed joint venture agreement if the joint venture is incorporated. If it is not contained, it will be treated like a partnership. Each member/entity must submit its mandatory compliance documents as required, and each member must comply independently.</p> <p>The Joint venture is to delegate a partner to be appointed and designated to sign on behalf of the Joint venture.</p> <p>Letter of appointment of member/s to sign as proof of delegation of authority. The bank account is in the name of the joint venture. A joint valid B-BBEE certificate is to be submitted.</p> <p>Consortiums</p> <p>Members are to submit a Consortium agreement.</p> <p>Each member/entity is to submit its mandatory compliance documents as required/ each member is to be compliant on its own.</p> <p>The Consortium delegates a member/s to be appointed and designated to sign on behalf of the Consortium.</p> <p>Letter of appointment of member/s to sign as proof of delegation of authority. Bank account/Bank accounts in the name of the Consortium.</p> <p>A joint valid B-BBEE certificate is to be submitted.</p>	

A valid joint or non-joint (partnership) B-BBEE certificate from accredited verification companies for Large Enterprises with a turnover threshold exceeding R50M, or a Sworn Affidavit for EME with a turnover threshold of up to R10M, or a Sworn Affidavit for QSE with a turnover threshold of above R10M and below R50 M. Non-submission of the valid B-BBEE certificate or Sworn Affidavit or B-BBEE contribution level or letter from a qualified or certified accountant will result in Zero (0) allocation of points.

15.6.2 Stage 2.1: Functionality Evaluation

Service providers must score at least **50 points** on **stage 2.1** before they can be considered for **Stage 2.2** for presentation.

Criterion	Key Components	Score
<p>Company Experience</p> <p><i>(Please attach Contactable Reference Letters for organising university student bashes or high-end events)</i></p>	<ul style="list-style-type: none"> - Five (5) or more Reference Letter(s) in organising university student bashes or High-end events, for example, Durban July and other prestigious events (20 Points) - Four (4) Reference Letter(s) in organising university student bashes or High-end events (16 Points) - Three (3) Reference Letter(s) in organising university student bashes or High-end events (12 Points) - Two (2) Reference Letter(s) in organising university student bashes or high-end events (8 Points) - One (1) Reference Letter(s) in organising university student bashes or High-end events (4 Points) - Zero (0) Reference Letter(s) in organising university student bashes or High-end events (0 Points) <p>The letter must be duly signed and on the client's letterhead.</p> <p>The Reference letters must not only be from Universities, but also from high profiles events coordinators.</p>	<p>20 Points</p>
<p>Sound Engineer</p> <p><i>(Please attach CV and certified copies of qualifications, not older than three months)</i></p>	<p>Sound Engineer CV with minimum NQF Level 6 in Sound Engineering and experience in sound production at events (15 points)</p> <ul style="list-style-type: none"> - Sound Engineer has managed over 4 student bashes or High-End events – (15 points) - Sound Engineer has managed 1 to 3 university student bashes or High-End Events – (10 points) - Sound Engineer has not managed a university student bash or High-End Events – (0 points) 	<p>15 Points</p>

<p>Project Implementation Plan and Methodological Approach to perform the work</p> <p><i>(Please attach Project Implementation Plan – the project plan must be detailed and relevant to the events in question)</i></p>	<p>Project implementation plan, which includes (1) methodology with a clear indication of (2) key activities, (3) risks and mitigation strategies, (4) deliverables, and (5) resource allocation.</p> <ul style="list-style-type: none"> - Project implementation plan with 5/5 four elements mentioned on paragraph 1 of this section (20 points) - Project implementation plan with 4/5 elements mentioned on paragraph 1 of this section (15 points) - Project implementation plan with 3/5 elements mentioned on paragraph 1 of this section (10 points) - Project implementation plan with 2/5 elements mentioned on paragraph 1 of this section (5 points) - Project implementation plan with 1/5 elements mentioned on paragraph 1 of this section (2 points) - Project implementation plan with 0/5 elements mentioned on paragraph 1 of this section or non-submission of a project implementation plan (0 points) 	<p>20 points</p>
<p>Safety Officer</p> <p><i>(Please attach CV and certified copies of qualifications, not older than three months)</i></p>	<p>Safety Officer CV with experience in event safety management and with a Minimum NQF Level 6 in Safety Management or equivalent (10 points)</p> <ul style="list-style-type: none"> - Safety Officer with 5 years or more experience (10 Points) - Safety Officer with 3 to 4 years or more experience (5 Points) - Safety Officer 1 to 2 years' experience (2 Points) - Safety Officer with 0 years' experience (0 Points) 	<p>10 Points</p>
	<p>Total for Stage 2.1</p>	<p>65 Points</p>

Stage 2.2 – Presentation

Criterion	Key Components	Score
Project Execution	<p>Presentation on how the project will be executed. The presentation must, amongst others, address:</p> <ul style="list-style-type: none"> - Methodology with a clear indication of Key activities; - Deliverables; - Resource allocation; - JOC Application; - Safety Management; - Risks and relevant strategic mitigations; and - Previous experience. 	35 Points
	Total for Stage 2.2	35 Points

Service providers must score at least **75 points** on functionality in stages 2.1 and 2.2 before they can be considered for price and B-BBEE.

15.6.3 Stage 3: Evaluation in terms of PPPFA (Price and B-BBEE)

Price and B-BBEE will be considered using the following formula:

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

Where:

P_s = Points scored for the price of the tender under consideration, P_t = Rand value of the tender under consideration

P_{min} = Rand value of the lowest acceptable tender

- B-BBEE Evaluation:

A bidder must submit proof of its B-BBEE status level as a contributor. Failing to submit evidence of B-BBEE status level of contributor or being a non-compliant contributor to B-BBEE may not be disqualified and will score 0 points out of 20 for B-BBEE. The allocation of points for B-BBEE is as follows:

BBBEE Status Level of Contributor	Number of Points
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-complaint contributor	0

15.7 PRICING SCHEDULE

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASURE	QTY	PRICE (EXCLUDING VAT)
1.	CO-ORDINATION OF THE 2026 STUDENT REPRESENTATIVE COUNCIL (SRC) FRESHER'S BASH NB: Kindly provide a costing breakdown on your company letterhead.	EACH	1	
VAT @ 15%				
TOTAL VAT INCLUSIVE				