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National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria

NATIONAL LOTTERIES COMMISSION

RE-ADVERTISEMENT -REQUEST FOR QUOTATIONS (RFQ) FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE ONCE-OFF SUPPLY AND DELIVERY OF TOOLS AND EQUIPMENT TO THE NATIONAL LOTTERIES COMMISSION

BID PROCESS	BID REQUIREMENTS
RFQ Number	RE- ADVERT RFQ 2026 -009-016
RFQ Issue Date	28 November 2026
Closing Date and Time	04 December 2026 @ 11h00
RFQ Validity Period	90 (Ninety Days)
Compulsory Briefing/Information Session	No Briefing session
Delivery Address where service is required	National Lotteries Commission 333 Grosvenor Street Block D Hatfield Gardens Hatfield 0083
RFQs are to be submitted to the following address	The bid document must be submitted via E-TENDER SUBMISSION - https://www.etenders.gov.za/ Enquiries ONLY can be emailed to: Maureen@nlcsa.org.za and quotation@nlcsa.org.za

SECTION 1: INTRODUCTION AND BACKGROUND AND SCOPE OF REQUIREMENTS

1. INTRODUCTION AND BACKGROUND

The National Lotteries Commission (The NLC) is a public entity established by Lotteries Act No. 57 of1997, as amended to regulate the South African lotteries industry. The functions of the NLC can be divided into two categories, namely “regulation of National Lottery and other Lotteries” and “administration of the National Lottery Distribution Trust Fund (NLDTF)”.

2. PURPOSE

The NLC invites qualified and experienced service providers to submit quotations for the once-off supply and delivery of tools and equipment required to support the operational and maintenance requirements of the Commission.

3. SCOPE OF REQUIREMENT

The appointed service provider shall be responsible for the following:

- Supply and deliver all tools and equipment as specified in the RFQ and the attached pricing schedule.
- Ensure that all items supplied are new, unused, of high quality, and free from defects.
- Supply products that comply with applicable South African National Standards (SANS) or equivalent industry standards, where applicable.
- Deliver the tools and equipment to the National Lotteries Commission's designated delivery address within the agreed delivery period.
- Ensure that all items are adequately packaged to prevent damage during transportation and handling.
- Offload and place the delivered items at the designated receiving area as directed by the NLC representative.
- Replace, at no additional cost to the NLC, any defective, damaged, incorrect, or non-compliant items identified upon delivery or during the warranty period.
- Provide manufacturer's warranties, operating manuals, and relevant certificates of conformity (where applicable) for all equipment supplied.
- Ensure that all supplied equipment includes all standard accessories, components, and attachments necessary for its intended operation.

4. QUALITY ASSURANCE

The NLC reserves the right to inspect all delivered goods to verify compliance with the specified requirements. Any goods that do not conform to the required specifications or quality standards may be rejected and must be replaced by the supplier at no additional cost to the NLC.

5. WARRANTY

The supplier shall provide a minimum manufacturer's warranty on all applicable tools and equipment. During the warranty period, any defective items shall be repaired or replaced at no additional cost by the National Lotteries Commission.

6. DELIVERABLES

The successful service provider shall provide:

- Complete supply of all specified tools and equipment.
- Delivery note indicating all items supplied.
- Warranty documentation.
- User manuals (where applicable).
- Tax invoice upon successful delivery.
- Any applicable certificates of compliance or authenticity.

7. SPECIFICATIONS

The National Lotteries Commission (NLC) requires the successful bidder to supply and deliver tools and equipment that meet the minimum specifications outlined below.

1. 116 Piece Electrician Tool Kit Tool Kit with Case VDE/1000V Approved Bit Holder, Cabinet Key, Cable Cutter, Crimping Tools, Diagonal Cutters, Dowel Racket Set, Hammer, L-Key Set, Nut Driver, Pliers, Ruler, Spirit Level, Stripping Tool, Voltage Tester
2. Power tool kit, TSTAK VI Kit Boxes, Circular Saw, 3 Speed Impact Driver, LED Area Light, Compact Reciprocating Saw, Compact Hammer Drill Driver.
3. Step Ladder Aluminum Ladder
4. 18V Brushless 4.8mm Rivet Gun | DCF403NT

5. Wieland ST18 Series Cord set Male and Female
6. ONE Way 18W 4ft T5 Combat LED Glass Tube
7. Slim Panel Fitting 1x60W LED 6000K,600x600mm Backlit iB104
8. Lighting - 18-Watt Round LED Downlighter in 4000k
9. Lighting - 18-Watt Round LED Downlighter in 4000k
10. 50W LED Flood Light
11. Globe LED A65 E27 15W 6500K Light Bulb
12. Steel 300 Key, Lockable Cabinet
13. Steel 30 Key, Lockable Cabinet
14. GLM 150-27 C Professional Laser Distance Measure Device
15. Digital Infrared Thermometer
16. Maintenance signs
17. Earmuffs

8. REPORTING

The appointed Service Provider shall report directly to the NLC **Facilities Management Unit (FMU)**.

9. DURATION OF THE PROJECT

This appointment is for a **once-off** supply and delivery of the specified tools and equipment. The contract shall commence upon the issuance of an official Purchase Order and shall be deemed complete upon the successful delivery, inspection, and acceptance of all goods by the NLC.

SECTION 2: NOTICE TO BIDDERS

1. Terms and conditions of Request for Quotation (RFQ)

1.1 This document may contain confidential information that is the property of the Commission.

1.2 No part of the contents may be used, copied, disclosed, or conveyed in whole or in part to any party in any manner whatsoever other than for preparing a proposal in response to this RFQ without prior written permission from the Commission.

1.3 All copyright and intellectual property herein vests with the Commission.

1.4 Late and incomplete submissions will not be accepted.

1.5 No services must be rendered, or goods delivered before an official Commission

Purchase Order form hasbeen received.

1.6 This RFQ will be evaluated in terms of the 80/20 preference point system prescribed by the PreferentialProcurement Policy Framework Act of 2000 and PPR of 2022.

1.7 Suppliers are required to register on the Central Supplier Database at www.csd.gov.za.

1.8 Suppliers must provide their CSD registration number (and attach a CSD Summary report) and ensure thattheir tax matters are compliant.

1.9 All questions regarding this RFQ must be forwarded to maureen@nlcsa.org.za, within three (3) days of the closing date.

1.10 Any supplier who has reasons to believe that the RFQ specification is based on a specific brand must inform the Commission via the email.

2. General rules and instructions

2.1 News and press releases

2.1.1 Bidders or their agents shall not make any news releases concerning this RFP or the awarding of the sameor any resulting agreement(s) without the consent of, and then only in co-ordination with, the Commission.

2.2 Precedence of documents

2.2.1 This RFP consists of several sections. Where there is a contradiction in terms between the clauses, phrases, words, stipulations, or terms and herein referred to generally as stipulations in this RFP and the stipulations in any other document attached hereto, or the RFP submitted hereto, the relevant stipulationsin this RFP shall take precedence.

2.2.2 Where this RFP is silent on any matter, the relevant stipulations addressing such matter, and which appear in the PPPFA shall take precedence. Bidders shall refrain from incorporating any additional stipulations in itsproposal submitted in terms hereof other than in the form of a clearly marked recommendation that the Commission may in its sole discretion elect to import or to ignore. Any such inclusion shall not be used for any purpose of interpretation unless it has been so imported or acknowledged by the Commission.

2.2.3 It is acknowledged that all stipulations in the PPPFA are not equally applicable to all matters addressed in this RFP. It, however, remains the exclusive domain and election of the Commission as to which of these stipulations are applicable and to what extent. Bidders are hereby acknowledging that the decision of the

commission in this regard is final and binding. The onus to enquire and obtain clarity in this regard rests withthe Bidder(s). The Bidder(s) shall take care to restrict its enquiries in this regard to the most reasonable interpretations required to ensure the necessary consensus.

2.3 Preferential procurement reform

2.3.1 The commission supports B-BBEE as an essential ingredient of its business. In accordance with government policy, the commission insists that the private sector demonstrates its commitment and track record to B- BBEE in the areas of ownership (shareholding), skills transfer, employment equity and procurement practices (SMME Development) etc.

2.4 National Industrial Participation Programme.

2.4.1 The Industrial Participation policy, which was endorsed by Cabinet on 30 April 1997, is applicable to contracts that have an imported content. The NIP is obligatory and therefore must be complied with. Bidders are required to sign and submit the Standard Bidding Document (SBD).

2.5 Language

2.5.1 Bids shall be submitted in English.

2.6 Gender

2.6.1 Any word implying any gender shall be interpreted to imply all other genders.

2.7 Headings

2.7.1 Headings are incorporated into this RFQ document and submitted in response thereto, for ease of reference only and shall not form part thereof for any purpose of interpretation or for any other purpose.

2.8 Occupational Injuries and Diseases Act 13 of 1993

2.8.1 The Bidder warrants that all its employees (including the employees of any sub-contractor that may be appointed) are covered in terms of the Compensation for Occupational Injuries and Diseases Act 13 of 1993 and that the cover shall remain in force for the duration of the adjudication of this RFQ and/ or subsequent agreement. the commission reserves the right to request the Bidder to submit documentary proof of the Bidder's registration and "good standing" with the Compensation Fund, or similar proof acceptable to the commission.

2.9 Processing of the Bidder's Personal Information

2.9.1 All Personal Information of the Bidder, its employees, representatives, associates and sub-contractors ("Bidder Personal Information") required under this RFP is collected and processed for the purpose of assessing the content of its tender proposal and awarding the bid. The assessment and award of the bid shall be conducted in accordance with applicable legislation including the PPPFA and NLC SCM Policy.

The Bidder is advised that Bidder Personal Information may be passed on to third parties

to whom the commission is compelled by law to provide such information. For example, where appropriate, the commission is compelled to submit information to National Treasury's Database of Restricted Suppliers.

2.9.2 All Personal Information collected will be processed in accordance with POPIA and with the commission Data Privacy Policy.

2.9.3 The commission will ensure that the rights of the Bidder and of its employees and representatives (i.e., the right of access and the right to rectify) are effectively guaranteed in accordance with the procedures as specified in the commission PAIA manual.

2.9.4 In signing this document, the Bidder consents to the use of its Personal Information for the purposes as specified in section 2.9.1 above.

3. National Treasury's Central Supplier Database

3.1 Bidders are required to self-register on National Treasury's Central Supplier Database (CSD) which has been established to centrally administer supplier information for all organs of state and facilitate the verification of certain key supplier information.

3.2 The Commission may not award business to a bidder who has failed to register on the CSD.

3.3 Only foreign suppliers with no local registered entity need not register on the CSD.

3.4 The CSD can be accessed at https://secure.csd.gov.za/

4. Confidentiality

4.1 Bids submitted for this Request for Proposals will not be revealed to any other bidders and will be treated as contractually binding.

4.2 The Commission reserves all the rights afforded to it by POPIA in the processing of any of its information as contained in Bid Proposals.

4.3 The Bidder acknowledges that it will obtain and have access to personal information of The Commission and agrees that it shall only process the information disclosed by the Commission in terms of this bid award and only for the purposes as detailed in this RFQ and in accordance with any applicable law.

4.4 The Bidder shall notify the Commission in writing of any unauthorized access to personal information and the information of a third party, through cybercrimes or suspected cybercrimes, in its knowledge and report such crimes or suspected crimes to the relevant authorities in accordance with applicable laws, after becoming aware of such.

5. Communication

5.1 Specific queries relating to this RFQ should be submitted maureen@nlcsa.org.za, 2 days before the closing date.

5.2 In the interest of fairness and transparency the Commission's response to such a query may be madeavailable to other bidders.

5.3 It is prohibited for bidders to attempt, either directly or indirectly, to canvass any officer or employee of the Commission inrespect of this RFQ between the closing date and the date of the award of the business.

5.4 Bidders found to be in collusion with one another will be automatically disqualified and restricted fromdoing business with organs of state for a specified period.

6. Supplier Performance

6.1 The National Lotteries Commission conducts regular performance reviews in accordance with the requirements for the classification of the contract and or stakeholder by making use of supplier evaluation forms. The evaluation is conducted against the deliverables or scope of the contract with a minimum of an annual review.

done for contracts longer than a year and a review at completion of contract for those contracts less than a year.

6.2 Ad-hoc performance reviews shall be conducted where non-performance is identified outside the review period.

6.3 Non-performance will be addressed with at least a formal letter advising specific non-performing areas and stating remedial action/s required within specific time frames. Non-adherence to remedial actions shall lead to escalating performance management actions.

6.4 Any party to this agreement may request to participate in a joint performance review where appropriate and seek continuous improvement opportunities.

SECTION 3: EVALUATION CRITERIA

The Commission will evaluate all proposals in terms of the Preferential Procurement Regulation of 2022 and Preferential Procurement Policy Framework Act. No. 5 of 2000 (PPPFA). The below evaluation criteria will be considered in evaluating the proposals, being:

Stage 1: RFQ Closing Date and Submission Instructions and Format

The deadline for RFQ submission is **04 November 2026 @ 11:00** Standard South African Time. **The bid document must be submitted via E-TENDER SUBMISSION - https://www.etenders.gov.za/**

Home Page - eTenders Portal

- Search by Organ of State
- Type the National Lotteries Commission on the window
- All Tenders advertised by NLC will pop up
- Click on the one you want to bid for
- Click on the +sign
- And start your e-submission process

Stage 2: Administrative Compliance

All bid respondents must submit required documents that comply with all this request for quotation. The Administrative Compliance Evaluation will include the following:

Evaluation Criteria	Supporting Document
• Signed standard bidding documents (SBD Forms). It is required that the bidder must provide correct information and declaration in the SBD Forms duly signed by the authorized person	Fully Completed Standard Bidding Documents SBD 1 SBD 6.1
• Original signed consent form in terms of the Protection of Personal Information Act 4 of 2013 (POPIA)	POPIA Consent Form
• B-BBEE Certificate/ Sworn Affidavit in terms of Codes of Good Practice	BEE Certificate/Sworn Affidavit Consolidated BEE Certificate /Sworn Affidavit in the case of a Joint Venture
• Registered with the Central Supplier Database (CSD). Recent Central Supplier Database (CSD)	Full Report with SARS Tax Compliance Status
• CIPC Registrations Documents	CIPC CK Documents

Note to Bidders:

Bidders may be requested, at the behest of the NLC, to submit via courier services to the SCM unit of the NLC, within a minimum of 3 working days from date of request, hard copy certified qualifications, memberships certificates, COIDA etc. which may have been requested for mandatory or functionality assessment. Failure to submit the information within the requested period shall render the bidder non-responsive.

Stage 3: Mandatory Requirements

Bidders are required to submit the documents below with their quotation. Failure to meet the requirements below will result in disqualification.

Evaluation Criteria	Supporting Document
• Fully Completed Standard Bidding Document:	**Fully Completed** Standard Bidding Document SBD4
• Bidder must provide Three reference letters where similar services were rendered. The date on the letter must not be older than 5 years from the closing date of this tender. Letters from one client will be regarded as one reference, despite it being for different appointments for the same services. Letters must include the company name, contact name address, phone number, a brief description of the services that you provided and must be signed and dated.	**Three reference letters**
• Bidders must complete NLC Pricing Schedule	**Fully Completed NLC Pricing Schedule**

Stage 4: Evaluation on Price and Specific Goals as Per PPR2022

The following formula to be used to calculate the points out of 80 for price inclusive of all applicable taxes.

Price The following formula will be used to calculate the points out of 80 for price in respect of a bid with a Rand value equal to or above R30 000 and up to a Rand value of R50 million, inclusive of all applicable taxes: $Ps = 80\left(1 - \frac{Pt - Pmin}{Pmin}\right)$ *Where:* *Ps* = *Score for the Bid under consideration Pt* = *Price of Bid underconsideration Pmin* = *Price of lowest acceptable Bid*	80
TOTAL SCORE:	**80**

The 20 points for specific goals will be awarded to a bidder as follows:

Specific Goals	Sub - points for specific goals	Maximum points for specific goals	Relevant Evidence
1. Procurement from entities who are black Owned			Copies of ID's/ CIPC Report CSD Recent Report
Tenderer who has 100% black Ownership	8	8	
Tenderer who has 51% to 99% black ownership	4		
Tenderer who has less than 51% black ownership	0		
2. Procurement from entities who are women Owned			B-BBEE Certificate / B-BBEE Sworn Affidavit
Tenderer who has 100% women ownership	4	4	
Tenderer who has 30% to 99% women ownership	2		
Tenderer who has less than 30% women ownership	0		
3 Youth Ownership			B-BBEE Certificate / B-BBEE Sworn Affidavit
Tenderer who has 100% youth ownership	4	4	
Tenderer who has 30% to 99% youth ownership	2		
Tenderer who has less than 30% youth ownership	0		
4.Procurement from Disabilities			Letter from the Doctor confirming disability RFQ and CSD report
Tenderer who has 20% or more owners with disability	4	4	
Tenderer who has less than 20% but more than 10% owners with disability	2		
Tenderer who has less than 10% owners with disability	0		
Total points for specific goals		20	

Stage 5: Due Diligence, Contract and Award

The Commission reserves the right to undertake a due diligence exercise on the preferred bidder/s as part of a material risk evaluation aimed at determining to its satisfaction the validity of the information provided by the Bidder. The stage is for negotiation after receipt of formal tenders and before the conclusion of contracts with suppliers/contractors submitting the lowest acceptable tender with a view to obtaining an improvement in price, delivery, or content, in circumstances which do not put other tenderers at a disadvantage or affect adversely their confidence or trust in the competitive system. Bidders may be requested to provide their best and final offers based on contract negotiations.

ANNEXURE A: PRICING SCHEDULE

No	ITEM	PICTURE SAMPLE	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
1	Tool Kit		116 Piece Electrician Tool Kit Tool Kit with Case VDE/1000V Approved • Bit Holder, Cabinet Key, Cable Cutter, Crimping Tools, Diagonal Cutters, Dowel Racket Set, Hammer, L-Key Set, Nut Driver, Pliers, Ruler, Spirit Level, Stripping Tool, Voltage Tester	3	**R**	**R**
2	Power Tool Kit		• TSTAK VI Kit Boxes, Circular Saw, 3 Speed Impact Driver, LED Area Light, Compact Reciprocating Saw, Compact Hammer Drill Driver	3	**R**	**R**

3	Step Ladder Aluminium Ladder		Material: Aluminium Foldable Load capacity: 150 kg Steps: 6 Platfrom Included Step Ladder Type: Front Step	2	**R**	**R**
4	18V Brushless 4.8mm Rivet Gun | DCF403NT		18V XR Rivet Gun, delivering 10KN With a battery	2	**R**	**R**
5	Wieland ST18 Series Cord set Male and Female		• Male to female jumper leads • 250V • 3m	20	**R**	**R**

6	ONE Way 18W 4ft T5 Combat LED Glass Tube		• Wattage: 18W, Colour Temperature: 6000K/4000K, Lumen Output: 1 600lm, Input Voltage: 180V- 265V, Operating temp: -20~45°C, Beam: 270° • Housing: Glass, Aluminium end caps • Surge Protection: 1kv	300 tubes	**R**	**R**
7	Slim Panel Fitting 1x60W LED 6000K,600x600mm Backlit iB104		• Effective Lumen Output: 6000, • Input Voltage: 85-265V • 3 Year Warranty • 600x600mm	100	**R**	**R**
8	Lighting - 18 Watt Round LED Downlighter in 4000k		• 220V 240V • 18W LED (Included) • 1 x Electronic LED Driver (Included) • Colour Temp: 4000K • Lumen: 1200 • Power Factor: >0.5 • CRI: > 70 • Cut Out: 205mm • Diameter: 220mm	80	**R**	**R**

9	Lighting - 18-Watt Round LED Downlighter in 4000k		• 220V 240V • 6W LED (Included) • 1 x Electronic LED Driver (Included) • Colour Temp: 4000K • Diameter: 117mm	30	**R**	**R**
10	50W LED Flood Light		• IP65 Weather-Resistant Outdoor Security Lighting, Black, Energy Efficient, Wall Mount, Garden, Driveway, Patio, Yard, Garage, Commercial & Home Use	60	**R**	**R**
11	Globe LED A65 E27 15W 6500K Light Bulb		• Energy-efficient 15W LED bulb with a bright 6500K neutral white light, E27 • High luminous flux of 1350lm for enhanced brightness • Long-lasting 15000-hour lifespan for reduced maintenance	30	**R**	**R**
12	Steel 300 Key, Lockable Cabinet		• Combination and Key Lock • Wall Mountable • Store 300 keys	1	**R**	**R**

13	Steel 30 Key, Lockable Cabinet		• Combination and Key Lock • Wall Mountable • Store 30 keys	8	**R**	**R**
14	GLM 150-27 C Professional Laser Distance Measure Device		• GLM 150-27 C Professional Laser Device Measure • Measurement range: 0.08 – 150 m • The large, high-contrast IPS color display	3	**R**	**R**
15	Digital Infrared Thermometer		• non-contact temperature reading • Easy to use with a simple point-and-press operation • Instant reading displayed on the clear LCD screen	2	**R**	**R**
16	Maintenance signs		• Maintenance signs • Reflective	6	**R**	**R**
17	Earmuffs		• Earmuffs • Universal Ear	8	**R**	**R**

TOTAL	**R**
VAT @ 15%	**R**
GRAND TOTAL	**R**

ANNEXTURE B: SBD FORMS

INVITATION TO BID (SBD1)

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE NATIONAL LOTTERIES COMMISSION					
BID NUMBER:	**Re-Advert RFQ 2026-009-016**	CLOSING DATE:	**04 December 2026**	CLOSING TIME:	**11:00**
DESCRIPTION	**ONCE-OFF SUPPLY AND DELIVERY OF TOOLS AND EQUIPMENT TO THE NATIONAL LOTTERIES COMMISSION**				
BID RESPONSE DOCUMENTS MUST BE SUBMITTED VIA E-TENDER SUBMISSION					
The bid document must be submitted via E-TENDER SUBMISSION - https://www.etenders.gov.za/					

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED		**TECHNICAL ENQUIRIES MAY BE DIRECTED TO:**	
CONTACT PERSON	**Maureen Senyatsi**	CONTACT PERSON	**Supply Chain Management**
TELEPHONE NUMBER	**(012) 432 1470**	TELEPHONE NUMBER	**(012) 432 1470**
FACSIMILE NUMBER		FACSIMILE NUMBER	
E-MAIL ADDRESS	maureen@nlcsa.org.za	E-MAIL ADDRESS	quotation@nlcsa.org.za

SUPPLIER INFORMATION				
NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
FACSIMILE NUMBER	CODE		NUMBER	
E-MAIL ADDRESS				
VAT REGISTRATIONNUMBER				
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		CENTRALSUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	YES ☐ NO ☐ [IF YES ENCLOSE PROOF]		*ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?*	YES ☐ NO ☐ [IF YES, ANSWER QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS				

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	YES ☐	NO ☐
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	YES ☐	NO ☐
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	YES ☐	NO ☐
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	YES ☐	NO ☐
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION	YES ☐	NO ☐
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FORA TAX COMPLIANCE STATUS SYSTEM PINCODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 1.3 BELOW.		

PART B
TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.

1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THEMANNER PRESCRIBED IN THE BID DOCUMENT.

1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).

2. TAX COMPLIANCE REQUIREMENTS

2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.

2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.

2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.

2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.

2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.

2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....
(Proof of authority must be submitted e.g. company resolution)

DATE: .....

NATIONAL LOTTERIES COMMISSION
a member of the dtic group

SBD 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

1.1. Any person (natural or juristic) may make an offer 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, 1996 (Constitution), and further expressed in the various applicable legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

1.2. If a person is 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. DECLARATION ON EMPLOYMENT BY ORGAN OF STATE

2.1 Is the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder employed by an organ of state, as defined in section 239 of the Constitution?

YES [ ] NO [ ]

If YES, furnish particulars of the names, individual identity numbers, in the table below:

Full Name	Identity Number	Name of organ of state

If the available rows are insufficient, please attach the referenced table as an annexure or add additional rows.

2.3 Does the bidder, or any of the directors / trustees / shareholders / members / partners of the bidder have a relationship with any person who is employed by the institution procuring the required goods or services? **YES [ ] NO [ ]**

2.3.1 If YES, complete the details of the relationship with the person employed by the institution procuring the required goods or services in table below.

Name of person in bidder	Name of person at institution	Nature of the relationship

If the available rows are insufficient, please attach the referenced table as an annexure or add additional rows.

2.4 Does the bidder or any of its directors / trustees / shareholders / members / partners have any interest[1] in any other related enterprise / company / trust, whether or not that enterprise / company / trust is bidding[2] for this requirement? **YES [ ] NO [ ]**

2.4.1 If YES, complete the details of the related enterprise / company / trust in the table below:

Registering authority	Name of related enterprise / company / trust	Registration number	Description of interest

If the available rows are insufficient, please attach the referenced table as an annexure or add additional rows.

3 GENERAL DECLARATION

I, ……., the undersigned, in submitting the accompanying bid for this requirement, do hereby make the following statements, on behalf of the bidder, that I certify to be true and complete in every respect:

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

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found to be false.

[1] Includes ‘‘beneficial interest’’ and ‘‘personal financial interest’’ as defined in the Companies Act 71 of 2008
[2] Includes open competitive bidding / limited bidding/ requests for quotations/ requests for proposals/ unsolicited bids

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor.

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.

3.5 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.

3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the institution procuring the required goods or services 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.

3.7 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, 1998 (Act No. 89 of 1998) and or may be referred to law enforcement agencies for criminal investigation and or may be restricted from conducting business with the state for a period not exceeding 10 years in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act No. 12 of 2004) or any other applicable legislation.

I CERTIFY THAT THE INFORMATION PROVIDED IS CORRECT.

I ACCEPT THAT THE INSTITUTION PROCURING THE REQUIRED GOODS OR SERVICES MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME, THE BIDDER AND ANY OF ITS DIRECTORS / TRUSTEES / SHAREHOLDERS / MEMBERS / PARTNERS IF THIS DECLARATION IS FOUND TO BE FALSE.

…… ……
Signature Date

…… ……...
Designation Name of bidder

NATIONAL LOTTERIES COMMISSION
a member of the dtic group

SBD 6.1

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

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)

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 80/20 preference point system.

b) The 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 PREFERENCE POINT SYSTEMS

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

$$Ps = 80\left(1 - \frac{Pt - P\ min}{P\ min}\right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

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 the 80/20 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 the 80/20 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 the 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.)*

Specific Goals	Sub - points for specific goals	Maximum points for specific goals	Number of points claimed (80/20 system) (To be completed by the tenderer)
1. Procurement from entities who are black Owned			
Tenderer who has 100% black Ownership	8	8	
Tenderer who has 51% to 99% black ownership	4		
Tenderer who has less than 51% black ownership	0		
2. Procurement from entities who are women Owned			
Tenderer who has 100% women ownership	4	4	
Tenderer who has 30% to 99% women ownership	2		
Tenderer who has less than 30% women ownership	0		
3 Youth Ownership			
Tenderer who has 100% youth ownership	4	4	
Tenderer who has 30% to 99% youth ownership	2		
Tenderer who has less than 30% youth ownership	0		
4.Procurement from Disabilities			
Tenderer who has 20% or more owners with disability	4	4	
Tenderer who has less than 20% but more than 10% owners with disability	2		
Tenderer who has less than 10% owners with disability	0		
Total points for specific goals		**20**	

5. DECLARATION WITH REGARD TO COMPANY/FIRM

5.1. Name of company/firm……

5.2. Company registration number: ……..

5.3 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]

5.4 I, the undersigned, who is duly authorized 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;

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;

iv) 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 favorable 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 *caudolateral 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: ……
……
……

SCM:
CONSENT REQUEST FORM

REQUEST FOR THE CONSENT OF A DATA SUBJECT FOR PROCESSING OF PERSONALINFORMATION FOR THE PURPOSE OF PROCUREMENT OF GOODS AND SERVICES APPLICATION, IN LINE WITH THE NLC's SUPPLY CHAIN MANAGEMENT POLICY, IN TERMS OF SECTION 11(1)(a) OF THE PROTECTION OF PERSONALINFORMATION ACT,2013 (ACT NO.4 OF 2013) (**"POPIA"**).

TO: NATIONAL LOTTERIES COMMISSION

FROM: _____

ADDRESS: _____

Contact number: _____

Email address: _____

1. In terms of the PROTECTION OF PERSONAL INFORMATION ACT, consent for processing of personal information of a data subject (the person/entity to whom personal information relates) must be obtained for the purpose of processing of application for procurement of goods and services, in line with the NLC's supply chain management policy, and storage of your personal data by means of any form of electronic communication, including automatic calling machines, facsimile machines, SMSs or e-mail, which is prohibited unless written consent to the processing is given by the data subject. You may only be approached once for your consent by us (NLC).

2. You are kindly requested to submit this Form either by post, facsimile or e-mail to the address, facsimile number or e-mail address as stated above.

3. "Processing" means any operation or activity or any set of operations, whether or not by automatic means, concerning personal information, including—

3.1 the collection, receipt, recording, organisation, collation, storage, updating or modification,

retrieval, alteration, consultation or use;

3.2 dissemination by means of transmission, distribution or making available in any other form; or

3.3 merging, linking, as well as restriction, degradation, erasure or destruction of information.

4. "Personal information" means information relating to an identifiable, living, natural person, and where it is applicable, an identifiable, existing juristic person, including, but not limited to—

4.1 information relating to the race, gender, sex, pregnancy, marital status, national, ethnic or social origin, colour, sexual orientation, age, physical or mental health, well- being, disability, religion, conscience, belief, culture, language and birth of the person.

4.2 information relating to the education or the medical, financial, criminal or employment history of the person.

4.3 any identifying number, symbol, e-mail address, physical address, telephone number, location information, online identifier or other particular assignment to the person.

4.4 the biometric information of the person.

4.5 the personal opinions, views or preferences of the person.

4.6 correspondence sent by the person that is implicitly or explicitly of a private or confidential nature or further correspondence that would reveal the contents of the original correspondence.

4.7 the views or opinions of another individual about the person; and

4.8 the name of the person if it appears with other personal information relating to the person or if the disclosure of the name itself would reveal information about the person.

_____

Full names of the designated person on behalf of the Responsible Party

_____

Signature of Designation person