



a world class African city



# SUPPLIER REGISTRATION APPLICATION FORM

For enquiries contact:

**SUPPLY CHAIN MANAGEMENT OFFICE**

011 877 6800

The forms must be submitted to:

**The Supply Chain Management Department,  
Joburg City Theatre Complex,**

**1<sup>st</sup> Floor, Civic Boulevard,  
Braamfontein**

**TO ALL SUPPLIERS SEEKING REGISTRATION AS AN APPROVED SUPPLIER ON  
THE DATABASE OF JOBURG THEATRE (PTY) LTD**

Joburg City Theatres hereby invites current and prospective suppliers to apply to be accredited and registered on its Supplier Database as required by the Municipal Finance Management Act of 2003 and its Regulations.

The purpose of this database is to give all prospective suppliers an equal opportunity to submit quotations to the Department.

Preference will be given to registered suppliers but it does not necessarily follow that suppliers who are not yet registered will be totally exempted from quoting for the supplying of goods or services to the Department. It is envisaged however, that this database will contribute to efficient administration and compliance with the PFMA.

The following important notes should be read carefully before the completion of this form

1. Registration form to be completed by all businesses seeking to conduct business with the Joburg City Theatres.
2. This form must be completed in full and signed by the owner(s) or manager or administration head.
3. If the information required is not applicable to your business, clearly insert N/A in the appropriate space.
4. All the required and supporting documentations must be submitted jointly with the form.
5. Failure to submit supporting and requested information will lead to your company not being registered.
6. The required information is an indication of what information is required for your business to be accredited and registered without delays.
7. Members / directors / partners / owners in service with any organ of state\* management; must declare any conflict of interest. Failure to do so may lead to disqualification or deregistration.
8. This is only a registration form for database and does not guarantee any award of bid / contract.
9. Joburg City Theatres reserves the right to reject any application, which in its opinion failed to comply with the registration requirements or criteria.

10. Declaration by business under oath is compulsory and must be completed in full by all suppliers.

11. Joburg City Theatres reserves the right to validate all information supplied and any misrepresentation of facts may lead to disqualification and potentially being restricted to do business with other spheres of government and/or other organs of the state.

### Checklist

The following forms (where applicable) must accompany this document at the time of submission.

National Treasury Central Supplier Database Registration Summary Report (CSD)	
ID copies of shareholders / directors and share certificates	
Proof of ownership / shareholders certificate	
Original Certified Copy of Company Registration Document	
Rates & Taxes Invoice for Company OR Certified Copy of Lease Agreement OR Original Certified Copy of Affidavit Certified by the SAPS.	
Rates and Taxes Invoice for All the Directors of the Company OR Original Certified Copy of Lease Agreement OR Affidavit Certified by the SAPS.	
Tax Pin Code.	
Valid BBBEE certificate from an accredited SANAS verification Agency OR EME/QSE sworn affidavit signed by the EME representative and attested by a Commissioner of Oaths	
Copy of COID (Compensation for Occupational Injuries and Diseases) registration certificate e.g. Letter of Good Standing	
Vat registration document(VAT103)	
Relevant Statutory Body Registration / Accreditation / Compliance Certificates (e.g. PSIRA, CIDB, SAICA, PCO Certificate etc.)	
Proof of Banking (Account confirmation letter from bank)	
Company Profile	

\*Insert Personal Income Tax Number for sole proprietor or Personal Income Tax numbers for all parties in terms of partnerships \*

## Terminology

**Commodities:** The commodities the company wishes to be registered for as a supplier. Please define your **CORE/PRINCIPAL BUSINESS** to a maximum of 6 commodities

**Trade Names:** The trade names that the company own or distribute, which you wish to be registered for.

**Owned:** Having all the customary elements of ownership, including the right of decision-making and sharing all the risks and profits commensurate with the degree of ownership interests as demonstrated by an examination rather than the form of ownership arrangements.

**“Historically Disadvantaged Individual (HDI)”** means a South African citizen –

- I. who, due to the apartheid policy that had been in place, had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act No. 110 of 1983) or the Constitution of the Republic of South Africa, 1993 (Act No. 200 of 1993) (“The Interim Constitution”) and /or
- II. Who is a female; and/or
- III. Who has a disability provided that a person who obtained South African citizenship on or after the coming to effect of the Interim Constitution, is deemed not to be a HDI.

**“Disability”** means, in respect of a person, a permanent impairment of a physical, intellectual, or sensory function, which results in restricted, or lack of, ability to perform an activity in the manner, or within the range, considered normal for a human being.

**“Youth”** Has the meaning assigned to it in section 1 of the National Youth Development Agency Act, 2008 (Act No. 54 of 2008)



### REGISTERED BUSINESS ADDRESS

Physical address	
Postal Address	

### DETAILS OF CONTACT PERSON

Name	
Surname	
Telephone No.	
Cell phone No.	
E-Mail Address	
Business Web-page Address	

### BANKING DETAILS

Bank Name	
Branch	
Branch Code	
Bank Account No	

### COMPANY/SUPPLIER CLASSIFICATION

(Please tick the relevant box(es))

ISO Listed	Importer	Services	Manufacturer	Repairer	Black owned	Distributor	Exporter	Sales
Main Product or Service supplied								

## TRADE REFERENCES

Client/Company name	
Contact person	
Telephone number	
Email address	

### TERMS AND CONDITIONS

1. Joburg City Theatres reserves the right to terminate supplier's contract should any form of misrepresentation (Fronting, etc.) be found.
2. The supplier agrees to supply original or certified copies of documents to Joburg City Theatres on request.
3. Failure to comply with the above terms and conditions shall give Joburg City Theatres the right to reject the application

## LIST OF PRODUCTS AND SERVICES

<i>Wholesalers/Traders</i>		
Air Conditioning Systems		Electronic Equipment (Projectors, Cameras etc.)
Audio & Visual Equipment		Office Equipment Other
Building Materials & Equipment		Office Furniture
Electrical Appliances (Kettles, Microwave)		Refrigeration Systems
Electrical Systems, Lighting, Components, Accessories And Supplies		
Other (Specify):		
<i>Health &amp; Safety</i>		
Alarms / Security /Access Control / CCTV		Occupational Health & Safety
Fire Equipment Installations & Maintenance		Pest Control Services
First Aid Equipment, Supplies, (OHASA)		Security & Safety Services
Hygiene Services		Security Risk Assessments
Other (Specify):		

**Stationery & Printing**

Copying & Printing Services	Print, Layout & Design
Paper	Signage
Printer Cartridges	Stationery

Other (Specify):

**Marketing & Special Events**

Advertising & Design Agencies	Emergency Medical Services
Brand Activation	Event Equipment Rental Services
Consulting - Advertising	Event Management
Consulting - Marketing & Advertising	Events Risk & Compliance Services
Consulting - Media Relations	Events Security
Consulting - Multi Media	Framing of Certificates & Awards
Consulting - Public Relations & Services	Media Liaison/Communication
Corporate Gifts & Flowers	Media Management
Donations & Sponsorships	Publications
Editing & Publishing	Publishers
Electronic & Print Media	Special Events & Exhibition Specialist
Entertainment Booking Agents	Video & Photography
Entertainers (Speakers & MC's)	

Other (Specify):

**Travel**

Accommodation	Transport Services (Busses, Shuttles etc.)
Car Hire	Travel Agency

Other (Specify):

**Fleet**

Fleet Rentals	Motor Vehicles & Trailers
Fleet Storage Facilities	Vehicle Fines & Licencing Services

Other (Specify):

**Corporate Clothing**

Branded Clothing & Promotional Clothing	Protective Clothing & Shoes
ID Badges	Uniforms

Other (Specify):

**IT & Related Services**

Backup Services Computer Data	Printers, Maintenance & Support
Consulting - IT Services & Strategies	Software Sales, Development
Data / Telephone Network Maintenance	Virtual data Centre & Hosting
IT Hardware & Network Maintenance & Support	Voice & Data Cabling (Telecommunication)
IT Professional Services (Consulting& Contract)	Website Design & Development
IT Software Support & Training	Web Solutions Design & Maintenance
Telephone/PABX Maintenance& Supplier	

Other (Specify):

**Office Supplies Consumables**

Arts & Crafts Materials	Electrical Materials (Globes, Plugs, Wires etc.)
Batteries	Flowers & Gifts
Cleaning Materials	Packaging Supplies
Consumables (Soft Drinks, Water, Milk)	Vending Machines

Other (Specify):

**Maintenance & Related Services**

Air Conditioning Specialist	Dry Cleaning Services
Audio & Visual Equipment Repairs And Services	Electrical Contractor (Accredited)
Building Contractor	Emergency Plumber Services
Building Management Systems	Fencing Contractors
Carpentry	Garden Maintenance Services
Carpet & Upholstery Cleaning	Lift, Elevator, Escalator Services
Ceilings, Partitioning And Shop Fitting - Materials	Office Alternations & Renovations

Cleaning Services & Staffing	Offsite Storage & Related Services
Commercial Building Window Cleaning Services	Plumbing (Accredited)
Cooking & Related Systems	Roofing Contractors
Document Archiving & Related Services	Waste Management & Recycling Services
Other (Specify):	
<b><i>Postal &amp; Freight</i></b>	
Courier And Mailing Services	Furniture Removals
Freight Forwarding	Hauling Services
Other (Specify):	
<b><i>HR &amp; Related Services</i></b>	
Consultants - Actuaries & Remuneration Services	Consultants - Skills Analysis & Development
Consultants - Assessments & Skills Analysis	Employee Wellness Services
Consultants - Change Management	Facilitation & Moderation
Consultants- Employee Assistance	HR Service Provides
Consultants - Employee Benefit & Empowerment	Investigation Services
Consultants - Employee Development	Recruitment
Consultants – Forensic	Third Party Staffing
Consultants - Labour Relations	Training And Development Institutions
Consultants - Performance Management	Translation Services
Other (Specify):	
<b><i>Professional Services</i></b>	
Architectural Service	Consultants - Market Research
Archiving Services & Systems	Consultants - Project Management
Arts & Culture And Related Services	Consultants - Strategic Planning & Development
Asset Management Systems	Engineering (Chemical)
Background Checks/ Verification Services	Engineering (Civil)
B-BBEE Verification & Consulting Services	Engineering (Electrical)

Broadcasting Station (TV/Radio)	Engineering (Industrial)
Commercial Property Agents	Engineering (Mechanical)
Consultants - Financial Advisory Services	Gas Specialists
Consultants - Acoustic Services & Materials	Insurance Brokers
Consultants - Acquisition Management Acts & Legislation Documents	Membership & Affiliation
Consultants - Advertising	Polygraphs & Examinations
Consultants - Business Advisory	Procurement Advisory Services
Consultants - Business Management	Professional Liquor Licensing Practitioners
Consultants - Communication Strategies & Systems	Sales & Merchandising Services
Consultants - Corporate Reputation & Risk Management	Subscriptions & Publications
Consultants - Financial Systems	Technical Surveillance Specialists
Consultants - Legal Services	
Other (Specify):	
<i>Hospitality / Catering Services</i>	
Bakeries	Events Deco & Equipment Hire (Tables, Chairs, Tents, Toilets, Etc.)
Bulk Liquor Suppliers /Distribution	Florists
Catering Equipment Sales	Foodservice Distributor
Coffee Distributors	Meat Distributors
Containers & Packaging	Perishables Suppliers
Crockery & Cutlery	Spices
Dairy & Related Products	Wine Distributors
Other (Specify):	
<i>Services</i>	
Air-Conditioning Systems	Partitioning Contractors
Audio Visual Aids & Equipment	Paving Contractors
Blinds & Awnings	Pest Control Services
Cabinet/Furniture Making	Plastering

Carpet Cleaning	Plumbing Contractors
Closed Circuit TV	Power Generation And Distribution Machinery And Accessories
Display Services	Refuse Conveyors
Electrical Equipment Repairs	Renovation Services
Electrical Installation	Roofing & Waterproofing
Engraving Services & Equipment	Scaffolding Services
Flooring Contractors	Sound & Music Systems/Equipment
Framing Services	Steel Works General
Laundry And Dry-Cleaning Services	Towing Services
Lifting Contractors	Upholstery
Lighting Contractors	Video Production, Editing And Equipment
Locksmith Services	Waste Disposal
Painting Contractors	Window Fittings & Glass
Other (Specify):	

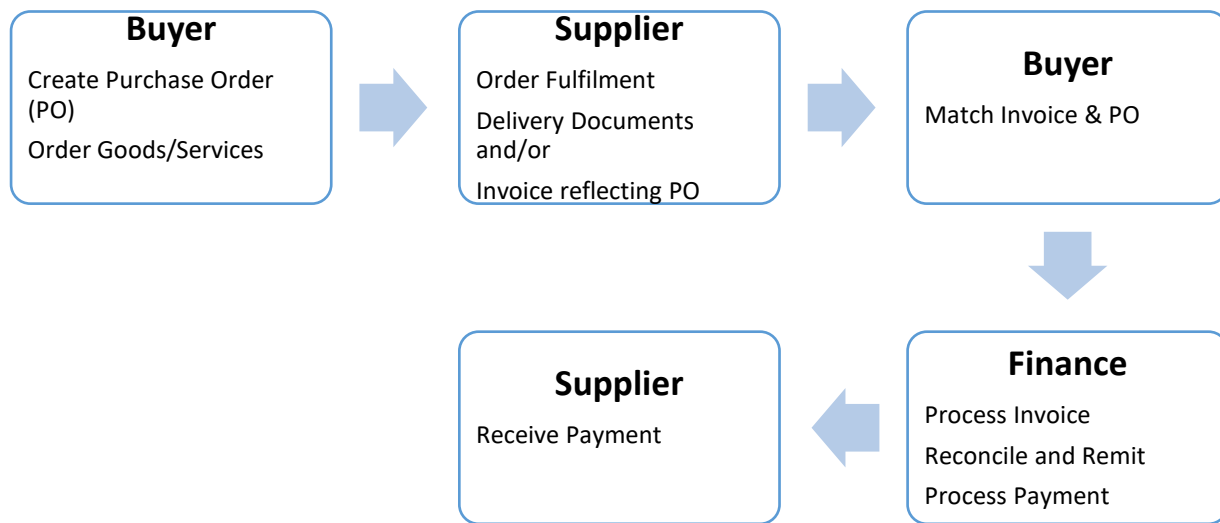
### Payment Terms

Payment terms are strictly 30 days from date of statement.

### Payment Process

This process sets out the Company's arrangements for ordering, receiving, authorising and subsequently paying for the supply of goods and or services to the Company and sets out the process flow around the Company's purchase ordering system and payment of creditors.

An official computerised purchase order must be raised by an authorised company representative before the order and supply of all goods and or services. It must be noted that no invoice can be paid unless a valid purchase order number is submitted on the invoice itself.



**30 Days from date of Statement provided all Invoice requirements are met**

## DATA PROTECTION DECLARATION

The Data Protection declaration confirms the Supplier and its 3<sup>rd</sup> Party Contractors' approach to the data it holds, accesses and processes, whether on behalf of clients, suppliers, employees, shareowners or otherwise. The obligations included within this application, form the basis of this declaration and must be adopted by the Supplier as a minimum standard to be attained.

### Principles

- The Supplier, its companies and its people are committed to responsible collection, management, use and protection of data guided by the relevant data protection legislations.
- The Supplier recognises its obligations to all its stakeholders including share owners, clients, its own people, suppliers and consumers with regards to the protection of personal information and data.

### Practices

- We are transparent with consumers.
- We treat data in accordance with all applicable laws, regulations and treaties.
- We implement fair and reasonable data policies and procedures.
- We treat data as confidential.
- We understand not only what data we hold but also its relevance to stakeholders.
- We secure, collect, process, use and store data appropriately.
- We ensure that data is retained appropriately.
- We implement necessary and appropriate technical measures to secure data.

- We delete data when required to do so.
- We ensure our people understand their role in upholding these principles and practices

Read and Agreed

YES

NO

I, \_\_\_\_\_ (full name/s & surname) \_\_\_\_\_ (capacity)

Hereby acknowledge and warrant that we agree to the terms set out in the Data Protection Declaration.

Date: \_\_\_\_\_

Signed at: \_\_\_\_\_

Signature: \_\_\_\_\_

## DECLARATION OF INTEREST

1. No bid will be accepted from persons in the service of the state\*.
  
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest.
  
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

3.1 Full Name: .....

3.2 Identity Number:.....

3.3 Company Registration Number: .....

3.4 Tax Reference Number: .....

3.5 VAT Registration Number: .....

3.6 Are you presently in the service of the state\* YES / NO

\_\_\_\_\_

\* MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
  - (i) any municipal council;
  - (ii) any provincial legislature; or
  - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.

3.6.1 If so, furnish particulars .....  
.....

3.7 Have you been in the service of the state for the past twelve months? **YES / NO**

3.7.1 If so, furnish particulars.....  
.....

3.8 Do you, have any relationship (family, friend, other) with persons in the service of the state and who may be involved with the evaluation and or adjudication of this bid **YES / NO**

3.8.1 If so, furnish particulars .....  
.....

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

3.9.1 If so, furnish particulars.....  
.....

3.10 Are any of the company's directors, managers, principal shareholders or stakeholders in service of the state? **YES/ NO**

3.10.1 If so, furnish particulars .....  
.....

3.11 Are any spouse, child or parent of the company's directors, managers, principal shareholders or stakeholders in service of the state? YES / NO

3.11.1 If so, furnish particulars.....

.....

## CERTIFICATION

I, THE UNDERSIGNED (NAME) \_\_\_\_\_

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

I ACCEPT THAT THE STATE MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of Bidder

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

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

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

### 1. GENERAL CONDITIONS

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

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

1.2 The applicable preference point system for this tender is the 80/20 preference point system.

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 The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
<b>Total points for Price and SPECIFIC GOALS</b>	<b>100</b>

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).
- (f) **“Historically Disadvantaged Individual (HDI)”** means a South African citizen –
  - IV. who, due to the apartheid policy that had been in place, had no franchise in national elections prior to the introduction of the Constitution of the Republic of South Africa, 1983 (Act No. 110 of 1983) or the Constitution of the Republic of South Africa, 1993 (Act No. 200 of 1993) (“The Interim Constitution”) and /or
  - V. Who is a female; and/or
  - VI. Who has a disability provided that a person who obtained South African citizenship on or after the coming to effect of the Interim Constitution, is deemed not to be a HDI.
- (g) Provided that a person who obtained South African citizenship on or after the coming to effect of the Interim Constitution, is deemed not to be an HDI;
- (h) **“Disability”** means, in respect of a person, a permanent impairment of a physical, intellectual, or sensory function, which results in restricted, or lack of, ability to perform an activity in the manner, or within the range, considered normal for a human being.
- (i) **“Youth”** Has the meaning assigned to it in section 1 of the National Youth Development Agency Act, 2008 (Act No. 54 of 2008)

- (j) **“Specific goals”** means specific goals as contemplated in section 2(1) (d) of the PPPFA which may include contracting with persons, or group of persons, historically disadvantaged by unfair discrimination on the basis of race, gender and disability including the implementation of programmes of the Reconstruction and Development Programme as published in Government Gazette No. 16085 dated 23 November 1994.
- (k) **“IDP”** refers to the Integrated Development Plan being a five-year strategic plan required in terms of the Municipal Systems Act, 2000 (Act no 32 of 2000), guiding the City in executing its constitutional mandate.
- (l) **“Locality”** means that tenderer/bidder must have a business enterprise located within the boundaries of City of Johannesburg Municipal Metropolitan Municipality or Gauteng Province to score points for locality.
- (m) **“Lowest Acceptable Tender”** means the tender that complies with all specifications and conditions of the tender and that has the lowest price compared to other tenders.
- (n) **“Small, Medium and Micro Enterprises (SMMEs)”** bears the same meaning assigned to this expression in the National Small Business Act, 1996 (Act 102 of 1996).
- (o) **“Sub-Contracting”** means the use of the 3rd party or subcontractor by the main contractor to help fulfil the obligations of the contract

### 3. REFERENCE TO THE CITY'S IDP DOCUMENT

3.1 The City's IDP document of 2022/27 identified some challenges and opportunities in growing its economy, these are also considered on the differing preferential goals below. Some of the City's preferential goals were extracted from the City's IDP document which identified the following challenges and areas of development:

- 3.1.1 High rate of unemployed youth in the City.
- 3.1.2 Establishment of Priority Economic Zones (PEZ) to address both spatial and economic challenges.
- 3.1.3 SMME development and support.
- 3.1.4 Elderly development and support.
- 3.1.5 Women development and support
- 3.1.6 Youth development and support.
- 3.1.7 People with disabilities (PWDs) development and support.
- 3.1.8 LGBTQIA development and support

3.2 The City intends mitigating its risks through coordinated programmes across all departments, as well as allocating a percentage spent on SMMEs.

#### 4. PREFERENTIAL PROCUREMENT SYSTEM

##### 4.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS FOR ACQUISITION OF GOODS OR SERVICES

- a) A maximum of 80 or 90 points is allocated for price, inclusive of all applicable taxes on the following basis:

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

Where

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

- b) A maximum of 20/10 points may be awarded to a tenderer for the specific goal specified for the tender.  
c) The points scored for the specific goal must be added to the points scored for price and the total rounded off to the nearest two decimal places.  
d) Subject to section 2(1) (f) of the Act, the contract must be awarded to the tender scoring the highest points.

##### 4.2 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

- a) A maximum of 80 or 90 points is allocated for price, inclusive of all applicable taxes on the following basis:

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

Where

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

- b) A maximum of 20/10 points may be awarded to a tenderer for the specific goal specified for the tender.

- c) The points scored for the specific goal must be added to the points scored for price and the total rounded off to the nearest two decimal places.
- d) Subject to section 2(1) (f) of the Act, the contract must be awarded to the tender scoring the highest points.

**4.2.1 CRITERIA FOR BREAKING DEADLOCK IN SCORING**

- a) If two or more tenderers score an equal total number of points, the contract must be awarded to the tenderer that scored the highest points for specific goals.
- b) If two or more tenderers score equal points total points in all respects, the award must be decided by the drawing of lots.

**5. POINTS AWARDED FOR SPECIFIC GOALS**

**5.1** 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 below as may be supported by proof/ documentation stated in the conditions of this tender:

**5.2** In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

- (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
- (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

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

**Points awarded for historically disadvantaged individuals**

Preference points for HDI’s are calculated on their percentage shareholding in a business, provided that they are actively involved in and exercise control over the enterprise. The following formula is prescribed

$$NEP = NOP \times \frac{EP}{100}$$

**NEP** = Points awarded for equity ownership by an HDI

**NOP**= the maximum number of points awarded for equity ownership by an HDI

**EP** = The percentage of equity ownership by an HDI within the enterprise or business, determined in accordance with sub-regulations (1), (2), (3) and (4).

## 6. CATEGORIES OF SPECIFIC GOALS FOR JCT

- a) The categories of preferential goals as contained in the relevant legislation and the COJ IDP document is hereby listed below and JCT will be at liberty to apply specific goals in any combination format depending on preference targets and availability of suppliers. Both specific goal 1 and goal 2 will be included in the Request for Quotations and tenders.

### 6.1 SPECIFIC GOAL 1: HDI

A maximum of 10 points from specific goal 1 must be allocated when applying the 80/20 Preference Point System or 5 points when using the 90/10 Preference Points System. Bidder may score the points based on company ownership. The tender/RFQ must be advertised with a specific tendering preferential procurement requirement in order for the bidder to claim 10 or 5 points for specific goal 1, the tenderer must be 51% owned or more by the following designated groups:

- (a) Black People.
- (b) Women.
- (c) Black Youth.
- (d) Black People with Disabilities.
- (e) Black People who are Military Veterans.
- (f) Cooperative which is at least 51% owned by Black People.

Table below provides for the guide on the allocation and verification of specific points under goal 1:

SPECIFIC GOAL 1: HDI	MEANS OF VERIFICATION	80/20	90/10
<b>MAXIMUM POINTS</b>		<b>10</b>	<b>5</b>
<b>Business owned by 51% or more – black people</b>	CSD report; ID copies of shareholders / directors and share certificates; BBBEE certificate OR Certified copy of Sworn affidavit	<b>5</b>	<b>2</b>
<b>Business owned by 51% or more – women</b>	CSD report; ID copies of shareholders / directors and share certificates; BBBEE certificate OR Certified copy of Sworn affidavit	<b>10</b>	<b>3</b>
<b>Business owned by 51% or more – youth</b>	CSD report; ID copies of shareholders / directors and share certificates; BBBEE certificate OR Certified copy of Sworn affidavit	<b>10</b>	<b>3</b>
<b>Business owned by 51% or more – black people with disability</b>	CSD report; ID copies of shareholders / directors and share certificates; BBBEE certificate OR Certified copy of Sworn affidavit	<b>2</b>	<b>1</b>
<b>Business owned by 51% or more – black people who are military veterans</b>	CSD; registration with military veteran's database (stamped printout from military veterans' office showing the principal member with the ID number will be required), and Valid BBBEE Certificate / Affidavit Sworn under oath.	<b>2</b>	<b>1</b>
<b>Cooperative which is at least 51% owned by Black People</b>	CSD, Valid BBBEE Certificate / Affidavit Sworn under oath, ID copy of owner/s of the business and CIPC registration document.	<b>5</b>	<b>1</b>

### 6.2 SPECIFIC GOAL 2: PROMOTION OF LOCAL ECONOMY

A maximum of 10 points from specific goal 2 must be allocated when applying the 80/20 Preference Point System or 5 points when using the 90/10 Preference Points System. These Specific Goals are regarded as critical in contributing towards the economic development and growth in Gauteng Province. The tender/RFQ must be advertised with a specific tendering preferential procurement requirement in order for the bidder to claim 10/5 points for specific goals. Therefore, specific goal 2 points may be allocated for the following RDP including COJ IDP Goals:

- (a) Promotion of SMMEs (An EME or QSE).
- (b) The promotion of enterprises located within the City of Johannesburg Metropolitan Municipality.
- (c) Promotion of enterprises located in a specific region within the City of Johannesburg Metropolitan Municipality for work to be done or services to be rendered in that region.
- (d) The promotion of enterprises located in Townships.
- (e) The upliftment of communities through, but not limited to, housing, transport, schools, infrastructure donations, and charity organisations.
- (f) Subcontracting to business owned by designated groups (up to 30%).

Table below provides for the guide on the allocation and verification of specific points under goal 2:

<b>SPECIFIC GOAL 2: PROMOTION OF LOCAL ECONOMY</b>	<b>MEANS OF VERIFICATION</b>	<b>80/20</b>	<b>90/10</b>
<b>MAXIMUM POINTS</b>		<b>10</b>	<b>5</b>
<b>SMMEs (An EME or QSE).</b>	CSD and BBBEE Certificate / Affidavit Sworn under oath.	<b>5</b>	<b>1</b>
<b>Enterprises located within the City of Johannesburg Metropolitan Municipality.</b>	CSD and proof of municipal account.	<b>10</b>	<b>5</b>
<b>Enterprises located in a specific region within the City of Johannesburg Metropolitan Municipality for work to be done or services to be rendered in that region.</b>	CSD and proof of municipal account / letter from the Ward Council confirming the business address.	<b>5</b>	<b>5</b>
<b>Enterprises located in Townships.</b>	CSD and proof of municipal account / letter from the Ward Council confirming the business address.	<b>4</b>	<b>1</b>
<b>Upliftment of communities through, but not limited to, housing, transport, schools, infrastructure donations, and charity organizations.</b>	CSIR policy, list of organisations assisted in the current financial year and reference/acceptance letters from those organizations.	<b>4</b>	<b>3</b>
<b>Subcontracting to business owned by designated groups (up to 30%).</b>	Draft subcontracting agreement to the designated groups, and Valid BBBEE Certificate / Sworn Affidavit of the subcontracted business.	<b>5</b>	<b>5</b>

**7. DECLARATION WITH REGARD TO COMPANY/FIRM**

7.1 Name of company/firm.....

7.2 Company registration number: .....

**7.3 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]

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

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
  - (a) disqualify the person from the tendering process;
  - (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
  - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;

- (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution, if deemed necessary.

.....

**SIGNATURE(S) OF TENDERER(S)**

**SURNAME AND NAME:** .....

**DATE:** .....