

Valid waste disposal permit/certificate (Category E and L)	YES	
Valid Municipal Certificate of Acceptability/ Health Certificate (Category G)	YES	
Halaal and Kosher certificates, in cases where the service provider does not have the certificates, a confirmation letter and halaal and Kosher certificates from their service provider where halaal and Kosher food will be sourced – (Category G)	YES	
A commitment letter to have a public liability insurance of a minimum of One Million Rand for (Category A, B, C, D, I, K)	YES	
Company Membership / affiliation with professional and regulatory bodies such as Security Industry Association (PSIRA), proof to be submitted (Category H)	YES	
Proof of having a certified Early Childhood Development (ECD) certificate (Category I).	YES	
Proof of child minders' Early Childhood Development qualification. (Category I)	YES	
Submission of road worthy certificate for all required buses (Category J)	YES	
Proof of valid EMS Operating License Certificate (Category K)	YES	
Valid Professional Accreditation Certificates and/or cards from HPCSA (Category K)	YES	
Submission of the Driver's Professional Drivers Permit (PrDP) (Category J & K)	YES	

Note: Bidder/s failing to comply with or submit any of the above information will be regarded as submitting a non-responsive bid and will be disqualified.

8.2 Functionality Criteria

8.2.1 Phase 2: Functionality Criteria

8.2.2 A panel will evaluate all proposals for functionality

8.2.3 A Bidder or Bidders and its partner/sub-contractor that scores less than 60% in respect of functionality will be regarded as having submitted a non-responsive bid and will be disqualified.

A bid proposal shall only be deemed accepted once written notice is given by DIRCO to the successful Bidder/s and a contract has been signed and entered into by the duly authorised representatives of both parties. The successful Bidder/s shall be held solely and jointly liable for non-compliance with any of the provisions contained in this TOR and contract by his/her/its partner/s and/or sub-contractor/s. The evaluation criteria and its respective weights include the following:

Criteria		Weight										
CATEGORY A: Event Safety Officer												
Experience	<p>Minimum of seven (7) years' experience as an Events Safety Officer.</p> <p>The bidder(s) are requested to provide CV's of an event safety officer (CV detailing relevant experience.</p> <p>Minimum of seven (7) years' experience in the events safety field.</p> <p>Evaluation Matrix</p> <table border="1" data-bbox="571 696 1050 987"> <tr> <td>CV attached with relevant experience of 5 years or less</td> <td>1</td> </tr> <tr> <td>CV attached with relevant experience 6 years</td> <td>2</td> </tr> <tr> <td>CV attached with relevant experience 7 years</td> <td>3</td> </tr> <tr> <td>CV attached with relevant experience 8 years</td> <td>4</td> </tr> <tr> <td>CV attached with relevant experience More than 8 years</td> <td>5</td> </tr> </table>	CV attached with relevant experience of 5 years or less	1	CV attached with relevant experience 6 years	2	CV attached with relevant experience 7 years	3	CV attached with relevant experience 8 years	4	CV attached with relevant experience More than 8 years	5	<p>100</p> <p>60</p>
CV attached with relevant experience of 5 years or less	1											
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CV attached with relevant experience 7 years	3											
CV attached with relevant experience 8 years	4											
CV attached with relevant experience More than 8 years	5											
Capability	<p>Provide proof of having provided structural engineering services for mass-based events in the past.</p> <p>Proof should be in the form of a Testimonial/s or Reference letter/s from a contactable client/s. The letter must include the following to be deemed valid.</p> <ul style="list-style-type: none"> • Company name • A brief description of the services that you provided • contact details • duration of contract • The letter must be signed <p>Evaluation Matrix</p> <table border="1" data-bbox="571 1518 1093 1706"> <tr> <td>1 Testimonial</td> <td>1</td> </tr> <tr> <td>2 Testimonials</td> <td>2</td> </tr> <tr> <td>3 Testimonials</td> <td>3</td> </tr> <tr> <td>4 Testimonials</td> <td>4</td> </tr> <tr> <td>5 or more Testimonials</td> <td>5</td> </tr> </table>	1 Testimonial	1	2 Testimonials	2	3 Testimonials	3	4 Testimonials	4	5 or more Testimonials	5	<p>40</p>
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5 or more Testimonials	5											

CATEGORY B: Marquees												
		100										
Capability	<p>Provide proof of having provided Marquees/structures for mass-based events in the past.</p> <p>Proof should be in the form of a Testimonial/s or Reference letter/s and Photos from a contactable client/s.</p> <p>N.B: Every testimonial should be accompanied by photos to be deemed valid.</p> <p>Evaluation Matrix</p> <table border="1"> <tr><td>1 Testimonial and Photos</td><td>1</td></tr> <tr><td>2 Testimonials and Photos</td><td>2</td></tr> <tr><td>3 Testimonials and Photos</td><td>3</td></tr> <tr><td>4 Testimonials and Photos</td><td>4</td></tr> <tr><td>5 or more Testimonials and Photos</td><td>5</td></tr> </table>	1 Testimonial and Photos	1	2 Testimonials and Photos	2	3 Testimonials and Photos	3	4 Testimonials and Photos	4	5 or more Testimonials and Photos	5	60
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5 or more Testimonials and Photos	5											
Project Plan	<p>Provide a detailed project plan that outlines the dates and times attached to the construction and breakdown of all structures.</p> <p>The project plan should include the following to be deemed valid:</p> <ul style="list-style-type: none"> • Date of delivery • Number of staff deployed to construct Marquee • Break down of the marquee • Timelines for each activity <p>Evaluation Matrix</p> <table border="1"> <tr><td>Project plan not attached</td><td>0</td></tr> <tr><td>Project plan attached</td><td>5</td></tr> </table>	Project plan not attached	0	Project plan attached	5	40						
Project plan not attached	0											
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CATEGORY C: Stage, Sound, Backline and Audio-visual												
		100										
Capability	<p>Provide proof of having provided Stage and Sound for mass events in the past.</p> <p>Proof should be in the form of a Testimonial/s or Reference letter/s and Photos from a contactable client/s.</p> <p>N.B: Every testimonial should be accompanied by photos to be deemed valid.</p> <p>Evaluation Matrix</p> <table border="1"> <tr><td>1 Testimonial and Photos</td><td>1</td></tr> <tr><td>2 Testimonials and Photos</td><td>2</td></tr> <tr><td>3 Testimonials and Photos</td><td>3</td></tr> <tr><td>4 Testimonials and Photos</td><td>4</td></tr> <tr><td>5 or more Testimonials and Photos</td><td>5</td></tr> </table>	1 Testimonial and Photos	1	2 Testimonials and Photos	2	3 Testimonials and Photos	3	4 Testimonials and Photos	4	5 or more Testimonials and Photos	5	60
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Project Plan	<p>Provide a detailed project plan that demonstrates the timelines attached to setting-up the Stage and Sound for the event.</p> <p>The project plan should include the following</p>	40										

	<ul style="list-style-type: none"> • Date of delivery • Number of staff deployed to set-up stage • Sound check • Timelines for each activity 											
	<p>Evaluation Matrix</p> <table border="1"> <tr> <td>Project plan not attached</td> <td>0</td> </tr> <tr> <td>Project plan attached</td> <td>5</td> </tr> </table>	Project plan not attached	0	Project plan attached	5							
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Project plan attached	5											
CATEGORY D: Artists and Master of Ceremonies												
		100										
Experience (Service Provider/ Agent)	<p>Service Providers are requested to provide profiles demonstrating a minimum of seven (7) years' experience in providing Live Entertainment for similar events.</p> <p>Evaluation Matrix</p> <table border="1"> <tr> <td>5 years' experience</td> <td>1</td> </tr> <tr> <td>6 years' experience</td> <td>2</td> </tr> <tr> <td>7 years' experience</td> <td>3</td> </tr> <tr> <td>8 years' experience</td> <td>4</td> </tr> <tr> <td>More than 8 years' experience</td> <td>5</td> </tr> </table>	5 years' experience	1	6 years' experience	2	7 years' experience	3	8 years' experience	4	More than 8 years' experience	5	40
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More than 8 years' experience	5											
Capability (Service Provider/ Agent)	<p>Provide proof of having provided Live Entertainment for previous mass-based events in the past seven (7) years.</p> <p>Proof should be in the form of a Testimonial/s or Reference letter/s and Photos from a contactable client/s.</p> <p>N.B: Every testimonial should be accompanied by photos to be deemed valid.</p> <p>Evaluation Matrix</p> <table border="1"> <tr> <td>1 Testimonial and Photos</td> <td>1</td> </tr> <tr> <td>2 Testimonials and Photos</td> <td>2</td> </tr> <tr> <td>3 Testimonials and Photos</td> <td>3</td> </tr> <tr> <td>4 Testimonials and Photos</td> <td>4</td> </tr> <tr> <td>5 or more Testimonials and Photos</td> <td>5</td> </tr> </table>	1 Testimonial and Photos	1	2 Testimonials and Photos	2	3 Testimonials and Photos	3	4 Testimonials and Photos	4	5 or more Testimonials and Photos	5	60
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4 Testimonials and Photos	4											
5 or more Testimonials and Photos	5											
CATEGORY E: Ablution Facilities (Mobile toilets)												
		100										
Experience	<p>Service Providers are requested to provide profiles demonstrating a minimum of seven (7) years' experience in providing Ablution facilities (mobile toilets) for mass-based events and kids abluion.</p> <p>Evaluation Matrix</p> <table border="1"> <tr> <td>5 years' experience</td> <td>1</td> </tr> <tr> <td>6 years' experience</td> <td>2</td> </tr> <tr> <td>7 years' experience</td> <td>3</td> </tr> <tr> <td>8 years' experience</td> <td>4</td> </tr> <tr> <td>More than 8 years' experience</td> <td>5</td> </tr> </table>	5 years' experience	1	6 years' experience	2	7 years' experience	3	8 years' experience	4	More than 8 years' experience	5	40
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MS

ADDENDUM

<p>Capability</p>	<p>Provide proof of having supplied Ablution facilities (mobile toilets) for mass events in the past seven (7) years.</p> <p>Proof should be in the form of a Testimonial/s or Reference letter/s and Photos from a contactable client/s.</p> <p>N.B: Every testimonial should be accompanied by photos to be deemed valid.</p> <p>Evaluation Matrix</p> <table border="1"> <tr> <td>1 Testimonial and Photos</td> <td>1</td> </tr> <tr> <td>2 Testimonials and Photos</td> <td>2</td> </tr> <tr> <td>3 Testimonials and Photos</td> <td>3</td> </tr> <tr> <td>4 Testimonials and Photos</td> <td>4</td> </tr> <tr> <td>5 or more Testimonials and Photos</td> <td>5</td> </tr> </table>	1 Testimonial and Photos	1	2 Testimonials and Photos	2	3 Testimonials and Photos	3	4 Testimonials and Photos	4	5 or more Testimonials and Photos	5	<p>60</p>
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<p>CATEGORY F: Generators and power supply</p>												
<p>100</p>												
<p>Experience</p>	<p>Service Providers are requested to provide profiles demonstrating a minimum of seven (7) years' experience in providing Generators for mass-based events.</p> <p>Evaluation Matrix</p> <table border="1"> <tr> <td>5 years' experience</td> <td>1</td> </tr> <tr> <td>6 years' experience</td> <td>2</td> </tr> <tr> <td>7 years' experience</td> <td>3</td> </tr> <tr> <td>8 years' experience</td> <td>4</td> </tr> <tr> <td>More than 8 years' experience</td> <td>5</td> </tr> </table>	5 years' experience	1	6 years' experience	2	7 years' experience	3	8 years' experience	4	More than 8 years' experience	5	<p>40</p>
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<p>Capability</p>	<p>Provide proof of having supplied Generators for mass-based events in the past seven (7) years.</p> <p>Proof should be in the form of a Testimonial/s or Reference letter/s and Photos from a contactable client/s.</p> <p>N.B: Every testimonial should be accompanied by photos to be deemed valid.</p> <p>Evaluation Matrix</p> <table border="1"> <tr> <td>1 Testimonial and Photos</td> <td>1</td> </tr> <tr> <td>2 Testimonials and Photos</td> <td>2</td> </tr> <tr> <td>3 Testimonials and Photos</td> <td>3</td> </tr> <tr> <td>4 Testimonials and Photos</td> <td>4</td> </tr> <tr> <td>5 or more Testimonials and Photos</td> <td>5</td> </tr> </table>	1 Testimonial and Photos	1	2 Testimonials and Photos	2	3 Testimonials and Photos	3	4 Testimonials and Photos	4	5 or more Testimonials and Photos	5	<p>60</p>
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<p>CATEGORY G: Catering</p>												
<p>100</p>												

ADDENDUM

<p>Experience</p>	<p>Service Providers are requested to provide profiles demonstrating a minimum of seven (7) years' experience in providing Catering services for National events.</p> <p>Evaluation Matrix</p> <table border="1"> <tr> <td>5 years' experience</td> <td>1</td> </tr> <tr> <td>6 years' experience</td> <td>2</td> </tr> <tr> <td>7 years' experience</td> <td>3</td> </tr> <tr> <td>8 years' experience</td> <td>4</td> </tr> <tr> <td>More than 8 years' experience</td> <td>5</td> </tr> </table>	5 years' experience	1	6 years' experience	2	7 years' experience	3	8 years' experience	4	More than 8 years' experience	5	<p>40</p>
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<p>Capability</p>	<p>Provide proof of having supplied Catering services for National Events in the past seven (7) years.</p> <p>Proof should be in the form of a Testimonial/s or Reference letter/s and Photos from a contactable client/s.</p> <p>N.B: Every testimonial should be accompanied by photos to be deemed valid.</p> <p>Evaluation Matrix</p> <table border="1"> <tr> <td>1 Testimonial and Photos</td> <td>1</td> </tr> <tr> <td>2 Testimonials and Photos</td> <td>2</td> </tr> <tr> <td>3 Testimonials and Photos</td> <td>3</td> </tr> <tr> <td>4 Testimonials and Photos</td> <td>4</td> </tr> <tr> <td>5 or more Testimonials and Photos</td> <td>5</td> </tr> </table>	1 Testimonial and Photos	1	2 Testimonials and Photos	2	3 Testimonials and Photos	3	4 Testimonials and Photos	4	5 or more Testimonials and Photos	5	<p>60</p>
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<p>CATEGORY H: Security</p>												
<p>100</p>												
<p>Experience</p>	<p>Service Providers are requested to provide profiles demonstrating a minimum of seven (7) years' experience in Security services for Mass-based events.</p> <p>Evaluation Matrix</p> <table border="1"> <tr> <td>5 years' experience</td> <td>1</td> </tr> <tr> <td>6 years' experience</td> <td>2</td> </tr> <tr> <td>7 years' experience</td> <td>3</td> </tr> <tr> <td>8 years' experience</td> <td>4</td> </tr> <tr> <td>More than 8 years' experience</td> <td>5</td> </tr> </table>	5 years' experience	1	6 years' experience	2	7 years' experience	3	8 years' experience	4	More than 8 years' experience	5	<p>40</p>
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<p>Capability</p>	<p>Provide proof of having supplied Security Services for Mass-based Events in the past seven (7) years.</p> <p>Proof should be in the form of a Testimonial/s or Reference letter/s and Photos from a contactable client/s.</p> <p>N.B: Every testimonial should be accompanied by photos to be deemed valid.</p> <p>Evaluation Matrix</p> <table border="1"> <tr> <td>1 Testimonial and Photos</td> <td>1</td> </tr> </table>	1 Testimonial and Photos	1	<p>60</p>								
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5 or more Testimonials and Photos	5											
CATEGORY I: Kiddies Play Area and Foldable Picnic tables												
Experience	<p>Service Providers are requested to provide profiles demonstrating a minimum of seven (7) years' experience in providing Kiddies/ Play Area facilities.</p> <p>Service Providers MUST have a certified early childhood development (ECD) day-care centre accredited/recognised by the Department of Social Development.</p> <p>Evaluation Matrix</p> <table border="1"> <tr> <td>5 years' experience</td> <td>1</td> </tr> <tr> <td>6 years' experience</td> <td>2</td> </tr> <tr> <td>7 years' experience</td> <td>3</td> </tr> <tr> <td>8 years' experience</td> <td>4</td> </tr> <tr> <td>More than 8 years' experience</td> <td>5</td> </tr> </table>	5 years' experience	1	6 years' experience	2	7 years' experience	3	8 years' experience	4	More than 8 years' experience	5	40
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More than 8 years' experience	5											
Capability	<p>Service providers are requested to deploy qualified child minders with a minimum of three (3) years' experience in taking care of minors.</p> <p>Proof should be in the form of a Curriculum Vitae CVs (CVs should include references)</p> <p>Evaluation Matrix</p> <table border="1"> <tr> <td>1 CV attached with relevant experience of 3 years or more</td> <td>1</td> </tr> <tr> <td>2 CVs attached with relevant experience of 3 years or more</td> <td>2</td> </tr> <tr> <td>3 CVs attached with relevant experience of 3 years or more</td> <td>3</td> </tr> <tr> <td>4 CVs attached with relevant experience of 3 years or more</td> <td>4</td> </tr> <tr> <td>5 or more CVs attached with relevant experience of 3 years or more</td> <td>5</td> </tr> </table>	1 CV attached with relevant experience of 3 years or more	1	2 CVs attached with relevant experience of 3 years or more	2	3 CVs attached with relevant experience of 3 years or more	3	4 CVs attached with relevant experience of 3 years or more	4	5 or more CVs attached with relevant experience of 3 years or more	5	60
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CATEGORY J: Buses												
Experience	<p>Service Providers are requested to provide profiles demonstrating a minimum of seven (7) years' experience in providing Bussing Services for Mass-based events.</p> <p>Evaluation Matrix</p> <table border="1"> <tr> <td>5 years' experience</td> <td>1</td> </tr> <tr> <td>6 years' experience</td> <td>2</td> </tr> </table>	5 years' experience	1	6 years' experience	2	40						
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Capability	<p>Provide proof of having supplied Bussing services for Mass-based events in the past seven (7) years.</p> <p>Proof should be in the form of a Testimonial/s or Reference letter/s and Photos from a contactable client/s.</p> <p>N.B: Every testimonial should be accompanied by photos to be deemed valid.</p> <p>Evaluation Matrix</p> <table border="1"> <tr> <td>5 or less Testimonial and Photos</td> <td>1</td> </tr> <tr> <td>6 Testimonials and Photos</td> <td>2</td> </tr> <tr> <td>7 Testimonials and Photos</td> <td>3</td> </tr> <tr> <td>8 Testimonials and Photos</td> <td>4</td> </tr> <tr> <td>8 or more Testimonials and Photos</td> <td>5</td> </tr> </table>	5 or less Testimonial and Photos	1	6 Testimonials and Photos	2	7 Testimonials and Photos	3	8 Testimonials and Photos	4	8 or more Testimonials and Photos	5	60
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CATEGORY K: Emergency Medical Services												
		100										
Experience	<p>Service Providers are requested to provide profiles demonstrating a minimum of seven (7) years' experience in providing Emergency Medical Services.</p> <p>Evaluation Matrix</p> <table border="1"> <tr> <td>5 years' experience</td> <td>1</td> </tr> <tr> <td>6 years' experience</td> <td>2</td> </tr> <tr> <td>7 years' experience</td> <td>3</td> </tr> <tr> <td>8 years' experience</td> <td>4</td> </tr> <tr> <td>More than 8 years' experience</td> <td>5</td> </tr> </table>	5 years' experience	1	6 years' experience	2	7 years' experience	3	8 years' experience	4	More than 8 years' experience	5	40
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	<p>Provide proof of having provided Emergency Medical Services for Mass Events in the past seven (7) years.</p> <p>Proof should be in the form of a Testimonial/s or Reference letter/s from a contactable client/s.</p> <p>Evaluation Matrix:</p> <table border="1"> <tr> <td>1 Testimonial</td> <td>1</td> </tr> <tr> <td>2 Testimonials</td> <td>2</td> </tr> <tr> <td>3 Testimonials</td> <td>3</td> </tr> <tr> <td>4 Testimonials</td> <td>4</td> </tr> <tr> <td>5 or more Testimonials</td> <td>5</td> </tr> </table>	1 Testimonial	1	2 Testimonials	2	3 Testimonials	3	4 Testimonials	4	5 or more Testimonials	5	60
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CATEGORY L: Cleaning Services												
		100										

ADDENDUM

<p>Experience</p>	<p>Service Providers are requested to provide profiles demonstrating a minimum of seven (7) years' experience in providing Cleaning Services for Mass-based events.</p> <p>Evaluation Matrix</p> <table border="1"> <tr><td>5 years' experience</td><td>1</td></tr> <tr><td>6 years' experience</td><td>2</td></tr> <tr><td>7 years' experience</td><td>3</td></tr> <tr><td>8 years' experience</td><td>4</td></tr> <tr><td>More than 5 years' experience</td><td>5</td></tr> </table>	5 years' experience	1	6 years' experience	2	7 years' experience	3	8 years' experience	4	More than 5 years' experience	5	<p>40</p>
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All service providers who scored less than 60 points on functionality criteria will not be considered for Price and Preference Points Evaluation

9.3 Price and Preference Points Criteria

9.3.1 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:

Table 1 (80/20): 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.)

<p>The specific goals allocated points in terms of this tender</p>	<p>Number of points allocated (80/20 system) (To be completed by the organ of state)</p>	<p>Number of points claimed (80/20 system) (To be completed by the tenderer)</p>
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