Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

NATIONAL LOTTERIES COMMISSION

REQUEST FOR QUOTATIONS FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR HOUSEHOLD FURNITURE REMOVAL, RELOCATION SERVICES AND STORAGE FACILITIES FOR THE NATIONAL LOTTERIES COMMISSION ONCE-OFF

BID PROCESS	BID REQUIREMENTS
REQUEST FOR QUOTATION NO	**RFQ 2026-011-033**
RFQ Advertisement Date	**20 November 2026**
Closing date and time	**26 November 2026 @ 11:00am** *(South African Standard Time)*
Tender validity period	**90 days *from the closing date***
Compulsory Briefing meeting	**There will be no compulsory briefing session.**
Submission instruction:	**The bid document must be submitted via E-TENDER SUBMISSION – https://www.etenders.gov.za/** No emails submissions will be accepted
Enquires ONLY can be emailed to	**quotation@nlcsa.org.za and maureen@nlcsa.org.za**

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

SECTION 1: BACKGROUND, OVERVIEW AND RFQ SCOPE OF REQUIREMENTS

1. INTRODUCTION

The National Lotteries Commission (NLC) is a public entity established by the Lotteries Act No. 57 of 1997, as amended, to regulate the National Lottery and other lotteries and to administer the National Lottery Distribution Trust Fund ("NLDTF"). In December 2014, the Lotteries Amendment Act 32 of 2013 was promulgated, and the Regulations thereof were published on 14 April 2015.

In line with the requirements of the Public Finance Management Act No. 1 of 1999 (“PFMA”) and Treasury Regulations, the NLC intends to appoint a service provider for household furniture removal for the National Lotteries Commission from Eastern Cape to Gauteng.

2. BACKGROUND

The objective of this bid is to appoint an experienced service provider to render household furniture removal, relocation services and storage facilities for an employee of the National Lotteries Commission (NLC) from Port Elizabeth to East London in the Eastern Cape.

3. OBJECTIVES

To appoint a qualified and experienced service provider to render household furniture removal relocation services and storage facilities for the NLC from the Port Elizabeth to East London in the Eastern Cape.

4. MANDATE

- The appointed a service provider will be required to provide the NLC with household furniture removal, relocation services and storage facilities from Port Elizabeth to East London in the Eastern Cape.
- Storage facilities location must be in East London.

5. REPORTING REQUIREMENTS

The service provider shall work closely with the office of the Recruitment Office, the Supply Chain Management Office and the employee concerned.

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

6. DURATION OF THE MANDATE

The expected duration of the service is once-off which may be effective on the date of appointment and receival of purchase order and/or as directed and at the discretion of the NLC.

SECTION 2: NOTICE TO BIDDERS

1. Terms and Conditions of Request for Quotations (RFQ)

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

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 quotation in response to this RFQ without prior written permission from NLC.

1.3 All copyright and intellectual property herein vests with NLC.

1.4 Late and incomplete submissions will not be accepted.

1.5 No services must be rendered, or goods delivered, before an official NLC Purchase Order form has been received.

1.6 Suppliers are required to register on the Central Supplier Database at www.csd.gov.za, Suppliers must provide their CSD registration number (and attach CSD Registration report) and ensure that the Tax Matters are compliant.

1.7 All questions regarding this RFQ must be forwarded to quotation@nlcsa.org.za and *maureen@nlcsa.org.za* within 2 days prior closing of this RFQ.

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 RFQ or the awarding of the same or any resulting agreement(s) without the consent of, and then only in co-ordination with, NLC.

2.2 Precedence of documents

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

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

2.2.2 Bidders shall refrain from incorporating any additional stipulations in its proposal submitted in terms hereof other than in the form of a clearly marked recommendation that NLC 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 NLC.

2.2.3 It is, however, remains the exclusive domain and election of NLC as to which of these stipulations are applicable and to what extent. Bidders hereby acknowledging that the decision of NLC in this regard is final and binding. The onus to enquire and obtain clarity in this regard rests with the 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 NLC shall apply the principles of the Preferential Procurement Policy Framework Act, (Act No.5 of 2000) to this proposal read together with the Preferential No. 5 of 2000) to this proposal read together with the Preferential

2.3.2 Procurement Regulations published with effect from 16 January 2023 (“the Preferential Procurement Regulations, 2022”).

2.4 National Industrial Participation Program

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

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

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.

2.8.2 NLC 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 NLC.

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 RFQ 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, the Preferential Procurement Regulations, 2022. The Bidder is advised that Bidder Personal Information may be passed on to third parties to whom NLC is compelled by law to provide such information. For example, where appropriate, NLC 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 NLC Data Privacy Policy.

2.9.3 The following persons will have access to the Personal Information collected:

2.9.4 NLC personnel participating in procurement/award procedures; and

2.9.5 Members of the public: within seven working days from the time the bid is awarded, the following information will have to be made available on National Treasury's e-Tender portal.

2.10. Rejection of all Bids/Quotations and Disclaimer

2.11. The NLC reserves the right to reject all bids when deemed necessary. This is justified when there is lack of effective competition, or bids/quotations are not substantially responsive.

3. Supplier Performance

3.1 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

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

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.

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

3.3 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.

3.4 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

Stage 1: Tender Closing and Opening

The deadline for RFQ submission is **26 November 2026 @ 11:00** Standard South African Time. Any late RFQ will not be accepted. Proposals must be submitted online as below:

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 mandatory documents that comply with all mandatory requirements. Bids that do not fully comply with the mandatory requirements will be disqualified and will not be considered for further evaluation. The Administrative Compliance Evaluation will include the following:

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

Evaluation Criteria	Supporting Document/Content
SCM - SBD 1 - Invitation to Bid	**Fully Completed** Standard and duly signed
SCM - SBD 6.1 - Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022	**Fully Completed** Standard and duly signed
Whether Service Providers have failed to register on the CSD. Only foreign suppliers with no local registered entity need not register on the CSD	Proof of Central Supplier Database (CSD) registration reflecting Tax compliant status
Whether the Service Provider tax affairs in order	Valid SARS Tax Pin
Original Signed consent form in terms of the Protection of Personal Information Act No.4 2013 (POPIA)	POPIA Consent Form
B-BBEE Certificate in terms of Codes of Good Practice-Valid/ Sworn Affidavits	A valid B-BBEE Certificate/Sworn affidavit. In the case of a joint venture, consolidated B-BBEE Certificate / Sworn Affidavit.

Stage 3: Mandatory Compliance

All bid respondents must submit mandatory documents that comply with all mandatory requirements. Bids that do not fully comply with the mandatory requirements will be disqualified and will not be considered for further evaluation.

Evaluation Criteria	Supporting Document/Content
SCM - SBD 4 - Invitation to Bid	**Fully Completed** Standard and duly signed
In the event of the bidder being in a joint venture (JV), where applicable	Valid JV Agreement with supporting documents where applicable
Accredited Professional Movers' Association for quality of the service	Valid Accreditation Letter/ Certificate

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

Stage 4: Evaluation on Price and Specific Goals as per PPR 2022. The 80/20 Principle is based on Price and specific goals for the NLC.

The following formula to be used to calculate the points out of 80 for price, inclusive of all applicable taxes. A maximum of 80 points is allocated for price on the following basis:

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: $Ps = 80\left(1 - \frac{Pt - P\min}{P\min}\right)$ *Where:* *Ps = Score for the Bid under consideration Pt* *= Price of Bid under consideration Pmin* *= Price of lowest acceptable Bid*	80
TOTAL SCORE:	**80**

A maximum of 20 points will be awarded to a bidder for the specific goals specified for the RFQ.

DESCRIPTION	Sub - points for specific goals	Maximum points for specific goals	Relevant Evidence
Procurement from entities who are black Owned		**8**	Copies of ID's/ CIPC / CSD Recent Report
Tenderer who has 100% black Ownership	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		**4**	B-BBEE Certificate / Sworn Affidavit
Tenderer who has 100% women ownership	4		
Tenderer who has 30% to 99% women ownership	2		
Tenderer who has less than 30% women ownership	0		

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

DESCRIPTION	Sub - points for specific goals	Maximum points for specific goals	Relevant Evidence
3. Procurement from Youth Ownership		**4**	B-BBEE Certificate / B-BBEESworn Affidavit
Tenderer who has 100% youth ownership	4		
Tenderer who has 30% to 99% youth ownership	2		
Tenderer who has less than 30% youth ownership	0		
4.Procurement from Disabilities Owned			
Tenderer who has 20% or more owners with disability	4	**4**	Letter from the Doctor not older than 1 year confirming disability and CSD report
Tenderer who has less than 20% but more than 10% owners with disability	2		
Tenderer who has less than 10% of owners with disability	0		
Total points for specific goals		**20**	

Stage 5: Due Diligence, Contract and Award

The NLC 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 contract and award stage is for negotiation after receipt of formal tenders and before the conclusion of contracts with suppliers/contractors submitting the lowest acceptable tender to obtain an improvement in price, delivery or content, in circumstances which do not put other tender at a disadvantage or adversely affect their confidence or trust in the competitive system. Bidders may be requested to provide their best and final offers based on contract negotiations.

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

SBD 1: INVITATION TO BID
PART A

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS							
BID NUMBER:	**RFQ-2026-011-033**	ISSUE DATE:	**20 November 2026**	CLOSI NG DATE:	**26 November 2026**	CLOSING TIME:	**11:00**
DESCRIPTION	**REQUEST FOR QUOTATIONS FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR HOUSEHOLD FURNITURE REMOVAL, RELOCATION SERVICES AND STORAGE FACILITIES FOR THE NATIONAL LOTTERIES COMMISSION ONCE-OFF**						

BID RESPONSE DOCUMENTS MUST BE SUBMITTED TO THE BELOW ADDRESS
The bid document must be submitted via E-TENDER SUBMISSION - https://www.etenders.gov.za/

BIDDING PROCEDURE ENQUIRIES MAY BEDIRECTED TO		TECHNICAL ENQUIRIES MAY BE DIRECTED TO:	
CONTACTPERSON	**NLC**	CONTACT PERSON	**SCM**
TELEPHONENUMBER	**012 432 1470**	TELEPHONE NUMBER	**012 432 1470**
FACSIMILENUMBER		FACSIMILE NUMBER	
E-MAIL ADDRESS	maureen@nlcsa.org.za	E-MAIL ADDRESS	quotations@nlcsa.org.za

SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE			NUMBER	
CELL PHONENUMBER					
FACSIMILENUMBER	CODE			NUMBER	
E-MAIL ADDRESS					
VATREGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		**OR**	CENTRAL SUPPLIER DATABASE	UNIQUE REGISTRATION REFERENCE NUMBER: MAAA

NATIONAL LOTTERIES COMMISSION
a member of the dtic group

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

B-BBEE STATUSLEVEL VERIFICATION CERTIFICATE	[TICK APPLICABLE BOX] Yes No	B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLEBOX] Yes No
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]			
1. ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS / SERVICES / WORKS OFFERED?	YES ☐ NO ☐ [IF YES ENCLOSE PROOF]	2. ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	YES ☐ NO ☐ [IF YES, ANSWER QUESTIONNAIREBELOW]

QUESTIONNAIRETO 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

TAX COMPLIANCE REQUIREMENTS	
I.	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
ii.	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 ANDTAX STATUS.
iii.	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THESARS WEBSITE WWW.SARS.GOV.ZA.
v. iv.	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
vi.	IN BIDS WHERE UNINCORPORATED CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIERDATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

NB:FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDERTHE 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

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

BIDDER'S DISCLOSURE **SBD4**

1. PURPOSE OF THE FORM

1.1 Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa, 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**

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

Full Name	**Identity Number**	**Name of organ of state**

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

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

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

2.3.1 If so, furnish particulars:

……
……
……

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

2.4.1 If so, indicate all companies registered in the CSD in the table below:

Supplier registration number (MAAA)	**Status (active/inactive/deleted)**

Failure to disclose all CSD-registered active companies linked to all Directors will lead to disqualification.

3 GENERAL DECLARATION

I, ……., the undersigned, in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

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

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

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.

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

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 procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.7 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 ABOVE IS CORRECT.

I ACCEPT THAT THE PROCURING INSTITUTION MAY REJECT THE BID OR TAKE APPROPRIATE ACTION AGAINST ME IF THIS DECLARATION IS FALSE.

……	……
Signature	Date
……	……...
Designation	Name of bidder

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

SECTION 6: 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 informationand serves as a claim form for preference points for specific goals.

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

---

1. GENERAL CONDITIONS

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

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

1.2 To be completed by the organ of state

(*delete whichever is not applicable for this tender*).

a) The applicable preference point system for this tender is the 90/10 preference point system.

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

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

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

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

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

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

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

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 or 90 points is allocated for price on the following basis:

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

80/20

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

NATIONAL LOTTERIES COMMISSION
a member of the dtic group

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

4 POINTS AWARDED FOR SPECIFIC GOALS

4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

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

(a) an invitation for tender for income-generating contracts, that either the 80/20or 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 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 the 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.) Please complete this table for claiming of points.

1. Procurement from entities who are Black Owned	**Sub - points for specific goals**	**Maximum points for specific goals**	**Number of points claimed (80/20 system) (To be completed by the tenderer)**
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		**4**	
Tenderer who has 100% women Ownership	4		

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

Tenderer who has 30% to 99% women ownership	2		
Tenderer who has less than 30% women Ownership	0		
3. Youth Ownership		**4**	
Tenderer who has 100% youth ownership	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

- ϒ Partnership/Joint Venture / Consortium
- ϒ One-person business/sole propriety
- ϒ Close corporation
- ϒ Public Company
- ϒ Personal Liability Company
- ϒ (Pty) Limited
- ϒ Non-Profit Company
- ϒ State Owned Company

[TICK APPLICABLE BOX]

5.4 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:

5.4.1 The information furnished is true and correct;

5.4.2 The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

5.4.3 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

Tel: +27(12)432 1300
Info Centre: 086 00 65383
Web: www.nlcsa.org.za
National Lotteries Commission (NLC)
P.O Box 1556
Brooklyn Square 0083, Pretoria
P.O Box 1556

documentary proof to the satisfaction of the organ of state that the claims are correct;

5.4.4 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 –

5.4.5 disqualify the person from the tendering process;

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

5.4.7 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;

5.4.8 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 *audit alteram partem* (hear the other side) rule has been applied; and

5.4.9 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 PERSONAL INFORMATION 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 PERSONAL INFORMATION 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).

   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.

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

   2.1 the collection, receipt, recording, organisation, collation, storage, updating or modification, retrieval, alteration, consultation or use;

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

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

3. "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—

3.1 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;

3.2 information relating to the education or the medical, financial, criminal or employment history of the person;

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

3.4 the biometric information of the person;

3.5 the personal opinions, views or preferences of the person;

3.6 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.

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

3.8 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