



sport, arts & culture

Department:
Sport, Arts and Culture
REPUBLIC OF SOUTH AFRICA

BID: SCM 01/25-26

REQUEST FOR PROPOSAL: APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE FLEXIBLE INSURANCE SOLUTIONS FOR SOUTH AFRICAN ARTISTS AND ATHLETES ON BEHALF OF THE DEPARTMENT OF SPORT, ARTS AND CULTURE (DSAC) FOR A PERIOD OF THREE (3) YEARS

CLOSING DATE AND TIME OF BID:

26 SEPTEMBER 2025 AT 11H00

BRIEFING SESSION:

05 SEPTEMBER 2025 AT 13:30- 14:00

LINK: <https://shorturl.at/5MRea>

BID VALIDITY PERIOD: 90 DAYS

TERMS OF REFERENCE

REQUEST FOR PROPOSAL: APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE FLEXIBLE INSURANCE SOLUTIONS FOR THE SOUTH AFRICAN ARTISTS AND ATHLETES ON BEHALF OF THE DEPARTMENT OF SPORT, ARTS AND CULTURE (DSAC) FOR A PERIOD OF THREE (3) YEARS

1. BACKGROUND

The National Department of Sport, Arts and Culture (DSAC) seeks to appoint a qualified entity to provide group risk benefits and flexible insurance solutions tailored to the needs of South African Artists and Athletes for a period of three (3) years.

The group risk benefits are for artists and athletes who have been practicing their craft within the industry and have gained recognition through national and/or international acclaim.

The appointed service provider will be expected to deliver as per the following task deliverables:

- Develop a comprehensive group risk benefit covering no less than 1000 artists and athletes annually. The cover must include Life Cover, Funeral Cover and a Hospitalisation Assistance Plan.
- Offer an omnichannel contact centre for group administrators and as a means to provide information to artists and athletes.
- Provide a quote for monthly and annual premiums for a group benefit covering 1 000 artists and athletes.
- Premiums must be reviewable annually on the policy anniversary date.
- The programme will be limited to artists and athletes who are at an emerging to an established level of practice, as described in the table below:

Emerging	Intermediate	Established
<ul style="list-style-type: none"> • Developed/Produced/Presented work in the relevant discipline. • 4-5 years in industry. • Portfolio of Evidence available. 	<ul style="list-style-type: none"> • Developed/Produced/Presented work in the relevant discipline • 5-7 years' professional experience. • Portfolio of Evidence available. 	<ul style="list-style-type: none"> • Experienced practitioner with proven track record for developing and producing/presenting 5+ projects in the relevant discipline • 7+ years' professional experience in industry.

The programme will be anchored by the following pillars:

- i. Tailored benefits:**
 - The products should be designed to meet the specific needs of the Sport, Arts and Culture Sector.
- ii. Timely Processing:**
 - Prompt and fair assessment and payment of valid claims.
- iii. Empathy and Sensitivity**
 - Handling claimants with compassion and understanding.
- iv. Adaptability:**
 - Willingness and capability to adapt the programme and product offering based on feedback, changing member needs and regulatory updates.
- v. Fraud Detection:**
 - Robust mechanism to detect and prevent fraudulent claims, protecting the overall integrity of the programme.

2. TASK DIRECTIVES

The Department requires the services of a duly experienced, knowledgeable, and legitimate entity to manage this programme.

The entity must be registered and licensed with the Financial Sector Conduct Authority (FSCA). The entity must list its FSCA registration number on its documentation.

To confirm that the bidders have read and understood the task description, they should be able to indicate their ability to provide Group Risk cover as indicated in the column below:

	TASK	NOTED
2.1	LIFE COVER	
	<p>A lump sum payment of R100,000 to beneficiaries on the death of a member (artist/athlete).</p> <p>Eligibility: Members must be aged 18 and older. They must still be actively participating/practising in their artistic or sport discipline.</p> <p>Beneficiaries are limited to members' children and spouse/life partner</p> <p>Start date: Cover begins on the policy commencement date (first of the month following acceptance and premium payment)</p>	
2.2	FUNERAL COVER	
	<p>A lump sum payment of R50,000 on the death of a member (artist/athlete) within 48 hours of receiving a valid claim.</p> <p>Eligibility: Members must be aged 18 and older</p> <p>Start date: Cover begins on the policy commencement date (first of the month following acceptance and premium payment)</p>	
2.3	HOSPITALISATION ASSISTANCE PLAN	
	<p>A customised plan for members (artists/athletes) who require assistance with medical-related fees following a hospital stay exceeding 72 consecutive hours.</p> <p>The payment must be directly paid to the hospital or the in-hospital specialist to cover medical expenses upon receipt of the invoice or quotation.</p> <p>Hospitalisation must be recommended or referred by a medical doctor.</p> <p>No self-admissions.</p> <p>Up to R70,000 annual cover per member</p> <p>Eligibility: Members aged 18-65 (last birthday) at the time of claiming</p>	
2.4	VALUE-ADDED SERVICES	
	<p>Marketing and public relations campaign for the Programme</p> <p>Bereavement counselling and health advice</p>	

	TASK	NOTED
3.	OUTCOMES AND OUTPUTS	
3.1	The creation of tailored group risk covers	
3.2	Turnaround times for processing claims and the timely payout	
3.3	Automated process for verification	
3,4	Omnichannel contact centre	
3,5	Provision of monthly and annual costs/premiums	
3.6	Detailed workflow and timelines	
3.7	Ensuring that the deceased artists/athletes' dependents have a financial safety net	
3.8	Ensuring that artists/athletes receive a dignified funeral	
3.9	Access to appropriate and timely medical care for artists/athletes	
3.10	Alleviate a significant financial burden for artists/athletes and their loved ones	
3.11	Marketing and communication strategy for the visibility and awareness of the programme	
3.12	Quarterly reports and meetings on the programme implementation, premiums and claim experience to be submitted to DSAC.	
4.	TIME FRAME	
	The service provider will be appointed for three (3) years from the date of receiving the appointment letter. The service provider should attend a meeting at the DSAC within a week and should avail themselves for progress meetings as per the Department's request.	

5. LEGISLATIVE AND REGULATORY FRAMEWORK

This bid and all contracts emanating therefrom will be subject to the General Conditions of Contract issued in 2010 in accordance with Treasury Regulations 16A published in terms of the Public Finance Management Act, 1999 (Act 1 of 1999).

The Special Conditions of Contract are supplementary to those of the General Conditions of Contract. Where, however, the Special Conditions of Contract are in conflict with the General Conditions of Contract, the Special Conditions of Contract take precedence.

13.1. Ownership Certificate issued by the Companies and Intellectual Property Commission (CIPC) that shows ownership percentage (e.g. Beneficial ownership, CK ...etc) and

a) Valid BBBEE certificate or Sworn affidavit

b) Certificate from the doctor confirming the disability

NB: Failure to submit the required documentation will result in 0 points. Information for the documents requested in point A and B above should be the same, where information varies, the bidder will be allocated 0 points as it will be regarded as misinterpretation of information.

Points will be awarded as follows:

No	Components	Points
1.	Price	80
2.	Point awarded to a specific goal as per the SBD 6.1. attached to this bid	20
	Total	100

9. BID REQUIREMENTS

- **General requirements**

The following is required of bidders and should be submitted to the department as part of the bid submission:

9.1 Company profile.

9.2 All Bidders must be registered on the National Treasury Central Supplier Database (CSD) and must attach a copy of the most recent report with the tender document.

9.3 The tax status on CSD must be compliant, as Department is unable to award a contract to a company whose tax affairs are not in order as determined by SARS. Bidders whose tax matters have expired, or compliance status is invalid will be disqualified. **Note that it is no longer a requirement for bidders to submit hard copies of tax clearance certificates as compliance to tax matters can be assessed and verified on the CSD report.**

9.4 Original Company Resolution or Letter of Authority or Letter of appointment authorizing the signatory of the Entity to sign the contract with the Department.

- 9.5 Valid contact details including e-mail address.
- 9.6 Certified ID copies of all Directors.
- 9.7 At least three reference letters must be provided, as well as an indication of experience with similar projects.
- 9.8 Bidders are requested to provide one original tender proposal.
- 9.9 Companies, who registered for VAT, should include VAT in their cost.
- 9.10 Any other details that may be relevant in respect of the tender evaluation criteria described above:
- 9.11. A detailed proposal including:
- a) Project plan;
 - b) Project Implementation plan;
 - c) Capacity and experience;
 - d) Number and level/ranks of team member/s to be involved in the assignment;
 - e) CVs of all involved (including but not limited to: qualifications and experience and level of expertise/current designation;
 - f) Proof of registration of relevant professional membership.
- 9.12 Any other details that may be relevant in respect of the tender evaluation criteria described above.

10. CONFIDENTIALITY

Ownership and copyright of all documentation developed during the period of the contract will be vested in the Department of Sport, Arts and Culture.

No information or documentation may be used for any other purpose other than providing for a tender proposal to the Department, and no copies of any document may be made, except with prior written approval from the Department.

11. INTELLECTUAL PROPERTY AND OWNERSHIP

All intellectual property rights relating to any work produced by the service provider in relation to the performance of this contract shall belong to the Department and may not be used for any other purpose by the service provider. The service provider shall give the Department all assistance in protecting such intellectual property rights. All material, in paper, electronic, or any recorded format, produced by the service provider in the performance of this contract shall remain the property of the Department of Sport, Arts and Culture and must be handed over to the Department on termination of the contract.

All service providers undertake not to infringe the intellectual property of third parties. Should any action or claim be instituted against the Department emanating from an infringement of intellectual property or an alleged infringement of intellectual property, the service providers hereby indemnify the Department against such claims or actions as well as all costs (including legal costs on an attorney and client scale).

12. CONTRACTUAL ARRANGEMENT

The service provider is required to enter into a Service Level Agreement with the Department of Sport, Arts and Culture to perform all functions as set out in the project Specification or Terms of Reference and National Treasury General Conditions of Contract of 2010.

13. FINANCIAL IMPLICATIONS

- No service will be provided to the Department before an official order has been issued to the supplier or service provider.
- The service provider should be aware that DSAC only pays after the services have been rendered.
- Payments will be done within 30 days of receipt of an invoice with all required supporting documents as per the Service Level Agreement.
- Payments will be made by the Department after the service provider has submitted an invoice supported by all requisite documents.

14. CLIENT BASE

The Department of Sport, Arts and Culture reserves the right to contact references during the evaluation and adjudication process to obtain information.

15. COMMUNICATION

The Department of Sport, Arts and Culture may communicate with bidders for, among others, where bid clarity is sought, to obtain information or to extend the validity period.

16. PRESENTATION

The Department of Sport, Arts and Culture may require presentation / interviews from short-listed bidders as part of the bid process.

17. SUPPLIER DUE DILIGENCE

The State reserves the right to conduct supplier due diligence prior to final award or at any time during the contract period.

18. CONFLICT OF INTEREST

The bidders or bidders' group must submit a document (you may include it in your covering letter), stating whether any of its employees have any interest in the Department or whether any of Department's personnel have any interest in the bidders or affiliated business.

19. PACKAGING OF BID

Bidders to arrange the Standard Bidding Documents (SBDs) in your submission Numerically and orderly.

20. SUBMISSION OF BIDS DOCUMENTS

- Bidders are therefore advised to ensure that bids are submitted allowing sufficient time for any unforeseen events that may delay the delivery of the bid and time to access the premises because of security arrangements when entering the department main entrance.
- All bidders are required to complete a bid register fully, when submitting bid documents. Bid register is available at the below-mentioned address.

- Bidders should deposit their documents into the tender box available on the Ground Floor reception area **before or on 26 SEPTEMBER 2025 by 11:00** at the address below:

**Department of Sport, Arts and Culture, Sechaba House
202 Madiba Street, Cnr Madiba and Paul Kruger Streets, Pretoria**

21. COST OF BIDDING

The bidder shall bear all costs associated with the preparation and submission of its bid and the Department, will no case be held responsible or liable for these costs, regardless of the conduct or outcome of the tender process.

22. PRICE OR FEES NEGOTIATION

The Department may negotiate the price or fees with the preferred bidder/s after a competitive bidding process.

23. LATE BIDS

Bids are received at the address indicated above. Bids received after the closing date and time will not be accepted for consideration and will be returned unopened to the bidder. Bids documents should be submitted **before 11:00** on the closing date of the tender.

24. VIRTUAL BRIEFING SESSION

Date : **05 SEPTEMBER 2025**

Time : 13:30 pm to 14:00 pm

Link: <https://shorturl.at/5MRea>

25. BID AND TECHNICAL ENQUIRIES / CLARIFICATION OF TENDER DOCUMENTS

The Department will respond in email to any request for clarification of the tender documents which it receives **no later than one (1) week prior to the deadline for submission of bids prescribed by the Department**. All enquiries related to the technical content of the Terms of Reference as well as the bid enquires may be directed **in writing** to the officials listed below:

For Bid Enquiries
Name: Refilwe Zulu
Tel: (012) 441-3000
Email: Refilwez@dsac.gov.za
<i>For Technical Enquiries:</i>
Name: Keabaka Alabi
Tel: 076 062 6481
Email:Keabakaa@dsac.gov.za

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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 and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are 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. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship

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.

with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....
.....

2.3 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**

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, _____ the _____ undersigned, (name)..... 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 not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 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.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

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.

- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM 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 To be completed by the organ of state

a) 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 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

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

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

(a) **“tender”** means a written offer in the form determined by an organ of state in

response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

- (b) “**price**” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) “**tender for income-generating contracts**” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) “**the Act**” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ \mathbf{Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right)} & \mathbf{or} & \mathbf{Ps = 90 \left(1 - \frac{Pt - Pmin}{Pmin} \right)} \end{array}$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \\ \mathbf{Ps = 80 \left(1 + \frac{Pt - Pmax}{Pmax} \right)} & \mathbf{or} & \mathbf{Ps = 90 \left(1 + \frac{Pt - Pmax}{Pmax} \right)} \end{array}$$

Where

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

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, that 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.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.)

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender (Specific goals 20 points)	Achievement Level	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
PROMOTION OF SMMES (RDP GOALS)		20	
Women	100% women ownership	6	
	75% - 99% women ownership	5	
	60% - 74% women ownership	4	
	51% - 59% women ownership	3	

	0 – 50% women ownership	0	
Black People	100% black ownership	7	
	75% - 99% black ownership	6	
	60% - 74% black ownership	5	
	51% - 59% black ownership	3	
	0 – 50% black ownership	0	
Youth	100% youth ownership	5	
	75% - 99% youth ownership	3	
	60% - 74% youth ownership	2	
	51% - 59% youth ownership	1	
	0 – 50% youth ownership	0	
Persons with Disabilities	75% - 100% owned by persons with disabilities	2	
	51% - 74% owned by people with disabilities	1	
	0 - 50% owned by persons with disabilities	0	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. 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]

4.6. 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:
ADDRESS:

