SOUTH AFRICAN HUMAN RIGHTS COMMISSION

27 Stiemens Street **Braamfontein** 2017

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BID SPECIFICATIONS FOR

THE APPOINTMENT OF SERVICE PROVIDER FOR THREE (3) SECURITY OFFICERS TO RENDER SECURITY AND GUARDING SERVICES FOR THE SOUTH AFRICAN HUMAN RIGHTS COMMISSION (HEAD OFFICE IN BRAAMFONTEIN)

BID NUMBER SAHRC 1-2022

1. Purpose and problem statement

1.1 The primary purpose of this request is to appoint a suitable service provider to render a security guarding services in the South African Human Rights Commission Head Office, in Braamfontein, Johannesburg from 01 October 2022 to 30 September 2025.

2. Background

2.1 The South African Human Rights Commission is an independent Chapter 9 Institution, established in terms of Section 184 of the Constitution, mandated to promote, protect, and monitor observance of human rights in South Africa.

3. Project objective, scope, and deliverables

Objective

The SAHRC has a moral obligation to provide protection to its commissioners, personnel, information, assets, visitors, and members of public within the Office and to make sure that security practices are fully implemented. SAHRC is continuously expose to security threats that can have a negative impact on effective services delivery, should those threats not be managed.

Threats that can cause harm to SAHRC, its Regional Offices, whether in South Africa and or abroad, include but are not limited to bodily harm, terrorism, sabotage, espionage, unauthorized access to office buildings, information and premises, theft, armed robbery, fraud and corruption, vandalism, fire, natural disasters, technical failures, and accidental damage. The threat of cyber -crime and malicious activity through electronic media is prevalent and can cause harm to electronic services and critical

infrastructure. Threats to national interest, such as transnational criminal activity, foreign intelligence activities and terrorism, continue to evolve because of changes in the immediate external and international environment.

SAHRC seeks to appoint a suitable service provider to provide security services at the Head Office of the South African Human Rights Commission. This is to ensure that property, information, and employees of the commission are protected by deploying three (3) security officers in. Because the SAHRC is a client orientated institution it receives many aggrieved clients who according to the constitution of the Republic should be handled in a very dignified manner.

Scope

Ensure that SAHRC property, information and employees are protected

- Patrol the premises
- Handle emergency
- Access control
- Guarding services
- Assist in any confrontation with the client/difficult client in consultation with the Provincial Manager

Deliverables

- Supply three (3) Security Officers for the Head Office and Gauteng Office
- Two (2) will be deployed at head office and one (1) will be deployed at the Gauteng Provincial Office.
- The Security Officer must be well trained and be Grade "C" according to Private Security Industry Regulatory Authority (PSIRA).
- He/she must report for duty from 06:00 am to 18:00 pm (12 hours) Monday to Sunday (including public holiday and weekends) for Head Office and Monday to Friday for the Provincial office.
- Security Equipment/Aids.
- a) 1x portable handheld radio or means of communication e.g., Cell phone.
- b) 1x Panic Baton
- c) 3x Handcuffs
- d) 1x metal detectors
- e) Security Officer shall be provided with a corporate security uniform by the company
- f) Occurrence Book (OB)
- g) Equipment registers
- h) Name tag
- i) Daily visit by the Supervisor is non-negotiable.

NB: Security Officer must be always neat and conduct himself/herself in a very professional manner and customer orientated.

4. Required Expertise

4.1 The Commission requires the services of an experienced service provider who could render the services effectively and efficiently.

5. Project Timelines

The expected project commencement date will be determined through a briefing, the project duration will be for a period of three (3) years from the date of inception.

6. Pricing

A detailed price breakdown structure must be included and the total price for the duration of the contract must be submitted.

All pricing must be shown inclusive of any applicable VAT

All prices must include possible increases of Bargaining Council

No price increases will be allowed during the duration of the contract

7. Evaluation Criteria

South African Human Rights Commission has set minimum standards (Gates) that a bidder needs to meet to be evaluated and selected as a successful bidder. The minimum standards consist of the following:

Pre-qualification Criteria (Gate 0)	Technical Evaluation Criteria (Gate 1)	Price and B-BBEE Evaluation (Gate 2)
Bidders must submit all documents as	Bidder(s) are required to achieve a	Bidder(s) who have successfully
outlined in (Table 1) below.	minimum threshold of 70 points to	progressed through gate 1 will
Only bidders that comply with ALL these	proceed to Gate 2 (Price and BEE).	be evaluated in accordance with
criteria will proceed to Gate 1.		the 80/20 preference point
		system contemplated in the
		Preferential Procurement Policy
		Framework Act, 2017.
		80 points will be awarded for
		price whilst 20 points will be
		allocated for preference points
		for BBBEE as prescribed in the
		regulations.

a. Gate 0: Pre-qualification Criteria

Without limiting the generality of South African Human Rights Commission's other critical requirements for this Bid, bidder(s) must submit the documents listed in **Table 1** below. All documents must be completed and signed by the duly authorised representative of the prospective bidder(s). During this phase Bidders'

responses will be evaluated based on compliance with the listed administration and mandatory bid requirements. The bidder(s) proposal may be disqualified for non-submission of any of the documents.

Table 1: Documents to be submitted for Pre-qualification

Document that must be submitted	Non-submission may result in disqualification?	
Invitation to Bid – SBD 1	YES	Complete and sign the supplied pro forma document
Declaration of Interest – SBD 4	YES	Complete and sign the supplied pro forma document
Registration on Central Supplier Database (CSD)	YES	The service provider must be on the Central Supplier Database (CSD). If you are not registered proceed to complete the registration of your company prior to submitting your proposal. Visit https://secure.csd.gov.za/ to obtain your vendor number. Submit proof of registration.
Pricing Schedule SBD 3.3	YES	Submit full details including totals of the pricing proposal
Psira certificate	YES	A valid Psira certificate to be submitted. Failure to submit or expired certificate will result in disqualification

b. Gate 1: Technical Evaluation Criteria = 100 points

Only Bidders that have met the Pre-Qualification Criteria in (Gate 0) will be evaluated in Gate 1 for functionality. Functionality will be evaluated as follows:

- i. Technical Evaluation Bidders will be evaluated out of 100 points and are required to achieve minimum threshold of 70 points
- ii. The overall score must be equal or above 70 points to proceed to Gate 2 for Price and BBBEE evaluations.

As part of due diligence, South African Human Rights Commission may conduct a site visit at a client of the Bidder (reference) for validation of the services rendered. The choice of site will be at South African Human Rights Commission's sole discretion.

The Bidder's information will be scored according to the following points system:

Functionality	Maximum	Minimum Threshold
	Percentage	
	Achievable	

Technical (functionality)Evaluation	100	70 points

Table 1: Functionality evaluation

	Criteria	Points weighting
1.	Previous experience to be determined by submission of core documents and	10
	company profile-(3 to 5 years as a security service provider both in public and private	
	sector)	
	No experience submitted = 0	
	Less than 1 year = 1	
	Greater than 1 but less than or equal to 5 = 5	
	More than 5 years = 10	
2.	Breakdown of the quotation and total amount for the duration of the contract together	20
	with being cost effective.	
	No costing breakdown = 0	
	Total amount for the duration of the contract = 10	
	Detailed breakdown per annum for services to be rendered including the possible	
	increases = 10	
3.	Distance from area of operation to the client (SAHRC Braamfontein, Johannesburg)	10
	Service provider must be able to reach the client within reasonable set of time.	
	Supplier to submit any form of proof of effective turnaround time -Less than 45	
	minutes	
4.	Flexibility & Responsiveness & client orientation (soft skills) in case the service provider is unable to attend to the client, he/she should be able to send someone on	10
	his/her behalf to respond and service the client.	
5.	24-hour control room operation, supplier to display this via pictures of the control room	10
	(service provider must have control room as a nerve centre for security operations— This is according to Psira compliance. SAHRC Security Manager will conduct onsite	
	inspection	
	Non submission of pictures of a control room = 0 Submission of pictures of a control room = 10	
	· ·	
6.	Proven track record with reference letters of public and private sector organisations. Letters must be on the letterhead of the company, signed, dated and when the	30
	services were rendered.	
	Non submission or if any of the above is omitted will not be considered as a valid reference letter.	

	0 letters = 0	
	1 letter = 8	
	2 letters = 15	
	3 or more valid letters = 30	
7.	Proof of registration with Psira	10
	Non submission = 0	
	Registration certificate = 10	
	Total	100

c. Gate 2: Price and BBBEE Evaluation (80+20) = 100 points

Only Bidders that have met the 70 points thresholds in Gate 1 will be evaluated in Gate 2 for price and BBBEE. Price and BBBEE will be evaluated as follows:

In terms of regulation 6 of the Preferential Procurement Regulations pertaining to the Preferential Procurement Policy Framework Act, 2000 (Act 5 of 2000), responsive bids will be adjudicated on the 80/20-preference point system in terms of which points are awarded to bidders based on:

- The bid price (maximum 80 points)
- B-BBEE status level of contributor (maximum 20 points)

i. Stage 1 – Price Evaluation (80 Points)

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

The following formula will be used to calculate the points for price:

Where

Ps = Points scored for comparative price of bid under consideration

Pt = Comparative price of bid under consideration

Pmin = Comparative price of lowest acceptable bid

ii. Stage 2 – BBBEE Evaluation (20 Points)

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a. BBBEE Points allocation

A maximum of 20 points may be allocated to a bidder for attaining their B-BBEE status level of contributor in accordance with the table below:

B-BBEE Status Level of Contributor	Number of Points
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

B-BBEE points may be allocated to bidders on submission of the following documentation or evidence:

- A duly completed Preference Point Claim Form: Standard Bidding Document (SBD 6.1); and
- B-BBEE Certificate

8. Submission Requirements and Contact Details

- 8.1 To be considered as the preferred service provider, kindly submit the following:
- a) Proposal
- b) Valid Tax Clearance Certificate
- c) BBBEE Certificate.
- d) Company Profile
- e) SBD 3.3
- f) SBD 4 document
- g) CSD report at time of tender
- h) SBD 6.1
- i) SBD 7.2

9. Contact and communication

Activity	Due Date
Advertisement of bid on SAHRC website/ eTender portal	18 August 2022
Briefing session	Not applicable
Questions relating to bid from bidder(s) must be emailed	Mmchunu@sahrc.org.za
Bid closing date	08 September 2022
Notice to bidder(s)	South African Human Rights Commission will endeavour to inform bidders of the progress until conclusion of the tender.

- 9.1 Please submit all tender documents at Head Office by Thursday 08 September 2022, before 11h00.
- 9.2 The delegated office of South African Human Rights Commission may communicate with Bidder(s) where clarity is sought in the bid proposal to Mmchunu@sahrc.org.za or for any SCM related issues kindly contact Tenderoffice@sahrc.org.za
 - Any communication to an official or a person acting in an advisory capacity for South African Human Rights Commission in respect of the bid between the closing date and the award of the bid by the Bidder(s) is discouraged.
- 9.3 All communication between the Bidder(s) and South African Human Rights Commission must be done in writing.
- 9.4 Whilst all due care has been taken in connection with the preparation of this bid, South African Human Rights Commission makes no representations or warranties that the content of the bid or any information communicated to or provided to Bidder(s) during the bidding process is, or will be, accurate, current, or complete. South African Human Rights Commission and its employees and advisors will not be liable with respect to any information communicated which may not accurate, current, or complete.
- 9.5 If Bidder(s) finds or reasonably believes it has found any discrepancy, ambiguity, error or inconsistency in this bid or any other information provided by South African Human Rights Commission (other than minor clerical matters), the Bidder(s) must promptly notify South African Human Rights Commission in writing of such discrepancy, ambiguity, error, or inconsistency in order to afford South African Human Rights Commission an opportunity to consider what corrective action is necessary (if any).

9.6 Any actual discrepancy, ambiguity, error or inconsistency in the bid or any other information provided

by South African Human Rights Commission will, if possible, be corrected and provided to all Bidder(s)

without attribution to the Bidder(s) who provided the written notice.

9.7 All persons (including Bidder(s)) obtaining or receiving the bid and any other information in connection

with the Bid, or the Tendering process must keep the contents of the Bid and other such information

confidential, and not disclose or use the information except as required for the purpose of developing

a proposal in response to this Bid.

10 LATE BIDS

Bids received after the closing date and time, at the address indicated in the bid documents, will not be

accepted for consideration and where practicable, be returned unopened to the Bidder(s).

11 COUNTER CONDITIONS

Bidders' attention is drawn to the fact that amendments to any of the Bid Conditions or setting of counter

conditions by Bidders or qualifying any Bid Conditions will result in the invalidation of such bids.

12 FRONTING

12.1 Government supports the spirit of broad based black economic empowerment and recognizes

that real empowerment can only be achieved through individuals and businesses conducting

themselves in accordance with the Constitution and in an honest, fair, equitable, transparent, and

legally compliant manner. Against this background the Government condemn any form of fronting.

12.2 The Government, in ensuring that Bidders conduct themselves in an honest manner will, as

part of the bid evaluation processes, conduct, or initiate the necessary enquiries/investigations to

determine the accuracy of the representation made in bid documents. Should any of the fronting

indicators as contained in the Guidelines on Complex Structures and Transactions and Fronting,

issued by the Department of Trade and Industry, be established during such enquiry / investigation,

the onus will be on the Bidder / contractor to prove that fronting does not exist. Failure to do so within

a period of 14 days from date of notification may invalidate the bid / contract and may also result in

the restriction of the Bidder /contractor to conduct business with the public sector for a period not

exceeding ten years, in addition to any other remedies South African Human Rights Commission

may have against the Bidder / contractor concerned.

13 SUPPLIER DUE DILIGENCE

South African Human Rights Commission reserves the right to conduct supplier due diligence prior to final award or at any time during the contract period. This may include site visits and requests for additional information.

14 SUBMISSION OF PROPOSALS

- 14.1 Bid documents may be placed in the tender box in the aforesaid address on or before the closing date and time.
- 14.2 Bid documents will only be considered if received by South African Human Rights Commission before the closing date and time.
- 14.3 The bidder(s) are required to submit two (2) copies of each file (one (1) original and one (1) duplicate) and one (1) memory stick / USB flash drive with content of each file by the closing date, 08 September 2022 at 11:00. Each file and memory stick / USB flash drive must be marked correctly and sealed separately for ease of reference during the evaluation process.

15 PRESENTATION / DEMONSTRATION

South African Human Rights Commission reserves the right to request presentations/demonstrations from the short-listed Bidders as part of the bid evaluation process.

16 GENERAL CONDITIONS OF CONTRACT

Any award made to a bidder(s) under this bid is conditional, amongst others, upon -

- a. The bidder(s) accepting the terms and conditions contained in the General Conditions of Contract as the minimum terms and conditions upon which South African Human Rights Commission is prepared to enter a contract with the successful Bidder(s).
- b. The bidder submitting the General Conditions of Contract to South African Human Rights Commission together with its bid, duly signed by an authorised representative of the bidder.

9 CONTRACT PRICE ADJUSTMENT

Contract price adjustments will be done annually on the anniversary of the contract start date. The price adjustment will be based on the Consumer Price Index Headline Inflation

STATS SA P0141 (CPI), Table E	Table E - All Items

10 SERVICE LEVEL AGREEMENT

a. Upon award South African Human Rights Commission and the successful bidder will conclude

a Service Level Agreement regulating the specific terms and conditions applicable to the

services being procured by South African Human Rights Commission

b. South African Human Rights Commission reserves the right to accept or reject any or all

amendments or additions proposed by a bidder if such amendments or additions are

unacceptable to South African Human Rights Commission or pose a risk to the organisation.

11 SPECIAL CONDITIONS OF THIS BID

South African Human Rights Commission reserves the right:

a. To award this tender to a bidder that did not score the highest total number of points, only in

accordance with section 2(1)(f) of the PPPFA (Act 5 of 2000)

b. To negotiate with one or more preferred bidder(s) identified in the evaluation process, regarding any

terms and conditions, including price without offering the same opportunity to any other bidder(s) who

has not been awarded the status of the preferred bidder(s).

c. To accept part of a tender rather than the whole tender.

d. To carry out site inspections, product evaluations or explanatory meetings to verify the nature and

quality of the services offered by the bidder(s), whether before or after adjudication of the Bid.

e. To correct any mistakes at any stage of the tender that may have been in the Bid documents or

occurred at any stage of the tender process.

f. To cancel and/or terminate the tender process at any stage, including after the Closing Date and/or

after presentations have been made, and/or after tenders have been evaluated and/or after the

preferred bidder(s) have been notified of their status as such.

g. Award to multiple bidders based either on size or geographic considerations.

12 SOUTH AFRICAN HUMAN RIGHTGS COMMISSION REQUIRES BIDDER(S) TO DECLARE

In the Bidder's Technical response, bidder(s) are required to declare the following:

h. Confirm that the bidder(s) is to: -

- a. Act honestly, fairly, and with due skill, care, and diligence, in the interests of South African Human Rights Commission
- b. Have and effectively employ the resources, procedures, and appropriate technological systems for the proper performance of the services.
- c. Act with circumspection and treat South African Human Rights Commission fairly in a situation of conflicting interests.
- d. Comply with all applicable statutory or common law requirements applicable to the conduct of business.
- e. Make adequate disclosures of relevant material information including disclosures of actual or potential own interests, in relation to dealings with South African Human Rights Commission.
- f. Avoidance of fraudulent and misleading advertising, canvassing, and marketing.
- g. To conduct their business activities with transparency and consistently uphold the interests and needs of South African Human Rights Commission as a client before any other consideration; and
- h. To ensure that any information acquired by the bidder(s) from South African Human Rights Commission will not be used or disclosed unless the written consent of the client has been obtained to do so.

13 CONFLICT OF INTEREST, CORRUPTION AND FRAUD

- i. South African Human Rights Commission reserves its right to disqualify any bidder who either itself or any of whose members (save for such members who hold a minority interest in the bidder through shares listed on any recognised stock exchange), indirect members (being any person or entity who indirectly holds at least a 15% interest in the bidder other than in the context of shares listed on a recognised stock exchange), directors or members of senior management, whether in respect of South African Human Rights Commission or any other government organ or entity and whether from the Republic of South Africa or otherwise ("Government Entity")
 - engages in any collusive tendering, anti-competitive conduct, or any other similar conduct, including but not limited to any collusion with any other bidder in respect of the subject matter of this bid.
 - b. seeks any assistance, other than assistance officially provided by a Government Entity, from any employee, advisor, or other representative of a Government Entity to obtain any unlawful advantage in relation to procurement or services provided or to be provided to a Government Entity.

c. makes or offers any gift, gratuity, anything of value or other inducement, whether lawful or

unlawful, to any of South African Human Rights Commission's officers, directors, employees,

advisors, or other representatives.

d. makes or offers any gift, gratuity, anything of any value or other inducement, to any

Government Entity's officers, directors, employees, advisors, or other representatives to obtain

any unlawful advantage in relation to procurement or services provided or to be provided to a

Government Entity.

e. accepts anything of value or an inducement that would or may provide financial gain,

advantage, or benefit in relation to procurement or services provided or to be provided to a

Government Entity.

f. pays or agrees to pay to any person any fee, commission, percentage, brokerage fee, gift, or

any other consideration, that is contingent upon or results from, the award of any tender,

contract, right or entitlement which is in any way related to procurement or the rendering of

any services to a Government Entity.

g. has in the past engaged in any matter referred to above; or

h. has been found guilty in a court of law on charges of fraud and/or forgery, regardless of

whether a prison term was imposed and despite such bidder, member or director's name not

specifically appearing on the List of Tender Defaulters kept at National Treasury.

14 MISREPRESENTATION DURING THE LIFECYCLE OF THE CONTRACT

j. The bidder should note that the terms of its Tender will be incorporated in the proposed contract by

reference and that South African Human Rights Commission relies upon the bidder's Tender as a

material representation in making an award to a successful bidder and in concluding an agreement

with the bidder.

k.

It follows therefore that misrepresentations in a Tender may give rise to service termination and a

claim by South African Human Rights Commission against the bidder notwithstanding the conclusion

of the Service Level Agreement between South African Human Rights Commission and the bidder for

the provision of the Service in question. In the event of a conflict between the bidder's proposal and

the Service Level Agreement concluded between the parties, the Service Level Agreement will prevail.

15 PREPARATION COSTS

The Bidder will bear all its costs in preparing, submitting, and presenting any response or Tender to this bid

and all other costs incurred by it throughout the bid process. Furthermore, no statement in this bid will be

construed as placing South African Human Rights Commission, its employees, or agents under any obligation

whatsoever, including in respect of costs, expenses or losses incurred by the bidder(s) in the preparation of

their response to this bid.

16 INDEMNITY

If a bidder breaches the conditions of this bid and, as a result of that breach South African Human Rights

Commission incurs costs or damages (including, without limitation, the cost of any investigations, procedural

impairment, repetition of all or part of the bid process and/or enforcement of intellectual property rights or

confidentiality obligations), then the bidder indemnifies and holds South African Human Rights Commission

harmless from any and all such costs which South African Human Rights Commission may incur and for any

damages or losses South African Human Rights Commission may suffer.

17 PRECEDENCE

This document will prevail over any information provided during any briefing session whether oral or written,

unless such written information provided, expressly amends this document by reference.

18 LIMITATION OF LIABILITY

A bidder participates in this bid process entirely at its own risk and cost. South African Human Rights

Commission shall not be liable to compensate a bidder on any grounds whatsoever for any costs incurred or

any damages suffered because of the Bidder's participation in this Bid process.

19 TAX COMPLIANCE

No tender shall be awarded to a bidder who is not tax compliant. South African Human Rights Commission

reserves the right to withdraw an award made, or cancel a contract concluded with a successful bidder if it is

established that such bidder was in fact not tax compliant at the time of the award or has submitted a

fraudulent Tax Clearance Certificate to South African Human Rights Commission, or whose verification

against the Central Supplier Database (CSD) proves non-compliant. South African Human Rights

Commission further reserves the right to cancel a contract with a successful bidder if such bidder does not

remain tax compliant for the full term of the contract.

20 TENDER DEFAULTERS AND RESTRICTED SUPPLIERS

No tender shall be awarded to a bidder whose name (or any of its members, directors, partners, or trustees)

appear on the Register of Tender Defaulters kept by National Treasury, or who have been placed on National

Treasury's List of Restricted Suppliers. South African Human Rights Commission reserves the right to

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withdraw an award, or cancel a contract concluded with a Bidder should it be established, at any time, that a

bidder has been blacklisted with National Treasury by another government institution.

21 GOVERNING LAW

South African law governs this bid and the bid response process. The bidder agrees to submit to the exclusive

jurisdiction of the South African courts in any dispute of any kind that may arise out of or in connection with

the subject matter of this bid, the bid itself and all processes associated with the bid.

22 RESPONSIBILITY FOR SUB-CONTRACTORS AND BIDDER'S PERSONNEL

A bidder is responsible for ensuring that its personnel (including agents, officers, directors, employees,

advisors, and other representatives), its sub-contractors (if any) and personnel of its sub-contractors comply

with all terms and conditions of this bid. If South African Human Rights Commission allows a bidder to make

use of sub-contractors, such sub-contractors will always remain the responsibility of the bidder and South

African Human Rights Commission will not under any circumstances be liable for any losses or damages

incurred by or caused by such sub-contractors.

23 CONFIDENTIALITY

Except as may be required by operation of law, by a court or by a regulatory authority having appropriate

jurisdiction, no information contained in or relating to this bid or a bidder's tender(s) will be disclosed by any

bidder or other person not officially involved with South African Human Rights Commission's examination

and evaluation of a Tender.

No part of the bid may be distributed, reproduced, stored, or transmitted, in any form or by any means,

electronic, photocopying, recording or otherwise, in whole or in part except for the purpose of preparing a

Tender. This bid and any other documents supplied by South African Human Rights Commission remain

proprietary to South African Human Rights Commission and must be promptly returned to South African

Human Rights Commission upon request together with all copies, electronic versions, excerpts, or summaries

thereof or work derived there from.

Throughout this bid process and thereafter, bidder(s) must secure South African Human Rights Commission's

written approval prior to the release of any information that pertains to (i) the potential work or activities to

which this bid relates; or (ii) the process which follows this bid. Failure to adhere to this requirement may

result in disqualification from the bid process and civil action.

24 SOUTH AFRICAN HUMAN RIGHTS COMMISSION PROPRIETARY INFORMATION

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Bidder will on their bid cover letter make declaration that they did not have access to any South African Human Rights Commission proprietary information or any other matter that may have unfairly placed that bidder in a preferential position in relation to any of the other bidder(s).

25 AVAILABILITY OF FUNDS

Should funds no longer be available to pay for the execution of the responsibilities of this bid, the South African Human Rights Commission may terminate the Agreement at its own discretion or temporarily suspend all or part of the services by notice to the successful bidder who shall immediately make arrangements to stop the performance of the services and minimize further expenditure: Provided that the successful bidder shall thereupon be entitled to payment in full for the services delivered, up to the date of cancellation or suspension.