



ACKNOWLEDGMENT RECEIPT OF TENDER AND QUOTATION

- 1. T 2020/052: INTERNAL TRAINING PROGRAMMES FOR CWDM EMPLOYEES FOR THE PERIOD ENDING 30 JUNE 2023 X 3
- 2. T 2021/010: PROVISION OF PEST DISINFESTATION AND RODENT CONTROL SERVICES AT VARIOUS OFFICE BUILDINGS AND FACILITIES OF THE CAPE WINELANDS DISTRICT MUNICIPALITY FOR THE PERIOD ENDING 30 JUNE 2024 X 2
- 3. T2021/023: LABOUR INTENSIVE CLEARING OF INVASIVE ALIEN PLANTS WITHIN THE DRANKENSTEIN MUNICIPALITY X 4
- 4. T2021/024: LABOUR INTENSIVE CLEARING OF INVASIVE ALIEN PLANTS WITHIN WITZENBERG MUNICIPALITY X 2
- 5. T2021/025: LABOUR INTENSIVE CLEARING OF INVASIVE ALIEN PLANTS WITHIN BREEDE VALLEY MUNICIPALITY X 3
- 6. T2021/026: LABOUR INTENSIVE CLEARING OF INVASIVE ALIEN PLANTS WITHIN LANGERBERG MUNICIPALITY X 2
- 7. T2021/046: PROVISION OF BUYING SERVICES FOR DIGITAL AND BROADCASTING MEDIA FOR THE PERIOD ENDING 30 JUNE 2024
- 8. Q 2021/013: MANUFACTURING AND DELIVERING OF PURPOSE-MADE TIMBER LOCKERS TO THE CWDM FIRE STATIONS IN PAARL AND WORCESTER
- 9. Q 2021/032: SERVICING A CALIBRATION OF HAZMAT DETECTION DEVICES FOR A 12 MONTH PERIOD
- 10. Q 2021/100: WEBPAGE MAINTENANCE AND SUPPORT SERVICES

I Lorna van Niekerk hereby acknowledge receipt of the following original tender and quotation documents:

Received by [Signature] Date 04/03/2022

- 11. Q 2021/025: SUPPLY AND DELIVERY OF SANITARY TOWELS
- 12. Q 2021/055 : FACILITATION AND DELIVERING OF AN ADVANCED 4x4 DRIVING AND RECOVERY SKILLS TRAINING PROGRAMME



CAPE WINELANDS DISTRICT
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

TENDER NUMBER: T 2021/046
PROVISION OF BUYING SERVICES FOR DIGITAL AND
BROADCASTING MEDIA FOR THE PERIOD ENDING
30 JUNE 2024

COMPANY NAME: Ayanda Mbanga Communications (Pty) Ltd.....
POSTAL ADDRESS: Unit 102, Mason's Press,.....
7 Ravenscraig rd.
Woodstock,.....
7925
.....

ANY ENQUIRIES REGARDING THE BIDDING PROCEDURE MAY BE DIRECTED TO:

Financial and Strategic Support Services
Supply Chain Management
Tel: 086 126 5263
Fax: 086 688 4173

T 2021/046
**PROVISION OF BUYING SERVICES FOR DIGITAL AND BROADCASTING MEDIA
FOR THE PERIOD ENDING 30 JUNE 2024**

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A. TENDER NOTICE

Tenders are hereby invited from service providers for the provision of buying services for digital and broadcasting media for the period ending 30 June 2024

Technical enquiries regarding this bid can be directed to Jo-Anne Otto at Telephone no. 0861265263 or 072 808 0106

Closing date: 11:00 on Friday, 19 November 2021

Tender documents, in English, are available free of charge on the websites: www.capewinelands.gov.za or <https://etenders.treasury.gov.za>. Alternatively, hard copies of the document are obtainable from the offices of the Supply Chain Management Unit, Cape Winelands District Municipality at 29 Du Toit Street, Stellenbosch, upon payment of a non-refundable fee of R 220.00 per document.

All prospective bidders must ensure that they are registered and accredited on the CWDM's Supplier Database and the Central Supplier Database, prior to the closing date of the tender.

Duly completed tenders must be enclosed in a (separate) sealed envelope and endorsed with the relevant tender number and description on the envelope/s. The sealed tenders must be placed in the official tender box of the District Municipality's offices at 29 Du Toit Street, Stellenbosch on the abovementioned time and dates.

Tenders will be opened in public as soon as possible after this closing time.

**HF PRINS
MUNICIPAL MANAGER**

B. GENERAL CONDITIONS AND INFORMATION

Inviting of tenders by the Cape Winelands District Municipality (CWDM), all relevant bid documentation, submitting of tenders by prospective bidders, evaluation / awarding of tenders and all subsequent contractual responsibilities regarding supply and delivery of goods and/or services, will be managed in terms of and MUST comply with:-

- Chapter 11 of the Municipal Finance Management Act, 2003 (Act no.56 of 2003);
- Municipal Supply Chain Management Policy of the CWDM;
- Supply Chain Management: A guide for Accounting Officers of Municipalities (Guide for AO's);
- Any relevant Regulations / Circulars issued by the National Treasury, from time to time, and
- Any Special Conditions detailed in this Contract (SCC) – *referring to, but not limited to: paragraphs B.1. - 17. and C to P.*

Where the GCC and SCC are in conflict with one another, the stipulations of the SCC will prevail (chapter 4.5.2.9 – Guide for AO's)

1. Acceptance or Rejection of a Tender

The Municipality reserves the right to withdraw any invitation to tender and/or to re-advertise or to reject any tender or to accept any tender in whole or part.

The Municipality does not bind itself to accepting the lowest tender or the tender scoring the highest points.

The Municipality reserves the right to accept more than one tender (in the event of a number of items being offered).

2. Validity Period

The fact and action of handing in a tender to the Municipality is accepted as a contract between the Municipality and the bidder whereby such a tender remains valid and available for a period of ninety (90) days, calculated from the closing date as advertised for the tender, for acceptance, or non-acceptance by the Municipality. The bidder undertakes not to withdraw, or alter, the tender during this period.

3. Registration on Accredited Supplier Database

It is expected of all prospective service providers who are not yet registered on the Municipality's Accredited Supplier Database to register without delay on the prescribed form.

It will be expected from Suppliers to update registration details every 12 months from date of registration. Payment will not be effected if supplier information is outdated.

The Municipality reserves the right not to award tenders to prospective suppliers who are not registered on the Database.

4. Completion of Tender Documents

The official tender form must be completed in BLACK ink and any corrections to the official tender form must also be made in BLACK ink and signed by the bidder.

Any tender documents received with correction fluid (Tippex) corrections shall be disqualified.

The complete original tender document must be returned. Missing pages will result in the disqualification of the tender.

Any ambiguity has to be cleared with contact person for the tender before the tender closure.

5. Authorised Signatory

A copy of the recorded Resolution taken by the Board of Directors, members, partners or trustees authorising the representative to submit this bid on the bidder's behalf must be attached to the Bid Document on submission of same.

A bid shall be eligible for consideration only if it bears the signature of the bidder or of some person duly and lawfully authorised to sign it for and on behalf of the bidder.

If such a copy of the Resolution does not accompany the bid document of the successful bidder, the Municipality reserves the right to obtain such document after the closing date to verify that the signatory is in order. If no such document can be obtained within a period as specified by the Municipality, the bid will be disqualified.

6. Site / Information Meetings

Site or information meetings, if specified, are compulsory. Bids will not be accepted from bidders who have not attended compulsory site or information meetings. Bidders that arrive 15 minutes or more after the advertised time the meeting starts will not be allowed to attend the meeting or to sign the attendance register. If a bidder is delayed, he must inform the contact person before the meeting commence and will only be allowed to attend the meeting if the chairperson of the meeting as well as all the other bidders attending the meeting, give permission to do so.

All partners or the leading partner of a Joint Venture must attend the compulsory site or information meeting.

7. Quantities of Specific Items

If tenders are called for a specific number of items, the Municipality reserves the right to change the number of such items to be higher or lower. The successful bidder will then be given an opportunity to evaluate the new scenario and inform the Municipality if it is acceptable. If the successful bidder does not accept the new scenario, it will be offered to the second-placed bidder.

8. Expenses Incurred in Preparation of Tender

The Municipality shall not be liable for any expenses incurred in the preparation and submission of the tender.

9. Contact with Municipality after Tender Closure Date

Bidders shall not contact the Municipality on any matter relating to their bid from the time of the opening of the bid to the time the contract is awarded. If a bidder wishes to bring additional information to the notice of the Municipality, it should do so in writing to the Municipality. Any effort by the firm to influence the Municipality in the bid evaluation, bid comparison or contract award decisions may result in the rejection of the bid.

10. Opening, Recording and Publications of Tenders Received

Tenders will be opened on the closing date immediately after the closing time specified in the tender documents. The names of the bidders, and if practical, the total amount of each bid and of any alternative bids will be read out aloud.

Telexed, faxed or e-mailed tenders will not be accepted.

The tender forms should be carefully completed and no errors will be condoned after tenders have been opened.

The Bidder will be liable to take out **forward cover** to barricade him/her against fluctuation of the exchange rate in the event of importing any component, related to the quotation, from a country dealing in currency other than that of South Africa.

11. Evaluation of Tenders

Tenders will be evaluated in terms of their responsiveness to the tender specifications and requirements as well as such additional criteria as set out in this set of tender documents.

12. Subcontracting

The Contractor shall not subcontract the whole of the contract.

Except where otherwise provided by the Contract, the Contractor shall not subcontract any part of the Contract without the prior written consent of the Municipality, which consent shall not be unreasonably withheld.

Any consent granted or appointment of a subcontractor shall not imply a contract between the Municipality and the subcontractor, or a responsibility or liability on the part of the Municipality to the subcontractor and shall not relieve the Contractor from any liability or obligation under the Contract and he shall be liable for the acts, defaults and neglects of any subcontractor, his agents or employees as fully as if they were the acts, defaults or neglects of the Contractor, his agents or employees.

13. Extension of Contract

The contract with the successful bidder may be extended should additional funds become available.

14. Past Practices

The bid of any bidder may be rejected if that bidder or any of its directors have abused the municipality's supply chain management system or committed any improper conduct in relation to such system.

The bid of any bidder may be rejected if it is or has been found that that bidder or any of its directors influenced or tried to influence any official or councilor with this or any past tender.

The bid of any bidder may be rejected if it is or has been found that that bidder or any of its directors offered, promised or granted any official or any of his/her close family members, partners or associates any reward, gift, favors, hospitality or any other benefit in any improper way, with this or any past tender.

15. Persons in the service of the state

Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer in terms of this invitation to bid. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority and/or take an oath declaring his/her interest.

16. Broad-based black economic empowerment (B-BBEE) status level certificates

Bidders are required to submit original and valid B-BBEE Status Level Verification Certificates or certified copies of the original, *not a photo-copy of another certified copy* thereof together with their bids, to substantiate their B-BBEE rating claims.

Bidders who do not submit B-BBEE Status Level Verification Certificates or who are non-compliant contributors to B-BBEE do not qualify for preference points for B-BBEE but should not be disqualified from the bidding process. They will score points out of 90 or 80 for price only and zero (0) points out of 10 or 20 for B-BBEE.

A trust, consortium or joint venture must submit a consolidated B-BBEE Status Level Verification Certificate for every separate bid.

Public entities and tertiary institutions must also submit B-BBEE Status Level Verification Certificates together with their bids.

If an institution is already in possession of a valid and original or certified copy of a bidder's B-BBEE Status Level Verification Certificate that was obtained for the purpose of establishing the database of possible suppliers for price quotations or that was submitted together with another bid, it is not necessary to obtain a new B-BBEE Status Level Verification Certificate each time a bid is submitted from the specific bidder.

Such a certificate may be used to substantiate B-BBEE rating claims provided that the closing date of the bid falls within the expiry date of the certificate that is in the institution's possession.

Each time this provision is applied, cross-reference must be made to the B-BBEE Status Level Verification Certificate already in possession for audit purposes.

AOs / AAs must ensure that the B-BBEE Status Level Verification Certificates submitted are issued by the following agencies:

Bidders other than EMEs

- Verification agencies accredited by SANAS; or
- Registered auditors approved by IRBA (until the expiration of the period prescribed by the DTI)

Bidders who qualify as EMEs

- Sworn affidavit signed by the EME representative and attested by a Commissioner of oaths.

VALIDITY OF B-BBEE STATUS LEVEL VERIFICATION CERTIFICATES

Verification agencies accredited by SANAS

These certificates are identifiable by a SANAS logo and a unique BVA number.

Confirmation of the validity of a B-BBEE Status Level Verification Certificate can be done by tracing the name of the issuing Verification Agency to the list of all SANAS accredited agencies. The list is accessible on http://www.sanas.co.za/directory/bbee_default.php.

The relevant BVA may be contacted to confirm whether such a certificate was issued.

As a minimum requirement, all valid B-BBEE Status Level Verification Certificates should have the following information detailed on the face of the certificate:

- The name and physical location of the measured entity;
- The registration number and, where applicable, the VAT number of the measured entity;
- The date of issue and date of expiry;
- The certificate number for identification and reference;
- The scorecard that was used (for example QSE, Specialized or Generic);
- The name and / or logo of the Verification Agency;
- The SANAS logo;
- The certificate must be signed by the authorized person from the Verification Agency; and
- The B-BBEE Status Level of Contribution obtained by the measured entity.

Registered auditors approved by IRBA

The format and content of B-BBEE Status Level Verification Certificates issued by registered auditors approved by IRBA must -

- Clearly identify the B-BBEE approved registered auditor by the auditor's individual registration number with IRBA and the auditor's logo;
- Clearly record an approved B-BBEE Verification Certificate identification reference in the format required by the SASAE;
- Reflect relevant information regarding the identity and location of the measured entity;
- Identify the Codes of Good Practice or relevant Sector Codes applied in the determination of the scores;
- Record the weighting points (scores) attained by the measured entity for each scorecard element, where applicable, and the measured entity's overall B-BBEE Status Level of Contribution; and
- Reflect that the B-BBEE Verification Certificate and accompanying assurance report issued to the measured entity is valid for 12 months from the date of issuance and reflect both the issuance and expiry date.

Confirmation of the validity of a B-BBEE Status Level Verification Certificate can be done by tracing the name of the issuing B-BBEE approved registered auditor to the list of all approved registered auditors. The list is accessible on <http://www.thedti.gov.za> and / <http://www.irba.co.za>.

The relevant approved registered auditor may be contacted to confirm whether such a certificate was issued.

Accounting officers as contemplated in section 60(4) of the CCA;

These certificates will be issued on the accounting officer's letterhead with the accounting officer's practice number and contact number clearly specified on the face of the certificates.

The content of B-BBEE Status Level Verification Certificates issued by accounting officers as contemplated in the CCA is detailed in paragraph 4.8.5 below.

VERIFICATION OF B-BBEE LEVELS IN RESPECT OF EMEs

In terms of the Generic Codes of Good Practice, an enterprise including a sole propriety with annual total revenue of R10 million or less qualifies as an EME.

In instances where Sector Charters are developed to address the transformation challenges of specific sectors or industries, the threshold for qualification as an EME may be different from the generic threshold of R10 million. The relevant Sector Charter thresholds will therefore be used as a basis for a potential bidder to qualify as an EME.

- For example the approved thresholds for EMEs for the Tourism and Construction Sector Charters are R2.5 million and R1.5 million respectively.
- An EME automatically qualifies as a level 4 contributor with B-BBEE recognition level of 100% in terms of the Codes of Good Practice.
- An EME with at least 51% black ownership qualifies as Level 2 Contributor with B-BBEE level of 125% in terms of the Codes of Good Practice.
- An EME with 100% black ownership qualifies as a Level 1 contributor with B-BBEE level of 135% in terms of the Codes of Good Practice.
- An EME that is regarded as a specialized enterprise with at least 75% black beneficiaries qualifies as Level 1 contributor with B-BBEE level of 135% in terms of Codes of Good Practice.
- An EME that is regarded as a specialized enterprise with at least 51% black beneficiaries qualifies as a Level 2 contributor with B-BBEE level of 125% in terms of the Codes of Good Practice.
- An EME is required to submit a sworn affidavit confirming their annual total revenue of R 10 million or less and level of black ownership to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2017.
- An EME that is regarded as a Specialized Enterprise, is required to submit a sworn affidavit confirming their annual turnover/ allocated budget/ gross receipt of R 10 million or less and level of percentage of black beneficiaries to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2017.
- An EME may be measured in terms of the QSE scorecard should they wish to maximize their points and move to a higher B-BBEE recognition level. It is in this context that an EME may submit a B-BBEE verification certificate.

ELIGIBILITY AS QUALIFYING SMALL ENTERPRISES (QSE)

The Codes define a QSE as any enterprise with annual total revenue of between R10 million and R50 million.

- A QSE with at least 51% black ownership qualifies as a Level 2 contributor.
- A QSE with 100% black ownership qualifies as a Level 1 Contributor.
- A QSE that is regarded as a specialized enterprise with at least 75% black beneficiaries qualifies as a Level 1 contributor with B-BBEE level of 135% in terms of the Codes of Good Practice.
- A QSE that is regarded as a specialized enterprise with at least 51% black beneficiaries qualifies as a Level 2 contributor with B-BBEE level of 125% in terms of the Codes of Good Practice.
- A QSE is required to submit a sworn affidavit confirming their annual total revenue of between R10 million and R 50 million and level of black ownership or a B-BBEE level verification certificate to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2017.
- A QSE that is regarded as a specialized enterprise is required to submit a sworn affidavit confirming their annual turnover/ budget/ gross receipt of R 50 million or less and level of percentage of black beneficiaries or a B-BBEE level verification certificate to claim points as prescribed by regulation 6 and 7 of the Preferential Procurement Regulations 2017

IN ORDER TO BE AWARDED PREFERENCE POINTS, ANEXURE H. QUESTIONNAIRE AND ANNEXURE K. PREFERENCE POINTS CLAIM FORM (MBD 6.1), MUST BE COMPLETED - FAILURE TO COMPLY WITH THE ABOVEMENTIONED WILL RESULT IN NO PREFERENCE POINTS BEING AWARDED

17. Application

These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.

Where applicable, special conditions of contract may be laid down and included to cover specific supplies, services or works.

Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

18. Standards

The goods supplied or the services rendered shall conform to the standards mentioned in the bidding documents and specifications.

19. Information and Inspection

The service provider shall not, without the District Municipality's prior written consent, disclose the agreement, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the District Municipality in connection therewith, to any person other than a person employed by the service provider in the performance of the agreement. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.

The service provider shall permit the District Municipality to inspect the supplier's records relating to the performance of the service provider and to have them audited by auditors appointed by the District Municipality, if so required by the District Municipality.

20. Governing Language

The governing language shall be English. All correspondence and other documents pertaining to the agreement that is exchanged by the parties shall also be written in English.

21. Payments

Payments shall be made by the District Municipality within **thirty (30)** calendar days of receiving the relevant **invoice / statement provided** by the supplier.

Payment will be made in Rand unless otherwise stipulated.

22. Prices and Evaluation of bids

Prices charged by the service provider for goods delivered and services performed under the contract shall not vary from the prices quoted by the service provider in this Tender.

The Bidder will be liable to take out forward cover to barricade him/her against fluctuation of the exchange rate in the event of importing any component, related to the tender, from a country dealing in currency other than that of South Africa.

THIS BID WILL BE EVALUATED AND ADJUDICATED ACCORDING TO THE FOLLOWING:

- Relevant specifications
- Value for money
- Capability to execute the contract
- PPPFA & associated regulations

23. Termination for default

The District Municipality, without prejudice to any other remedy for breach of contract, by written notice of default sent to the service provider, may terminate this agreement in whole or in part:

If the service provider fails to deliver any or all of the goods within the period(s) specified in the agreement;

If the service provider fails to perform any obligation(s) under the contract; or

If the service provider in the judgment of the District Municipality, has engaged in corrupt or fraudulent practices in competing for or in executing the contract

In the event the District Municipality terminates the contract in whole or in part, the District Municipality may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the service provider shall be liable to the District Municipality for any excess costs for such similar goods, works or services. However, the service provider shall continue performance of the contract to the extent not terminated.

Where the District Municipality terminates the contract in whole or in part, the District Municipality may decide to impose a restriction penalty on the service provider by prohibiting such service provider from doing business with the public sector for a period not exceeding 10 years.

If a District Municipality intends imposing a restriction on a service provider or any person associated with the service provider, the service provider will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the service provider fail to respond within the stipulated fourteen (14) days the District Municipality may regard the service provider as having no objection and proceed with the restriction.

Any restriction imposed on any person by the District Municipality will, at the discretion of the District Municipality, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the District Municipality actively associated.

If a restriction is imposed, the District Municipality must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

The name and address of the supplier and / or person restricted by the District Municipality;
The date of commencement of the restriction;
The period of restriction; and
The reasons for the restriction

These details will be loaded in the National Treasury's central database of service provider or persons prohibited from doing business with the public sector.

If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Termination for Insolvency

The District Municipality may at any time terminate the contract by giving written notice to the service provider if the service provider becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the service provider, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the District Municipality.

25. Settlement of Disputes

If any dispute or difference of any kind whatsoever arises between the District Municipality and the service provider in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.

If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the District Municipality or the service provider may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

Notwithstanding any reference to mediation and/or court proceedings herein, the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and

The District Municipality shall pay the service provider any monies due for goods delivered and/or services rendered according to the prescripts of the contract.

26. Applicable Law

The contract shall be interpreted in accordance with South African laws, unless otherwise specified.

27. Notices

Every written acceptance of a bid and any other notices shall be posted to the service provider concerned by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice;

The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

28. Taxes and duties

A service provider shall be entirely responsible for all taxes, duties, license fees, etc., of the contracted goods to the District Municipality.

No contract shall be concluded with any tenderer whose tax matters are not in order.

No contract shall be concluded with any tenderer whose municipal rates and taxes and municipal services charges are in arrears.

29. Value-added tax (VAT) on invoices

Tax invoices are to comply with the requirements as contained in the Value Added Tax Act, 1991 (Act No 89 of 1991). The content of the invoice must contain information as prescribed by the Act.

It is a requirement of this contract that the amount of value-added tax (VAT) must be shown clearly on each invoice.

The amended Value Added Tax Act, 1991 (Act No 89 of 1991) requires that a Tax Invoice for supplies in excess of R3,000 should, in addition to the other required information, also disclose the VAT registration number of the recipient, with effect from 1 March 2005.

Where the value of an intended contract will exceed R 1 000 000.00 (R1 Million) it is the bidder's responsibility to be registered with the South African Revenue Services (SARS) for VAT purposes in order to be able to issue tax invoices. CWDM will deem the price above R 1 000 000.00 (R1 Million) to be VAT inclusive even if it is indicated that no VAT is charged. Please ensure that provision is made for VAT in these instances.

The VAT registration number of the District Municipality is 4700193495.

30. Tax Clearance Certificate

A copy of a Tax Compliance Status Pin, printed from the South African Revenue Service (SARS) website, must accompany the bid documents. The onus is on the bidder to ensure that their tax matters are in order with SARS.

In the case of a Consortium/Joint Venture every member must submit a separate Tax Compliance Status Pin, printed from the SARS website, with the bid documents.

If a bid is not supported by a Tax Compliance Status Pin as an attachment to the bid documents, the Municipality reserves the right to obtain such documents after the closing date to verify that the bidder's tax matters are in order. If no such document can be obtained within a period as specified by the Municipality, the bid will be disqualified.

The Tax Compliance Status Pin will be verified by the Municipality on the SARS website.

31. Municipal Rates, Taxes and Charges

A certified copy of the bidder's and those of its directors municipal accounts (for the Municipality where the bidder pays his account) for the month preceding the tender closure date must accompany the tender documents. If such a certified copy does not accompany the bid document of the successful bidder, the Municipality reserves the right to obtain such documents after the closing date to verify that their municipal accounts are in order.

Any bidder which is or whose directors are in arrears with their municipal rates and taxes or municipal charges due to any Municipality or any of its entities for more than three months and have not made an arrangement for settlement of same before the bid closure date will be unsuccessful.

If a bidder rents their premises, proof must be submitted that the rental includes their municipal rates and taxes or municipal charges and that their rent is not in arrears.

32. Protection Of Personal Information

In submitting any information or documentation requested in this tender document, or any other information that may be requested pursuant to this tender, you are consenting to the processing by the Cape Winelands District Municipality or its stakeholders of your personal information and all other personal information contained therein, as contemplated in the Protection of Personal Information Act, 2013 (Act No 4 of 2013) and Regulations promulgated thereunder ("POPI Act"). Further, you declare that you have obtained all consents required by the POPI Act or any other law applicable. Thus, you hereby indemnify the Cape Winelands District Municipality against any civil or criminal action, administrative fine or other penalty or loss that may arise as a result of the processing of any personal information that you submit.

A handwritten signature in black ink, appearing to be the initials 'AB' with a long horizontal stroke extending to the right.

C. NATIONAL TREASURY - GOVERNMENT PROCUREMENT: GENERAL CONDITIONS OF CONTRACT

The purpose of this document is to:

- (a) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
- (b) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.
- (c) The General Conditions of Contract will form part of all bid documents and may not be amended.
- (d) Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC will prevail

1. DEFINITIONS

The following terms shall be interpreted as indicated:

- 1.1 **"Closing time"** means the date and hour specified in the bidding documents for the receipt of bids.
- 1.2 **"Contract"** means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.3 **"Contract price"** means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.
- 1.4 **"Corrupt practice"** means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.
- 1.5 **"Countervailing duties"** are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.
- 1.6 **"Country of origin"** means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 1.7 **"Day"** means calendar day.
- 1.8 **"Delivery"** means delivery in compliance of the conditions of the contract or order.
- 1.9 **"Delivery ex stock"** means immediate delivery directly from stock actually on hand.
- 1.10 **"Delivery into consignees store or to his site"** means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the goods are so delivered and a valid receipt is obtained.
- 1.11 **"Dumping"** occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the RSA.

- 1.12 **"Force majeure"** means an event beyond the control of the supplier and not involving the supplier's fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 1.13 **"Fraudulent practice"** means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.
- 1.14 **"GCC"** means the General Conditions of Contract.
- 1.15 **"Goods"** means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.
- 1.16 **"Imported content"** means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the goods covered by the bid will be manufactured.
- 1.17 **"Local content"** means that portion of the bidding price, which is not included in the imported content provided that local manufacture does take place.
- 1.18 **"Manufacture"** means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.
- 1.19 **"Order"** means an official written order issued for the supply of goods or works or the rendering of a service.
- 1.20 **"Project site,"** where applicable, means the place indicated in bidding documents.
- 1.21 **"Purchaser"** means the organization purchasing the goods.
- 1.22 **"Republic"** means the Republic of South Africa.
- 1.23 **"SCC"** means the Special Conditions of Contract.
- 1.24 **"Services"** means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such obligations of the supplier covered under the contract.
- 1.25 **"Supplier"** means the successful bidder who is awarded the contract to maintain and administer the required and specified service(s) to the State.
- 1.26 **"Tort"** means in breach of contract
- 1.27 **"Turnkey"** means a procurement process where one service provider assumes total responsibility for all aspects of the project and delivers the full end product / service required by the contract.
- 1.28 **"Written" or "in writing"** means hand-written in ink or any form of electronic or mechanical writing.

2. APPLICATION

- 2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services (excluding professional services related to the building and construction industry), sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.
- 2.2 Where applicable, special conditions of contract are also laid down to cover specific goods, services or works.
- 2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

3. GENERAL

- 3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.
- 3.2 Invitations to bid are usually published in locally distributed news media and on the municipality/municipal entity website.

4. STANDARDS

- 4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

5. USE OF CONTRACT DOCUMENTS AND INFORMATION INSPECTION

- 5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.
- 5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.
- 5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. PATENT RIGHTS

- 6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.
- 6.2 When a supplier developed documentation / projects for the municipality / municipal entity, the intellectual, copy and patent rights or ownership of such documents or projects will vest in the municipality / municipal entity.

7. PERFORMANCE SECURITY

- 7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.
- 7.3 The performance security shall be denominated in the currency of the contract or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:
- (a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
 - (b) a cashier's or certified cheque.
- 7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified.

8. INSPECTIONS, TESTS AND ANALYSES

- 8.1 All pre-bidding testing will be for the account of the bidder.
- 8.2 If it is a bid condition that goods to be produced or services to be rendered should at any stage be subject to inspections, tests and analyses, the bidder or contractor's premises shall be open, at all reasonable hours, for inspection by a representative of the purchaser or organization acting on behalf of the purchaser.
- 8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.
- 8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the goods to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.
- 8.5 Where the goods or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such goods or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.
- 8.6 Goods and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.
- 8.7 Any contract goods may on or after delivery be inspected, tested or analysed and may be rejected if found not to comply with the requirements of the contract. Such rejected goods shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with goods, which do comply with the requirements of the contract. Failing such removal the rejected goods shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute goods forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected goods, purchase such goods as may be necessary at the expense of the supplier.

8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 22 of GCC.

9. PACKING

9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, and in any subsequent instructions ordered by the purchaser.

10. DELIVERY AND DOCUMENTS

10.1 Delivery of the goods and arrangements for shipping and clearance obligations, shall be made by the supplier in accordance with the terms specified in the contract.

11. INSURANCE

11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified.

12. TRANSPORTATION

12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified.

13. INCIDENTAL SERVICES

13.1 The supplier may be required to provide any or all of the following services, including additional services, if any:

- (a) Performance or supervision of on-site assembly and/or commissioning of the supplied goods;
- (b) Furnishing of tools required for assembly and/or maintenance of the supplied goods;
- (c) Furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;
- (d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and
- (e) Training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. SPARE PARTS

- 14.1 As specified, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:
- (a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and;
 - (b) in the event of termination of production of the spare parts:
 - (i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and
 - (ii) Following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. WARRANTY

- 15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.
- 15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise.
- 15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.
- 15.4 Upon receipt of such notice, the supplier shall, within the period specified and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.
- 15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified, the purchaser may proceed to take such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. PAYMENT

- 16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified.
- 16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract.
- 16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.
- 16.4 Payment will be made in Rand unless otherwise stipulated.

16.5 Where the value of an intended contract will exceed R1 000 000, 00 (R1 million) it is the bidder's responsibility to be registered with the South African Revenue Service (SARS) for VAT purposes in order to be able to issue tax invoices. It is a requirement of this contract that the amount of value-added tax (VAT) must be shown clearly on each invoice. The amended Value-Added Tax Act requires that a Tax Invoice for supplies in excess of R3 000 should, in addition to the other required information, also disclose the VAT registration number of the recipient, with effect from 1 March 2005.

17. PRICES

17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized or in the purchaser's request for bid validity extension, as the case may be.

8. VARIATION ORDERS

18.1 In cases where the estimated value of the envisaged changes in purchase does not vary more than 15% of the total value of the original contract, the contractor may be instructed to deliver the goods or render the services as such. For construction related goods, services and/or infrastructure project, contracts may be expanded or varied by not more than 20%. In cases of measurable quantities, the contractor may be approached to reduce the unit price, and such offers may be accepted provided that there is no escalation in price.

19. ASSIGNMENT

19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20. SUBCONTRACTS

20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

21. DELAYS IN THE SUPPLIER'S PERFORMANCE

21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.

21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.

21.3 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the supplier's point of supply is not situated at or near the place where the goods are required, or the supplier's services are not readily available.

21.4 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the application of penalties.

21.5 Upon any delay beyond the delivery period in the case of a goods contract, the purchaser shall, without cancelling the contract, be entitled to purchase goods of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. PENALTIES

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. TERMINATION FOR DEFAULT

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

- (a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;
- (b) If the supplier fails to perform any other obligation(s) under the contract; or
- (c) If the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner, as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the supplier as having no objection and proceed with the restriction.

23.5 Any restriction imposed on any person by the purchaser will, at the discretion of the purchaser, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the purchaser actively associated.

23.6 a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

- (i) The name and address of the supplier and / or person restricted by the purchaser;
- (ii) The date of commencement of the restriction
- (iii) The period of restriction; and
- (iv) The reasons for the restriction

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

- 23.7. If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website

24. ANTIDUMPING AND COUNTERVAILING DUTIES AND RIGHTS

- 24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favorable difference shall on demand be paid forthwith by the supplier to the purchaser or the purchaser may deduct such amounts from moneys (if any) which may otherwise be due to the supplier in regard to goods or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him.

25. FORCE MAJEURE

- 25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.
- 25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. TERMINATION FOR INSOLVENCY

- 26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the purchaser.

27. SETTLEMENT OF DISPUTES

- 27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

- 27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.
- 27.4 Notwithstanding any reference to mediation and/or court proceedings herein,
- (a) The parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
 - (b) The purchaser shall pay the supplier any monies due the supplier for goods delivered and / or services rendered according to the prescripts of the contract.

28. LIMITATION OF LIABILITY

- 28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;
- (a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and
 - (b) The aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

29. GOVERNING LANGUAGE

- 29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

30. APPLICABLE LAW

- 30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified.

31. NOTICES

- 31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice.
- 31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

32. TAXES AND DUTIES

- 32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.
- 32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.
- 32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid SARS must have certified that the tax matters of the preferred bidder are in order.
- 32.4 No contract shall be concluded with any bidder whose municipal rates and taxes and municipal services charges are in arrears.

33. TRANSFER OF CONTRACTS

- 33.1 The contractor shall not abandon, transfer, cede assign or sublet a contract or part thereof without the written permission of the purchaser

34. AMENDMENT OF CONTRACTS

- 34.1 No agreement to amend or vary a contract or order or the conditions, stipulations or provisions thereof shall be valid and of any force unless such agreement to amend or vary is entered into in writing and signed by the contracting parties. Any waiver of the requirement that the agreement to amend or vary shall be in writing, shall also be in writing.

35. PROHIBITION OF RESTRICTIVE PRACTICES

- 35.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder(s) is / are or a contractor(s) was / were involved in collusive bidding.
- 35.2 If a bidder(s) or contractor(s) based on reasonable grounds or evidence obtained by the purchaser has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in section 59 of the Competition Act No 89 Of 1998.
- 35.3 If a bidder(s) or contractor(s) has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

D. APPLICATION OF PREFERENCE POINT SYSTEM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017

The applicable **80/20** preferential points system as set out in Preferential Procurement Regulations 2017 will be used to evaluate individual tenders.

Regulation R 32 of 20 January 2017 provide for a preference points system

80/20 Preference point system [(for acquisition of goods or services for a Rand value equal to or above R30 000 and up to R50 million) (all applicable taxes included)]

The points are awarded as follows:

- 80 points is awarded for the **lowest price** if it complies with the Tender / Formal Written Price Quotation conditions.
- Additional points are awarded for attaining the **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



E. INVITATION TO BID - MBD1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)					
Tender number:	T 2021/46	Closing date:	19/11/2021	Closing time:	11h00
Description	THE PROVISION OF BUYING SERVICES FOR DIGITAL AND BROADCASTING MEDIA FOR THE PERIOD ENDING 30 JUNE 2024				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE TENDER BOX SITUATED AT: 29 DU TOIT STREET, STELLENBOSCH					
SUPPLIER INFORMATION					
Name of bidder	Ayanda Mbanga Communications (Pty) Ltd				
Postal address	Unit 102, Mason's Press, 7 Ravenscraig rd. Woodstock, 7925				
Street address	Unit 102, Mason's Press, 7 Ravenscraig rd. Woodstock, 7925				
Contact person	Beverley van der Ross				
Telephone number	Code	021	Number	000 1750	
Cell phone number	073 194 1081 Beverley van der Ross				
E-mail address	ads@amcomms.co.za				
VAT registration number	4050179417				
Tax compliance status	TCS PIN:	D7C348292P	OR	CSD No:	MAAA 0101954
B-BBEE status level verification certificate [tick applicable box]	<input type="checkbox"/> yes <input type="checkbox"/> no		B-BBEE status level sworn affidavit		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> 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]					
Are you the accredited representative in South Africa for the goods / services / works offered?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No [If yes enclose proof]		Are you a foreign based supplier for the goods / services / works offered?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No [If yes, answer part b:3]
Total number of items offered	THREE (3)		Total bid price	R195 000.00	
Signature of bidder			Date	17/11/21	
Capacity under which this bid is signed	Executive Director				
TECHNICAL INFORMATION MAY BE DIRECTED TO:					
Contact person	Jo-Anne Otto				
Telephone number	021 888 5202/072 8080 106				
E-mail address	Jo-Anne@capewinelands.gov.za				
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED					
Contact person	Elmine Niemand				
Telephone number	021 888 5175				
E-mail address	elmine@capewinelands.gov.za				



TERMS AND CONDITIONS FOR BIDDING – PART B	
1. BID SUBMISSION:	
1.1. Bids must be delivered by the stipulated time to the correct address. Late bids will not be accepted for consideration.	
1.2. All bids must be submitted on the official forms provided—(not to be re-typed) or online	
1.3. This bid is subject to the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations, 2017, the General Conditions of Contract (GCC) and, if applicable, any other special conditions of contract.	
2. TAX COMPLIANCE REQUIREMENTS	
2.1 Bidders must ensure compliance with their tax obligations.	
2.2 Bidders are required to submit their unique personal identification number (pin) issued by SARS to enable the organ of state to view the taxpayer's profile and tax status.	
2.3 Application for the tax compliance status (TCS) certificate or pin may also be made via e-filing. In order to use this provision, taxpayers will need to register with SARS as e-filers through the website www.sars.gov.za.	
2.4 Foreign suppliers must complete the pre-award questionnaire in part b:3.	
2.5 Bidders may also submit a printed TCS certificate together with the bid.	
2.6 In bids where consortia / joint ventures / sub-contractors are involved, each party must submit a separate TCS certificate / pin / CSD number.	
2.7 Where no TCS is available but the bidder is registered on the central supplier database (CSD), a CSD number must be provided.	
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
3.1. Is the entity a resident of the republic of South Africa (RSA)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.2. Does the entity have a branch in the RSA?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.3. Does the entity have a permanent establishment in the RSA?	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> No
3.4. Does the entity have any source of income in the RSA?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.5. Is the entity liable in the RSA for any form of taxation?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If the answer is "no" to all of the above, then it is not a requirement to register for a tax compliance status system pin code from the South African Revenue Service (SARS) and if not register as per 2.3 above.	
NB: failure to provide any of the above particulars may render the bid invalid. No bids will be considered from persons in the service of the state.	

Signature(s): 

Name(s): Helena Petronella Lottering

Capacity for the Tenderer: Executive Director

Date: 17/11/2021



F. SPECIAL CONDITIONS OF CONTRACT AND TERMS OF REFERENCE

1. INTRODUCTION AND BACKGROUND

Tenders are hereby invited from service providers for the provision of media buying of digital and broadcasting services for the period ending 30 June 2024.

2. PURPOSE OF THE TENDER

The service provider must secure media space on various digital, (including on-line and social media) and broadcast (radio and television) media platforms, to ensure professional communication.

The Cape Winelands District Municipality (CWDM) regularly requires media coverage for the purpose of promoting the goals and objectives of the CWDM. The broadcast and digital media platforms used are aimed at reaching the selected target audiences of the Municipality.

3. SCOPE OF WORK

3.1 Placement of Online and Digital Media

Provide the CWDM with quotations to reserve the placement of space for online and digital media campaigns on identified platforms and according to mutually agreed upon schedules:

- Social Media platforms, i.e. Facebook, Instagram, Twitter and other social media platforms that may be identified during the tender period.
- Digital Media i.e.: online (digital) magazines and applications (referred to as Apps) and other online platforms that may be identified during the tender period.

Securing of space for online and digital media campaigns must only be confirmed upon receipt of written approval from the Municipality

3.2 Placement of Broadcast Media

Provide the CWDM with quotations for the placement of broadcast media campaigns on identified broadcasting platforms and according to mutually agreed upon schedules:

- Radio: Local (Community), Provincial and National broadcasters.
- Television: local and cable networks.

4. DELIVERABLES

4.1 Supply of quotations within a mutually agreed upon timeframe of request in writing by CWDM for the placement of material.

4.2 Procurement of placements completed as specified by the CWDM in the correct media at the right date and time.

4.3 Submission of feedback reports on the statistics related to digital media campaigns, when requested.

5 DURATION OF TENDER

The tender will be valid for the period ending 30 June 2024

6 EVALUATION CRITERIA

- 6.1 The bidder must submit evidence of their ability to provide placement of:
- Paid Social Media Campaigns, i.e. Facebook, Instagram, Twitter
 - Digital Campaigns i.e.: online magazines and other online platforms
 - Radio Broadcasting
 - Television Broadcasting
- 6.2 Evidence may be in the form reference letters, and/or campaign reports (digital media analytics report) demonstrating procedure(s) to be followed to secure space and/or portfolio of evidence, and/or company profile and/or curriculum vitae.
- 6.3 Evidence must be compiled and saved onto a flash drive which is to be included with the tender submission or submitted in hard copy together with the tender submission. Alternatively, evidence must be submitted within a reasonable timeframe as to be determined by the Cape Winelands District Municipality.

G. FORM OF OFFER

The Cape Winelands District Municipality, identified in the acceptance signature block, has solicited offers to enter a Contract in respect of the following works:

T 2021/046 APPOINTMENT OF A SERVICE PROVIDER FOR MEDIA BUYING SERVICES FOR DIGITAL AND BROADCASTING MEDIA FOR THE PERIOD ENDING 30 JUNE 2024

The bidder, identified in the offer signature block, has examined the documents listed in the tender data and addenda thereto as listed in the tender schedules, and by submitting this offer has accepted the Conditions of Tender and offers to perform all of the obligations and liabilities under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount of be determined in accordance with the conditions of contract identified in the Conditions of Contract.

By the representative of the bidder, deemed to be duly authorized, signing this part of this form of offer and acceptance, the bidder offers to perform all of the obligations and liabilities of the Service Provider under the contract including compliance with all its terms and conditions according to their true intent and meaning for an amount of be determined in accordance with the conditions of contract identified in the Conditions of Contract.

For proper evaluation purposes it is essential that this specific pricing schedule be completed in full and signed. Alternative pricing schedules will not be accepted

This offer may be accepted by the Cape Winelands District Municipality by signing the Acceptance part of this form of offer and acceptance and returning one copy of this document to the bidder before the end of the period of validity Stated in the Conditions of Tender, whereupon the bidder becomes the party named as the Service Provider in the Conditions of Contract.

Signature(s): 

Name(s): Helena Petronella Lottering

Capacity for the Tenderer: Executive Director

Name of organization: Ayanda Mbanga Communications (Pty) Ltd

Name and Signature of Witness: BEVERLY VAN DER ROSS -  Date: 17/11/2021

Pricing Schedule:

Bidders are required to complete the prescribed pricing schedule for the purpose of price evaluation.

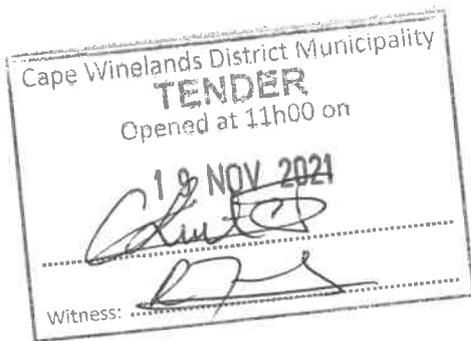
Cognisance should be taken that alternative pricing schedules submitted may result in incorrect values utilized for price evaluation purposes due to unintentional administrative oversight

Amounts stipulated in the pricing schedule in the value column below are for evaluation purposes only and actual amounts will vary according to need.

For evaluation purposes the total cost will be calculated as follows:

Example:

Item	Description of Service	Cost of Medium including VAT over three year period	Percentage commission	Commission (Rands)	Cancellation % irrespective under what conditions it will be applied [Please indicate zero (0) if no cancellation fee is applicable]	Total Cost
1	Digital and broadcasting space (i.e. Facebook or broadcasting mediums)	R 3000 000	14%	R 420 000	R 900 000 (5% of the cost of medium including VAT X 2 incidents per year)	R 4 320 000



YEAR 1: For the period ending: 30 June 2022

Item	Description of Service	Fictitious Cost of medium including VAT	Percentage cost of the commission	Cancellation % irrespective under what conditions it will be applied [Please indicate zero (0) if no cancellation fee is applicable]
1	Digital and broadcasting space (i.e. Facebook or broadcasting mediums)	R 800 000.00	6.5 % R52 000.00	0 %

- Indicate the period before placement in respect of which a cancellation fee will be payable, if applicable
- Evaluation will be based on X 2 incidents per year

* In line with specific Media owner rate card T&C Refer Deadline guideline included.

YEAR 2: 1 July 2022 – 30 June 2023

Item	Description of Service	Cost of medium including VAT	Percentage cost of the commission	Cancellation fee (Please indicate if there is no cancellation fee)	Rebate or discount offered
1	Cost of commission for the placement.	R 1 000 000.00	6.5 % R65 000.00	No Charge if cancelled before relevant deadline	10 %

- Indicate the period before placement in respect of which a cancellation fee will be payable, if applicable
- Evaluation will be based on X 2 incidents per year

* In line with specific Media owner rate card T&C Refer Deadline guideline included.

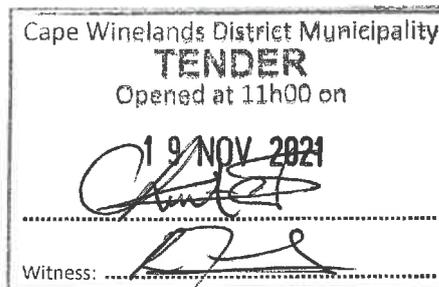
YEAR 3: 1 July 2023 – 30 June 2024

Item	Description of Service	Cost of medium including VAT	Percentage cost of the commission	Cancellation fee (Please indicate if there is no cancellation fee)	Rebate or discount offered
1	Cost of commission for the placement.	R 1 200 000.00	% 6.5 R78 000.00	No Charge if cancelled before relevant deadline	10 %

- Indicate the period before placement in respect of which a cancellation fee will be payable, if applicable
- Evaluation will be based on X 2 incidents per year

* In line with specific Media owner rate card T&C Refer Deadline guideline included.

NAME OF SERVICE PROVIDER: Ayanda Mbanga Communications (Pty) Ltd



H. ACCEPTANCE

By signing this part of this form of offer and acceptance, the Employer identified below accepts the Tenderers offer. In consideration thereof, the Employer shall pay the Service Provider the amount due in accordance with the Conditions of Contract identified in the contract that is the subject of this agreement.

Deviations from and amendments to the documents listed in the tender data and any addenda thereto as listed in the tender schedules as well as any changes to the terms of the offer agreed by the tenderer and the Employer during this process of offer and acceptance, are contained in the schedule of deviations attached to, and forming part of this agreement. No amendments to or deviations from said documents are valid unless contained in this schedule, which must be signed by the authorized representative(s) of both parties.

The tenderer shall within two weeks after receiving a completed copy of this agreement, including the schedule of deviations (if any), contact the Employer's agent (whose details are given in the contract data) to arrange the delivery of any bonds, guarantees, proof of insurance and any other documentation to be provided in terms of the conditions of contract identified in the Contract Data at, or just after, the date this agreement comes into effect. Failure to fulfil any of these obligations in accordance with those terms shall constitute a repudiation of this agreement.

Notwithstanding anything contained herein, this agreement comes into effect on the date when the tenderer receives one fully completed original copy of this document, including the schedule of deviations (if any). Unless the tenderer (now Service Provider) within five days of the date of such receipt notifies the Employer in writing of any reason why he cannot accept the contents of this agreement, this agreement shall constitute a binding contract between the parties.

ACCEPTANCE (to be completed by the Cape Winelands District Municipality)	
T 2021/046: APPOINTMENT OF A SERVICE PROVIDER FOR MEDIA BUYING SERVICES FOR DIGITAL AND BROADCASTING MEDIA FOR THE PERIOD ENDING 30 JUNE 202	
 Mr. H. Prins Municipal Manager	<u>25/02/2022</u> Date
 Me. E Niemand Witness	<u>25/02/2022</u> Date

I. QUESTIONNAIRE

List all partners / members / directors of this enterprise			
Van / Surname / Ifani	Voornaam / First name / Amagama	ID Nr./No. Inombolo	State Employee Number
Mbanga	Ayanda	7402200512086	
Kganakga	Ngoako Joseph	5012155550080	N/A
Mbanga	Buyile Xolile Yamani	7603255750089	
Reynolds	Graham Chalenor	6506055060081	
Lottering	Helena Petronella	5507010019080	

BROAD-BASED BLACK ECONOMIC EMPOWERMENT (Act 53 of 2003)

LW! Om Voorkeerpunte te eis moet 'n gesertifiseerde afskrif van u Gebalanseerde Breë Basis Swart Ekonomiese Bemagtigings-telkaart voorgelê word tesame met die MBD 6.1 Eisvorm vir punte.

NB! To claim Preference points a certified copy of your Balanced Broad-Based Black Economic Empowerment Score Card must be submitted with the MBD 6.1 Claim Form.

QAPHELA! Ukuba ufuna ukwenza ibango lamanqaku akhethekileyo, kufuneka ukuba isicelo sakho sekopi eqinisekisiweyo ye Balanced Broad-Based Black Economic Empowerment Score Card ihambe kunye nefomu eyi MBD 6.1 Claim Form.

Vir meer inligting besoek: / For more information please visit: / Inkcukach ezithe vetshe uzakuzifumana aph:

The Department of Trade and Industry: <http://bee.thedti.gov.za/>
 South African National Accreditation System: <http://www.sanas.co.za/directory.php>
 Independent Regulatory Board of Auditors: <http://irba.co.za/index.php>

Ayanda Mbanga

Besigheid of persoon se naam:- / Business or person's name:- / Igama leshishini okanye lomntu

- **1. Persentasie aandeelhouing van persone (HBI) in die besigheid wat histories benadeel is as gevolg van onregverdige diskriminasie gebaseerd op **ras**.
 Percentage of shareholding of persons (HDI) in the business historically disadvantaged because of unfair discrimination based on **race**.
 Ipersenti yesabelo sabantu kwishishini elalisakuthinteleka ekuxhamleni amalungelo athile ngenxa yobandlululo **ngokobuhlanga**. 100 %
2. Persentasie aandeelhouing van persone (HBI) in die besigheid wat histories benadeel is as gevolg van onregverdige diskriminasie gebaseerd op **geslag**.
 Percentage of shareholding of persons (HDI) in the business historically disadvantaged because of unfair discrimination based on **gender**.
 Ipersenti yesabelo sabantu kwishishini elalisakuthinteleka ekuxhamleni amalungelo athile ngenxa yobandlululo **ngokwesini**. 100 %
3. Persentasie aandeelhouing van persone (HBI) in die besigheid wat histories benadeel is as gevolg van onregverdige diskriminasie gebaseerd op **gestremdheid**.
 Percentage of shareholding of persons (HDI) in the business historically disadvantaged because of unfair discrimination based on **disability**.
 Ipersenti yesabelo sabantu kwishishini elalisakuthinteleka ekuxhamleni amalungelo athile ngenxa yobandlululo **ngokobulwelwe**. 100 %
4. Persentasie aandeelhouing van persone geklassifiseer as **jeug**. (18 – 35 Jaar oud).
 Percentage of shareholding of persons in the business classified as **youth**. (18 – 35 Years old)
 Ipersenti labantu abanezabelo kwinkonzo zoshishino ababizwa ngokuba **lulutsha** (18 – 35 Yeminyaka) 0 %
5. Is u besigheid geleë binne die jurisdiksie van die Distriksmunisipaliteit? In / Uit In/Ngaphakathi
 Is your business established within the area of jurisdiction of the District Municipality? In / Out
 Ingaba ishishini lakho limi kwingingqi elawulwa nguMasipala wesithili? Ngaphakathi / Ngaphandle Uit/Out/Ngaphandle
6. Maak u gebruik van plaaslike arbeid (werkskepping)? Ja / Nee Ja/Yes/Ewe
 Do you make use of local labour (job creation)? Yes / No Nee/No/Hayi
 Uyawasebenzisa amathuba avelayo odalo lomsebenzi (ukudala umsebenzi)? Ewe / hayi Nee/No/Hayi

J. DECLARATION OF INTEREST – (MBD 4 B)

(On behalf of the company and its directors/ members/ trustees/ principle shareholders²)

1. No bid/database registration will be accepted from persons in the service of the state¹.
2. Any person, having a kinship with persons in the service of the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid/database registration. In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to persons in the service of the state, it is required that the bidder or their authorised representative declare their position in relation to the evaluating/adjudicating authority.
3. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid/database registration in respect of owners/shareholders² of the company.

3.1	Full Name of bidder or his or her representative	Helena Petronella Lottering
3.2	Identity Number (person submitting this declaration)	5507010019080
3.3	Position occupied in the Company (official/director/trustee/shareholder ²):	Executive Director
3.4	Company Registration Number	1980/009032/07
3.5	Tax Reference Number	9137161841
3.6	VAT Registration Number	4050179417
3.7	The names of all directors/ members/ trustees/ principle shareholders, their individual identity numbers, personal tax reference numbers and state employee numbers must be indicated in paragraph 4 below	

3.8	Are you or any director/ member/ trustee/ principle shareholder presently in the service of the state?	Yes	No
3.8.1	If yes, furnish particulars. (Please write in Block Letters. Add separate page if more than one.)		
SA ID Number:		Relation:	
Surname:	N/A	Persal No:	
Full Names:			
Organ of State:		Position:	

3.9	Have you or any director/ member/ trustee/ principle shareholder been in the service of the state for the past twelve months?	Yes	No
3.9.1	If yes, furnish particulars. (Please write in Block Letters. Add separate page if more than one.)		
SA ID Number:		Relation:	
Surname:	N/A	Persal No:	
Full Names:			
Organ of State:		Position:	

3.10	Do you or any director/ member/ trustee/ principle shareholder have any relationship (family, friend, other) with persons in the service of the state and/or who may be involved with the evaluation and/or adjudication of this or any other prospective bid?	Yes	No
3.10.1	If yes, furnish particulars. (Please write in Block Letters. Add separate page if more than one.)		
SA ID Number:		Relation:	
Surname:	N/A		Persal No:
Full Names:			
Organ of State:		Position:	

3.11	Are you aware of any relationship (family, friend, other) between you or any director/ member/ trustee/ principle shareholder and any persons in the service of the state who may be involved with the evaluation and/or adjudication of this or any other prospective bid?	Yes	No
3.11.1	If yes, furnish particulars. (Please write in Block Letters. Add separate page if more than one.)		
SA ID Number:		Relation:	
Surname:	N/A		Persal No:
Full Names:			
Organ of State:		Position:	

3.12	Is any spouse, child or parent of the company's directors/ members/ trustees/ principle shareholders or stakeholders in the service of the state?	Yes	No
3.12.1	If yes, furnish particulars. (Please write in Block Letters. Add separate page if more than one.)		
SA ID Number:		Relation:	
Surname:	N/A		Persal No:
Full Names:			
Organ of State:		Position:	

3.13	Do you or any director/ member/ trustee/ principle shareholder/ stakeholders of this company have any interest in any other related companies or business whether or not they are bidding for this contract.	Yes	No
3.13.1	If yes, furnish particulars. Not in any related companies		

3.14	Is the supplier or any director/ member/ trustee/ principle shareholder listed on the National Treasury's database as a company or person prohibited from doing business with the public sector?	Yes	No
3.14.1	If yes, furnish particulars. N/A		

3.15	Is the supplier or any director/ member/ trustee/ principle shareholder listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?	Yes	No
3.15.1	If yes, furnish particulars. N/A		
3.16	Was the supplier or any director/ member/ trustee/ principle shareholder convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?	Yes	No
3.16.1	If yes, furnish particulars. N/A		
3.17	Does the supplier or any director/ member/ trustee/ principle shareholder owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?	Yes	No
3.17.1	If yes, furnish particulars. N/A The municipality may not do business with individuals/businesses, including that of all the owners/partners/members/directors, whose municipal rates and taxes and/or service charges are in arrears for more than three (3) months unless arrangements have been made with the municipality to settle such arrears. Refer to SCM Regulation 38(d). (Certified copies of your <i>most current</i> accounts/statements and/or proof of any arrangement to be submitted every three months – provide individual information in the schedule under par. 4.		
3.18	Was any contract between the supplier and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?	Yes	No
3.18.1	If yes, furnish particulars. N/A		

4	<p>MFMA Circular No 62 of July 2013 require bidders to submit the names of their directors/ trustees/ shareholders, their individual identity numbers, personal tax reference numbers and employee numbers of those who are in the service of the state as defined in the Municipal Supply Chain Management Regulations as part of their bid submissions. A shareholder is defined as a person who owns shares in the company and is actively involved in the management of the company or business, and exercises control over the company.</p>					
	Full name of directors / trustees / shareholders	Identity Number	% Share-holding in company	Personal Tax Reference Number	State Employee Number (Persal)	Municipal rates & services account numbers (3.17.1) <i>Municipal clearance or most recent service account must be attached as evidence</i>
1						
2	N/A					
3						
4						
5						
6						
7						
8						
9						
10						

I, the under signed, certify that the information furnished on this declaration form is true and correct. I accept that my/my company's bid/registration may be rejected and in addition to the rejection that action may be taken against me/ my company should this declaration prove to be false.

Signature

Date

17/11/2021

Executive Director
Capacity of Signatory

Ayanda Mbanga Communications (Pty) Ltd
Name of Bidder/Company/CC Name

MANDATORY SECTION: THIS DECLARATION WILL NOT BE ACCEPTED IF NOT CERTIFIED:

¹ MSCM Regulations: "in the service of the state" means to be –

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

² "Shareholder" means a person who owns shares in the company and is actively involved in the management of the company or business and exercises control over the company.

Commissioner of Oaths

Signed and sworn to before me at Woodstock

on this the 17th day of November 2021 by the Deponent, who has acknowledged that he/she knows and understands the contents of this Affidavit, it is true and correct to the best of his/her knowledge and that he/she has no objection to taking the prescribed oath, and that the prescribed oath will be binding on his/her conscience.

Commissioner of Oaths

Position:

Address

COMMISSIONER OF OATHS (RSA)
GRAHAM REYNOLDS CA (SA)
6 Bonair Road
Rondebosch
Cape Town

Tel: 083 30916151

Apply official stamp of authority on this page:

This document is compulsory, in terms of Regulation 44 of the Supply Chain Management Regulations, to do business with any municipality – If not endorsed by a Commissioner of Oaths, or failure to submit it, will disqualify your business from the acquisition process. (Must be submitted annually)



K. DECLARATION FOR PROCUREMENT ABOVE R10 MILLION (ALL APPLICABLE TAXES INCLUDED (MBD 5))

For all procurement expected to exceed R10 (all applicable taxes included), bidders must complete the following questionnaire:

1.	Are you by law required to prepare annual financial statements for auditing?	Yes / No
1.1	<p>If yes, submit audited annual financial statements for the past three years or since the date of establishment if established during the past three years.</p> <p>.....</p> <p>N/A</p> <p>.....</p> <p>.....</p>	
2.	Do you have any outstanding undisputed commitments for municipal services towards any municipality for more than three months or any other service provider in respect of which payment is overdue for more than 30 days?	Yes / No
2.1	<p>If no, this serves to certify that the bidder has no undisputed commitments for municipal services towards any municipality for more than three months or other service provider in respect of which payment is overdue for more than 30 days.</p>	
2.2	<p>If yes, provide particulars.</p> <p>.....</p> <p>N/A</p> <p>.....</p> <p>.....</p>	
3	Has any contract been awarded to you by an organ of state during the past five years, including particulars of any material noncompliance or dispute concerning the execution of such contract?	Yes / No
3.1	<p>If yes, furnish particulars</p> <p>.....</p> <p>N/A</p> <p>.....</p> <p>.....</p>	
4	Will any portion of goods or services be sourced from outside the Republic, and, if so, what portion and whether any portion of payment from the municipality / municipal entity is expected to be transferred out of the Republic?	Yes / No



4.1	<p>If yes, furnish particulars</p> <p>.....</p> <p style="text-align: center;">N/A</p> <p>.....</p> <p>.....</p> <p>.....</p>
-----	---

CERTIFICATION

I, THE UNDERSIGNED (NAME) **Helena Lottering**

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

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



 Signature Date

Executive Director

 Position Name of Bidder



L. PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2017 (MBD 6.1)

This document serves as a claim form to qualify for preference points in respect of Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution and must accompany the applicable certificate.

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

- 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 a) The value of this bid is estimated to not exceed R50 000 000 (all applicable taxes included) and therefore the **80/20** preference point system shall be applicable; or
- b) Either the 80/20 or 90/10 preference point system will be applicable to this tender (*delete whichever is not applicable for this tender*).

1.2 Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

1.3 The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20
Total points for Price and B-BBEE must not exceed	100

1.4 Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

1.5 The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

2. DEFINITIONS

- (a) **"B-BBEE"** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **"B-BBEE status level of contributor"** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **"Broad-Based Black Economic Empowerment Act"** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **"EME"** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic

Empowerment Act;

- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“price”** includes all applicable taxes less all unconditional discounts;
- (h) **“proof of B-BBEE status level of contributor”** means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

4. POINTS AWARDED FOR PRICE

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

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

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

Where

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

4.2 FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME-GENERATING PROCUREMENT

4.3 POINTS AWARDED FOR PRICE

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

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

Where

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

5. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

- 5.1 In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

6. BID DECLARATION

6.1 Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

7. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPHS 1.4 AND 4.1

7.1 B-BBEE Status Level of Contributor: 1. = ...20.....(maximum of 10 or 20 points)

(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.)

8. SUB-CONTRACTING

8.1 Will any portion of the contract be sub-contracted?

(Tick applicable box)

YES NO

8.1.1 If yes, indicate:

i) What percentage of the contract will be subcontracted.....% **N/A**

ii) The name of the sub-contractor..... **N/A**

iii) The B-BBEE status level of the sub-contractor.....

iv) Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES NO

v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations,2017:

Designated Group: An EME or QSE which is at least 51% owned by:	EME	QSE
Black people	√	√
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships	N/A	
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

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

9.1 Name of company/firm: **Ayanda Mbanga Communications (Pty) Ltd**

9.2 VAT registration number: **4050179417**

9.3 Company registration number: **1980/009032/07**

9.4 **TYPE OF COMPANY/ FIRM**

- Partnership/Joint Venture / Consortium
 - One person business/sole propriety
 - Close corporation
 - Company
 - (Pty) Limited
- [TICK APPLICABLE BOX]

9.5 **DESCRIBE PRINCIPAL BUSINESS ACTIVITIES**

**Advertising development, including writing, proof reading, translations and typesetting
Media research, booking and buying: print, digital and out of home**

9.6 **COMPANY CLASSIFICATION**

- Manufacturer
 - Supplier
 - Professional service provider
 - Other service providers, e.g. transporter, etc.
- [TICK APPLICABLE BOX]

9.7 **MUNICIPAL INFORMATION**

City of Cape Town

Municipality where business is situated:

Registered Account Number: **213471260**

Stand Number: **erf 144504**

9.8 Total number of years the company/firm has been in business: **22 years**

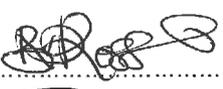
9.9 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;
- iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –
 - (a) disqualify the person from the bidding 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 bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

WITNESSES

1. 

2. 

 17/11/21
SIGNATURE(S) OF BIDDERS(S)

DATE: 17/11/21

ADDRESS Unit 102, Mason's Press,
7 Ravenscraig rd.
Woodstock
7925

M. CONTRACT FORM – RENDERING OF SERVICES (MBD 7.2)

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I hereby undertake to render services described in the attached bidding documents to (name of the institution), Cape Winelands District Municipality in accordance with the requirements and task directives / proposals specifications stipulated in Bid Number.....T2021/046..... at the price/s quoted. My offer/s remain binding upon me and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid.

2. The following documents shall be deemed to form and be read and construed as part of this agreement:
 - (i) Bidding documents, viz
 - Invitation to bid;
 - Tax clearance certificate;
 - Pricing schedule(s);
 - Filled in task directive/proposal;
 - Preference claims for Broad Based Black Economic Empowerment Status Level of Contribution in terms of the Preferential Procurement Regulations 2011;
 - Declaration of interest;
 - Declaration of Bidder's past SCM practices;
 - Certificate of Independent Bid Determination;
 - Special Conditions of Contract;
 - (ii) General Conditions of Contract; and
 - (iii) Other (specify)

3. I confirm that I have satisfied myself as to the correctness and validity of my bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

4. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this agreement as the principal liable for the due fulfillment of this contract.

5. I declare that I have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

6. I confirm that I am duly authorised to sign this contract.

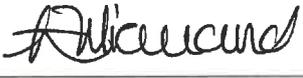
Name HELENA LOTTENING
Capacity Executive Director
Signature 
Company name Ayanda Mbanga Communications (Pty) Ltd
Date 17.11.2021
Witness 1  Date 17.11.2021
Witness 2  Date 18.11.21

PART 2 - RENDERING OF SERVICES

1. I, **H Prins** in my capacity as **Municipal Manager** accept your bid under reference number **T 2021/046** dated **19/11/2021** for the rendering of services indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating service delivery instructions is forthcoming.
3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

Tender/ Quotation number:	T 2021/046: APPOINTMENT OF A SERVICE PROVIDER FOR MEDIA BUYING SERVICES FOR DIGITAL AND BROADCASTING MEDIA FOR THE PERIOD ENDING 30 JUNE 2024
Awarded to:	Ayanda Mbanga Communications (Pty) Ltd
Delivery Period	Period ending 30 June 2024
B-BBEE Status level of contribution	1
Minimum threshold for Local Production and Content	Not applicable

4. I confirm that I am duly authorized to sign this contract, signed at Stellenbosh.

Name	H Prins	
Signature		25/02/2022
Witness 1		25/02/2022
Witness 2		25/02/2022

YEAR 1: For the period ending: 30 June 2022					
Item	Description of Service	Fictitious Cost of medium including VAT	Percentage cost of the commission	Cancellation fee (Please indicate if there is no cancellation fee is applicable)	Rebate or discount offered
1	Digital and broadcasting space (i.e. Facebook or broadcasting mediums)	R 800 000.00	5.5 % R 52 000.00	0 %	
<ul style="list-style-type: none"> - Indicate the period before placement in respect of which a cancellation fee will be payable, if applicable - Evaluation will be based on X 2 incidents per year 					
YEAR 2: 1 July 2022 – 30 June 2023					
Item	Description of Service	Cost of medium including VAT	Percentage cost of the commission	Cancellation fee (Please indicate if there is no cancellation fee)	Rebate or discount offered
1	Cost of commission for the placement.	R 1 000 000.00	5.5 % R 55 000.00	No Charge if cancelled before relevant deadline	70 %
<ul style="list-style-type: none"> - Indicate the period before placement in respect of which a cancellation fee will be payable, if applicable - Evaluation will be based on X 2 incidents per year 					
YEAR 3: 1 July 2023 – 30 June 2024					
Item	Description of Service	Cost of medium including VAT	Percentage cost of the commission	Cancellation fee (Please indicate if there is no cancellation fee)	Rebate or discount offered
1	Cost of commission for the placement.	R 1 200 000.00	5.5 % R 79 000.00	No Charge if cancelled before relevant deadline	10 %
<ul style="list-style-type: none"> - Indicate the period before placement in respect of which a cancellation fee will be payable, if applicable - Evaluation will be based on X 2 incidents per year 					

NAME OF SERVICE PROVIDER: Ayanda Mbanga Communications (Pty) Ltd

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I..... in my capacity as.....accept your bid under reference numberdated.....for the rendering of services indicated hereunder and/or further specified in the annexure(s).
2. An official order indicating service delivery instructions is forthcoming.
3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract, within 30 (thirty) days after receipt of an invoice.

DESCRIPTION OF SERVICE	PRICE (ALL APPLICABLE TAXES INCLUDED)	COMPLETION DATE	B-BBEE STATUS LEVEL OF CONTRIBUTION	MINIMUM THRESHOLD FOR LOCAL PRODUCTION AND CONTENT (if applicable)

4. I confirm that I am duly authorized to sign this contract.

Signed aton.....

Name (Print)

Signature

Witness 1 Date

Witness 2 Date

Official Stamp



N. DECLARATION OF BIDDER'S PAST SUPPLY CHAIN MANAGEMENT PRACTICES – MBD 8

1. This Municipal Bidding Document must form part of all bids invited.
2. It serves as a declaration to be used by municipalities and municipal entities in ensuring that when goods and services are being procured, all reasonable steps are taken to combat the abuse of the supply chain management system.
3. The bid of any bidder may be rejected if that bidder, or any of its directors have:
 - Abused the municipality's / municipal entity's supply chain management system or committed any improper conduct in relation to such system;
 - Been convicted of fraud or corruption during the past five years;
 - Willfully neglected, reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or
 - Been listed in the Register of Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No12 of 2004)
4. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

Item	Question	Yes	No
4.1	<p>Is the bidder or any of its directors listed on the National Treasury's Database of Restricted Suppliers as companies or persons prohibited from doing business with the public sector?</p> <p>(Companies or persons who are listed on this Database were informed in writing of this restriction by the Accounting Officer/Authority of the institution that imposed the restriction after the audi alteram partem rule was applied).</p> <p>The Database of Restricted Suppliers now resides on the National Treasury's website (www.treasury.gov.za) and can be accessed by clicking on its link at the bottom of the home page.</p>		X
4.1.1	<p>If so, furnish particulars:</p> <p style="text-align: center;">N/A</p>		
4.2	<p>Is the bidder or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (No 12 of 2004)?</p> <p>The Register for Tender Defaulters can be accessed on the National Treasury's website (www.treasury.gov.za) by clicking on its link at the bottom of the home page.</p>		X
4.2.1	<p>If so, furnish particulars:</p> <p style="text-align: center;">N/A</p>		
4.3	<p>Was the bidder or any of its directors convicted by a court of law (including a court of law outside the Republic of South Africa) for fraud or corruption during the past five years?</p>		X
4.3.1	<p>If so, furnish particulars:</p> <p style="text-align: center;">N/A</p>		



4.4	Does the bidder or any of its directors owe any municipal rates and taxes or municipal charges to the municipality / municipal entity, or to any other municipality / municipal entity, that is in arrears for more than three months?		X
4.2.1	If so, furnish particulars: N/A		
4.3	Was any contract between the bidder and the municipality / municipal entity or any other organ of state terminated during the past five years on account of failure to perform on or comply with the contract?		X
4.3.1	If so, furnish particulars: N/A		

CERTIFICATION

Helena Petronella

I, THE UNDERSIGNED (FULL NAME)Lottering.....CERTIFY THAT THE INFORMATION FURNISHED ON THIS DECLARATION FORM IS TRUE AND CORRECT.

I ACCEPT THAT, IN ADDITION TO CANCELLATION OF A CONTRACT, ACTION MAY BE TAKEN AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature

.....17/11/2021.....
Date

Executive Director
Position

Ayanda Mbanga Communications (Pty) Ltd
Name of Bidder

O. CERTIFICATE OF INDEPENDENT BID DETERMINATION (MBD 9)

1. This Municipal Bidding Document (MBD) must form part of all bids¹ invited.
2. Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
3. Municipal Supply Regulation 38 (1) prescribes that a supply chain management policy must provide measures for the combating of abuse of the supply chain management system, and must enable the accounting officer, among others, to:
 - a. take all reasonable steps to prevent such abuse;
 - b. reject the bid of any bidder if that bidder or any of its directors has abused the supply chain management system of the municipality or municipal entity or has committed any improper conduct in relation to such system; and
 - c. cancel a contract awarded to a person if the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract.
4. This MBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid rigging.
5. In order to give effect to the above, the attached Certificate of Bid Determination (MBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

CERTIFICATE OF INDEPENDENT BID DETERMINATION

I, the undersigned, in submitting the accompanying bid:

T2021/046: PROVISION OF BUYING SERVICES FOR DIGITAL AND BROADCASTING MEDIA FOR THE PERIOD ENDING 30 JUNE 2024

.....
(Bid Number and Description)

in response to the invitation for the bid made by: CAPE WINELANDS DISTRICT MUNICIPALITY do hereby make the following statements that I certify to be true and complete in every respect:

Ayanda Mbanga Communications (Pty) Ltd

I certify, on behalf of:..... that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign, the bid, on behalf of the bidder;



5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) Has been requested to submit a bid in response to this bid invitation;
 - (b) Could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) Provides the same goods and services as the bidder and/or is in the same line of business as the bidder

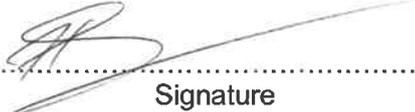
6. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However communication between partners in a joint venture or consortium³ will not be construed as collusive bidding.

7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - (a) Prices;
 - (b) Geographical area where product or service will be rendered (market allocation)
 - (c) Methods, factors or formulas used to calculate prices;
 - (d) The intention or decision to submit or not to submit, a bid;
 - (e) The submission of a bid which does not meet the specifications and conditions of the bid; or
 - (f) Bidding with the intention not to win the bid.

8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.

9. 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.

10. 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.



 Signature

17/11/2021

 Date

Executive Director

 Position

Ayanda Mbanga Communications (Pty) Ltd

 Name of Bidder

³ 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.



P. MUNICIPAL RATES AND SERVICES

Names of Directors / Partners	Physical residential address of the Directors / Partners	Municipal Account Number	Name of Municipality
Ayanda Mbanga	112 Cindywood, 140 Rivonia rd, Sandown, 2199	719121 Landsec Property Management services	Joburg
Ngoako Joseph Kganakga	135A Ga-Kgatle, Eisleben Village, Botlokwa 0818	N/A Rural area	Botlokwa - Rural
Buyile Xolile Yamani Mbanga	7 Thanda Thula, 36 Glenluce dr Douglasdale Ext 152,2196	JHB 7900989457	Joburg
Graham Chalenor Reynolds	Camcain, 6 Bonair rd Rondebosch 7700	City of Cape Town 121685486	City of Cape Town
Helena Petronella Lottering	1 Reservoir str. Moorreesburg 7310	Swartland municipality 330003210039	Swartland

NB: Please attach certified copy/copies of the Municipal Account(s)

DECLARATION:

I, the undersigned (name) Helena Petronella Lottering
 Certify that the information furnished above is correct. I accept that the state may act against me should this declaration prove to be false.


 Signature

17/11/2021
 Date

Executive Director
 Position

Ayanda Mbanga Communications (Pty) Ltd
 Name of Bidder



Q. AUTHORITY FOR SIGNATORY

We, the undersigned, hereby authorize Mr/Mrs
acting in his/her capacity as **N/A**
of the business trading as
to sign all documentation in connection with Tender.....

Name of members / directors	Signature	Date
Resolution letter included		

Note: If bidders attached a copy of their Authorized Signatory it is not necessary to complete this form.

R. CREDIT ORDER INSTRUCTION

It is the policy of the Cape Winelands District Municipality to pay all creditors by means of direct bank transfers. Please complete this information and acquire your banker's confirmation.

DETAILS OF FIRM/INSTITUTION

Name	A	y	a	n	d	a	M	b	a	n	g	a								
	C	o	m	m	u	n	i	c	a	t	i	o	n	s						
	(P	t	y)	L	t	d												

DETAILS OF MY/OUR BANK ACCOUNT ARE AS FOLLOWS:

NAME OF BANK	a	b	s	a									
NAME OF BRANCH	S	a	n	d	t	o	n						
BRANCH CODE	6	3	2	0	0	5							
ACCOUNT NUMBER	4	0	4	8	8	5	5	8	1	7			
TYPE OF ACCOUNT	1	1 = Cheque 2 = Savings											

I/we hereby request and authorise the Cape Winelands district municipality to pay any amounts that may accrue to me/us to the credit of my/our bank account.

I/we understand that a payment advice will be supplied by the Cape Winelands District municipality in the normal way that will indicate the date on which funds will be available in my/our bank account and details of payment.

I/we further undertake to inform the Cape Winelands District municipality in advance of any change in my/our bank details and accept that this authority may only be cancelled by me/us by giving thirty days' notice by prepaid registered post.

HP LOTTLENG 17/11/2021 082-922-3400
 INITIALS AND SURNAME: AUTHORISED SIGNATURE: DATE: TELEPHONE NUMBER:

FOR BANK USE ONLY

I/we hereby certify that the details of our clients bank account as indicated on the credit order instruction is correct:

Bank account confirmation letter included

 AUTHORISED SIGNATURE

OFFICIAL DATE STAMP

FOR FULL SUPPLIER ACCREDITATION ALL PARTS MUST BE COMPLETED AND SIGNED:

S. COMPULSORY DOCUMENTATION / CHECKLIST

PLEASE ENSURE THAT THE FOLLOWING FORMS HAVE BEEN DULY COMPLETED AND SIGNED AND THAT ALL DOCUMENTS AS REQUESTED, ARE ATTACHED TO THE TENDER DOCUMENT: (Failure to submit this documentation shall lead to disqualification)

Form G - Form of offer Is the form duly completed and signed?	Yes	✓	No	
Form J – Declaration of Interest (MBD4) Is the personal declaration from each and every owner / member / director duly completed, certified and signed?	Yes	✓	No	
Form K – Certificate of Independent Bid Determination (MBD 9) Is the form duly completed and signed?	Yes	✓	No	
Form L – Preference Points Claim – (MBD 6.1) Is the form duly completed and signed?	Yes	✓	No	
Form M – Municipal Rates and services Is a certified copy of the <u>bidder's and those of its director's</u> municipal accounts (for the Municipality where the bidder pays his account) for the month preceding the tender closure date attached?	Yes	✓	No	
Form N – Authority for Signatory Is the form duly completed and is a certified copy of the resolution attached?	Yes	✓	No	
Form O – Declaration of Past Supply Chain Practices (MBD 8) Is the form duly completed and signed?	Yes	✓	No	
Tax Clearance Certificate Is an original certificate attached? <i>PIN CONFIRMATION</i>	Yes	✓	No	
Additional documents applicable to this specific tender:				
Company profile Is a company profile indicating relevant project experience and a list of clients for whom these projects were undertaken attached?	Yes	✓	No	

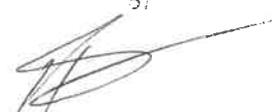
Failure to submit the following certificate will not lead to disqualification, but the tenderer will score 0 points for B-BBEE during the evaluation of tender offers.

B-BBEE Certificate Is a certified copy of the B-BBEE or Original certificate attached?	Yes	✓	No	
--	-----	---	----	--

I, Helena Lottering..... confirm that all compulsory documents for this tender is duly completed, signed and attached to this document.

Signature: 

Date: 17/11/2021



T. CAPABILITY OF BIDDER

This schedule is to determine the capability of the bidder to execute the contract. Failure to complete this section shall lead to disqualification

Company Name	Rhodes University
Description of project	Social media and Google advertising
Contact person name	Ilva Pieterse
Contact person telephone number	046 6038791 / 060 840 7107
Value of project	R149 643.75

Company Name	University of the Free State
Description of project	Digital articles published on news portans and social media
Contact person name	Martie Nortje
Contact person telephone number	051401 7147
Value of project	R724 874.24

Company Name	CPUT
Description of project	Student registration and 10 year anniversary
Contact person name	All team members already left the service of CPUT
Contact person telephone number	Ms. Nastassja Wessels, currently working at Univ. of Stellenbosch, agreed to make herself available for possible service confirmation at 021 221 3057
Value of project	R2.1 mil per annum.

Company Name	Cape Winelands District Municipality
Description of project	Community radio station campaigns
Contact person name	
Contact person telephone number	
Value of project	



CAPE WINELANDS DISTRICT
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

TENDER NUMBER: T 2021/046
**PROVISION OF BUYING SERVICES
FOR DIGITAL AND BROADCASTING
MEDIA FOR THE PERIOD ENDING
30 JUNE 2024**

Cape Winelands District Municipality
29 Du Toit Street
Stellenbosch

CLOSING DATE
11:00 on Friday, 19 November 2021



www.thecandocompany.co.za

JOHANNESBURG

CAPE TOWN

DURBAN

MTHATHA

Ayanda Mbanga Communications (Pty) Ltd
Directors: NJ Kganakga, HP Lottering,
BXY Mbanga, GC Reynolds

Reg No: 1980/009032/07
VAT Reg No: 4050179417

112 Cindywood
140 Rivonia Road
Sandown 2199
tel: 010 001 8132

Unit 102, Mason's Press
7 Ravensraig Road
Woodstock 7925
tel: 021 000 1750

151 Musgrave Road
FNB House, 2nd Floor
Durban 4001
tel: 031 202 2916

93 Nelson
Mandela Drive
Mthatha 5100
tel: 040 329 9426

TENDER: T2021/046 PROVISION OF BUYING SERVICES FOR DIGITAL AND BROADCASTING MEDIA FOR THE PERIOD ENDING 30 JUNE 2024.

Ayanda Mbanga Communications (Pty) Ltd (AMCOMMS) wishes to thank CAPE WINELANDS DISTRICT MUNICIPALITY for the opportunity to make this submission.

In support of our submission, please find enclosed the following:

- Tender document completed and signed
- Statutory documentation:
 - Resolution
 - BBEE affidavit
 - SARS Pin
 - Bank account confirmation
- Director / Shareholder / Domicile information
 - Copies of ID's
 - Copies of Municipal accounts
- Accreditation & Registrations:
 - Accreditation to Communication and Advertising Association
 - Central Supplier Database
- Reaching your target group:
- Supplier confirmation of network access:
 - The abundant media group
 - Media24
 - Media Manager
- Deadline guideline
- Proven track record:
 - Client references
- Case studies and contactable references
- Company profile including project methodology
 - Team dedicated to this tender.

RESOLUTION BY THE BOARD OF DIRECTORS OF AYANDA MBANGA COMMUNICATIONS (PTY) LTD.

HELD AT: Unit 102, Mason's Press,
7 Ravenscraig rd.
Woodstock, 7925

IT WAS RESOLVED AS FOLLOWS:

The appointed Executive Director, Helena Lottering, ID 5507010019080, is authorised to sign all documents and perform duties necessary on behalf of the company.

Confirmed on behalf of the company:



Graham Reynolds
Director

**SWORN AFFIDAVIT – B-BBEE EXEMPTED MICRO ENTERPRISE –
MARKETING, ADVERTISING AND COMMUNICATION RESEARCH INDUSTRY**

I, the undersigned,

Full name & Surname	Helena Petronella Lottering
Identity number	5507010019080

Hereby declare under oath as follows:

- The contents of this statement are to the best of my knowledge a true reflection of the facts.
- I am a ~~Member~~ / Director / ~~Owner~~ of the following enterprise and am duly authorised to act on its behalf:

Enterprise Name:	Ayanda Mbang Communications(Pty) Ltd
Trading Name (If Applicable):	N/A
Registration Number:	1980/009032/07
VAT Number (If applicable):	4050179417
Enterprise Physical Address:	Unit 102, Mason's Press, 7 Ravenscraig rd. Woodstock, 7925
Type of Entity (CC, (Pty) Ltd, Sole Prop etc.):	(Pty) Ltd
Nature of Business:	Advertising development, media research and buying: print, digital and out of home
Definition of "Black People"	As per the Broad-Based Black Economic Empowerment Act 53 of 2003 as Amended by Act No 46 of 2013 "Black People" is a generic term which means Africans, Coloureds and Indians – <ol style="list-style-type: none"> who are citizens of the Republic of South Africa by birth or descent; or who became citizens of the Republic of South Africa by naturalisation- <ol style="list-style-type: none"> before 27 April 1994; or on or after 27 April 1994 and who would have been entitled to acquire citizenship by naturalization prior to that date;"
Definition of "Black Designated Groups"	"Black Designated Groups means: <ol style="list-style-type: none"> unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution; Black people who are youth as defined in the National Youth Commission Act of 1996; Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act; Black people living in rural and under developed areas; Black military veterans who qualifies to be called a military veteran in terms of the Military Veterans Act 18 of 2011;"



3. I hereby declare under Oath that:

- The Enterprise is 100 % Black Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is 100 % Black Female Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- The Enterprise is 100 % Black Designated Group Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,
- Black Designated Group Owned % Breakdown as per the definition stated above:
 - Black Youth % = 0 %
 - Black Disabled % = 100 %
 - Black Unemployed % = 0 %
 - Black People living in Rural areas % = 0 %
 - Black Military Veterans % = 0 %

- Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end of 30 Dec. 2020, the annual Total Revenue was R10,000,000.00 (Ten Million Rands) or less
- Please Confirm on the below table the B-BBEE Level Contributor, **by ticking the applicable box.**

100% Black Owned	Level One (135% B-BBEE procurement recognition level)	✓
At least 51% Black Owned	Level Two (125% B-BBEE procurement recognition level)	
Less than 51% Black Owned	Level Four (100% B-BBEE procurement recognition level)	

4. I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the Owners of the Enterprise which I represent in this matter.
5. The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.



 COMMISSIONER OF OATHS (RSA)
 GRAHAM REYNOLDS CA (SA)
 6 Bonair Road
 Rondebosch
 Cape Town
 Commissioner of Oaths
 Signature & stamp

Deponent Signature: _____

Date: 02/08/21



TAX COMPLIANCE STATUS

PIN Issued

AYANDA MBANGA COMMUNICATIONS
LTD
102 UNIT
MASON S PRESS
7 RAVENS CRAIG ROAD WOODSTOCK
7925

Enquiries should be addressed to SARS:

Contact Detail

SARS
Alberton
1528

Contact Centre Tel: 0800 00 SARS (7277)
SARS online: www.sars.gov.za

Details

Taxpayer Reference Number: 9137161841

Always quote this reference
number when contacting SARS

Issue Date: 2021/08/22

Dear Taxpayer

TAX COMPLIANCE STATUS PIN ISSUED

The South African Revenue Service (SARS) has issued your tax compliance status (TCS) PIN as indicated below:

TCS Details:	
Taxpayer Name	Ayanda Mbanga Communications Pty Ltd
Trading Name	AYANDA MBANGA COMMUNICATIONS PTY LTD
Tax Reference Number(s)	IT - 9137161841 Vat - 4050179417 PAYE - 7380732158
Purpose of Request	Tender
Request Reference Number	0004112145TS2208211644497
PIN	D7C348292P
PIN Expiry Date	22/08/2022

You may authorise a third party to view your TCS by providing them the PIN. The PIN only allows the third party access to your TCS. All other tax information remains secure.

Your TCS displayed is based on your compliance as at the date and time the PIN is used.

You may cancel this PIN at any time before the expiry date reflected above. Once cancelled, a third party will not be able to verify your TCS.

SARS reserves the right to cancel this PIN in the event that it was fraudulently issued or obtained.

Should you have any other queries please call the SARS Contact Centre on 0800 00 SARS (7277). Remember to have your taxpayer reference number at hand when you call to enable us to assist you promptly.

Sincerely

ISSUED ON BEHALF OF THE SOUTH AFRICAN REVENUE SERVICE



Confidential

Date: 08/26/2021

Confirmation of Banking Details (Non-individual)

We have pleasure in confirming that AYANDA MBANGA COMMUNICATIONS (PTY) LTD/ 198000903207 has had accounts with Absa since 12/07/1998.

Account name	AYANDA MBANGA COMMUNICATIONS (PTY) LTD												
Registration/Trust number	198000903207												
Absa account number	4	0	4	8	8	5	5	8	1	7			
Account type	Current												
Branch code	6	3	2	0	0	5							

- This letter does not confirm funds or the conduct of the account in any way.
- This information is to be treated in the strictest of confidence and may only be used in the context which it is given.
- This letter is a confirmation of the correctness of information supplied by the client, dependent on the information contained by the Bank's system at the time that the request is submitted to the Bank.
- This letter is given in confidence and on request of our client.

Absa Bank and/or its employees will not be held responsible for any loss, damage or liability which may arise directly or indirectly from the provision of this letter of confirmation.

Yours sincerely

General Manager: Digital Channels



This document is intended for use by the addressee and is privileged and confidential. If the transmission has been misdirected to you, please contact us immediately.

Domicile, Share holder, Director information

Head Office Domicile/Landlord											
Dale Glen Properties	Landlord	Unit 102, Mason's Press, 7 Ravenscraig rd. Woodstock, 7925		City of Cape Town Acc 213471260, Erf 144504							
Owner/ 100% Shareholder		Residential address		Municipality		% Share		SA ID Number		Personal Tax	
Ayanda Mbanga	CEO	112 Cindyywood, 140 Rivonia rd, Sandown, 2199		719121 Landsec Property Management services		100%		7402200512086		1275070843	
Director	Director Type	Director Residential address		Municipality		% Share		SA ID Number		Personal Tax	
Ngoako Joseph Kganakga	Chairman	135A Ga-Kgalla, Eisleben Village, Botlokwa 0818		Botlokwa - Rural		0		5012155550080		1647774841	
Buyile Xolile Yamani Mbanga	Director	7 Thanda Thula, 36 Glenluce drive, Douglasdale Ext 152, 2196		JHB 7900989457		0		7603255750089		3726092145	
Graham Chalenor Reynolds	Director	Camcairn, 6 Bonair rd, Rondebosch, 7700		City of Cape Town 121685486		0		6506055060081		2617720038	
Helena Petronella Lottering	Executive Director	1 Reservoir str. Moorreesburg, 7310		Swartland municipality 3-30-00321-003-9		0		5507010019080		1828176642	

www.ayandambanga.co.za

Ayanda Mbanga Communications (Pty) Ltd
Directors: NJ Kganakga, HP Lottering,
BXY Mbanga, GC Reynolds

Reg No: 1980/009032/07
VAT Reg No: 4050179417

JOHANNESBURG

112 Cindyywood
140 Rivonia Road
Sandown 2199
tel: 010 001 8132

CAPE TOWN

Unit 102, Mason's Press
7 Ravenscraig Road
Woodstock 7925
tel: 021 000 1750

DURBAN

151 Musgrave Road
FNB House, 2nd Floor
Durban 4001
tel: 031 202 2916

MTHATHA

93 Nelson
Mandela Drive
Mthatha 5100
tel: 040 329 9426

I certify that this document is a true copy of the original which was examined by me and that, from the observations, the original has not been altered in any manner.

GRAHAM REYNOLDS
Commissioner of Oaths

Designation: Chartered Accountant (SA) : 00296733

Date: _____
6 Bonair Road, Rondebosch, Cape Town



2nd floor, 71 Bree Street, Cape Town 8001
 PO Box 667, Cape Town 8000
 Tel: +27 21 424 1210
 Fax: +27 21 423 4694
 www.daleglen.co.za

Tax Invoice & Statement

Entity	The Tamric Trust		
Entity VAT No	4550131926	Entity Reg No	T360/92
Property	Mason's Press (MAS1)		
Unit No	102		
Tax Invoice No	11187/202111/1	Recipient VAT No	4050179417
For the Month	November 2021	Recipient Reg No	1980/009032/07
Monthly Charges Generated on 22 October 2021			
Queries	Carol Alexander accounts@daleglen.co.za Tel: 0214241210 Fax: 0214234694		

Ayanda Mbanga Communications (Pty) Ltd
 Unit 102 Mason's Press
 7 Ravenscraig Road
 Woodstock
 7925

Printed: 22/10/2021 15:18:35 Page: 1

Date	Allocation	Remarks	Exclusive	Tax	Inclusive
		Balance B/f			14,528.69
30/09/2021	Lease Admin Fee	Receipt: Automatic Allocation (OMM 1)			-1,150.00
30/09/2021	Deposit Charge	Receipt: Automatic Allocation (OMM 1)			-13,378.69
01/11/2021	Electricity - Commercial	198 units. Date: 15/10/2021. (Last Reading on 15/09/2021) Ref: MAS Unit 102 (Common Area)	360.91	54.14	415.05
01/11/2021	Electricity - Commercial	Date: 15/10/2021. (Last Reading on 15/09/2021) Ref: MAS Unit 102 (Service Fee)	33.57	5.04	38.61
01/11/2021	Meter Reading Fee - Com	Date: 15/10/2021. (Last Reading on 15/09/2021) Ref: MAS Unit 102 (Electricity)	24.61	3.69	28.30
01/11/2021	Water - Commercial	2686 units. Date: 15/10/2021. (Last Reading on 15/09/2021) Ref: MAS Unit 102 (Ayanda Mbanga)	76.25	11.44	87.69
01/11/2021	Water - Commercial	Date: 15/10/2021. (Last Reading on 15/09/2021) Ref: MAS Unit 102 (Service Fee)	49.39	7.41	56.80
01/11/2021	Meter Reading Fee - Com	Date: 15/10/2021. (Last Reading on 15/09/2021) Ref: MAS Unit 102 (Water)	2.24	0.34	2.58
01/11/2021	Sewerage - Commercial	2551 units. Date: 15/10/2021. (Last Reading on 15/09/2021) Ref: MAS Unit 102 (Ayanda Mbanga)	65.09	9.76	74.85
01/11/2021	Rent Commercial	Unit 102	8,900.00	1,335.00	10,235.00
01/11/2021	Rent Parking -Commercial	2x PBays	1,400.00	210.00	1,610.00
01/11/2021	Operating Costs	Unit 102	1,461.00	219.15	1,680.15
Arrears/Prepaid(-)					0.00
Current Month Charges			12,373.06	1,855.97	14,229.03
Amount Due					R14,229.03

Bank account details:
 Daleglen Property Group (Pty) Ltd
 Standard Bank
 Branch no: 020909
 Account no: 070 610 517
 Please ensure account number below is used as Payment

I certify that this document is a true copy of the original which was examined by me and that the original has not been altered in any manner.

GRAHAM REYNOLDS
 Commissioner of Oaths
 Designation: Chartered Accountant (SA) : 00296733
 Date: _____

All payments accepted without prejudice to our rights and to those of our clients.
 PLEASE RETURN THIS PORTION WITH PROOF OF YOUR PAYMENT TO:

Daleglen Property Group (Pty) Ltd
 2nd Floor
 71 Bree Street
 Cape Town
 8001

Queries Carol Alexander
 accounts@daleglen.co.za
 Tel: 0214241210 Fax: 0214234694

Account No	11187
Statement Period	202111
Tenant / Debtor	Ayanda Mbanga Communications (Pty) Ltd
Property	Mason's Press (MAS1)
Unit No	102
Amount Due	
R14,229.03	



Saatchi And Saatchi
 Unit: U6112, CINDYWOOD R MAR CHILDREN TRUST
 CINDYWOOD
 140 RIVONIA ROAD
 SANDTON
 2199

Tax Invoice & Statement

Owner	RENZED INVESTMENTS PTY LTD		
Owner VAT No		Owner Reg No	
Property	CINDYWOOD R MAR CHILDREN TRUST (43)		
Unit No	U6112		
Tax Invoice No	7191216/202110/1	Recipient VAT No	
For the Month	October 2021	Recipient Reg No	
Monthly Charges Generated on 22 September 2021			
Queries	Tel: 011 481 3400 Fax: 011 086 503 1327		

Printed: 22/09/2021 13:07:44 Page: 1

Date	Allocation	Remarks	Exclusive	VAT	Inclusive
		Balance B/f			23,675.31
01/09/2021	Receipt				-23,676.00
01/10/2021	ELECTRICITY	1670,158302-159972,16/07/21-19/08/21	4,184.28	0.00	4,184.28
01/10/2021	RENTAL		18,082.38	0.00	18,082.38
01/10/2021	GARAGE/PARKING		660.00	0.00	660.00
01/10/2021	STORE / SRM		1,026.08	0.00	1,026.08
			23 952.74	0.00	23 952.05

FNB
 LAND SECURITIES MANAGEMENT (PTY) LTD
 BRANCH CODE: 251305
 ACCOUNT NUMBER: 50451297623
 "This account is due and payable on the 1st of each month."

BANK STAMP

BANK STAMP

AMOUNT DEPOSITED

R



Tellers Stamp and Initials

Subject to conditions printed below:
 Cheques etc. for collection to be available as cash when paid. While acting in good faith, the Bank cannot accept responsibility for ensuring that depositors have lawful title to cheques, etc. collected.

Referenced Deposit

Account Name **LAND SECURITIES MANAGEMENT (PTY) LIMITED**
 Branch where account is held _____
 Branch No. **251305**
 Account No **50451297623**
 Reference Number **7191216 (Saatchi And Saatchi)**

Date _____
 I certify that this document is a true copy of the original which was examined by me and that, from the observations, the original has not been altered in any manner.
 Notes _____
 Coins _____
 M.O. Designation: **GRAHAM REYNOLDS**
 Commissioner of Oaths
 Designation: Chartered Accountant (SA) : 00296733
 Date: _____
 Sub-Total **6 Bonair Road, Rondebosch, Cape Town**

Cheques/Tjeks Drawer	Done No 1st 6 Nos.		
Paid in by (Signature)			
Name	Tel No	Total	R

GEREGISTREERDE WOON- EN POSADRES

1. Bewaar die bewys van u GEGISTREERDE WOON- EN POSADRES in hierdie sakkie
2. Indien u van adres verander het, of indien besonderhede van u huidige adres, bv. straatnaam en/of -nommer, ens. verander het, moet die vorm KENNISGEWING VAN ADRESVERANDERING, wat in die sakkie agter in die identiteitsdokument is, gebruik word om die verandering aan te meld en moet dit ingedien word by of gegee word aan die naaste streek-distrikkantoor van die DEPARTEMENT VAN BINNELANDSE SAKE.

REGISTERED RESIDENTIAL AND POSTAL ADDRESS

1. Keep the proof of your REGISTERED RESIDENTIAL AND POSTAL ADDRESS in this pocket
2. If you have changed your address or if particulars of your present address e.g. name of street and/or street number, etc. have been changed, the NOTICE OF CHANGE OF ADDRESS form in the pocket at the back of the identity document must be used to report the change and it must be handed in at or posted to the nearest regional district office of the DEPARTMENT OF HOME AFFAIRS

1
I.D.No. 501215 5550 08 0



S.A. BURGER/S.A. CITIZEN

VAN/SURNAME

KGANAKGA

VOORNAME/FORENAMES

NGOAKO JOSEPH

GEBORTEDISTRIK OF-LAND/
DISTRICT OR COUNTRY OF BIRTH

SOUTH AFRICA

GEBORTE DATUM/
DATE OF BIRTH

1950-12-15

DATUM UITGEREIK
DATE ISSUED

1997-01-22



UITGEREIK OP GESAG VAN DIE
DIREKTEUR GENERAAL
BINNELANDSE SAKE

ISSUED BY AUTHORITY OF THE
DIRECTOR GENERAL
HOME AFFAIRS

I certify that this document is a true copy of the original which was examined by me and that, from the observations, the original has not been altered in any manner.

GRAHAM REYNOLDS

Commissioner of Oaths

Designation: Chartered Accountant (SA) : 00296733

Date: _____

6 Bonair Road, Rondebosch, Cape Town

KGORO YA GA-KGATLA

TO WHOM IT MAY CONCERN

THIS IS TO CERTIFIED THAT KHAKHA NTORAKO JOSEPH I.D.
NO. 5012155550080 IS A CITIZEN OF EISLEBEN (GA-KGATLA)
VILLAGE UNDER CHIEF MASEDI RAMOKGOPA.

WE THEREFORE HUMBLY REQUEST THAT HIS/HER REQUEST MAY BE ATTENDED.

SIGNED

1. Lawrence Coelle (NDUNA)

082 885 9401 (INDUNA CELL NUMBER)

2. Meljiea.S.G 082 6635249 (SECRETARY)

P/S:

RESIDENTIAL ADDRESS

STAND-NO: 135A
GA-KGATLA
EISLEBEN
0818

POSTAL ADDRESS

P.O- BOX 138
SOEKMEKAAR
0810

**RAMOKGOPA
TRADITIONAL COUNCIL**
KGORO YA GA-KGATLA

11 JAN 2021

BOTLOKWA, EISLEBEN
BOX 138,
SOEKMEKAAR, 0810

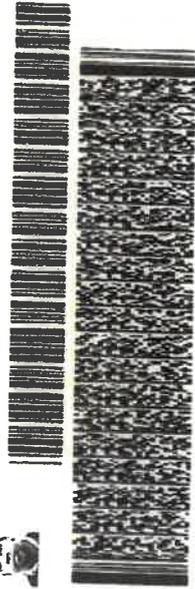
Conditions

This card has been issued by the
Department of Home Affairs in terms of the
Identification Act, Act 68 of 1997

If found please return to the Department of Home Affairs
For enquiry or verification purposes contact 0800 40 11 00

Date of Issue
01 MAR 2017

106073406



**REPUBLIC OF SOUTH AFRICA
NATIONAL IDENTITY CARD**

Surname
MBANGA
Names
BUYILE XOLILE YAMANI
Sex
M
Nationality
RSA
Identity Number
7803255750069
Date of Birth
28 MAR 1976
Country of Birth
RSA
Status
CITIZEN



Signatures

I certify that this document is a true copy of the original which
was examined by me and that, from the observations,
the original has not been altered in any manner.

GRAHAM REYNOLDS

Commissioner of Oaths

Designation: Chartered Accountant (SA) : 00296733

Date: _____

6 Bonair Road, Rondebosch, Cape Town



a world class African city

Computer generated
TAX INVOICE

MAKIWANE BXY & NC
36 GLENLUCE DRIVE
DOUGLASDALE EXT.152
2191

You can contact us in the following ways

Phone:
Tel: 0860 56 28 74
Fax: (011) 358-3408/9

Correspondence:
P O BOX 5000
JOHANNESBURG
2000

E-mail:
joburgconnect@joburg.org.za

VAT NO: CITY OF JOHANNESBURG: 4760117194
VAT NO: JOHANNESBURG WATER: 4270191077
VAT NO: PIKITUP: 4790191292
VAT NO: CITY POWER: 4710191182

Date	2021/09/03
Statement for	September 2021
Physical Address	2493 DOUGLASDALE EXT.152 TS
Stand No./Portion	00002493 - 00000 - 00
Township	DOUGLASDALE EXT.152

Stand Size	Number of Dwellings	Date of Valuation	Portion	Municipal Valuation	Region
351 m2	1	2018/07/01	E1	Market Value R 2,161,000.00	REGION E WARD 115

Invoice Number: 130004015118	Next Reading Date: 2021/09/20
Client VAT Number:	Deposit: R 600.00

Account Number: 553693614

PIN CODE: 299965

Previous Account Balance
Less: Incoming Payment (Last Payment Made 2021/08/24)
Sub Total
Current Charges (Excl. VAT)
VAT @ 15%

5,333.38
- 7,590.00
- 2,256.62
2,616.17
206.34

90 DAYS +	60 DAYS	30 DAYS	CURRENT	INSTALMENT PLAN	TOTAL AMOUNT OUTSTANDING	Total Due	565.89
0.00	0.00	0.00	565.89	0.00	565.89	Due Date	2021/09/20

City of Joburg extends its Debt Rehab programme from 26 August until 30 December 2021. Application forms online www.joburg.org.za or email debtrehab@joburg.org.za T's and c's apply.

I certify that this document is a true copy of the original which was examined by me and that, from the observations, the original has not been altered in any manner.

GRAHAM REYNOLDS
Commissioner of Oaths
Designation: Chartered Accountant (SA) : 00296733
Date: _____
6 Bonair Road, Rondebosch, Cape Town



Remittance Advice:

This stub must accompany payment, please do not detach if paying at the post office



EasyPay 91115 5536936148



Postal Office 0146 553693614



516008800111159 55369361404

Date: 2021/09/03
Acc. No.: 553693614
MAKIWANE BXY & NC
2493 DOUGLASDALE EXT.152 TS

Standard Bank City of Johannesburg Banking details:

Internet banking - Use the banks pre-loaded Company details
SBSA branch deposits - CIN no AA45 to be used in place of bank acc. nr.
Client Account No/Deposit Reference 553693614

Total Due	565.89
Due Date	2021/09/20

GEREGISTREERDE WOON- EN POSADRES

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I.D.No. 650605 5060 08 1



S.A. BURGER/S.A. CITIZEN

VAN/SURNAME

REYNOLDS

VOORNAME/FORENAMES

GRAHAM CHALENOR

GEBORTEDISTRIK OF -LAND/
DISTRICT OR COUNTRY OF BIRTH

SOUTH AFRICA

GEBORTE DATUM/
DATE OF BIRTH

1965-06-05

DATUM UITGEREIK
DATE ISSUED

1998-10-20

UITGEREIK OP BESAG VAN DIE
DIREKTEUR GENEERAAL
BINNELANDSE SAKE

ISSUED BY AUTHORITY OF THE
DIRECTOR GENERAL
HOME AFFAIRS



I certify that this document is a true copy of the original which was examined by me and that, from the observations, the original has not been altered in any manner.

GRAHAM REYNOLDS

Commissioner of Oaths

Designation: Chartered Accountant (SA) : 00296733

Date: 12-10-21

6 Bonair Road, Rondebosch, Cape Town



CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD

Civic Centre
12 Hertzog Boulevard 8001
PO Box 655 Cape Town 8000
VAT registration number
4500193497

Tax invoice number 170008407330
Customer VAT registration number
Account number 231127971
Distribution code
Business partner number 1002482800



MR GC REYNOLDS AND MRS JA BREWITT
6 BONAIR ROAD
RONDEBOSCH
CAPE TOWN
7700

Computer generated copy tax invoice

Tel: 086 010 3089 - Fax: 086 201 1017
Tel: International calls +27 21 401 4701
E-mail : accounts@capetown.gov.za
Correspondence: Director : Revenue, P O Box 655,
Cape Town 8000
Web address:www.capetown.gov.za

Account summary as at 06/09/2021		Due date	01/10/2021
At WEX 1, BUILDING 1, Unit 736, 77 ALBERT ROAD, WOODSTOCK / Erf 178326			
Previous account balance			2574.73
Less payments (11/08/2021)	Thank you		1268.78-
Arrears (a)	Payable immediately		1305.95
Latest account - see overleaf			1353.36
Current amount due (b)	Payable by 01/10/2021		1353.36
	Total (a) + (b)		2659.31
Total (a) + (b) above		2659.31	
Total liability		2659.31	



Please note:

- Payment options
 - (a) Debit orders: Call 0860 103 089 or visit a Customer Service Centre.(b) Internet payments: Visit www.Easypay.co.za.
 - (c) Electronic payments (EFT): Select the City of Cape Town as a bank-listed beneficiary on your bank's website. Use only your nine-digit municipal account number as reference
 - (d) Direct deposit at Nedbank: Please present your account number 231127971 to the bank teller. (e) Cash, debit card, credit card and other: Please present your account to the cashier.
- Where the City incurs bank costs on any mode of payment, the City will recover such cost on the portion of the amount above R7000.00 per transaction per account number. The City absorbs such costs in respect of a single payment of R7000.00 and below.
- Interest will be charged on all amounts still outstanding after the due date.
- You may not withhold payment, even if you have submitted a query to the City concerning this account.
- Failure to pay could result in:
 - (a) The City recovering debt overdue on the purchasing of pre-paid electricity,
 - (b) your water and/or electricity supply being disconnected/restricted. Immediate reconnection of the supply after payment cannot be guaranteed.
 A disconnection fee will be charged and your deposit amount might be increased.

I certify that this document is a true copy of the original which was examined by me and that, from the observations, the original has not been altered in any manner.

GRAHAM REYNOLDS
Commissioner of Oaths
Designation: Chartered Accountant (SA) : 00296733
Date: _____
6 Bonair Road, Rondebosch, Cape Town

Pay points: City of Cape Town cash offices or the vendors below:



MR GC REYNOLDS AND MRS JA BREWITT

Account number 231127971

Total due if not paid in cash 2659.31

Amount due if paid in cash 2659.30

Rounded down amount carried forward to next invoice 0.01



>>>> 915552311279718

 **REPUBLIC OF SOUTH AFRICA**
NATIONAL IDENTITY CARD

Surname:
LOTTERING

Names:
HELENA PETRONELLA

Sex:
F

Nationality:
RSA

Identity Number:
5507010019080

Date of Birth:
01 JUL 1955

Country of Birth:
RSA

Status:
CITIZEN



Signature

I certify that this document is a true copy of the original which was examined by me and that, from the observations, the original has not been altered in any manner.

GRAHAM REYNOLDS
 Commissioner of Oaths
 Designation: Chartered Accountant (SA) : 00296733
 Date: _____
 6 Bonair Road, Rondebosch, Cape Town

Conditions: Date of Issue:
 This card has been issued by the 07 JAN 2019
 Department of Home Affairs in terms of the
 Identification Act, Act 68 of 1997

If found please return to the Department of Home Affairs
 For enquiry or verification purposes contact 0800 80 11 80

RSA

109483908





Swartland Munisipaliteit
 Privaatsak X52
 Malmesbury
 7299



SWARTLAND
 MUNISIPALITEIT/MUNICIPALITY

REKENINGNUMMER
3-30-00321-003-9

WAARDASIE 933500	ERF PLOT AH 3000321000	DEPOSITO 250.00	LAASTE KWITANSIE 31/10/21	REKENINGDATUM 31/10/21
AREA 1587		STRAATADRES 1 RESERVOIRSTRAAT		
BTW NR	WYK 2	VOORSTAD MOORREESBURG		

LOTTERING HP & LOMBARD CF
 RESERVOIRSTRAAT 1

MOORREESBURG
 7310

ONS BTW Reg Nr. 4610193411

BELASTING FAKTUUR MAANDELIKSE REKENING 330003210039-10-21

DATUM	VERWYSING	BESONDERHEDE	WATER KWOTA	BTW	BEDRAG	
29/10/21	ACB01239	BALANS OORGEBRING			1 038.10	
31/10/21	990388	KWITANSIE			-1 038.10	
		WATER (15/09/2021-12/10/2021)		35.55	272.59	
		6937 - 6922 = 15 Kl 27 DAYS				
		01/07/2021				
		5.40 Kl @	5.2100 =	28.13		
		3.60 Kl @	8.9400 =	32.18		
		4.50 Kl @	17.1200 =	77.04		
		1.50 Kl @	21.7000 =	32.55		
				= 67.14		
31/10/21	TAR:3010	NETWERK HEFFINGS:				
31/10/21	3601	VULLIS		20.89	160.17	
31/10/21	3501	RIOOL		37.22	285.40	
31/10/21	TAR:3501	NETWERK HEFFINGS:				
31/10/21	INSTALL	BELAS PAAIEMENT			410.33	
31/10/21	INSTALL	Betaalbaar Belasting			410.33	
31/10/21	INSTALL	Toekomstige Belasting			-410.33	
31/10/21	INSTALL	REKENING AFRONDING			-0.09	
			TOTALE BTW:	93.66		
DAGVAARDING	LEGALSUITE	OOREENKOMS	AGTERSTALLIG	LOPEND	BETAAL VOOR OF OP	BEDRAG BETAALBAAR
0.00	0.00	0.00	0.00	1 128.40	30/11/2021	1 128.40



Privaatsak X52
 Malmesbury
 7299
 Tel: (022) 487 9400
 Faks: (022) 487 9440
 Web Werf: www.swartland.org.za
 ePos: SwartlandMun@swartland.org.za



>>>>915893300032100390



I certify that this document is a true copy of the original which has not been altered in any manner.

STANDARD BANK MALMESBURY BESONDERHEDE:
 REKENING NAAM: SWARTLAND MUNISIPALITEIT.
 REKENING NUMMER: 372865119
 TAKKODE: 001001

VERWYSING:

3-30-00321-003-9

GRAHAM REYNOLDS
 Commissioner of Oaths

Indien die uitstaande bedrag hierop aangegeven is, moet die betaling dienste sonder verdere kennis beëindig word. 6 Bonair Road, Rondebosch, Cape Town

18 January 2021

To Whom It May Concern

Confirmation of Membership

This serves to confirm that Ayanda Mbanga Communications (Pty) Ltd t/a AMComms the-can-do company, Registration Number: 1980/009032/07, is a member in good standing, of the Association for Communication and Advertising NPC (ACA).

The ACA is a professional body that represents the interests of advertising and communication agencies/companies in South Africa.

Kind Regards



**Mathe Okaba
Chief Executive Officer**



national treasury
 Department:
 National Treasury
 REPUBLIC OF SOUTH AFRICA

(<http://www.treasury.gov.za/>) (<http://www.gov.za/>)



**CENTRAL SUPPLIER
 DATABASE
 FOR GOVERNMENT**

Supplier Details

Supplier application reference nr	Supplier number	Unique registration reference nr	Legal name	Trading name	Identification type	Identification number	Edit	View	Registration Report
N/A	MAAA0101954	A2EDBC9B-CEB3-4818-805E-D3B051BAAF37	AYANDA MBANGA COMMUNICATIONS		South African Company/Close Corporation	1980/009032/07			

+ Add supplier

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ABOUT SSL CERTIFICATES
 (<http://www.symantec.com/ssl-certificates>)

AYANDA MBANGA COMMUNICATIONS (PTY) LTD WAS FOUNDED 23 YEARS AGO, AS A SPECIALIST RECRUITMENT ADVERTISING AGENCY.

TODAY WE ARE.....

- A full-service brand solutions agency, specialising in communications spanning across all media platforms.
- A 100% black female owned company that rallies around the belief that **nothing is impossible**.
- We bring together passionate, experienced and skilled individuals who understand business, brands, recruitment communication, strategy and technology.
- An agile, local and independent player.

REACHING YOUR TARGET GROUP

- Through our long-standing relationships with all media owners in South Africa and service agreements with various digital platforms we can offer our clients access to all media vehicles available to reach their relevant target audience. The included **SUPPLIER TESTIMONIALS** speak for itself.
- Our subscription to Media Manager Online gives us access to research on most mediums available in South Africa, enabling us to do media planning and buying in much shorter turnaround times.
- We also have agreements with various international service providers to assist with placing ads in Africa and across the globe.
- Our recently concluded exclusive partnership with LinkedIn Talent Solutions in Dublin, Ireland is something we are particularly excited about. Not only does this stand us in good stead as a business, but it also augments our long-standing relationships with all other media owners and digital partners in South Africa. In addition, this enables us to not only offer bespoke advertising opportunities for our clients but also provides our clients with value-added corporate LinkedIn subscriptions, that see our clients improving the cost and speed with which they source and hire the best candidates.

AMCOMMS WILL GLADLY PROVIDE MORE IN-DEPTH INFORMATION ON SPECIFIC BRANDS WHEN REQUIRED.

www.thecandocompany.co.za

JOHANNESBURG

CAPE TOWN

DURBAN

MTHATHA

Ayanda Mbanga Communications (Pty) Ltd

Directors: NJ Kganakga, HP Lottering,
BXY Mbanga, GC Reynolds

Reg No: 1980/009032/07

VAT Reg No: 4050179417

112 Cindywood
140 Rivonia Road
Sandown 2199
tel: 010 001 8132

Unit 10, The Stockyard
3 Ravensraig Road
Woodstock 7925
tel: 021 000 1750

151 Musgrave Road
FNB House, 2nd Floor
Durban 4001
tel: 031 202 2916

93 Nelson
Mandela Drive
Mthatha 5100
tel: 060 329 9426



JHB. 56 Amelia Lane
Lanseria Corporate Estate
Lanseria, Gauteng
CPT. Block F, 1st Floor, Kara Place
Olive Grove Industrial Estate
Ou Paardevlei Road
Somerset West, Western Cape
Tel. **JHB.** 010 595 9683
Tel. **CPT.** 021 975 3330
www.themediacconnection.co.za

1 April 2021

To whom it may concern

This letter serves to confirm that Ayanda Mbanga Communications is a long standing and valued client of Abundant Media with a relationship spanning over 8 years.

Abundant Media have always had a very good financial agreement and working relationship with AMcomms, including campaign development, quotations, booking and running process of various campaigns.

Abundant Media is a multi-layered, innovative one-stop solution to access more than 9 million people in South Africa through over 200 community radio stations.

Our basket of services available to advertisers through AMcomms includes:

The Media Connection – The largest community radio marketing, advertising and administration specialists in South Africa.

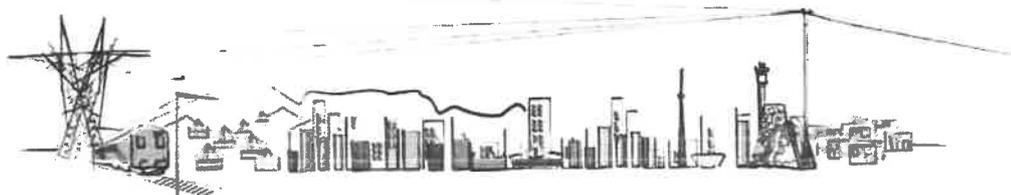
The Brand Connection – Connecting radio campaigns with activations as well as a state-of-the-art fleet of mobile studios can facilitate satellite broadcast access to well over 100 stations simultaneously. We build and equip studios as well as Outside Broadcast vehicles.

The Insights Hub – Creating brand relevant content & programming that resonates with communities and delivers “hidden gem” insights through listener interaction & engagement.

We at Abundant Media are looking forward too many more business opportunities and successful Community Radio campaigns with Ayanda Mbanga.

Kind regards

Judy Milne
Abundant Media Managing Director
Office 010 595 9683



22 October 2021

Company: Ayanda Mbanga Communications

To whom it may concern

This letter serves as confirmation that Ayanda Mbanga Communications has been a service provider to Media24 (Pty) Ltd for many years.

They are a long-standing client with Media24 and together we have managed to grow revenue streams by educating and informing clients on product offerings for the markets that Media 24 represent.

Their account is in good standing with us and I confirm that they hold a credit facility of R 5 million with Media 24.

Ayanda Mbanga Communication is a reliable and punctual client. They have a solid foundation and passion for contract development.

We confidently recommend Ayanda Mbanga Communications as a solid and reliable supplier and as an expert in their field of business.

I hope the above is in order.

Kind Regards



Pierrette Spadoni
Government, Recruitment and Tenders Portfolio Manager



ARENA HOLDINGS PTY LTD • REG. NO: 2012/074397/07
HILL ON EMPIRE, 16 EMPIRE ROAD, PARKTOWN,
JOHANNESBURG, 2193

22nd October 2021

Ayanada Mbanga Communication (Pty) Ltd
Account Number: AY000
P O Box 650831
Benmore
2010

Att: Heleen Lottering

Re: Recommendation from Arena Holdings (Pty) Ltd

This letter serves to confirm that Ayanada Mbanga Communication (Pty) Ltd has credit facilities with Arena Holdings (Pty) Ltd since 28th February 2005, during this period the company have met the payment obligations and deemed to have a good ethical business acumen, with the highest trade in Mach 2021 for the value of 2,486,308.01 including VAT. Therefore, we recommend them as a trading partner.

This letter is provided on behalf of Ayanada Mbanga Communication (Pty) Ltd and without liability to Arena Holdings (Pty) Ltd,

Arena Holdings is one of Africa's largest English-language new publishers in print (titles include Sunday Times, Business Day, Financial Mail, Sowetan, the Herald, and Daily Dispatch)

In addition the online (titles include TimesLive, SowetanLive, BusinessLive, HeraldLive and DispatchLive, amongst other).

The company broadcasts on DStv (via Business Day, Ignition and the Home Channel and own a number of B2B and B2C magazines as well as an events division, amongst others.

I trust you will find the above in order and please do not hesitate to contact me should you have any queries.

Kind Regards

Usha Lalla

Usha Lalla
Credit and Legal Manager - Head Office
Arena Holdings (Pty) Ltd

011-280-3824
lallau@arena.africa



INDEPENDENT

Independent Newspapers (Pty) Ltd

Head Office | Independent Newspapers (Pty) Ltd | Newspaper House 122 St George's Mall Cape Town 8001
PO Box 56 Cape Town 8000 | Tel: (021) 488 4911 | Telefax: (021) 488 4018
Website: www.independentmedia.co.za
Reg. No. 1989/004672/07

25.10.2021

To Whom It May Concern:

This serves to confirm that Ayanda Manga Communication is an advertising agency and has had an account with Independent Newspapers (Pty) Ltd since April 2005. They are trading with us on a 45 days credit term, with a credit limit of R1mil. The account is in good standing order.

Kind regards
Desagran Moodly

SSC Credit Manager
Tel (021) 344 0553

Gauteng: 25 Owl street 8th floor Auckland Park
Johannesburg 2092
PO Box 91667, Auckland Park, 2006
Tel: +27 11 250 7300 Fax: +27 11 250 7502
Cape Town:
063 026 7450

MAIL & GUARDIAN ONLINE (PTY) LTD

Mail & Guardian
AFRICA'S BEST HEAD

Reg No.: 1997/012206/07
VAT No.: 4350172575

25 October 2021

To whom it may concern

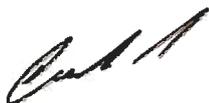
This letter serves to confirm that Ayanda Mbanga Communications have been a longstanding client of the Mail & Guardian, spanning a period of approximately 22 Years. The agency has always conducted itself in a professional and ethical manner in all aspects, including the management of its account with us.

Their account is in good standing with us and I confirm that they hold a credit facility of R 2 million with Mail & Guardian

Ayanda Mbanga Communications in an accredited agency and therefore earns commission from Mail & Guardian for all advertising place in our title.

Should you require any additional information, please do not hesitate to contact me on 083 458 8155 or Ilizma on 063 026 7450

Kind regards



Vanessa Diedrich
Head of Department
Recruitment, tender/notices
083 458 8155

19 July 2021

Heleen Lottering
Ayanda Mbanga Communications

Dear Heleen

We hereby confirm that Ayanda Mbanga Communications is a long-standing valued client of the The SpaceStation.

Ayanda Mbanga Communications run campaigns ads across the 24.com network of sites, namely Fin24 and News24.

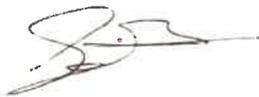
We are proud to say that Ayanda Mbanga Communications has a good financial record with us as they are one of our trusted agencies.

We look forward to a successful 2021.

Your sincerely

Gavin Ruiters
Regional Sales Director

021 406 4357



DIREKTEURE DIRECTORS:

RCC Jafta (Voorsitter Chair), Ml Davidson (Uitvoerende hoof Chief executive officer), JC Held, JP Bekker, TD Petersen, E Weideman, M Patel
Sekretaris Secretary: LJ Klink



Media Manager Africa (Pty) Ltd

Reg. No. 2016/381528/07. Directors: MT Leahy (Brit), SM Leahy
208 Valbonne Drive, Off Mulbarton Road Beverley Sandton South Africa
PO Box 2721 Lonehill 2062 South Africa
Tel: (011) 465-3704 E-mail: desk@mediamanager.co.za
Internet: www.mediamanager.co.za

REGARDING: CERTIFICATE OF USE

TO WHOM IT MAY CONCERN,

I, the undersigned, in my capacity as a Director and duly authorised to sign this letter of confirmation of use, hereby confirm the following:

1. Ayanda Mbanga subscribes to our service Media Manager Online.
2. The account was opened in 2013. The account is in good order and not in arrears;

I further confirm that as an active subscriber, the company has access to the following services:

1. We research South African mediums and list them in an online service.
2. Mediums can be sorted by name, platform, interest
3. Mediums have content info, targets, ABC/Effective Measures and other performance metrics, current and historical rate cards, production info, advertising and editorial contacts
4. Inflation Watch module features rate, performance, CPM trends, rate increase analyses,
5. Data can be placed into customized lists, exported into various formats and files
6. Used by 20 out of 20 of the top media placing firms and 10 out of 10 of the top PR consultants
7. Saves users time and effort so they can concentrate on client media planning and buying solutions

We trust you find the above in order. Please do not hesitate to contact me should you require additional information or have any queries.

Yours sincerely,

**Name: Michael Leahy Tel: 011-465-3704 / 083-230-0343 Email:
mikel@mediamanager.co.za**

Head Office
CTP-Caxton House
368 Jan Smuts Ave · Craighall · 2196
PO Box 1610 · Parklands · 2121 · South Africa
T: +27 10 492 8391
DBN: T: +27 31 716 4412
CT: T: +27 21 530 8600



insights that ignite™

25 October 2021

To whom it may concern

This is to confirm that Ayanda Mbanga Communications (Pty) Ltd is a long-standing client of Spark Media (a wholly owned division of Caxton Printers and Publishers) and has had an account with us since 2001.

Their account is in good standing with us and I can confirm that they hold a credit facility of R3 million in total with Spark Media. Their payment term with us is 30 days and they have always managed their payments timeously.

We can confidently recommend Ayanda Mbanga Communications as an advertising agency and reliable supplier in their field of business.

Kind regards

A handwritten signature in black ink, appearing to read "Tracy Schloesser", written over a large, light-colored scribble.

TRACY SCHLOESSER

Business Unit Head

M: +27 31 716 4412 E: tracy.schloesser@sparkmedia.co.za

sparkmedia.co.za

A DIVISION OF CTP LTD

DIVISIONAL MANAGERS: D Albertus · O Westphal · C Blake · R Bishop

CTP LTD - DIRECTORS: · TD Moolman (CEO) · TJW Holden (MD) · J Edwards · C Molusi · AN Nemukula · N Sooka

Co. Reg No. 1971/004221/06

Deadline guideline Digital, Radio and TV 2021

Below list of frequently used media, does not cover ALL available media, pls do not hesitate to contact us to source any additional mediums.

<u>Digital</u>	<u>Activation day</u>	<u>Brief Deadline (i.e. first request to reach Agency)</u>	<u>Media Booking Deadline</u>	<u>NO CHARGE Media booking cancellation deadline</u>
2-4 days lead time on approved content. This is depending on the platform/portal	If published on a news portal/website; breaking news will take priority over paid sponsorship.	2 weeks prior to the publication date.	1 week prior to the publication date.	5 days prior to publication date
<u>Radio</u>	<u>Activation day</u>	<u>Brief Deadline (i.e. first request to reach Agency)</u>	<u>Media Booking Deadline</u>	<u>NO CHARGE Media booking cancellation deadline</u>
30 or 60 second live reads or generic, pre-recorded advertising.	SABC CHANNELS Community announcer read	30 days prior to fighting 30 days prior to fighting	25 days prior to fighting 25 days prior to fighting	20 days prior to fighting 12 days prior to fighting
<u>TV</u>	<u>SABC 1,2,3 and E-TV</u>	Ready material 2 weeks prior	27 - 30 days prior	25 days prior to broadcast date.
<u>Creative Design</u>	Platform dependent	On date of brief	5 business days prior to booking	N/A

All activations cancelled prior to media booking cancellation deadline will carry no media cancellation fee.

All media bookings cancelled after media cancellation deadline will be charged at media owner rate card fee.

All production work already executed will be charged at full rate quoted.

www.ayandambanga.co.za

JOHANNESBURG

CAPE TOWN

DURBAN

MTHATHA

Ayanda Mbanga Communications (Pty) Ltd
Directors: NJ Kgankga, HP Lottering,
BXY Mbanga, GC Reynolds
Reg No: 1980/009032/07
VAT Reg No: 4050179417

112 Chedywood
140 Rhonia Road
Sandown 2199
tel: 010 001 8132

Unit 102, Mason's Press
7 Ravenscraig Road
Woodstock, 7925
tel: 021 000 1750

151 Muirgrave Road
FNB House, 2nd Floor
Durban 4001
tel: 031 202 2916

93 Nelson
Mandala Drive
Mthatha 5100
tel: 040 329 9426

CONTACTABLE REFERENCES 2021



COMPANY	SERVICE RENDERED	CONTACT	POSITION	TEL. NO.	EMAIL	DURATION OF WORK	BILLING pa
City of Cape Town Metro	Recruitment advertising development and media buying: Print and Digital	Michelle Kleynhans	Head Staffing	084 788 1234	michelle.kleynhans@capetown.gov.za	Tender 1 April 2020 - March 2023	Approx. R5.5 mil pa
Mandela University	EVP strategy and implementation. All recruitment advertising and media buying for print and digital.	Nandipa Sithuba	Snr. Director Human Resources	041 504 3555	nandipa.sithuba@mandela.ac.za	Tender Sept 2017-Aug 2020	R3.55 mil
Overstrand Municipality	Design, typeset and media planning and buying: print and digital.	Lucinda Bucchianeri	Snr Manager Human Resources	028 313 8000	lbucchianeri@overstrand.gov.za	Since 2012, SLA 3 year terms.	R 450 000,00
Parliament SA	Media research; print, digital and out of home, including radio. All advertising design and media buying: print and digital	Nomxolisi Okojie	Supply Chain management	021 403 8374	nokojie@parliament.gov.za	3 year tender since Sept 2018	R7.2 mil.pa
SA Medical Research Council	Media research; print, digital and out of home, including radio. All advertising design and media buying: print and digital	Mesuli Sowebe	Manager Supply Chain	021 938 0688	mesuli.sowebe@mrc.ac.za	Consecutive tenders	R1.7 mil pa
Shoprite Group of companies	Design, typeset and media planning and buying: print and digital.	Zerelda Mitchell	Recruitment Practitioner	021 980 4603	Zzhabrahams@shoprite.co.za	On going since 2000	R 900 000,00
Stellenbosch University	Edit and translate all recruitment ads. Typesetting, media research and buying: print and digital	Johan Loubser	Head Human Resources and Planning	021 808 4847	jl@sun.ac.za	On going since 2000	R4.7 mil. pa
Swartland Municipality	Development and publication of recruitment and tender advertising	Sunet de Jongh	Snr. Manager Human Resources	082 877 4789	dejonghs@swartland.org.za	New Tender 1 July 2019 - June 2022	R 900 000,00
Western Cape Gov. Dept. of Health	Edit and translate all recruitment ads. Typesetting, media research and buying: print and digital	Sanet Adams	Deputy Director: Talent Sourcing	021 483 6290	sanet.adams@westerncape.gov.za	Various successful tenders since 2010. Current tender 1 April 2021-March 2024	R9.6 mil. pa

www.ayandambanga.co.za

JOHANNESBURG

CAPE TOWN

DURBAN

MTHATHA

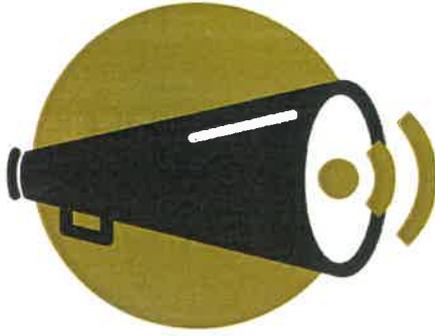
Ayanda Mbanga Communications (Pty) Ltd
 Directors: NJ Kganakga, HP Lottering,
 BX Mbanga, GC Reprukds
 Reg No: 1980/09032/07
 VAT Reg No: 4050179417

112 Cindrywood
 140 Rivonia Road
 Sandown 2199
 tel: 010 001 8132

Unit 102, Mason's Press
 7 Ravenscraig Road
 Woodstock, 7925
 tel: 021 000 1750

151 Musgrave Road
 FNB House, 2nd Floor
 Durban, 4001
 tel: 031 202 2916

93 Nelson
 Mandela Drive
 Mthatha 5100
 tel: 040 329 9426



ECHOVINE

COMMUNICATIONS

8 November 2021

MEDIA BUYING

This letter serves to confirm that Ayanda Mbanga Communications has acted as our media buyer to research, negotiate and secure airtime for our clients on radio including the successful recording and placement of said ads.

We were very happy with their service.

A stylized, handwritten signature in black ink, appearing to read 'Esme Brink'.

ESME BRINK

PARTNER



03 June 2021

TO WHOM IT MAY CONCERN

MEDIA BUYING

This letter serves to confirm that Ayanda Mbanga Communications has been contracted by the Eastern Cape Liquor Board to run their community radio campaign during the Covid 19 pandemic to sensitize the public about responsible drinking and trading during this period to negotiate and secure airtime for our clients on radio including the successful recording and placement of said ads.

We were very happy with their service.

Best Regards,

A handwritten signature in black ink, appearing to be "P Fani", written over a horizontal line.

P Fani
Senior Social Accountability Officer

03/06/2021

Board Members: Ms B. Jojo CA (SA) (Acting Chairperson), Ms. N. Tys, Dr M. Mboto, CEO: Dr N. Makala (D. Admin)

3 May 2021

To whom it may concern,

Reference for Ayanda Mbanga Communications

This letter confirms that **Ayanda Mbanga Communications** is an appointed service provider for the provision of advertising services for a period of five (5) years.

The contract with **Ayanda Mbanga Communications** started in November 2017 and will end in October 2022.

The terms of reference for the contract, which is still on-going was as follows:

- Provide advertising services in various publication mediums, and other related needs.
- Provide media recommendations to the SAMRC in order to reach the correct target markets.
- Reduce risk factors associated with recruitment advertising.
- Provide the SAMRC with the LinkedIn Subscription package consisting of:
 - ✓ Jobs Dashboard Manager
 - ✓ Recruiter – Corporate
 - ✓ Job Slot
 - ✓ Career Pages – Enterprise: Advanced Package

The project value of the services from the inception of the contract is approx. ZAR R 7 000 000.00 and is still ongoing.

As a beneficiary of these services, SAMRC confirms the fulfillment and successful implementation of the contract and obligations during the course of the project.

This document serves as a recommendation nature and is served to Ayanda Mbanga Communications for rendering similar services to other institutions.

Thank you.

A handwritten signature in black ink, appearing to be 'Eugene Philander', enclosed within a hand-drawn oval shape.

Yours faithfully,

Eugene Philander
Chief Practitioner Officer: Supply Chain Management





UNIVERSITEIT
iYUNIVESITHI
STELLENBOSCH
UNIVERSITY

100

1918 · 2018

26 May 2021

TO WHOM IT MAY CONCERN

Stellenbosch University (SU) hereby confirms that Ayanda Mbanga Communications (Pty) Ltd (AMComms) has, for more than 15 years now, been our preferred supplier in integrated recruitment solutions, including recruitment advertising and services (printed as well as electronic media). For the past four years, AMComms has also provided services in aspects of response and database management, which include first level short-listing of various positions to ensure recruitment of employees with the correct profiles.

AMComms also provides SU with a LinkedIn Talent Solutions subscription package consisting of: *Jobs Dashboard Manager, Recruiter Corporate, Job Slots, Career Pages, Job Wrapping directly from SU's online Careers Page*, in order to enhance SU's staff complement and brand image towards world class operations, effectiveness and efficiency. The LinkedIn subscription package provided by AMComms, which also includes the Talent Insights (Corporate) Platform Access, has resulted in a partnership enabling SU to:

- Let our vacancies be visible to the correct candidates
- Find the correct candidates faster
- Share our company story and attract top talent
- Have a presence on a talent intelligence platform that empowers SU to make smart workforce and hiring decisions.

Our relationship is characterised by a mutual sense of professionalism, respect and high standards of service delivery. Their ability to deliver high quality work within deadline dates is consistent and very much appreciated by the University. With turnaround times in general set at two – three working days, they ensure an effective, streamlined recruitment process at the University.

The innovative solutions of AMComms are a true reflection of their total understanding of requirements in modern times. AMComms contributes to our goal of maintaining excellence with a focus on the future. Their understanding and perception of SU's Vision and Strategy, which include core strategic themes such as purposeful partnerships and inclusive networks, as well as becoming South Africa's employer of choice within higher education, are of utmost importance to SU.

We hereby recommend Ayanda Mbanga Communications without reservation.

Sincerely,

JT Loubser – Head: Personnel Provisioning & Planning
For the **CHIEF DIRECTOR: HUMAN RESOURCES**

MENSLIKE HULPBRONNE • HUMAN RESOURCES

Privaat Sak X1 7602 Matieland Suid-Afrika

Tel (021) 808-4588 Faks (021) 808-2484

E-pos vlmothobi@sun.ac.za

Private Bag X1 7602 Matieland South Africa

Tel (021) 808-4588 Fax (021) 808-2484

E-mail vlmothobi@sun.ac.za



03 May 2021

To whom this may concern

REFERENCE LETTER: AYANDA MBANGA COMMUNICATIONS

It is my pleasure to strongly recommend the services of Ayanda Mbanga Communications.

Transnet National Ports Authority (TNPA), Corporate Affairs, has had the opportunity of procuring the services of Ayanda Mbanga Communications for a number of years to date.

During our experience with them over the years, I have found them to be very professional, timeous and proactive in the provision of their services from the onset, in particular with finer details with the placement of advertisements etc. It is a pleasure doing business with them, taking into account that turnaround time and deadlines are of utmost importance in ensuring business continuity.

I am therefore confident in my recommendation of Ayanda Mbanga Communications.

Should you require any additional information, please do not hesitate to contact me.

Yours sincerely

A handwritten signature in black ink, appearing to read "Tessie Gower", is written over a horizontal line.

Tessie Gower
Communications Officer

Transnet SOC Ltd
Registration Number
1990/000900/30

Ventura Road
Port of Richards Bay
Richards Bay
3900

P.O. Box 181
Richards Bay
South Africa, 3900
T +27 35 905 3417
C +27 83 653 6406
F +27 35 905 3199

Directors: Dr PS Molefe (Chairperson) PPJ Derby* (Group Chief Executive) UN Fikelepi ME Lellape DC Matshoga Dr FS Mufamadi AP Ramabulana GT Ramphaka LL von Zauner

NS Dlamini* (Group Chief Financial Officer)

*Executive

Interim Group Company Secretary: Ms S Bopape

www.transnet.net

TRANSNET HAS A 'ZERO GIFTS' POLICY. NO EMPLOYEE IS ALLOWED TO ACCEPT GIFTS, FAVOURS OR BENEFITS



**Western Cape
Government**

Department of the Premier

Corporate Services Centre
Directorate Recruitment and Selection

Tel: +27 21 483 6028
Ferdinand.gerber@westerncape.gov.za

To whom it may concern,

I hereby confirm that we have been and are still using the services of Ayanda Mbanga for the purpose of providing a Recruitment Advertising Service.

Our evaluation of the services is as follows:

Question	Response				
Has the Service Provider performed similar/relevant work for you relating to design and placement of recruitment advertisements?	<table border="1"> <tr> <td>Yes <input checked="" type="checkbox"/></td> <td>NO <input type="checkbox"/></td> </tr> <tr> <td colspan="2">Nature of work Media Advertising</td> </tr> </table>	Yes <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Nature of work Media Advertising	
Yes <input checked="" type="checkbox"/>	NO <input type="checkbox"/>				
Nature of work Media Advertising					
Was the work completed within the Contractual time frame?	<table border="1"> <tr> <td>Yes <input checked="" type="checkbox"/></td> <td>NO <input type="checkbox"/></td> </tr> <tr> <td colspan="2">Comments Very good</td> </tr> </table>	Yes <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Comments Very good	
Yes <input checked="" type="checkbox"/>	NO <input type="checkbox"/>				
Comments Very good					
Was the work completed within the Contract Price/Amount Budget?	<table border="1"> <tr> <td>Yes <input checked="" type="checkbox"/></td> <td>NO <input type="checkbox"/></td> </tr> <tr> <td colspan="2">Comments Very good</td> </tr> </table>	Yes <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Comments Very good	
Yes <input checked="" type="checkbox"/>	NO <input type="checkbox"/>				
Comments Very good					
Did the Bidder comply with specifications and requests as required?	<table border="1"> <tr> <td>Yes <input checked="" type="checkbox"/></td> <td>NO <input type="checkbox"/></td> </tr> <tr> <td colspan="2">Comments Very good</td> </tr> </table>	Yes <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Comments Very good	
Yes <input checked="" type="checkbox"/>	NO <input type="checkbox"/>				
Comments Very good					
Where you satisfied with the Contractor's performance /professionalism?	<table border="1"> <tr> <td>Yes <input checked="" type="checkbox"/></td> <td>NO <input type="checkbox"/></td> </tr> <tr> <td colspan="2">Comments Very good</td> </tr> </table>	Yes <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Comments Very good	
Yes <input checked="" type="checkbox"/>	NO <input type="checkbox"/>				
Comments Very good					

Ayanda Mbanga officials are always willing to walk the extra mile to meet our expectations.

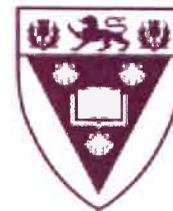
Regards,

Ferdi Gerber

Digitally signed by Ferdi
Gerber
Date: 2021.05.17 07:38:07
+02'00'

DEPUTY DIRECTOR: TALENT SOURCING

DATE: 17 MAY 2021



RHODES UNIVERSITY
Where leaders learn

Rhodes University: Social Media and Google Campaign

DATE: 3 NOVEMBER 2021



CONTENTS

1. Facebook & Instagram Report

2. Twitter Report

3. Google AdWords

4. Summary



1. FACEBOOK & INSTAGRAM RESULTS: STATIC ARTWORK

Carousel Ad Facebook Campaign:

- 92 314 impressions
- 3439 click to website

Change tomorrow with a Rhodes University degree in: Commerce, Law, Humanities, Education, Science or Pharmacy



Study where leaders learn
Now is the time

LEARN MORE

Study where leaders learn
Now is the time

Instagram Static Ad Campaign:

- 222 020 impressions
- 7212 clicks to website



The static artwork received a total results of:

- Impressions – 314 334
- Website Clicks – 10 651
- CTR (Click-Through Rate) – 3,39%

Feedback - Instagram has outperformed Facebook once again.

Video content feedback:

This is clear indication that people are more likely to respond to video/moving content. This is purely based on comparing CTR of video ads to the static ads.



NB: Across all industries, the average CTR for a search ad is 1.91%, and 0.35% for a display



**RHODES UNIVERSITY
THE TIME IS NOW CAMPAIGN
SEPTEMBER – OCTOBER 2021**



2. TWITTER RESULTS

September Results:

- Impressions: 27 885
- Clicks: 6190 (to website landing page)

October Results:

- Impressions: 33 992
- Clicks: 9990 (to website landing page)



Total Twitter results of:

- Impressions – 61 877
- Website Clicks – 16 180
- CTR (Click-Through Rate) – 26,15%

NB: Across all industries, the average CTR for a search ad is 1.91%, and 0.35% for a display



**RHODES UNIVERSITY
THE TIME IS NOW CAMPAIGN
SEPTEMBER – OCTOBER 2021**



3. GOOGLE ADWORDS CAMPAIGN - ARTWORK



Images not to scale

3. GOOGLE ADWORDS RESULTS – SEARCH CAMPAIGN

September

- Impressions: 189 000
- Clicks: 17 400 (to website landing page)

October

- Impressions: 355 000
- Clicks: 24 600 (to website landing page)

36c per click average on this campaign



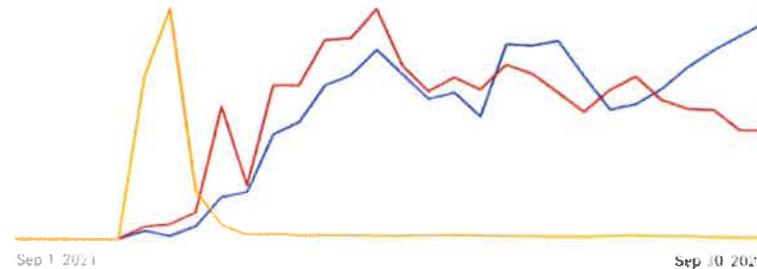
Total results:

- Impressions – 544 000
- Search Campaign Total Clicks: 42 000
- CTR (Click-Through Rate) – 7,72%

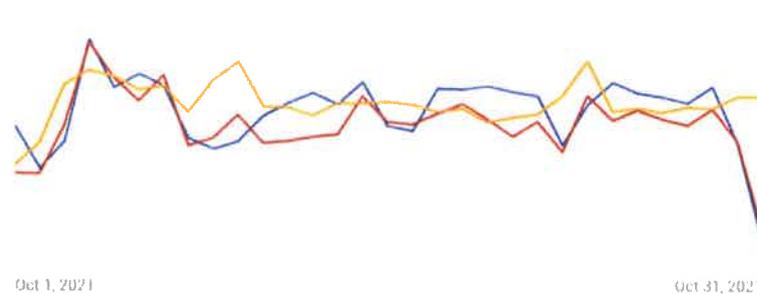


Google Analytics

September



October



NB: Across all industries, the average CTR for a search ad is 1.91%, and 0.35% for a display



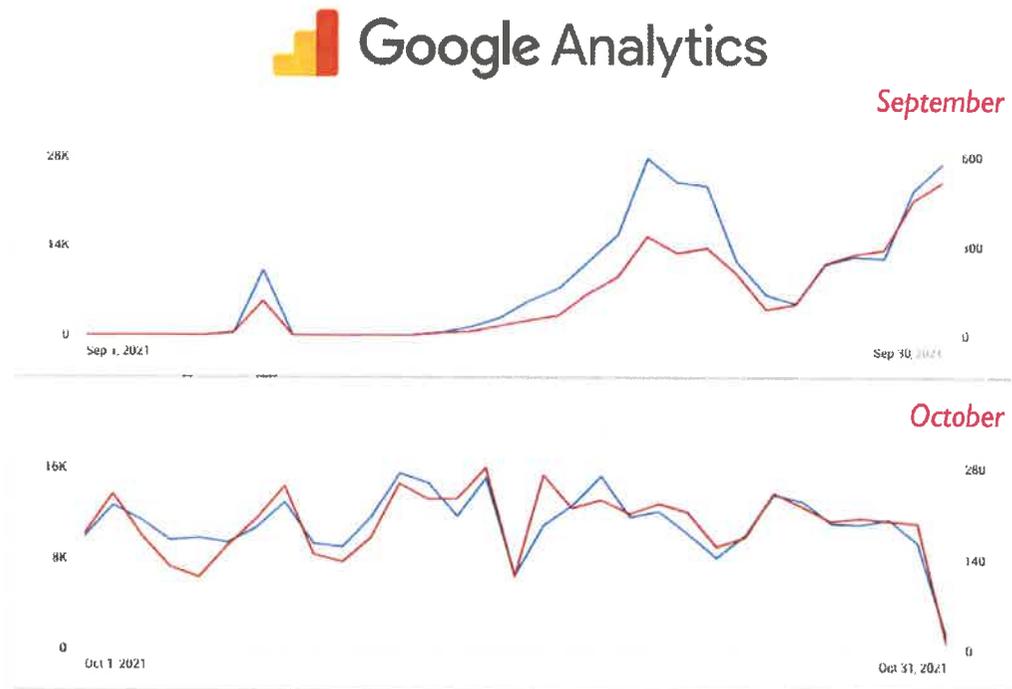
3. GOOGLE ADWORDS RESULTS – DISPLAY CAMPAIGN

September

- Impressions: 239 000
- Clicks: 3720 (to website landing page)

October

- Impressions: 342 000
- Clicks: 5970 (to website landing page)



Total results:

- Impressions – 581 000
- Search Campaign Total Clicks: 9690
- CTR (Click-Through Rate) – 1,67%

NB: Across all industries, the average CTR for a search ad is 1.91%, and 0.35% for a display



NOW IS THE TIME TO CHANGE **TOMORROW**

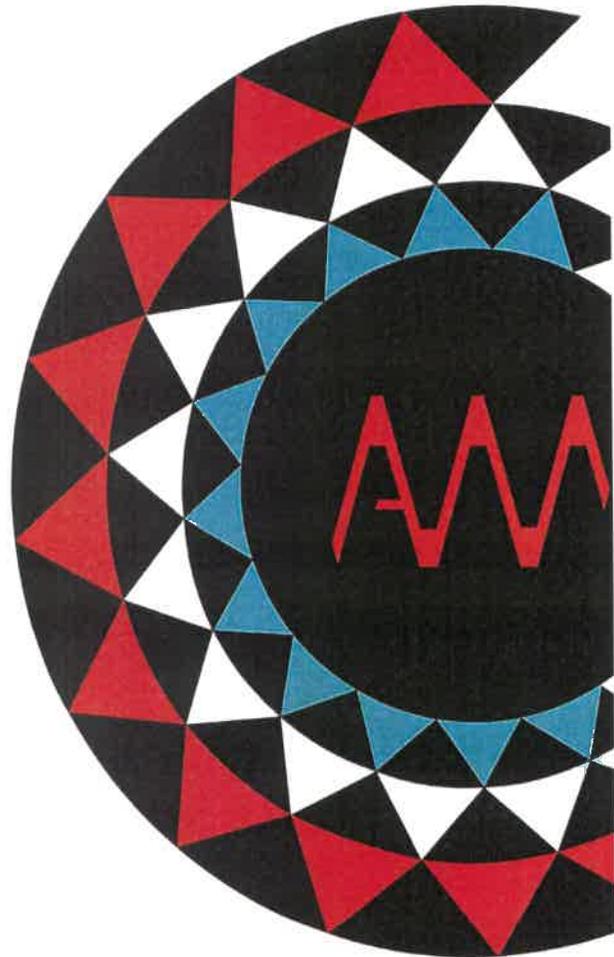
APPLY NOW

Visit www.ru.ac.za for more information

3. SUMMARY:

<input type="checkbox"/> Facebook & Instagram:	22 741
clicks	
<input type="checkbox"/> Twitter:	16 180 clicks
<input type="checkbox"/> Google Display:	96 90
clicks	
<input type="checkbox"/> Google Search:	42 000 clicks
<input type="checkbox"/> Total clicks to website:	90 611
clicks	





UNIVERSITY OF THE
FREE STATE
UNIVERSITEIT VAN DIE
VRYSTAAT
YUNIVESITHI YA
FREISTATA



ARTICLE:
**Mysterious Giraffe behaviour may hold clues
to why they are threatened with extinction**

TIME FRAME:
28 June - 23 July 2021

Final Performance Report
Submitted: 23 July 2021



ENCA: Finale Performance Report



ENCA – Article Stats

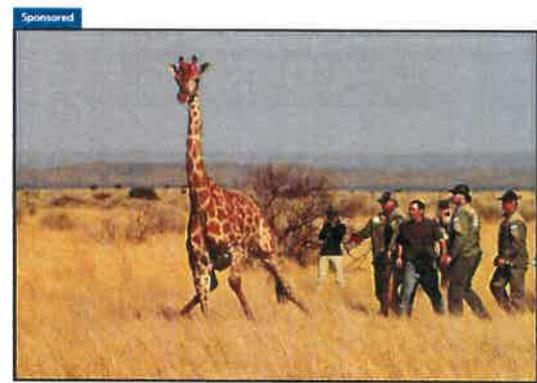
TRENDING

- 1 Violence in SA: More calls for state of emergency
- 2 Violence in SA: Ramaphosa to meet with political parties
- 3 WATCH: Heated standoff between police and looters
- 4 Violence in SA: Vaccination rollout suffers setback
- 5 Violence in SA: Is a third force at play?

UFS: Mysterious Giraffe behaviour may hold clues to why they are threatened with extinction



Monday 28 June 2021 12:05pm



The research team helps a giraffe to get up after collecting data. Picture: Supplied

To understand why giraffes have lost more than 80% of the population of some of their subspecies in Africa and are facing extinction in the wild, researchers at the University of the Free State (UFS) in South Africa (SA) are looking into their so-called 'parched-grazing' habit - eating in one area but avoiding an identical area.



CLICK TO VIEW ARTICLE

Hosted Content Performance:

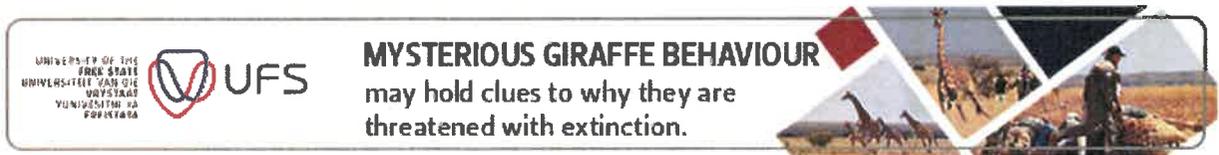
First 2 Weeks:	Final Result:
Pageviews 4167	Pageviews 5111
Unique Pageviews 3952	Unique Pageviews 4830
Avg. Time on Page 0:05:18	Avg. Time on Page 0:06:04

- Within the final 2 weeks the article received the following results:
- Unique views: 880 unique browsers views – This means that these are people that visited the article for the first time;
 - Pageviews: 944 additional views – 64 people revisited the article;
 - Time spent reading the article as increased by: 46 seconds

ENCA – Display/Banner Stats



Display Banner Performance:		<p><i>Banner Results after the first two weeks:</i> The click through has increased by 16 clicks and 4414 impressions/views</p>	
First 2 Weeks:	<p style="text-align: center;">Impressions</p> <p style="text-align: center;">19,405</p>		<p style="text-align: center;">Clicks</p> <p style="text-align: center;">85</p>
Final Result:	<p style="text-align: center;">Impressions</p> <p style="text-align: center;">23,819</p>		<p style="text-align: center;">Clicks</p> <p style="text-align: center;">101</p>
Newsletter Performance:			
<p style="text-align: center;">Subscribers</p> <p style="text-align: center;">12.455</p>	<p style="text-align: center;">Click</p> <p style="text-align: center;">7.80%</p>	<p><i>Newsletter Performance:</i> These result will unchanged as 1x feature was only included in this package.</p>	
Video Performance:			
<p>No Video included in this campaign. Video content seems increase the performance and time spent on the article.</p>			



ENCA – Social Stats

Facebook Performance:

Reach	Engagement
104,993	2,826



CLICK TO POST 

Twitter Performance:

Reach	Engagement
21,808	291



CLICK TO POST 

NB: This has not changed as a result of sponsored content only being promoted/paid for a 2-week period. The post thereafter is moved lower in the newsfeed as new articles/content/news is published daily. This applies to all social media channels in this report.



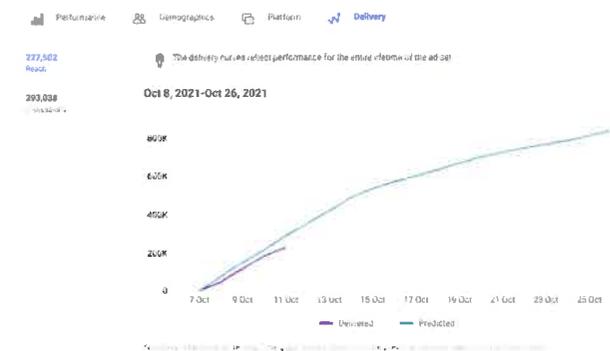
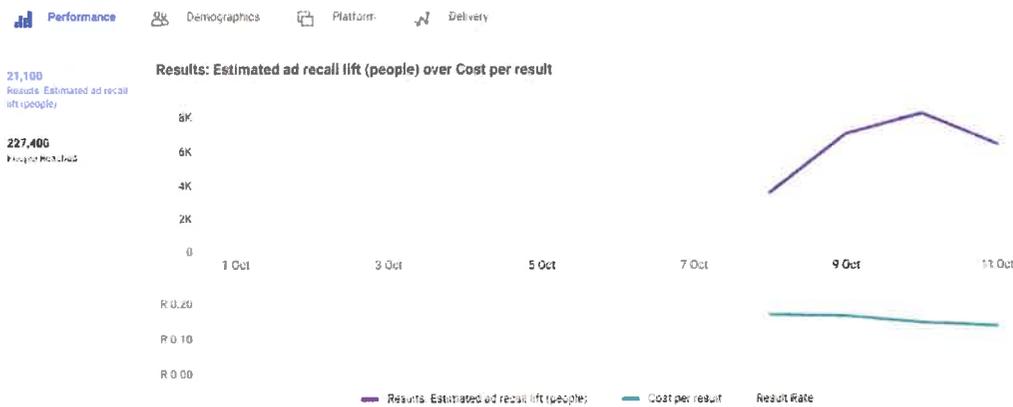
Cape Winelands District Municipality
Cyberbullying - October 2021



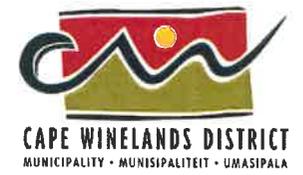
Cyberbullying Definition



A total of 227,400 people was reached with our first insert. Using the brand awareness function, the primary objective was to drive the conversation on this social issue. We used this function to get our target audience on-board, the delivery chart shows that we reached 200k within two days in the Cape Winelands Region.

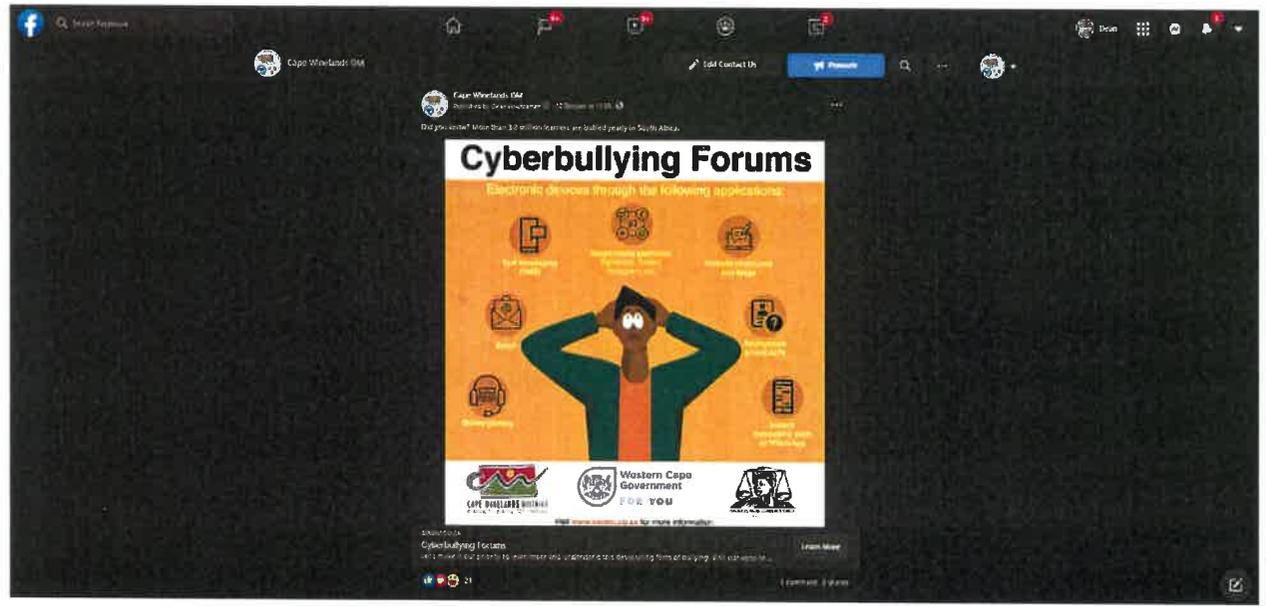


Cyberbullying Forums



The next segment, Cyberbullying Forums, reached a total of 153,155 people. This was a continuation using the brand awareness function.

People started engaging with our post, this was the go-ahead switched to the traffic function, that focuses on engagement.



Cyberbullying Prevention



At this stage, our new objective was driving the message that Cyberbullying, is not “okay”. By switching the functionality, we reached a total of 141,616 and had 3,378 link clicks. Reactions started gaining momentum and the shares started picking up.



Cyberbullying Common Law Offences



Common Law Offences had 86 shares, 115 likes and 8 comments.



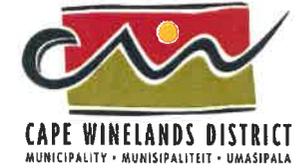
Cyberbullying **Are you a Victim**



Our last segment speaks to Prevention, yes, but focuses on what could be done if you are faced with Cyberbullying. We've managed to reach 274,506 people. This post was shared 21 times/4 comments



Campaign Overview



- 850,220 reached
- 4085 link clicks
- 752,164 impressions
- 119 Shares
- 280 Reactions
- 15 comments



RADIO CAMPAIGNS



energy

Department:
Energy
REPUBLIC OF SOUTH AFRICA

We produced and managed radio advertising for outside broadcasts, live reads and awareness campaigns.



We've produced 2 radio adverts and managed a 3-week awareness campaign on Radio Riverside



SPRINGPOINT
FINANCE



Find your policies. Make them count.
www.verifi.co.za

We've managed awareness campaigns on radio stations and various newspaper titles.



Companies Tribunal

a member of **the dti** group

We've managed awareness campaigns on various radio stations.



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

We've managed an outside broadcast for the Innovators Conference in 2018



RADIO CAMPAIGNS

6-month generic campaign from November 2020 – May 2021.
Magic FM assisted with the production of the advertisement as well.



2-month Tourism campaign: Conducted on Good Hope FM; RSG (Radio Sonder Grense) & Paarl FM. This consisted of interviews with the Mayor the on 3 radio station and the agency translated the generic scripted to Afrikaans and assisted with the advertisement production using an independent studio.



1-month IDP Campaign: Production and Broadcast of 60" clip (Public Service Announcement) Aired once daily on Breakfast show. This was aired on Valley FM; Paarl FM & RADIO KC



2-Month Vaccination Campaign: 45 generic adverts and production of 2x 30 second adverts to be flighted on Radio KC from of May - June 2021.



DIGITAL CAMPAIGNS

We ran a 2/3-week social media campaign on Facebook and Instagram for CWDM; resulting in the below performance sheet. 455 591 people reached and 3757 clicks to the client's website.



Performance

Demographics

Platform

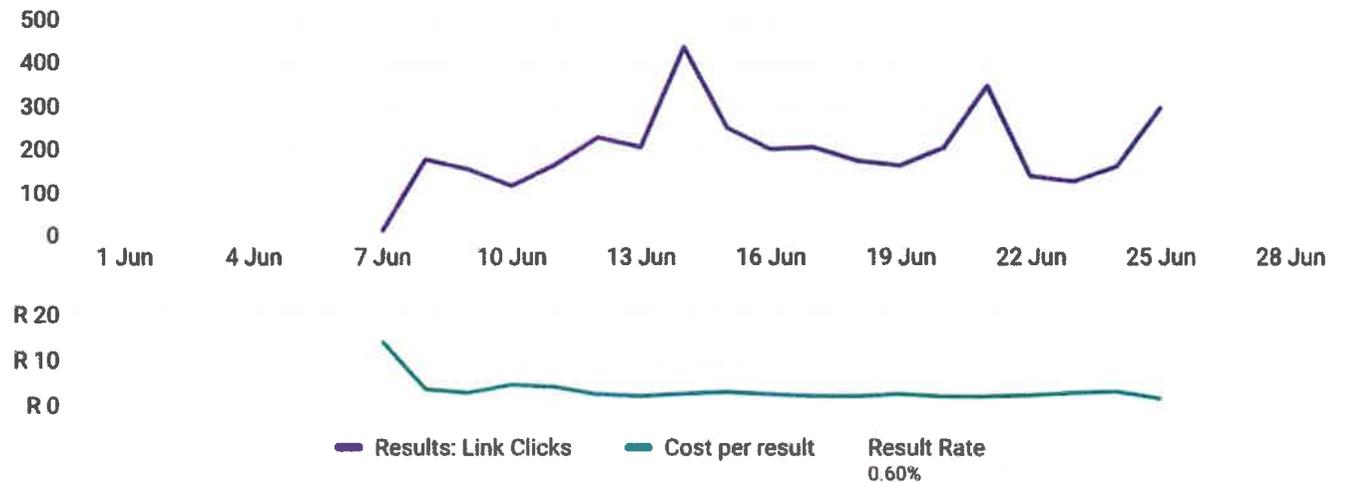
Delivery

3,757
Results: Link Clicks

455,591
People Reached

Custom

Results: Link Clicks over Cost per result

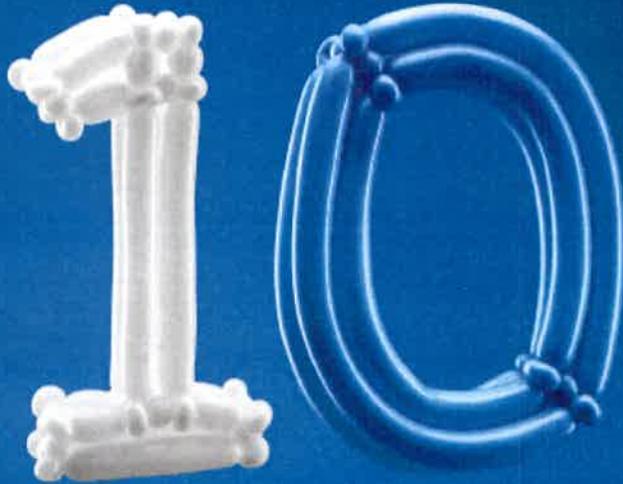


DIGITAL CAMPAIGNS

Two different visual approaches/artwork used to convey the same message.



WE ARE



We're celebrating a decade of groundbreaking firsts, innovation and international acclaim. We're proud to be at the heart of technology education and Innovation In Africa.
#WeAreCPUT

 creating futures
10th Anniversary
#WeAreCPUT
facebook.com/cput.ac.za
@CPUT
+27 21 959 6747
info@cput.ac.za | www.cput.ac.za



Athlone | Bellville | Cape Town | George | Granddorp | Mowbray | Waterfall | Worcester



CPUT turns 10 (How to re-invigorate the brand to employees and students)

Digital content development (SEO, Social).
On-campus media campaign.
Press support.

- Post the campaign, the hit ratio on CPUT's website increased by **40%**.
- Social media visits increased by **57%**.
- Course applications increased by **30%**.



2018 APPLICATIONS ARE OPEN

Do you need a qualification and work experience?
CPUT offers almost 70 career-focused courses,
each offering you the opportunity to gain skills in the
classroom, workplace and community.

Apply today!



Do you want to be a trendsetter?
There's still time to apply!

Closing dates for the following Design and
Architecture courses have officially been
extended to 30 September 2017.

Diploma: Architectural Technology
Diploma: Interior Design
Diploma: Jewellery Design & Manufacture
Diploma: Product Design
(formerly ND: Three Dimensional Design)
Diploma: Visual Communication Design
(formerly ND: Graphic Design)
Diploma: Fashion

APPLY
NOW!

+27 21 959 6767
Info@cput.ac.za
www.cput.ac.za

www.facebook.com/cput.ac.za
@cput
@wearecput


Cape Peninsula
University of Technology
creating futures

ATHLONE BELLVILLE CAPE TOWN GEORGE GRANGER BAY MOWBRAY WELLINGTON WORCESTER


Cape Peninsula
University of Technology

CPUT STRATEGY & MEDIA MANAGEMENT

We manage CPUT's advertising:

- Print;
- Radio (Radio Ads & Outside Broadcasts),
- Social media Advertising;
- Digital advertising.

Have done so for the past 3 years.





With a budget of R700 000 we successfully advertised all their 77 courses on Facebook, producing the following results:



Clicked: 842 746 clicks to apply via CPUT's website;



The amount of people that saw the advert once (per user): 2 726 831 people;



Total amount of people seeing the advert more than once: 31 007 721 people;

Applications
are **open**

#WeAreCPUT



What does
your future
look like?

#WeAreCPUT



Cape Peninsula
University of Technology

Do you want
to make justice
accessible to
everyone?

**APPLY
NOW**



HIGHER EDUCATION COMPANY NEWS

Start your future with South Africa's first and only Bachelor of Paralegal Studies

Do you want to make justice accessible to everyone? CPUT is the choice you will be best equipped to meet the primary legal needs of individuals and communities, skills training toward your possible future in LLB studies.

Your future as a Paralegal Practitioner gives you access to any of the following careers:

- Industrial Relations Officer
- Team Value Manager
- Cost Estimator
- Unit Counsellor
- Compliance Specialist
- Company Secretarial Practitioner
- Community based Paralegal
- Court Interpreter
- MVA Claims Handler

This internationally benchmarked program was developed in consultation with among others legal and paralegal practitioners in the field, the Association of Advice Offices of South Africa and the National Alliance to the Development of Community Advice Offices, how you can be part of the first cohort.

Visit the Faculty of Business & Management Sciences

APPLY NOW

Social Advertising
&
Digital Advertising



Cape Peninsula University of Technology

CPUT is making waves with South Africa's very first Bachelor of Paralegal Studies

APPLY NOW
CLOSING DATE
30 September 2017



Light Pole Poster



126498/981613 ANComms 128

CPUT OPEN day

**SATURDAY
7 MAY 2016**
09:00 – 16:00

**BELLVILLE
CAMPUS**
(Symphony Way, Bellville)

For more information call:
021 959 8664
021 959 6205

creating futures since 2005

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info@cput.ac.za www.facebook.com/cput.ac.za
CPUT www.cput.ac.za

Cape Peninsula
University of Technology

ATMLONE BELLVILLE CAPETOWN GEORGE GRANGERBAY MOWBRAY WELLINGTON WORCESTER



Out of Home advertising and branding was both used for the “Open Day” campaign and brand awareness.

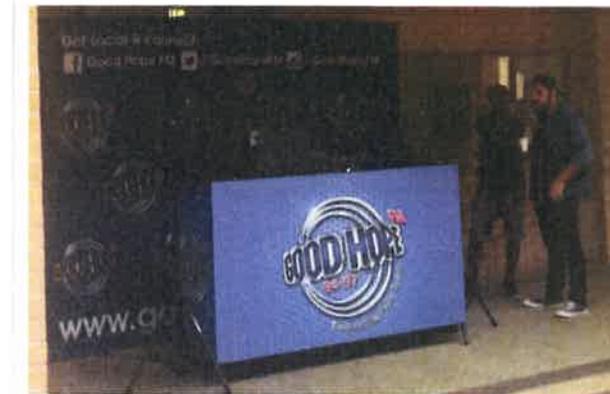
Bus Shelters



Outside Broadcasting at the Open Day:

On site interaction with the CPUT and prospective students.

- The OB included a Q&A, which was done by CPUT's Marketing/PR Rep; a Lecturer and a member of the SRC (Student Rep) so prospective students can get a feel for CPUT;
- Live on-air mentions of CPUT and students got to meet the DJ;
- Social media mentions by the OB DJ





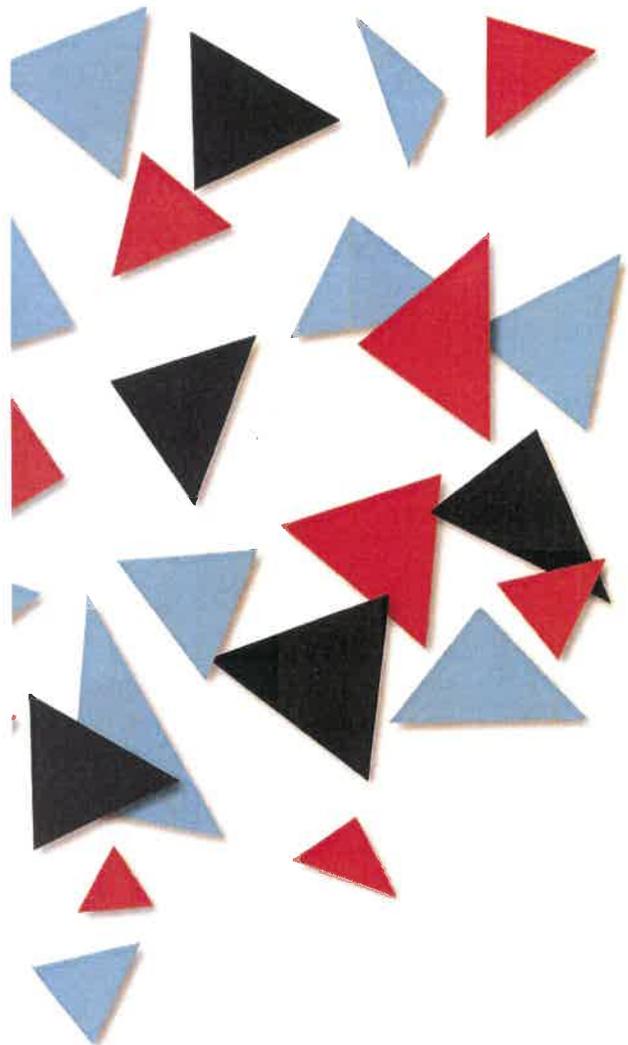
GradesMatch

THE STUDENT APP

GradesMatch is a small start up. They approached us to create a social media presence, to build brand awareness and get learners registered.

We started off with 1000 registered users and to date, along with activations and social media drives, we are currently at 10 000+ users.





We would love to hear from you...



CPT Office: +27 21 000 1750 /
DBN Office: +27 31 202 2916 /
JHB Office: +27 10 001 8132 /



Ayanda's Cell: +27 79 276 2651 /



Email: ads@amcomms.co.za /

TENDER: T2021/046 PROVISION OF BUYING SERVICES FOR DIGITAL AND BROADCASTING MEDIA FOR THE PERIOD ENDING 30 JUNE 2024.

AYANDA MBANGA COMMUNICATIONS (PTY) LTD (AMComms) would like to thank Cape Winelands District Municipality for the opportunity to submit our company profile.

AMComms was founded 23 years ago as a specialist recruitment advertising agency and has consistently been a multiple award-winner in this area.

However, during the past years we started noticing a shift in client requirements. There were more and more requests for solutions that spanned across various media platforms, all driven by well thought-out branding strategy. *This led us to embark on a journey of our own evolution*, directed by a continuous interrogation of our offering, a quest to deeply understand and anticipate our client needs, thereby allowing us to be able to develop the right kind of solutions for our clients.

In a nutshell, *it is developing business solutions, using strategy-led communications and partnering with LinkedIn Talent Solutions as their sole authorised Alliance partner for sales in South Africa.*

TODAY WE ARE *an independent and spirited CAN-DO agency that understands what it takes to run a business and build a brand.*

- A 100% black female owned and managed company that rallies around the belief that *nothing is impossible.*
- Our annual media billing is more than R40 million.
- We bring together passionate, experienced and skilled individuals who understand the advertising business, media buying, brands and strategy.
- An agile, local and independent player.

WHAT WE DO

Above the Line, Below the Line, Through the Line – and the great Online.

- Above the Line (ATL) advertising (TV, radio, print) still carries prestige over posters, direct mail, competitions, etc., but Below the Line (BTL) has the advantage of more accurate targeting and measurability.
- While ATL is associated with big budgets and campaigns that drive awareness, BTL can leverage more personal engagement and optimise opportunities within their target market.
- It's celebrity versus functional; a big splash versus a close-up, personal message. There may be fewer creative awards in BTL, but there can be a sense of greater connection with target groups.

Technology has put all advertising on an equal footing, providing fresh opportunities to engage and connect across all forms of media.

Suddenly, there's a host of ways to get your message across and measure the response.

CAN-DO SETS US APART

- **Can-Do** is willingness, action and determination.
- **Can-Do** is on brand, on time and on budget.
- **Can-Do** is our reason to believe.

OUR APPROACH

- Get **Local**
- **Define** the Insight
- Believe in **Team**
- **Learn, Adapt** and **Improve**
- **Deliver**

AMComms can boast about our stable permanently employed workforce; in fact, our turnover is 0% due to resignations

OUR TEAM INCLUDES:

- Permanently employed media planners and buyers, with in-depth understanding and industry experience of the South African media landscape; researching and identifying the best possible solutions for our client's specific needs;
- Social media specialists managing LinkedIn, Facebook, Twitter and other digital platforms;
- Key Account managers ensuring all client needs are met;
- Permanently contracted language specialist writing, proofreading, editing and translating to and from English and Afrikaans. All language work in indigenous or other languages is outsourced to our business partner, Language Inc.
- Qualified and experienced team of designers and graphic artists, ensuring that all advertisements have the visual appearance it deserves.
- Accounting team applying best practice.

OUR FOOTPRINT

Johannesburg

Ayanda Mbanga: ayanda.mbanga@amcomms.co.za | 079 276 2651



Our CEO, AYANDA MBANGA, is based in Johannesburg from where she attends to all our Gauteng clients' needs. From there she traffics all work to her fully equipped teams based in Cape Town and Durban, ensuring that a specific client's needs are entrusted to the team best suited to execute the request.

Durban

151 Musgrave Road, FNB House, 2nd Floor, Durban 4001

Our Durban team has been based in FNB House for the past 15 years and has delivered commendable advertising services to a wide spectrum of clients throughout the KZN region, including: media advise and buying, typesetting, proofreading and timeous delivery of advert material to the media.

Cape Town

Unit 102, Mason's Press, 7 Ravenscraig Road, Woodstock 7925

Our Cape Town team work from offices in the trendy suburb of Woodstock. The combination of a creative environment, skills, experience and an intimate knowledge of the industry, enables us to always provide our clients with the best possible value for money.

Eastern Cape:

93 Nelson Mandela Drive, MTHATA

Ayanda Mbanga: ayanda.mbanga@amcomms.co.za | 079 276 2651

Ayanda Mbanga oversee this region with the support of

Wanda Douglas: wanda.douglas@amcomms.co.za | 060 329 9426

who is responsible for taking client briefs, and processing through our KZN production facility.

OUR INFRASTRUCTURE

AMComms utilises only the latest in dream technology.

- Our studios operate Mac computers and are equipped with the most recent versions of CS software. Our copywriters have access to the latest online editions of general and subject dictionaries as well as other writers' tools.
- Our traffic and accounting system operate on the widely recognised Chase system, allowing for fuss-free and accurate management of our clients' accounts and media reconciliations.
- We have a proven track record of more than 22 years with various media houses and specialist service providers, ensuring that we are best equipped to provide on trend industry information and stay abreast of industry changes.
- Our long-standing relationships with media houses enable us to book adverts on the shortest possible deadlines and negotiate prime spots at the most favourable rates.
- As a member of the ACA (Association of Communication and Advertising), we continuously strive to uphold and adhere to the principles and practices of the governing body.
- Our recent verification and validation as a certified member of COREXALANCE is proof of our credibility and accountability as a business.
- Furthermore, we continuously benchmark our successes and push the boundaries to achieve consistent greatness in our work.

OUR TRACK RECORD

We believe our commercial transactions should be done on behalf of the client and according to the client's stated objectives, always acting in the best interest of the client.

Based on our experience, particularly in the face of an ever more complex media and audience landscape, we believe a few specific practices can help a business get the most productivity from its media budgets. AMcomms is situated perfectly within the media supply chain to do exactly that.

Our long-standing business relationship with media owners enable us to understand their processes and readership profiles offering our clients one point of entry for all their advertising development and activation needs.

WHO WE DO IT FOR, TO NAME A FEW:

Distell
iSimangaliso Wetlands Park
Johannesburg Water
Kaaop Agri
MediClinicGroup
Mr. Price
SA Sugar
SAMRC
The Shoprite Group
Tongaat Hullet Sugar
Old Mutual
Overberg Agri

Playhouse Company
Nelson Mandela University
University of Cape Town
University of Pretoria
Stellenbosch University
Rhodes University
Walter Sisulu University
University of the Western Cape
KwaZulu-Natal Legislature
Parliament SA
Western Cape Government

VARIOUS MUNICIPALITIES:

Cape Winelands District Municipality
Zululand District Municipality
Knysna Municipality
Mossel Bay Municipality
Overstrand Municipality

Swartland Municipality
Swellendam Municipality
uMzikhulu Municipality
Bitou Municipality
Matzikama Municipality

REACHING YOUR TARGET GROUP

Through our long-standing relationships with all media owners in South Africa and service agreements with various digital platforms we can offer our clients access to all media vehicles available to reach their relevant target audience.



Our subscription to Media Manager Online gives us access to research on most mediums available in South Africa, enabling us to do media planning and buying in much shorter turnaround times.

We also have agreements with various international service providers to assist with placing ads in Africa and across the globe.

As one of the only agencies of our kind that is a member of the Association for Communication and Advertising NPC (ACA), there's much we can bring to the table to help you.

Our mission is to build a partnership that shines through innovation, ideas and impact, including a local footprint as **the sole authorised Alliance partner for sales of LinkedIn Talent Solutions products in South Africa**

PROJECT METHODOLOGY

AMComms guarantees that the services shall be of a professional standard and that the services shall be rendered with due care, skill and diligence. Without detracting from the generality of this obligation, we undertake to meet the service levels set out below:

- Client submit all briefs and requests to a centralised mailbox – ads@amcomms.co.za
- Acknowledgement of brief - Within one (1) hour after receipt of brief
- Dedicated account manager will clarify request - Within one (1) hour after receipt of brief
- Media proposal and/or cost estimate - One (1) business day after acknowledgement of brief or as agreed with Client
- Campaign research - One (1) – two (2) business days, depending on media channels
- Local media research - One (1) – two (2) business days
- International media research - Two (2) – three (3) business days
- New media options available - Depending on media owner's development and availability of information but as and when agency source new information
- Statistics and research - When released and/or presented to industry
- Rate increases - Dependent on media owner but mainly annually in January. Agency will update client by end January every year or as notified by media owner
- Approval and acceptance of advert and quotation - On receipt of signed quote and order number
- Media bookings and material deadlines - As per publication/medium requirement
- Special positioning on publication page/media platform - Loading according to publication/media platform rate card
- Processing of invoice - Week following publication/activation date, on proof of successful publication/activation by media
- Delivery of electronic invoice, hard copy on request - Within two (2) weeks following publication/activation date
- Invoice: Including PDF tear sheet
- Monthly reconciliation of account - On statement, within one (1) week after month-end run.

EFFICIENCY AND ABILITY TO ACTIVATE ADS AT SHORT NOTICE:

It is one of our major responsibilities to ensure successful activation of client's advertising requests.

Media deadlines are determined by media owners and vary from one business day up to one month.

Based on our longstanding relationships and in-depth knowledge of the various media platforms we ensure our clients get the best deadlines humanly possible.

OUR FEE STRUCTURE

- **Production fee:**
 - Production fee is project specific and calculated based on content and design
- **Media Cancellation fee:**
 - Terms and conditions of media owner will apply
- **Media rates:**
 - Media rates are determined by the media owners. The annual rates increases are in line with inflation with the industry usually getting a month's notice.

OUR INCOME IS DERIVED FROM:

- 16.5% markup on the media bill
- 25% markup on the production bill
- Design fee per hour
- Digital campaign activation per hour
- Media campaign research per hour

OUR FEES ARE CLIENT SPECIFIC AND NEGOTIATED BASED ON ADVERTISING VOLUME AND TERM OF AGREEMENT

OUR OFFER TO CAPE WINELANDS DISTRICT MUNICIPALITY ON TENDER T2021/46:

- Media bill **mark up of 6.5% only** on all invoices settled within 30 days.
- **NO charge** for media research on campaigns published through AMComms.
- **NO charge** for English and Afrikaans writing/translations for work published through AMComms.

CONFIDENTIALITY

We undertake to hold confidential all information concerning your business and warrant that the same shall not be divulged by ourselves or our employees to any third party.

To learn more about our business brand, related services and Redefining Success by Ayanda Mbanga, visit <http://ayandambanga.co.za/>

You can also follow Ayanda on Instagram at <https://www.instagram.com/ayanda.mbanga/>

We value the opportunity to submit our company profile and look forward to being of service to CAPE WINELANDS DISTRICT MUNICIPALITY.



Helena Lottering
Executive Director



TEAM DEDICATED TO THIS PROJECT

Job title	Name	Contact	Role in team	Experience
Director	Helena Lottering	082 922 3400	General support.	35 years' relevant
Account manager/ Production	Ethan Samuels	021 000 1750 081 414 2081	Management, production and processing of all requests.	6 years' relevant
Copywriter	Charlene du Toit	021 000 1750	Writing, translating, editing and proofreading.	22 years' relevant
Media buyer/ office manager	Beverley van der Ross	021 000 1750 073 194 1081	Media research, quotes and bookings.	10 years' relevant
Social media and Digital specialist	Dean Houtzamer	021 000 1750 078 254 4870	Loading, tracking and researching digital campaigns	10 years' relevant
Accounting	Renata Bredenkamp	021 000 1750	Billing, reconciliation and follow through of all payments.	20 years' relevant

To ensure best turnaround times forward all requests to sds@amcomms.co.za
Acknowledgement of receipt within 45 min.

Ayanda Mbang Communications (Pty) Ltd undertakes to notify the Cape Winelands District municipality timeously of any personnel changes that may impact on the allocated resource.

