



ADDENDUM A

TENDER NO: CDS (SACR) 01/2025

SERVICE PROVIDER/S ARE HEREBY INVITED TO SUBMIT A REQUEST FOR PROPOSAL (RFP) FOR THE HOSTING OF THE ANNUAL MOGALE MUSIC FESTIVAL FOR A PERIOD OF THREE (3) YEARS.

Bidders are hereby notified of the following amendments:

1. TENDER CONDITIONS:

- A Corporate Social Responsibility contribution of two (2) percent inclusive of 15% VAT will be levied on all companies/ service providers appointed as successful bidders if such company(s)/service provider(s) are not based in the area of jurisdiction of Mogale City.

Bidders must note that the two (2) percent inclusive of 15% VAT will not apply to this tender.

2. TECHNICAL EVALUATION CRITERIA

The following element is amended:

PHASE 1 OF FUNCTIONALITY EVALUATION

NB: PLEASE NOTE THIS PHASE OF EVALUATION IS COMPULSORY FOR ALL BIDS AND FAILURE TO ACHIEVE THE MINIMUM SCORE SHALL LEAD TO THE BIDDER NOT BEING CONSIDERED FOR THE SECOND PHASE OF THE FUNCTIONALITY EVALUATION.

PLEASE REFER TO CRITERION NUMBER 1 FOR AMENDMENTS.

Item	Description/Criteria	Weight	Minimum Score
1. Team Members Qualifications and Experience		60	25
	<p>The bidding company must submit detailed CVs of the key project management team members, demonstrating their experience in managing music festivals and events, along with copies of relevant qualifications:</p> <p>1.1 Event Manager: Event Management Certificate and experience in managing music festivals and events.</p> <ul style="list-style-type: none"> • 3-5 Projects plus Event Management Certificate = 5 points • 6-9 Projects plus Event Management Certificate = 10 points • 10 or more Projects plus Event Management Certificate = 15 points <p>1.2 Stage Manager: (Ensuring safe installation and erecting of event stage)</p> <ul style="list-style-type: none"> • 3-5 Projects – 5 points • 6 or more Projects - 10 points <p>1.3 Sound Engineer with a minimum qualification of a Certificate in Sound Engineering/Audio Technology/ Music Production or Music Technology. (management of overall sound and event-related music needs)</p> <ul style="list-style-type: none"> • 3-5 Projects plus a certificate in Sound Engineering/Audio Technology/ Music Production/Music Technology = 5 points • 6-9 Projects plus a certificate in Sound Engineering/Audio Technology/ Music Production/Music Technology = 10 points • 10 or more Projects plus a certificate in Sound Engineering/Audio Technology/ Music Production/Music Technology = 15 points <p>1.4 Event Safety Officer in possession of OHS Certificate: (Ensure safety during music festival and related events)</p> <ul style="list-style-type: none"> • 3-5 Projects plus OHS Certificate = 5 points 	<p>15</p> <p>10</p> <p>15</p> <p>10</p>	<p>5</p> <p>5</p> <p>5</p> <p>5</p>

	<ul style="list-style-type: none"> 6 or more Projects plus OHS Certificate = 10 points <p>1.5 Arts and Culture Coordinator in possession of Grade 12 Certificate: (experience in coordinating Arts and Culture events and or projects)</p> <ul style="list-style-type: none"> 3-5 Projects plus Grade 12 Certificate = 5 points 6 or more Projects plus Grade 12 Certificate = 10 points <p>NB: Attach the CVs of all personnel, clearly outlining the required qualifications and the number of projects in organizing music festivals, managing arts and cultural events, or overseeing similar projects in order to score points.</p>		
Item	Description/Criteria	Weight	Minimum Score
2. Company Experience		20	10
	<p>Bidders must submit a minimum of three (3) contactable reference letters, signed and dated on the client's official letterhead. Each reference letter must include the client's name, telephone number, and email address, indicate the minimum event capacity of 500 people and confirm the successful management or hosting similar music festivals.</p> <ul style="list-style-type: none"> 3-5 contactable reference letters = 10 points 6-9 contactable reference letters = 15 points 10 or more contactable reference letters = 20 points 		
3. Funding Confirmation		20	10
	<p>Letters of Intent or Commitment letters from potential sponsors/ funders.</p> <p>These letters must be on an official company letterhead, or document, and duly signed by the potential funder or sponsors' relevant signatory, and must include the name/ description of the project and the value in Rands of the intended amount to be sponsored:</p> <ul style="list-style-type: none"> R500, 000.00 = 10 points R501, 000.00- R999, 999.99 = 15 points R 1,000, 000.00 and above = 20 points <p>NB: multiple letters with a combined total value will also be acceptable</p> <p>In case where the company will self-fund the project, a confirmation letter on the official company letterhead duly signed by the authorised company representative must be submitted.</p>		
	TOTAL	100	45