



INVITATION FOR EXPRESSIONS OF INTEREST

WESTERN CAPE GAMBLING AND RACING BOARD

| | |
|--------------------------|--|
| Invitation title: | EXPRESSIONS OF INTEREST (EOIs) TO SELL OFFICE ACCOMMODATION TO THE WESTERN CAPE GAMBLING AND RACING BOARD |
| Reference number: | WCGRB CB0022022 |
| Date of issue: | 24 November 2022 |

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Introduction

The WCGRB is seeking invitee's response to the invitation for the supply of office accommodation as outlined in Part A.2.

The WCGRB seeks to gain a more detailed understanding of the supplier market and range of solutions that may be available. Hence, this EOI process may be the first stage of a multi-stage procurement process. For further information relating to the next stage (if any) of the EOI process refer to clause 6 of Part B.2.

Structure of the invitation

This Invitation comprises the following sections:

- Introduction – contains an overview of the structure of the documents.
- Part A – The Invitation
 - Part A.1 – About this Invitation: provides establishment details about the procurement opportunity; and
 - Part A.2 – Overview of requirements: describes the office accommodation in respect of which the WCGRB invites EOIs from interested parties.
- Part B – Conditions of participation: sets out the rules applying to the EOI process for the office accommodation.
- Part C – Invitee's response: details the information to be provided by invitees. Part C may include templates to be completed.

Part A – The invitation

Part A.1 – About this invitation

1. Establishment details

| | |
|----------------------|--|
| WCGRB name: | Western Cape Gambling and Racing Board (WCGRB) |
| EOI title: | EXPRESSIONS OF INTEREST (EOIs) TO SELL ACCOMMODATION TO THE WESTERN CAPE GAMBLING AND RACING BOARD |
| EOI reference number | WCGRB CB0022022 |

2. Registration: Central Supplier Database

| | |
|------------------------|--------------------------------|
| Registration location: | 100 Fairway Close, Parow, 7500 |
|------------------------|--------------------------------|

The WCGRB is a Schedule 3C Public Entity in terms of the Public Finance and Management Act and is therefore required to comply with the Public Finance Management Act, the Treasury Regulations and any other related laws and regulations.

One of these mandatory requirements is that organs of state cannot do business with service providers/suppliers who are not registered on the Central Supplier Database (CSD).

Should you not be registered on the CSD, please navigate to www.csd.gov.za and select register. Complete all the relevant information and follow the system-generated direction in order to fully complete the registration process. Please be advised that the process will only be completed when the company has received a reference number with MAAA as a prefix.

3. WCGRB contact details

| Project Manager | |
|------------------|-------------------------|
| Name: | Primo Abrahams |
| Position title: | Chief Executive Officer |
| Business unit | Executive |
| Contact details: | 021 480 7400 |

| Second contact person | |
|-----------------------|----------------------------|
| Name: | Alwin Matthews |
| Position title: | HOD: ICT |
| Business unit | Information and Technology |
| Contact details: | 021 480 7400 |

4. Closing time

| | |
|---------------|--------------------------|
| Closing time: | 15 December 2022 at 11am |
|---------------|--------------------------|

5. Lodgement details

| Hardcopy lodgement | |
|---|--|
| Location of Tender Box | TENDER BOX situated on the front porch of the Western Cape Gambling and Racing Board Offices located at: 100 Fairway Close Parow 7500 |
| Hours of access to Tender Box | 24 hours, 7 days a week |
| Access restrictions (if any) | Security at the entrance will direct invitees to the WCGRB Office Building. Faxed and late EOIs will not be accepted. |
| Information to be marked on sealed package containing the offer | The Chief Executive Officer Marked EOI No: WCGRB CB0022022 100 Fairway Close Parow 7500 |
| Other requirements | Soft copy lodgement options are available, where preferred. Enquiries can be directed to alwin@wcgrb.co.za in respect of the soft copy lodgement options available. |

6. Indicative timetable

| Activity | Date |
|---|--------------------------|
| Invitation issued | 24 November 2022 |
| Invitation briefing (if applicable) | Not applicable. |
| End of period for written questions or requests for information | 08 December 2022 |
| Closing date and time for invitee's response | 15 December 2022 at 11am |

7. Evaluation criteria

An invitee's response will be evaluated against:

- (a) The evaluation criteria identified in the table below; and
- (b) the overall proposition presented in the invitee's response.

INVITEES TO INDICATE IN TABLE BELOW WHETHER THE REQUIRED SUPPORTING DOCUMENTATION HAS BEEN SUBMITTED AS PART OF THE EOI OR WHETHER THE BUILDING COMPLIES WITH THE REQUIREMENTS AS SET OUT BELOW.

REFER TO PART A.2 FOR THE REQUIRED SUPPORTING DOCUMENTATION, WHERE APPLICABLE.

| Mandatory Requirements | Complies | |
|--|----------|----|
| Part C – Invitee's Response: Invitees to note that Part C should form part of the EOI submission to the WCGRB. | Yes | No |
| Property name & Address | Yes | No |
| Purchase price | Yes | No |
| Approved building plans | Yes | No |
| Zoning certificate | Yes | No |
| Conveyancer certificate | Yes | No |
| Terms and conditions of sale | Yes | No |
| Grade A, B or P building | Yes | No |
| Location requirements | Yes | No |
| Required square meters | Yes | No |
| Parking requirements: Total number and type of parking bays (at least 50-60 secure parking bays, disabled parking inclusive (approximately 40% of these being basement or covered parking) | Yes | No |
| Be in a safe and secure environment that does not present a security risk to the WCGRB staff members, even if they work after hours. | Yes | No |
| Floor layout plans. | Yes | No |
| Compliance with applicable laws and regulations – Note 1 | Yes | No |
| Certificate of Occupation – Note 1 | Yes | No |
| Back-up power generation. | Yes | No |
| Universal access | Yes | No |
| Proof of mandate/Ownership of premises (signed mandate or deed of sale) | Yes | No |

Note 1 – Compliance certification or supporting documentation should be submitted upon request within an agreed-upon timeline.

| Other evaluation criteria |
|---|
| (a) Suitability |
| (b) Location |
| (c) Value for money |
| (d) Compliance with relevant laws and regulations |

Part A.2 – Overview of requirements

- (a) EOIs are hereby invited for the sale of office accommodation and parking to the Western Cape Gambling and Racing Board (WCGRB).
- (b) The office should be Grade A, B or P building with air conditioning, as well as 50 - 60 parking bays with disabled parking. Approximately 40% of the parking should be basement or covered parking.
- (c) Bidders may propose a maximum of three (3) office buildings. All proposed office buildings must be submitted in the same proposal/EOI.
- (d) The building must comply with all the applicable by-laws and at least the following specifications laws, and local authority requirements:
 - the latest issue of SABS 0142: “Code of Practice for the wiring of Premises “Code of Practice
 - interior lighting SABS 0114: 1996 – Part A
 - the National Building Regulations and Building Standards Acts 1977 (Act 103 of 1977), as mended (SANS 0040);
 - the municipal by-laws and any special requirements of the local supply authority
 - the local fire regulations
 - Electrical Certificate compliance
 - municipal occupancy approval
 - Property valuation report

| Mandatory requirements | Additional Information | Required information |
|-----------------------------|--|---|
| Part C – Invitee’s Response | Not applicable | The signed documentation as per Part C should be submitted as part of the EOI submission. |
| Property name & address | The officie accommodation should be located in the Northern Suburbs specifically in the Goodwood, Parow, Tygerberg, Bellville, and Century City areas. | Attach proof |
| Price | Not applicable | As part of the EOI, invitees are required to provide the WCGRB with the estimated cost of the building, including any associated costs and taxes. |
| Approved building plans | Not applicable | Attach approved building plans of the building/s. |
| Zoning certificate | Not applicable | Attach zoning certificate/s. |
| Conveyancer certificate | Not applicable | Attach conveyancer certificate/s. |

| Mandatory requirements | Additional Information | Required information |
|------------------------------|---|--|
| Terms and conditions of sale | Voetstoets options will be accepted. | Terms and conditions of sale to be attached. |
| Grade A, B or P building | Proposed building must be a grade A/B or P building in the Northern Suburbs of Cape Town, Western Cape. | Attach grading certificate |
| Location requirements | <ul style="list-style-type: none"> • The building must be be easily accessible by own vehicle. Public transport (road and rail transport) should be within a reasonable vicinity with close proximity to public transportation, amenities such as shopping centres and banks, accessibility to a main road for easy access by both the public/stakeholders and staff. • The building’s location and its surrounding areas must, preferably, have no exposure to flooding due to heavy rains, hail and/or hazardous environment, making it difficult to access the building and/or park. | <ul style="list-style-type: none"> • Attach proof of the building location, for example municipal account. • Provide detailed description of the area and amenities surrounding the building, etc. • Provide details in respect of the building’s exposure to natural elements. |
| Required square meters | The property should be able to provide office space of a minimum of 1100 sqm to a maximum of 1800 sqm . The property/building should preferably be scalable to accommodate the WCGRB office requirements in terms of volume/size. | Attach proof of office space, i.e. pictures |
| Parking requirements | Total number and type of parking bays (at least 50-60 secure parking bays, disabled parking inclusive (approximately 40% of these being basement or covered parking) | Attach proof of parking spaces, i.e. pictures |
| Safe and secure environment | The building must be located in a safe and secure environment that does not present a security risk to the WCGRB staff members, even if they work after hours. | Provide details in respect of the safety measures of the building or premises. |
| Floor layout plans. | It should be easy to transform the building floors into open plan and/or enclosed office spaces (e.g., making use of drywall partitioning). | <ul style="list-style-type: none"> • Attach proof of floor layout plans. • Demonstrate possibilities for flexible uses as and when any changes may be contemplated |

| Mandatory requirements | Additional Information | Required information |
|--|--|--|
| Compliance with applicable laws and regulations. | The building shall comply with: <ul style="list-style-type: none"> Local municipal by-laws; National Building Regulations and Building Standards Act, 1977; the South African National Standards (SANS); Occupational Health & Safety Act, 1993; ISO Standards and any other relevant legislation/regulations as applicable. | <ul style="list-style-type: none"> Please provide details of how the proposed building(s) comply with the applicable laws and regulations as stipulated. Compliance certificates in respect of applicable laws and regulations be required at a later stage, as part of the EOI process, where applicable. |
| Certificate of Occupation | The office accommodation must be available for occupation from 1 May 2023 or earlier, allowing for the WCGRB's fit out's and installations, where applicable. | Certificate of occupation will be required at a later stage, as part of the EOI process, where applicable. |
| Back-up power generation | The building should have back-up power generation. | Please provide details of how the proposed building(s) comply with back-up power generation. |
| Universal access | The building and its facilities must accommodate persons with disabilities, which includes but not limited to access to the building (ramps), lifts, ablution facilities, etc. These facilities must be provided according to National Building Regulations, SANS 10400 and any other applicable legislation/ regulations. | Please provide details of how the proposed building(s) comply with the requirements of SANS 10400 in respect of universal access. |
| Ownership/mandate | Not applicable | Proof of mandate/Ownership of premises (signed mandate or copy of title deed). |

SITE INSPECTIONS TO BE CONDUCTED:

As part of further evaluation process, site inspection of the proposed building(s) will be conducted to verify the following:

| | |
|--|---|
| <ul style="list-style-type: none"> Building assessment and compliance of applicable laws and regulations; Building design, layout and suitability. | <ul style="list-style-type: none"> The building will be assessed for the building's access for persons with disabilities, emergency exists, compliance with relevant laws and regulations, interior and exterior of the building finishes, air-conditioning, lighting, floor, wall and ceiling coverings, bathrooms, kitchens, lifts and any other facilities, fixtures and fittings. Any other assessments which may be deemed appropriate in the circumstances. |
|--|---|

Part B – Conditions of participation

Part B.1 –WCGRB specific requirements

1. Complaints procedure: In writing to the Legal Manager (yvonne@wcgrb.co.za).

Part B.2 – WCGRB specific requirements

1. Invitation

1.1. Invitation

This invitation is not an offer. It is a formal request for invitees to submit an invitee's response/interest for the supply of office accommodation in response to the WCGRB's requirements in Part A.2. Nothing in this Invitation is to be construed as creating any binding contract (express or implied) between the WCGRB and any invitee.

1.2. Accuracy of invitation

The WCGRB does not warrant the accuracy of the content of this invitation and will not be liable for any omission from the Invitation documents.

1.3. Additions and amendments

The WCGRB reserves the right to change any information or to issue an addendum to this Invitation, or withdraw the EOI process at the WCGRB's unfettered discretion.

1.4. Availability of additional materials

Additional materials (if any) may be accessed in the manner set out in Item 8 of Part A.1. Invitees should familiarise themselves with the additional materials.

1.5. Representation

No representation made by or on behalf of the WCGRB in relation to this invitation (or its subject matter) will be binding on the WCGRB unless the representation is expressly incorporated into any contract(s) ultimately entered into between the WCGRB and an invitee.

1.6. Licence to use Intellectual Property Rights

Persons obtaining or receiving this Invitation and any other documents issued in relation to this Invitation may use the documents only for the purpose of preparing an invitee's response. Such Intellectual Property Rights as may exist in this Invitation and any other documents provided to the invitees by or on behalf of the WCGRB in connection with the EOI process are owned by (and will remain the property of) the WCGRB except to the extent expressly provided otherwise.

2. Communication

2.1. Communication protocol

All communications relating to this Invitation and the EOI process must be directed to the project manager.

2.2. Requests for clarification

- (a) Any questions or requests for clarification or further information regarding this Invitation or the EOI process must be submitted to the WCGRB contact in writing at least 7 working days prior to the EOI closing time.
- (b) The WCGRB shall endeavour to respond to questions or requests for clarification or further information, as far as reasonably possible.

2.3. Briefing session (N/A)

The WCGRB will hold briefing sessions at the location(s) and time(s) specified in Item 6 of Part A.1.

2.4. Unauthorised communication

- (a) Communications (including promotional or lobbying activities) with staff of the WCGRB or consultants assisting the WCGRB with the EOI process are not permitted during the EOI process except as provided in clause 2.1 above, or otherwise with the prior written consent of the WCGRB contact.
- (b) Nothing in this clause 2.4 is intended to prevent communications with staff of, or consultants to, the WCGRB to the extent that such communications do not relate to this Invitation or the EOI process.
- (c) Invitees must not engage in any activities or obtain or provide improper assistance that may be perceived as, or that may have the effect of, influencing the outcome of the EOI process in any way. Such activities or assistance may, in the absolute discretion of the WCGRB, lead to disqualification of an invitee.

2.5. Anti-competitive conduct

Invitees and their representatives must not engage in any collusion, anti-competitive or similar conduct with any other invitee or person in relation to the preparation, content or lodgement of their invitee's response. In addition to any other remedies available to it under law, the WCGRB may, in its absolute discretion, disqualify an invitee that it believes has engaged in such collusive or anti-competitive conduct.

2.6. Consortia and trustees

Where the invitee is a member of a consortium, the invitee's response must stipulate which parts of the office accommodation that each entity comprising the consortium would provide and how the parties would relate to each other to ensure full provision of the required space. All consortium members are to provide details relating to their legal structure and where applicable provide details of their special purpose vehicle established for the supply of office accommodation.

2.7. Complaints about this Invitation

An invitee with a complaint about this Invitation or the EOI process which has not been resolved in the first instance with the project manager must follow the complaints process of the WCGRB as detailed in Item 1 of Part B.1.

3. Submission of an invitee's response

3.1. Lodgement

- (a) The invitee's response must be lodged by the EOI closing time. The closing time may be extended by the WCGRB in its absolute discretion by providing notice to invitees.
- (b) All invitees' responses lodged after the EOI closing time will be recorded by the WCGRB. The determination of the WCGRB as to the actual time that the invitee's response is lodged is final.
- (c) Where this Invitation requires or permits invitee's responses to be lodged in hard copy, packages containing the invitee's response must be marked and lodged as set out in Item 5 of Part A.1. Failure to do may result in disqualification from the EOI process.
- (d) Soft copy lodgement options are available. Please refer to Item 5 of Part A.1.

3.2. Late invitee's response

If an invitee's response is lodged after the EOI closing time, it will be disqualified from the EOI process and will be ineligible for consideration.

3.3. Providing an invitee's response

It is the invitee's responsibility to:

- (a) understand the requirements of this Invitation, the EOI process and any reference documentation;
- (b) ensure that all the information fields in Part C are completed and contain the information requested;
- (c) ensure that their invitee's response is in the correct format, complies with all requirements of this invitation and is accurate and complete;
- (d) make their own enquiries and assess all risks regarding this invitation and the EOI process;
- (e) ensure that it did not rely on any express or implied statement, warranty or representation, whether oral, written or otherwise made by or on behalf of the WCGRB or its representatives other than any statement, warranty or representation expressly contained in this Invitation;
- (f) ensure that they comply with all applicable laws in regard to the EOI process;
- (g) be responsible for all costs and expenses related to the preparation and lodgement of its invitee's response, any subsequent negotiation, and any future process connected with or relating to the EOI process.

3.4. Obligation to notify errors

- (a) If an invitee identifies an error in their response (excluding clerical errors which would have no bearing on the evaluation), they must promptly notify the WCGRB.
- (b) The WCGRB may permit an invitee to correct an unintentional error in its response where that error becomes known or apparent after the EOI closing time, but in no event will any correction be permitted if the WCGRB reasonably considers that the correction would materially alter the substance of the response. The WCGRB decision in this respect is final.

3.5. Use of an invitee's response

Upon submission, all invitee's responses become the property of the WCGRB. The invitee will retain all ownership rights in any Intellectual Property Rights contained in the invitee's response. However, each invitee, by submission of their invitee's response, is deemed to have granted a licence to the WCGRB to reproduce the whole, or any portion of their invitee's response for the purposes of enabling the WCGRB to evaluate their invitee's response.

3.6. Withdrawal of an invitee's response

An invitee who wishes to withdraw a previously submitted response must immediately notify the WCGRB of the fact. Upon receipt of such notification, the WCGRB will cease to consider the invitee's response.

3.7. Status of invitee's response

Each invitee's response constitutes a non-binding proposal by the invitee to the WCGRB to provide office accommodation required to satisfy the requirements in accordance with Part B of this Invitation.

3.8. Disclosure of EOI contents and EOI information

Invitee's responses will be treated as confidential by the WCGRB. The WCGRB will not disclose the information contained in an invitee's response, except:

- (a) as required by law (Promotion of Access to Information Act, 2000 and Promotion of Administrative Justice Act, 2000);
- (b) for the purpose of investigations by the Competition Commission or other government authorities having relevant jurisdiction;
- (c) to external consultants and advisers of the WCGRB engaged to assist with the EOI process;

- (d) to other government departments in connection with the subject matter of the EOI process;
or
- (e) general information from invitees required to be disclosed by government policy.

4. Capacity to comply with the overview of requirements

Part A details the WCGRB's requirements for the office accommodation, the subject of this Invitation. The assumption is that each invitee will be capable of providing suitable office accommodation. Where an invitee believes it will not be capable of providing suitable office accommodation in full or will only comply with Part B subject to conditions, it should either not apply or set out potential limitations in their invitee's response.

5. Evaluation

5.1. Evaluation process

Invitee's responses will be evaluated in accordance with the evaluation criteria stipulated in Item 7 of Part A.1 and Part A.2.

An invitee's response will not be deemed to be unsuccessful until such time as the invitee is formally notified of that fact by the WCGRB.

The WCGRB may in its absolute discretion:

- (a) reject any invitee's response that does not include all the information specified in Item 7 of Part A.1 and Part A.2.;
- (b) after concluding a preliminary evaluation, reject any invitee's response that in its opinion is unacceptable;
- (c) disregard any content in an invitee's response that is illegible and will be under no obligation whatsoever to seek clarification from the invitee;
- (d) disqualify an incomplete invitee's response or evaluate it solely on the information contained within it;
- (e) alter the structure and/or the timing of the EOI process; and
- (f) vary or extend any time or date specified in this Invitation for all invitees.

6. Next stage of the EOI process

6.1. Options available to the WCGRB

After evaluating all invitee's responses, the WCGRB may without limiting other options available to it, do any of the following:

- (a) prepare a short list of invitees and invite further offers from those invitees;
- (b) conduct a subsequent procurement process calling for offers;
- (c) enter into pre contractual negotiations with one or more invitees;
- (d) decide not to proceed further with the EOI process or any other procurement process; or
- (e) commence a new process to call for invitee's responses on a similar or different basis to that outlined in the original invitation.

7. No legally binding contract

Being short listed does not give rise to a contract (express or implied) between the preferred invitee and the WCGRB. No legal relationship will exist between the WCGRB and a preferred invitee relating to the supply of office accommodation unless and until such time as a binding contract is executed by both parties.

8. Invitee warranties

By submitting an invitee's response, an invitee warrants that:

- (a) in lodging its invitee's response it did not rely on any express or implied statement, warranty or representation, whether oral, written, or otherwise made by or on behalf of the WCGRB or its representatives other than any statement, warranty or representation expressly contained in the invitation documents;
- (b) it has examined this Invitation, and any other documents referenced or referred to herein, and any other information made available in writing by the WCGRB to invitees for the purposes of submitting an invitee's response;
- (c) it has sought and examined all necessary information which is obtainable by making reasonable enquiries relevant to the risks and other circumstances affecting its invitee response;
- (d) it otherwise accepts and will comply with the rules set out in this Invitation; and
- (e) it will provide additional information in a timely manner as requested by the WCGRB to clarify any matters contained in the invitee's response.

9. WCGRB Rights

Notwithstanding anything else in this Invitation, and without limiting its rights at law or otherwise, the WCGRB reserves the right, in its absolute discretion at any time, to:

- (a) vary or extend any time or date specified in this Invitation for all or any invitees;
- (b) terminate the participation of any invitee or any other person in the EOI process; or
- (c) withdraw or terminate this EOI process.

10. Governing Law

This Invitation and EOI process is governed by the laws applying in the Republic of South Africa. Each invitee must comply with all relevant laws in preparing and lodging its invitee's response and in taking Part in the EOI process.

11. Interpretation

11.1. Definitions

| Item | Description |
|------------------------------|--|
| EOI closing time | means the time specified at Item 4 of <i>Part A.1</i> by which invitee's responses must be received by the WCGRB. |
| EOI process | means the process commenced by issuing an Invitation for invitee's responses and concluding upon either early termination of the process or a subsequent procurement process. |
| Office Accommodation | means the office space and parking required by the WCGRB as set out in <i>Part A.2</i> . |
| Intellectual Property Rights | includes all present and future copyright and neighbouring rights, all proprietary rights in relation to inventions (including patents), registered and unregistered trademarks, confidential information (including trade secrets and know how), registered designs, circuit layouts, and all other proprietary rights resulting from intellectual activity in the industrial, scientific, literary or artistic fields. |
| Invitation | means the opportunity set out in each of the documents identified in the Introduction to this Invitation including this Part B.2, the EOI process and any other documents so designated by the WCGRB. |
| Invitee | means a juristic person who submits an invitee's response. |
| Invitee's response | means a document lodged by an invitee in response to this Invitation containing a proposal to provide office accommodation. |
| Item | means an item of this Invitation. |
| WCGGB | means the public entity issuing this Invitation. |
| Overview of requirements | means the overview of requirements set out at <i>Part A.2</i> . |
| Part | means a Part of this Invitation. |
| Project manager | means the person so designated at Item 3 of <i>Part A.1</i> . |
| Representative | means a party and its agents, servants, employees, contractors, associates, invitees and anyone else for whom that party is responsible. |
| Tender Box | a secure location within which invitee's responses are placed as per <i>Item 5 of Part A.1</i> |

11.2. Interpretation

In this Invitation, unless expressly provided otherwise:

- (a) the singular includes the plural and vice versa.
- (b) a reference to:
 - (i) 'includes' or 'including' means includes or including without limitation; and
 - (ii) R or Rand is a reference to the lawful currency of the Republic of South Africa; and
- (c) if a word or phrase is defined, its other grammatical forms have corresponding meanings.

Part C – Invitee’s response

| | |
|----------------------------|--|
| Offer submitted by: | |
| Invitation title: | EXPRESSIONS OF INTEREST (EOIs) TO SELL OFFICE ACCOMMODATION TO THE WESTERN CAPE GAMBLING AND RACING BOARD |
| Reference number: | |

| Invitee information | | |
|---|----------------|--|
| Trading name: | | |
| Registered name: | | |
| South African Company Registration Number: | Date of issue: | |
| Business Number: | Date of issue: | |
| Address of registered office: | | |
| Principal office in South Africa (if applicable): | | |

| Contact details | | |
|---|---------|--|
| Name of contact person: | | |
| Position title: | | |
| Address: | | |
| Postal address (if different to above): | | |
| Email: | | |
| Website: | | |
| Telephone number: | Mobile: | |

Signed for and on behalf of the invitee

I warrant that in submitting this response, I have read and accept the conditions of the EOI.

| | |
|--|--|
| Invitee: | |
| Name: | |
| Position: | |
| Address: | |
| Email: | |
| Signature of invitee's authorised officer: | |
| Date of execution: | |

Executive Summary

Provide an overview of your Response.

| |
|--|
| |
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Compliance Statement

As part of the Invitee's response to this Invitation, the Invitee is required to demonstrate their compliance with *Item 7 of Part A.1* and *Part A.2 – Overview of requirements*. Where the Invitee will not comply or will only partially comply, the Invitee must cross reference the specific clause and state either *will not comply* or *partially comply* in their Offer.

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| Compliance within Item 7 of Part A.1 and Part A.2 – Overview of the requirements |
| Invitee's must attach a detailed proposal outlining the requirements specified in Item 7 of Part A.1 and Part A.2 – Overview of the requirements |