PARLIAMENT
OF THE REPUBLIC OF SOUTH AFRICA

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Parliament: Following up on our commitments to the people

REQUEST FOR QUOTATION: REBRANDING OF PARLIAMENT TV

Date of Issue: 20 November 2026

Closing Date : 27 November 2026

Quotation Reference Number: RFQ 1233/2026

Item Number	Quotation Description	Quantity Required	Delivery Period	Price in South African Currency (inclusive of VAT)
1.	SPECIFICATION BELOW			

A.Vokwana

FOR SECRETARY TO PARLIAMENT

(BUSINESS UNIT OR SCM TO SIGN HERE)

1. **GENERAL CONDITIONS**

- ✓ **Quotations will be evaluated on 80 /20 preference point system**
- ✓ **80 points allocated for price and 20 points allocated for HDI and RDP goals as identified in paragraph 8.6 of the Preferential Policy of Parliament**
- ✓ **Preference Points will be awarded to tenderers for completing column 3 and supplying the supporting documents listed in column 4 below. Refer HDI and RDP goals as mentioned in paragraph 3 below for more details.**
- ✓ **Refer HDI and RDP goals as mentioned in paragraph 3 below for more details.**

1.Specific goals	2. Number of points	3. Points claimed by the tenderer	4. Tenderers must supply the following documents when claiming preference points
HDI'S			
Black	**6**		**ID Document**
Women	**4**		**ID Document**
People with disabilities	**3**		**Medical Certificate**
RDP GOALS			
SMME	**4**		**Annual Turnover**
Youth	**3**		**ID Document**

- ✓ **All suppliers responding to quotation should be registered on Central Supplier Database (CSD)**
- ✓ **The quotation must be emailed to avokwan@parliament.gov.za**

- ✓ Further information regarding this quote may be obtained from to avokwana@parliament.gov.za
- ✓ All quotations received after the closing date will not be accepted
- ✓ Acceptance of a quotation will be subject to Parliament's own Supply Chain Management policy
- ✓ All suppliers are required to fill in and submit the declaration of interest certificate below
- ✓ A current list of references where similar work was undertaken should be supplied
- ✓ All suppliers must submit valid tax pin and all supporting documents as per the specific goals table

2. SPECIFIC CONDITIONS

- ✓ The appointment of the supplier will not necessarily be on the basis of the lowest quote.
- ✓ Quotes should be detailed and specify the services and cost, market related prices will be negotiated with the preferred supplier.
- ✓ Parliament reserves the right not to award the contract.
- ✓ Quotes should be on the company letterhead, indicating the VAT registration number.
- ✓ Companies are prohibited from using Parliament's logo on their proposal.
- ✓ The RFQ document must be completed in full, and the declaration of interest form must be filled in, signed, stamped by a Commissioner of Oaths, and returned with the quotation. Parliament reserves the right to use this declaration form for quotations submitted by supplier for a period of 3 months unless the supplier's details has changed in said period.
- ✓ Failure to submit all documents as required will result in disqualification.
- ✓ Parliament cannot award contracts to provide goods and services to a Member of Parliament, or Cabinet, A Member of a Provincial Legislature or Member of the Provincial Executive Council, a Municipal Councillor, a person in the employ of state whose participation in the procurement process for the contract may result in a conflict of interest, or any entity in which any of the mentioned persons is a director or has controlling or other substantial interest.
- ✓ Parliament may request suppliers to provide additional pricing information to be utilised for comparative purposes during evaluations.
- ✓ Parliament reserves the right, for purposes of promoting the values of competitiveness and fairness, not to award the RFQ/tender to the highest scoring tenderer if such a tenderer has been awarded a tender by Parliament or has performed services for Parliament, during the last 12 months prior to the closing date of the RFQ/tender.
- ✓ Parliament reserves the right to re-appoint or extend the service of the supplier where there is a natural continuation of assignments.
- ✓ Tenderers will only qualify for the preference points claimed by them, if they provide valid supporting documents to substantiate such claim.
- ✓ Prohibition of Collusive Tendering:
- ✓ Bidders shall not engage in collusive tendering including bid rigging, price fixing or cover bidding, as prohibited under Section 4(1)(b) of the Competition (Act No 89 of 1998) as amended. Suspected collusive conduct may be referred to the Competition Commission for investigation and may result in disqualification or other appropriate action, subject to applicable law and due process

3. HDI GOALS

The below mentioned HDI and RDP goals will be applicable to this RFQ as identified in paragraph 8, 6 of the preferential procurement policy of Parliament

Specific goals	Means of Verification:	Comments:
Black	South African ID copy	African, Indian and coloured are also classified as black
Women	South African ID copy	The 7th digit of a female's RSA ID is 0 – 4, and 5 – 9 for males
People living with disabilities	Medical Certificate	Only a qualified medical practitioner can certify a disability.
SMME	Annual Turnover	According to National Small Business Act
Youth	ID Document	Ages between 18 - 35

SUPPLIER INFORMATION FORM

REGISTERED NAME		
TRADING NAME (IF APPLICABLE)		
COMPANY REGISTRATION NUMBER (or ID)		
VAT REGISTRATION NUMBER		
CENTRAL SUPPLIER DATABASE NUMBER		
TAX COMPLIANCE STATUS PIN		
TAX COMPLIANCE STATUS PIN EXPIRY DATE		
INCOME TAX NUMBER		
PHYSICAL ADDRESS	ADDRESS	
	CITY/TOWN	
	POSTAL CODE	
POSTAL ADDRESS	ADDRESS	
	CITY/TOWN	
	POSTAL CODE	
CONTACT DETAILS	OFFICE	
	CELLPHONE	
	FAX	
	EMAIL	
CONTACT PERSON		
BANK DETAILS	BANK NAME	
	BRANCH CODE	
	ACCOUNT NUMBER	
	ACCOUNT NAME	

- ✓ I .....hereby certify that the above information is correct and that I and other members, directors, managers, or shareholders with a controlling or other substantial interest of the entity, are not Members of Parliament or Cabinet, Members of a Provincial Legislature or a Provincial Executive Council, Municipal Councillors, persons employed by the State as their participation in Parliament's procurement process may result in a conflict of interest.
- ✓ I am also declaring that none of the entities in the company who is a director or has a controlling or substantial interest fall under the category of the person mentioned above. (Additional details to be provided should this declaration not be correct)
- ✓ I also agree that, in the event of false, incorrect or misleading information being provided in this declaration, the Secretary to Parliament of the Republic of South Africa shall have the right to recover any losses or damages sustained by Parliament under such agreement and/or restrict the supplier from further business depending on the materiality of the misrepresentation and the degree of prejudice.

_____ _____

Signature **Date**

(Attach a bank confirmation letter or cancelled cheque to confirm bank account number)

PRODUCT OR SERVICE DESCRIPTION

PARLIAMENT TV - REBRAND BRIEF

A contemporary, engaging and institutionally appropriate broadcast identity

CREATIVE VISION

Make Parliament TV more dynamic, recognisable and accessible, while preserving the authority, impartiality and decorum of Parliament.

1. Background and Overview

Parliament TV (DStv channel 408) was established as a non-commercial channel focused primarily on broadcasting proceedings of the National Assembly and the National Council of Provinces (NCOP). Its coverage has since expanded to include committee proceedings, major national events such as the State of the Nation Address and the Budget Speech, as well as interviews, documentaries and educational content.

As Parliament's broadcasting offer has developed, there is a need to refresh the channel's visual identity and on-air presentation so that it reflects the breadth and significance of its content and connects more effectively with diverse audiences. The rebrand should position Parliament TV as a contemporary, credible and accessible parliamentary channel within a rapidly evolving media environment.

2. Purpose of the Brief

This brief sets out the creative vision, scope of work, expected deliverables and implementation requirements for the rebranding of Parliament TV. It is intended to guide prospective service providers in proposing a distinctive and cohesive channel identity and broadcast graphics package.
The assignment is not limited to redesigning a logo. It encompasses a coordinated audio-visual identity and on-air presentation system that can be applied consistently across the channel's varied programming and adapted for relevant digital platforms.

3. Rebrand Goal

To reposition Parliament TV as a contemporary, engaging and recognisable parliamentary broadcasting channel that connects citizens with the work of Parliament through compelling visual storytelling and a distinctive on-air identity, while preserving the authority, impartiality, credibility and decorum of the institution.

4. Objectives

- Create a clean, contemporary and memorable channel identity that appeals to a diverse national audience.
- Position Parliament TV as a trusted destination for information about Parliament and the South African legislative sector.
- Improve the accessibility, clarity and visual appeal of parliamentary content across different programme types.
- Strengthen audience recognition and awareness of Parliament TV and support the channel's ability to reach different demographic groups.
- Establish a consistent visual language across live proceedings, recorded programmes, interviews, documentaries, educational content and special events.
- Reflect multiparty democracy, political impartiality, openness, responsiveness, accountability, professionalism and integrity.
- Improve the perceived production quality and credibility of the channel while remaining aligned with Parliament's Corporate Identity Manual.

5. Target Audience

Parliament TV serves a diverse national audience, reflecting Parliament's constitutional mandate to represent the people of South Africa. The rebrand should be inclusive and accessible to audiences across age groups, geographic locations, languages and socioeconomic backgrounds.
Relevant audience groups include:

- Citizens who follow parliamentary proceedings, public affairs and national developments.
- Young people, students and first-time voters seeking to understand Parliament and democratic processes.
- Communities interested in legislation, oversight, public participation and issues affecting their lives.
- Viewers seeking credible information, interviews, documentaries and educational content about Parliament and the legislative sector.
- Regular viewers of parliamentary and current-affairs programming, including audiences accessing content through traditional broadcast and digital platforms.

6. Creative Direction and Brand Strategy

The desired identity should be modern, dynamic, clean and visually compelling. It should make Parliament TV feel like a professional television channel in its own right, rather than a live parliamentary feed with graphics added. The design should make the channel more approachable and engaging without becoming overly commercial, entertainment-driven or partisan.

The identity should balance the significance of Parliament's constitutional role with an accessible presentation of its work. It should support clear information hierarchy, legibility, coherent motion design and consistent programme branding.
The creative approach must:

- Comply with Parliament's Corporate Identity Manual, including requirements governing the Parliament emblem, colours, typography and institutional branding.
- Reflect the spirit of multiparty democracy and maintain political neutrality and editorial impartiality.
- Preserve the dignity, authority and decorum of Parliament.

- Be adaptable to different programme genres while maintaining one recognisable channel identity.
- Ensure on-screen information is legible on television screens and suitable for different viewing contexts.
- Use motion graphics and sound elements purposefully, without distracting from parliamentary proceedings or the content being presented.
- Be suitable for use across broadcast and relevant digital platforms.

7. Brand Foundation

Vision	Parliamentary coverage that empowers citizens and strengthens democracy.
Mission	To provide comprehensive and unbiased coverage of parliamentary proceedings and engage citizens to strengthen participatory democracy.
Values	Openness; responsiveness; accountability; teamwork; professionalism; integrity.
Unique value proposition	Bridging the democracy divide by helping close the gap between the public and the parliamentary process.

8. Scope of Work and Deliverables

The service provider will be expected to develop a cohesive Parliament TV visual identity and on-air graphics package. The final deliverable list, quantities and technical specifications should be confirmed with Parliament's project and broadcast technical teams before appointment or during the approved project initiation stage.

8.1 Channel Brand Identity

- A Parliament TV channel logo or channel identifier that complements, and does not replace or redesign, Parliament's institutional emblem.
- A defined visual system covering colour application, typography, graphic elements and motion principles, consistent with the Corporate Identity Manual.
- Brand application guidelines showing how the identity should be used consistently across broadcast and relevant digital applications.
- Examples of the identity applied to representative Parliament TV content.
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8.2 On-Air Graphics and Motion Design Package

- Animated channel ident and channel identification animation.
- On-screen channel bug/watermark, including suitable variants for live and recorded content and date identification where required.
- Lower thirds for names, titles and other approved information.
- News ticker and other scrolling information graphics, where required.
- Squeeze-back graphics, transitions, break bumpers and end boards.
- Opening, closing and transition stings.
- "Coming Up Next" graphics, programme line-up menu (morning, afternoon and overnight, as applicable) and programme description graphics.
- Reusable templates for programme information and other recurring on-air requirements.

8.3 Programme-Specific Branding

The provider should develop adaptable graphic treatments for the channel's main content categories. The treatments should be recognisably part of the same Parliament TV identity, while allowing appropriate differentiation between programme types.

- National Assembly and NCOP proceedings.
- Portfolio, select, joint, ad hoc and standing committee proceedings.
- Interviews with parliamentary office-bearers and other approved interview programming.
- News bulletins, documentaries and educational programmes.
- Youth-focused programming.
- Public hearings, Women's Parliament and other sectoral or special parliamentary events.
- Major national and parliamentary events, including the State of the Nation Address and Budget-related programming.

8.4 Digital Adaptations

- Adaptations of the approved identity for Parliament's social media and digital video platforms, where included in the agreed scope.
- Suitable versions of channel and programme identifiers for digital video use.
- Guidance to ensure consistent brand application between television and digital outputs.

8.5 Sound Identity

Where included in the approved scope, develop a complementary sound identity for opening, closing and transition stings. Audio elements should support recognition and professionalism without overwhelming the content or undermining the decorum of parliamentary proceedings.

8.6 Technical Delivery, Documentation and Handover

- Broadcast-ready final assets in formats and specifications agreed with Parliament's technical team.
- Editable source/project files and reusable templates for the approved deliverables.
- A complete asset register and brand application guidelines.
- Documentation of technical requirements, file formats, versions and intended use.
- Knowledge transfer or training for designated Parliament personnel, if included in the approved scope.
- A handover session and correction of defects identified during the agreed acceptance period, subject to the final contract.

BACKGROUND AND EXPERIENCE IN THE INDUSTRY

LIST THE TWO LARGEST CONTRACTS / ASSIGNMENTS BY YOUR FIRM IN THE LAST TWO YEARS IF ANY OR LIST CONTRACTS WHICH YOUR ORGANISATION IS CURRENTLY ENGAGED IN IF ANY

WORK DESCRIPTION	YOUR CLIENT	CONTACT PERSON	CONTACT NUMBER	CONTRACT VALUE

PROPOSED PRICING SCHEDULE

DESCRIPTION	QUANTITY	TOTAL

DECLARATION OF INTEREST

1. **No contracts to provide goods or services to Parliament may be provided to the following categories of entities: - Member of Parliament, Member of the Cabinet, Member of a Provincial Legislature, Member of a Provincial Executive Council, a Municipal Councilor or a person in the employ of the State whose participation in tendering for the contract may result in a conflict of interest; or any entity in which a person mentioned above is a Director or has a controlling or other substantial interest.**

2. **The tenderer is therefore requested to complete Sections a – d of the declaration below in substantiation.**

(a) Are you or any person connected with the tenderer, a Member of Parliament or a Cabinet Member?

Y	N

If yes, state whether you are a director or have a controlling or other substantial interest in the tendering company.

……

……

(b) Are you or any person connected with the tenderer, a Member of the Provincial Legislature or a Member of a Provincial Executive Council or a Municipal Councilor

Y	N

If yes, state whether you are a director or have a controlling or other substantial interest in the tendering company.

……

……

(c) Are you or any person connected with the tenderer, Employed by the State?

Y	N

If yes, state whether you are a director or have a controlling or other substantial interest in the tendering company

……

……

(d) Do you, or any person connected with the tenderer, have any relationship (family, friend, other) with a person employed by Parliament and who may be involved with the evaluation and or adjudication of this tender?

Y	N

If yes, state whether you are a director or have a controlling or other substantial interest in the tendering company.

……

……

DECLARATION

I hereby agree that, in the event of false, incorrect or misleading information being provided in this declaration, the Secretary to Parliament of the Republic of South Africa shall have the right to:

- ✓ **recover any losses or damages sustained by Parliament under such agreement**
- ✓ **restrict the supplier from further business with Parliament depending on the materiality of the misrepresentation and the degree of prejudice suffered.**

Name of Representative: _____

Identity number: _____

Signature: _____

(DULY AUTHORISED TO SIGN FOR AND ON BEHALF OF THE ABOVE ENTITY)

No Contract to provide goods or services to Parliament may be awarded to -

- **a Member of Parliament or a member of the Cabinet**
- **A Member of a provincial legislature or a member of a provincial Executive Council;**
- **A Municipal Councillor;**
- **A person in the employ of the State whose participation in tendering for the contract may result in a conflict of interest; or**
- **Any entity in which a person mentioned above is a Director or has a controlling or other substantial interest**

COMMISSIONER OF OATHS STAMP