



SUPPLY CHAIN MANAGEMENT
Room K 016
FIRST AVE ENTRANCE
TEL: 051 – 4477771 x 2306
FAX-2-E-MAIL: 086 729 6757
E-MAIL: quotation@pacofs.co.za

INVITATION FOR A QUOTATION

REFERENCE NUMBER: RFQ012909ComplianceFramework2023

Kindly provide PACOFS with a signed quotation for the **Compliance Framework** as follows. Kindly complete SBD forms and send with your quotation.

The specifications of the service required are as follows:

Development of Legislative and GRAP Compliance Framework with the following scope of work and deliverables.

Scope of Work	Deliverable
Understand the relevant legal, regulatory and applicable GRAP standards compliance requirements and compliance standards	Project plan on how to implement the Compliance Framework for PACOFS
Develop legislative and GRAP compliance universe	Compliance Universe
Develop Compliance Framework	Compliance Framework
Develop legislative and GRAP compliance mapping	Compliance Manual
Develop self-assessment checklist(s) for quarterly compliance reporting to Audit and Risk Committee	Compliance Checklist

Minimum requirements

Service providers are required to submit the following with the quotation.

- Detailed company profile.
- Reference letters from previous clients for provision of similar services.

Non-Adherence to the minimum requirements may render the proposal invalid and lead to disqualification of the quotation.

For any queries, please contact Supply Chain at quotation@pacofs.co.za or 051 – 447-7771

1. Please provide your CSD supplier and unique registration number for verification on the CSD database. Please attach a valid tax clearance and B-BBEE certificate.
2. Please submit the completed SBD 4 Bidders Disclosure and SBD 6.1 Preference Points claim form in terms of the Preferential Procurement Regulations 2022.
3. Evaluation criteria 80/20 will be applicable as per Preferential Procurement Regulations 2022.
4. The service provider will be allocated points based on the goals stated in table 1 of SBD 6.1 as may be supported by proof/ documentation/. The CSD report shall be used to verify claim of such points.
5. The offer scoring the highest points should win the quote. This quotation is subject to the Preferential Procurement Policy Framework Act, 2000 and the Preferential Procurement Regulations, 2022, the Conditions of Contract (GCC) and, if applicable, any other special conditions of contract.

VERY IMPORTANT NOTICE!

1. PLEASE SUBMIT QUOTATIONS ON A COMPANY LETTERHEAD.
2. PAYMENT WILL BE DONE WITHIN 30 DAYS AFTER RECEIPT OF THE ORIGINAL INVOICE.
3. BANKING DETAILS (REMITTANCE NAME; BRANCH CODE AND ACCOUNT NUMBER) MUST APPEAR ON YOUR INVOICE AND MUST CORRESPOND WITH THE BANKING DETAILS DISPLAYED ON THE CSD REGISTRATION REPORT.
4. PLEASE REMEMBER TO SIGN YOUR QUOTATION. UNSIGNED QUOTATIONS – INVALID.
5. THE TOTAL PRICE QUOTED MUST INCLUDE VAT AS WELL AS DELIVERY COSTS (THE COMPANY WHICH IS NOT VAT REGISTERED SHOULD NOT INCLUDE VAT IN THE PRICE).
6. IF VAT IS CLAIMED, VAT NUMBER SHOULD APPEAR ON THE QUOTATION.
7. NO CESSIONS WILL BE SIGNED.
8. A VALID B-BBEE CERTIFICATE SHOULD BE SUBMITTED.
9. QUOTATIONS SHOULD BE VALID FOR 30 DAYS.
10. PRICE QUOTED SHOULD NOT BE ON SPECIAL OR SALE.
11. PLEASE DO NOT INFLATE PRICES.

OPENING DATE: 29 SEPTEMBER 2023

CLOSING DATE & TIME FOR QUOTATION / PROPOSALS:

10 OCTOBER 2023 at 11h00

Please submit quotation via E-mail to quotation@pacofs.co.za

No late submission will be accepted!