
ADDENDUM

To: Potential Service Provider/ Bidders

From: Supply Chain Management Unit

Subject: FFC/02/BID/2021/22 - PROVISION OF COMMUNICATIONS AND MARKETING SERVICES.

The Financial and Fiscal Commission (FFC) intends to appoint a professional Service Provider to provide communications and marketing services on an “as and when” required basis for a period of three (3) years, renewable annually subject to supplier performance assessments. The prospective service provider will be expected to render project related communication and marketing services “as and when” required over the contract period. The service provider will be required to assist the FFC in enhancing its internal and external communication strategy. The service provider will also be expected to develop a FFC brand strategy to reposition the institution for relevance and impact. Request for proposal documents can be downloaded from the e-Tender portal and FFC’s website: www@ffc.co.za/ **Bid Number: FFC/02/BID/2021/22.**

The following amendments are made to the advertised bid:

Previously advertised:

Section 11.1 Phase 1 Eligibility/ Pre-Qualification Criteria Mandatory

Mandatory Documents submission checklist	Comply	Not Comply
The Project lead must be a member of the Marketing Association of South Africa (MASA) to ensure that they adhere to the Code of Conduct that embodies the ethical standards expected of all members of the Marketing Association. MASA serves the interests of the public through upholding professional standards and integrity in the marketing profession and industry. Proof of valid membership to be provided.		
FFC reserves the right to consider the guidelines on consultancy rates as set out in the National Treasury Instruction 03 of 2017/2018: Cost Containment Measures , where relevant. The service provider must indicate if their proposed rates are in line with the provisions of the referenced National Treasury Instruction: Cost Containment Measures.		
In terms of Regulation 4 of the 2017 PPPFA Regulations, FFC requires that the service provider meets the following pre-qualification criteria: <ul style="list-style-type: none">• The service provide must have a minimum B-BBEE contributor		

Midrand Office
Montrose Place
2nd floor
Waterfall Park
Bekker Street
Vorna Valley, 1685



Cape Town Office
Constitution House
12th floor
124 Adderly Street
Cape Town
8000

Mandatory Documents submission checklist	Comply	Not Comply
status level of 4 or better. <ul style="list-style-type: none">• The bidders must be an EME or QSE. Proof of the above conditions must be submitted.		
Completed Pricing schedule		

Amended Mandatory requirements

Mandatory Documents submission checklist	Comply	Not Comply
<p>The Project lead must be a member of the Marketing Association of South Africa (MASA) or any other accredited regulatory body within the South African Marketing and communications industry including but not limited to EXSA SACIA SAACI Brand Council PRISA</p> <p>to ensure that they adhere to the Code of Conduct that embodies the ethical standards expected of all members of the Marketing Association.</p> <p>Certified proof of valid membership to be submitted</p>		
<p>FFC reserves the right to consider the guidelines on consultancy rates as set out in the National Treasury Instruction 03 of 2017/2018: Cost Containment Measures, where relevant.</p> <p>The service provider must indicate if their proposed rates are in line with the provisions of the referenced National Treasury Instruction: Cost Containment Measures.</p>		
<p>In terms of Regulation 4 of the 2017 PPPFA Regulations, FFC requires that the service provider meets the following pre-qualification criteria:</p> <ul style="list-style-type: none"> • The service provide must have a minimum B-BBEE contributor status level of 4 or better. • The bidders must be an EME or QSE. <p>Proof of the above conditions must be submitted.</p>		
<p>Completed Pricing schedule</p>		

The conditions of the bid, except for the amendments as detailed above remain the same.

Yours sincerely,
 Supply Chain Management Unit