



REQUEST FOR PROPOSAL

ECIC08P-2023/24

**TITLE: ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL),
SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH**

CLOSING DATE: 22 NOVEMBER 2023

**CLOSING TIME: 17H00 (17:00PM) (SOUTH AFRICAN STANDARD TIME,
OBTAINABLE FROM TELKOM BY DIALLING 1026)**

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

CONTENTS

A. INTRODUCTION TO THE REQUEST FOR PROPOSAL (RFP).....	3
1. Introduction.....	3
2. Background.....	3
3. Purpose	4
4. Pricing	4
B. TERMS OF REFERENCE	5
5. Scope of work	5
6. Subscription service required	5
7. Duration of contract	7
8. Bid/contract conditions.....	7
9. Due diligence/ site inspection	7
10. Bid evaluation	8
11. Phase One: Compliance.....	8
12. Evaluation Phase Two: Proof of concept (Presentation)	9
13. Evaluation Phase Three: Preference point system.....	13
14. Document(s) required to substantiate claims for Specific Goal.....	14
15. Phase Four: Objective criteria	14
16. Instructions to respondents	15
17. Timeline of the bid process	16
18. Bid rules	17
Annexures.....	22
Annexure A: Format for fee proposal.....	22
Annexure C: Protection of personal information	23
Annexure D: Applicable Standard Bidding Documents	25
SBD 1	25
SBD 4	27
SBD 6.1	31

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

A. INTRODUCTION TO THE REQUEST FOR PROPOSAL (RFP)

1. Introduction

- 1.1. The Export Credit Insurance Corporation of South Africa (SOC) Ltd (ECIC or Corporation)¹ is a self-sustained state-owned entity listed under Schedule 3B of the Public Finance Management Act 1 of 1999 (as amended) and established in terms of the Export Credit and Foreign Investments Insurance Act 78 of 1957 (as amended).
- 1.2. The mandate of ECIC is to facilitate and encourage South African export trade, by underwriting export credit loans and investments outside the country, to enable South African contractors to win goods and services contracts in countries outside South Africa. ECIC is a registered Financial Service Provider and is regulated by the Financial Sector Conduct Authority and Prudential Authority (FSP No: 30656). Currently exempted in terms of FAIS Notice 78 of 2019.
- 1.3. ECIC operates at offices at the following address:

11 Byls Bridge Boulevard
Building 9, Fourth Floor
Highveld Extension 73
Centurion
0157

2. Background

- 2.1. ECIC's main business is to promote trade with foreign countries or buyers in foreign countries by providing insurance cover in connection with export transactions, investments and loans or similar facilities connected with such transactions. It underwrites losses as a result of commercial causes of loss (insolvency or non-payment) or political causes of loss (nationalisation, expropriation, change in law or currency risk and other related events).
- 2.2. The insurance cover is provided to South African registered financial institutions who provide the necessary funding or loans to finance export transactions, South African exporters who provide both goods and services to foreign buyers and South African investors who invest in foreign entities.
- 2.3. ECIC intends appointing a service provider to provide subscription service for advanced country analysis and forecasting sovereign risk services (global), and commodity price watch. Before issuing a competitive bid, ECIC wants to understand the market and market offerings.

¹ Further information on the ECIC can be found at www.ecic.co.za

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

3. Purpose

- 3.1. The purpose of this Request for proposal (RFP) is to appoint a service provider to supply an online (web based) subscription service for information on advanced country analysis and forecasting (global), sovereign risk services (global) and commodity price watch including support for a period of two years.

4. Pricing

- 4.1. Bidders are required to quote ECIC on the proposed solution as follows:

- 4.1.1. Subscription service for a period of two (2) years.

ECIC will renew the subscription on a yearly basis for the duration the contract with the appointed bidder.

- 4.1.2. Professional Services (Training), once off, for as and when required.

- 4.1.3. Support and maintenance for a period of two (2) years.

ECIC will renew the support and maintenance on a yearly basis for the duration the contract with the appointed bidder.

- 4.2. In the event that bidder's proposal is in foreign currency, for evaluation purposes, ECIC will convert the quotation provided to the currency of the Republic of South Africa as at the closing date and time of the bid, using rates published by the South African Reserve Bank. Depending on the proposal of the bidder, ECIC will commit to pay the appointed bidder on South African Rands or United States Dollar for foreign service provider in line with the applicable regulations.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

B. TERMS OF REFERENCE

5. Scope of work

5.1. The appointed bidder will be required to provide:

5.1.1. Online (web based) subscription services for advanced country risk analysis and forecasting, sovereign risk services (global) and commodity price watch. The proposed subscription service must meet, at minimum, the requirements of ECIC as indicated in **paragraph 6**.

5.1.2. Training ECIC employees on the proposed subscription service.

5.1.3. Support and maintenance for a period of 24 months (two years).

6. Subscription service required

6.1. ECIC requires a subscription services that provides the following information:

6.1.1. Advance Country Analysis and Forecast.

6.1.1.1. Economic, political, security and business environment assessment of at least 120 countries (whole of Africa) and the rest of the world, including at ²least 20 year historic and 10 year forecast for macroeconomic indicators.

6.1.1.2. Headline analysis of the breaking news (daily alters) along with country risk ratings that are updated as events warrants.

6.1.1.3. Key features considered by the ECIC include:

6.1.1.3.1. Detailed country reports which should include but not limited to politics, legal, tax, operational, security analysis, economic and business analysis.

6.1.1.3.2. Interactive country risks ratings for at least 120 countries.

6.1.1.3.3. Sovereign risk rating for at least 120 countries.

6.1.1.3.4. Sovereign risk (short to medium term).

Sovereign risk service: assesses short-term (up to 12 months) and medium-term (greater than 24 months) credit worthiness and trade risk using transparent sovereign risk

² For newer countries (jurisdictions), the data required will cover the period before their declaration of independence or accession to a new state (jurisdiction).

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

ratings. It should provide robust analysis with commentary on the ratings including access to team of risk experts.

6.1.2. Commodity Price Watch

- 6.1.2.1. Commodity Price Forecast service that provides price forecasts and analysis on key commodities including (but not limited to) energy, minerals, metals and agriculture.

6.1.3. Reports

- 6.1.3.1. The proposed solution must have the ability to generate and provide various reports, including but not limited to:
 - 6.1.3.1.1. advanced country risk analysis and forecasting,
 - 6.1.3.1.2. sovereign risk services (global),and
 - 6.1.3.1.3. commodity price watch
- 6.1.3.2. Bidders are required to indicate any other reports that their proposed system is able to offer.

6.1.4. Analyst interactions

- 6.1.4.1. The service provider must grant direct access to economists and country risk analysts for queries or requests for additional information.
- 6.1.4.2. The service provider must have dedicated customer care/ unlimited training sessions.

6.1.5. Non-functional requirements

- 6.1.5.1. Auditing: the application should maintain an audit trail of the activities performed on the system.
- 6.1.5.2. Accessibility: the solution must be a web-based system and not terminal based and should be accessible remotely using a secure connection.
- 6.1.5.3. Availability: the application should be available 24/7.

6.1.6. Training and support

- 6.1.6.1. The service provider will be required to provide training to all identified end users of the system.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

6.1.6.2. Once the system has been implemented, the service provider will be required to provide support on an ad hoc basis for the period of the contract.

6.1.6.3. The support can be provided remotely however where necessary a representative of the service provider may be required to be present at the ECIC office in Centurion.

7. Duration of contract

7.1. The bidder will be appointed to render services for a period of 24 months (two years).

8. Bid/contract conditions

8.1. ECIC will enter into an agreement with successful bidder which will detail the terms of engagement. The appointment will be subject to an annual review for continued service.

8.2. The agreement may be terminated by the ECIC if it has reasonable grounds to do so, with not less than 30 days' prior written notice. A termination clause will form part of the agreement and may include events such as unsatisfactory performance, defining events, departure of key personnel, governance and ownership issues and reputational risks.

9. Due diligence/ site inspection

9.1. At the ECIC's discretion, a due diligence and/or site inspection may be conducted on the identified bidder (*the due diligence site visit may take place remotely*). ECIC will visit the identified bidders' premises with the objective of verifying information as contained in their bid documents.

9.2. Where applicable, the ECIC will issue criteria for the due diligence review or site inspection beforehand to the applicable bidder(s). Should it be discovered during a due diligence visit or site inspection that the information submitted by the identified bidder is inconsistent with what is on their current premises of business, ECIC reserves the right to disqualify such bidder.

9.3. ECIC may identify another bidder using the next highest points obtained in the evaluation phase as stipulated in paragraph 10.1.3, taking into consideration the process followed under paragraphs 9.1 and 9.2.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

10. Bid evaluation

- 10.1. The proposals will be evaluated in phases as highlighted below and detailed in paragraphs 11 to 15 of this document:

10.1.1. Phase One: Compliance

Verifying if the submitted documents are in line with the requirements of this bid. Failure to submit documents in relation to the requirements of this bid will automatically disqualify the bid offer from proceeding to the next evaluation phase.

10.1.2. Phase Two: Proof of concept evaluation (Demonstration)

In this evaluation phase, bidders are expected to obtain a minimum of 100.00 out of 100 points to proceed to the next evaluation stage of the evaluation. Failure to obtain the prescribed minimum points will automatically disqualify the bid offer from proceeding to the next evaluation phase.

10.1.3. Phase Three: Preference point system

The 80/20 preference points system shall be applicable to this phase, where 80.00 points represent maximum obtainable points for the lowest acceptable price and 20.00 points represents maximum obtainable points for the Specific Goals (to be evaluated using provisions under paragraph 13). Points will be awarded to a bidder for attaining the Specific Goals in accordance with the table as listed in the bid documentation (refer to paragraph 13.3).

10.1.4. Phase Four: Objective criteria

ECIC will apply objective criteria as detailed in paragraph 15.

11. Phase One: Compliance

- 11.1. Verifying if the submitted documents are in line with the requirements of this bid.
- 11.2. Any proposal received from a bidder, that does not meet the requirements of this bid will be considered an unacceptable bid and will be disqualified from further evaluation.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

12. Evaluation Phase Two: Proof of concept (Presentation)

12.1. In this evaluation phase, bidders will be invited to present their proposed solution (subscription system).

12.2. The proposal submitted by the bidder will be evaluated by the ECIC based on the following criteria and be rated as the factor score over 5 multiplied by the applicable points:

Factor scores: 0=Poor, 1=Below average, 2=Average, 3=Good, 4=Very Good, 5=Excellent

Table 1

Criteria	Description	Detailed description	Factor	Points
1. Advance Country Analysis and Forecast.	1.1. Economic, political, security and business environment assessment of at least 120 countries (including whole of Africa) and the rest of the world, including at ³ least 20 year historic and 10 year forecast for macroeconomic indicators.	1.1.1. The proposed solution does not cater for all the requirements under description.	0	12
		1.1.2. The proposed solution cater for all the requirements under description.	5	
	1.2. Headline analysis of the breaking news (daily alters) along with country risk ratings that are updated as events warrants.	1.2.1. The proposed solution does not cater for all the requirements under description.	0	11
		1.2.2. The proposed solution cater for all the requirements under description.	5	

³ For newer countries (jurisdictions), the data required will cover the period before their declaration of independence or accession to a new state (jurisdiction).

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

Criteria	Description	Detailed description	Factor	Points
	1.3. Key features considered by the ECIC include:			11
	a. Detailed country reports which should include but not limited to politics, legal, tax, operational, security analysis, economic and business analysis.	1.3.1. The proposed solution does not cater for all the requirements under description.	0	
		1.3.2. The proposed solution cater for all the requirements under description.	5	11
	b. Interactive country risks ratings for at least 120 countries (including whole of Africa).	1.3.3. The proposed solution does not cater for all the requirements under description.	0	
		1.3.4. The proposed solution cater for all the requirements under description.	5	11
	c. Sovereign risk rating for at least 120 countries (including whole of Africa).	1.3.5. The proposed solution does not cater for all the requirements under description.	0	
		1.3.6. The proposed solution cater for all the requirements under description.	5	

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

Criteria	Description	Detailed description	Factor	Points
	<p>d. Sovereign risk (short to medium term).</p> <p>Sovereign risk service: assesses short-term (up to 12 months) and medium-term (greater than 24 months) credit worthiness and trade risk using transparent sovereign risk ratings. It should provide robust analysis with commentary on the ratings including access to team of risk experts.</p>	1.3.7. The proposed solution does not cater for all the requirements under description.	0	11
		1.3.8. The proposed solution cater for all the requirements under description.	5	
2. Commodity price watch	2.1. Commodity Price Forecast service that provides price forecasts and analysis on key commodities including (but not limited to) energy, minerals, metals and agriculture.	2.1.1. The proposed solution does not cater for all the requirements under description.	0	11
		2.1.2. The proposed solution cater for all the requirements under description.	5	

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

Criteria	Description	Detailed description	Factor	Points
3. Non-functional requirements	3.1. Auditing: the application should maintain an audit trail of the activities performed on the system.	3.1.1. The proposed solution does not cater for all the requirements under description.	0	11
		3.1.2. The proposed solution cater for all the requirements under description.	5	
	3.2. Accessibility: the solution should be accessible remotely using a secure connection. Availability: the application should be available 24/7.	3.2.1. The proposed solution does not cater for all the requirements under description.	0	11
		3.2.2. The proposed solution cater for all the requirements under description.	5	
Total				100

- 12.3. The total points achieved under this evaluation criteria will be rounded to the nearest two decimal places.
- 12.4. The Proof of Concept will be conducted online using Microsoft Teams. For bidder who intends to present physically, can make necessary arrangements for presentation at the offices of ECIC at the address as indicated in paragraph 1.3. The request must be sent on email to procurement@ecic.co.za.
- 12.5. The presentation will be on or before the week ending 8 December 2023 for bidders that have submitted a proposal that meets the requirements of ECIC in all material respects. Dates and times will be communicated to the qualified bidders on or before the week ending 1 December 2023.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

13. Evaluation Phase Three: Preference point system

13.1. The formula below will be used to calculate the preference procurement points for price:

$$Ps = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where

Ps = Points scored for comparative price of bid under consideration

Pt = Comparative price of bid or offer under consideration

Pmin = Comparative price of lowest acceptable bid

13.2. Depending on the bidder's level of Specific Goals, a maximum of 20 points may be allocated to a bidder. The points scored by a bidder for Specific Goals will be added to the points allocated for price.

13.3. The table below reflects the number of points to be allocated to a bidder for Specific Goals:

Table 2

Specific Goals	Number of points (80/20 system)
B-BBEE Procurement Recognition Level of 135%	20
B-BBEE Procurement Recognition Level of 125%	10
B-BBEE Procurement Recognition Level of 110%	5
Any other B-BBEE Procurement Recognition Level	0

[BIDDERS ARE REQUIRED TO INDICATE, IN ONE BLOCK, THE NUMBER OF POINTS THEY ARE CLAIMING FOR SPECIFIC GOALS IN THE TABLE IN PAGE 34 (PARAGRAPH 4.1). IN THE EVENT WHERE A BIDDER MAKES A MARK (ONE MARK), ECIC WILL CONSIDER THE CORRESPONDING POINTS TO BE THE ONE WHICH THE BIDDER IS CLAIMING FOR. WHERE A BIDDER MAKES MULTIPLE MARKS OR DOES NOT MAKE ANY MARK OR INDICATION AT ALL IN THE TABLE, THE BIDDER WILL BE ALLOCATED ZERO (0) POINTS FOR SPECIFIC GOALS.]

13.4. The total points achieved under this evaluation criteria will be rounded to the nearest two decimal places.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

14. Document(s) required to substantiate claims for Specific Goal

- 14.1. For this bid, bidders are requested to provide the following documents in substantiation for their claim of Specific Goals in line with the 2022 Preferential Procurement Regulations:

Table 3

Specific Goals	Document required to substantiate the Specific Goals claim
B-BBEE Procurement Recognition Level	Copy of a valid B-BBEE Certificate or Copy of valid Sworn Affidavit

- 14.2. Any bid received from a bidder who did not provide the document requested in this paragraph 14 shall be awarded zero points for Specific Goals.
- 14.3. Points for Specific Goals will be allocated as indicated in paragraph 13.3 of this RFP and in the SBD 6.1 Form. **Bidders are required to indicate how they claim points for each preference points on the SBD6.1 Form, in the table on page 34 (paragraph 4.1). In the event that a bidder does not indicate the preference points they are claiming, the bidder will be awarded zero (0) points for Specific Goals.**

15. Phase Four: Objective criteria

- 15.1. In this evaluation stage, ECIC will check if the bidder has a person who meet the following criteria in awarding the bid:
- 15.1.1. The bidder has a significant shareholder or owner (or equivalent) (directly or indirectly) who is classified or can be classified as a Prominent Influential Person (PIP) in accordance with Financial Intelligence Centre Act, 38 of 2001 (FICA).
- 15.1.2. The bidder has a shareholder or member or owner or director (or equivalent) who has questionable integrity status.
- 15.1.3. The bidder has a director or equivalent who is classified or can be classified as a PIP in accordance with FICA.
- 15.2. Should it be found during this evaluation stage, that the bidder who has attained the highest points under Evaluation Stage Four (Preference Point System) has persons listed in paragraphs 15.1.1 to 15.1.3, ECIC reserves the right to conduct further due diligence on the person(s). Should the outcome of a further due diligence not be satisfactory to ECIC or such a person(s) poses an unacceptable high risk reputation and/or integrity of the person(s) be questionable, ECIC reserves the right not to award the bid to that bidder. This process may be repeated to the next bidder if so required.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

16. Instructions to respondents

16.1. Correspondence

- 16.1.1. No telephonic or any other form of communication with any other ECIC member of staff other than the named individual below, relating to this RFP will be permitted. All enquiries must be in writing only.
- 16.1.2. All questions relating to the contents of the tender (conditions, rules, terms of reference etc.) must be forwarded in writing via email to procurement@ecic.co.za by not later than 8 November 2023. Questions received after this date will not be entertained.
- 16.1.3. All questions must reference specific paragraph numbers, where applicable.
- 16.1.4. All enquiries (received on or before the closing date for enquiries) will be consolidated and ECIC will publish one response document on the ECIC website (www.ecic.co.za) within two working days after the date indicated in paragraph 16.1.2, on 10 November 2023.
- 16.1.5. No requests for information shall be made to any other person or place and in particular not to the existing provider of this service.

16.2. Submission of the proposals

- 16.2.1. Bid documents must be clearly marked for ease of reference.
- 16.2.2. Bid documents must be submitted on PDF format on/or before the closing date and time to the following email address:

procurement@ecic.co.za
- 16.2.3. The following email submission procedures or protocols must be adhered to ensure safe and secure submission of the tender documents and supporting documents:
 - 16.2.3.1. The tender document, including the supporting or returnable documents should be submitted via email in PDF format.
 - 16.2.3.2. If the PDF tender document, including the supporting or returnable documents is less than 20 Megabytes (MB), it should be submitted as one document. If the electronic bid document is more than 20MB, the electronic tender document should be split in order to adhere to the 20MB email capacity.
 - 16.2.3.3. Bidders are also encouraged to submit a USB detailing their tender proposals.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

16.2.4. Only if bidders are experiencing challenges with emailing documents, tenders can be delivered at the ECIC Offices on/or before the closing date and time at :

11 Byls Bridge Boulevard
Building 9, Fourth Floor
Highveld Extension 73
Centurion
0157

16.2.5. Notwithstanding the method of submission, any bid received after the closing date and time will not be accepted.

16.2.6. All bids and all subsequent information received from respondents will not be returned. The proposals should be addressed to the Head of Procurement of ECIC.

17. Timeline of the bid process

17.1. The period of validity of the tender and the withdrawal of offers, after the closing date and time are 120 days, expiring on 21 March 2024. The project timeframes of this bid are set out below:

Table 4

STAGE	DESCRIPTION OF STAGE	ESTIMATED COMPLETION DATE (OR WORK WEEK ENDING)
1.	Advertisement of bid on Government e-tender portal / ECIC Website	30 October 2023
2.	Questions relating to bid from bidder(s)	8 November 2023
3.	Bid closing	22 November 2023
4.	Compliance	1 December 2023
5.	Proof of Concept	8 December 2023
6.	Preference Points	8 December 2023
7.	Bid Adjudication	22 December 2023

17.2. All dates and times in this bid are in South African Standard Time.

17.3. Any time or date in this bid is subject to change at the discretion of ECIC. The establishment of a time or date in this bid does not create an obligation on the part of ECIC to take any action or create any right in any way for any bidder to demand that any

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

action be taken on the date established. The bidder accepts that, if ECIC extends the deadline for bid submission (the Closing Date) for any reason, the requirements of this bid otherwise apply equally to the extended deadline.

- 17.4. ECIC will notify all bidders of the outcome of the bid within 10 days from the date of acceptance of bid by the identified bidder.

18. Bid rules

18.1. Awarding a bid

18.1.1. ECIC will not award a bid to a bidder:

18.1.1.1. Who is or the bidder's director(s), trustee(s), shareholder(s), member(s), partners(s) or any person(s) having controlling interest in the bidder are restricted to conduct business with the State.

18.1.1.2. Who is in the employ of the State or has a director(s), trustee(s), shareholder(s), member(s), partners(s) or any person(s) having controlling interest in the bidder who is in the employ of the State as contemplated in the Public Administration Management Act, 11 of 2014 and is prohibited from conducting business with the State in terms of section of PAMA.

18.1.1.3. Who is in the service of the State or has a director(s), trustee(s), shareholder(s), member(s), partners(s) or any person(s) having controlling interest in the bidder and has not declared their business interest as required in the applicable SBD4 form.

18.1.1.4. Has been found to have transgressed Prevention and Combating of Corrupt Activities Act, 12 of 2004 (as amended).

18.1.1.5. Has been found to have transgressed or is transgressing the Competition Act, 89 of 1998 (as amended).

18.1.2. ECIC shall not award a bid or contract or order to a bidder whose tax affairs are not compliant, except to foreign bidders with no tax obligations in South Africa.

18.1.3. For a bidder or the bidder's director(s), trustee(s), shareholder(s), member(s), partners(s) or any person(s) having controlling interest in the bidder who have declared their business interest as required in the applicable SBD4 form, ECIC will not award a bid to a bidder who has declared their interest and:

18.1.3.1. Is prohibited from conducting business with the State; or

18.1.3.2. Does not have permission to conduct remunerative work outside their employment.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

- 18.1.4. ECIC will verify with the relevant Organ of State to determine if paragraphs 18.1.3.1 and 18.1.3.2 are not applicable.
- 18.1.5. ECIC will assume that, the person contemplated in paragraph 18.1.3 is prohibited from conducting business with the State or the person does not have permission to conduct remunerative work outside their employment if it does not receive any response within 14 days from such verification request to an Organ of State or any date ECIC may deem necessary.
- 18.1.6. ECIC will then recommend to award the bid to the bidder who achieved the second highest preference points, and should it be established that, the bidder who achieved the second highest preference points have a person contemplated in paragraph 18.1.3, ECIC will conduct verification as contemplated in paragraphs 18.1.4 and 18.1.5. This step can be performed to up to the bidder who achieved the third highest preference points.

18.2. Documents/information required as a condition of award

- 18.2.1. Proof of registration valid registration on the National Treasury Central Supplier Database (CSD).
- 18.2.2. Completed and signed Standard Bidding Forms as follows:

Table 5	
Details	Form No.
Invitation to bid (all bidders must ensure that this Form is duly completed and signed)	SBD 1
Declaration of Interest	SBD 4
Preference Points Claim Form	SBD 6.1

18.3. B-BBEE Joint Ventures or Consortiums

- 18.3.1. Bidders who would wish to respond to this bid as a Joint Venture [JV] or consortium with B-BBEE entities, must state their intention to do so in their bid submission. Such Respondents must also submit a signed JV or consortium agreement between the parties clearly stating the percentage [%] split of business and the associated responsibilities of each party.
- 18.3.2. If such a JV or consortium agreement is unavailable, the partners must submit confirmation in writing of their intention to enter into a JV or consortium agreement should they be awarded business by ECIC through this bid process. This written confirmation must clearly indicate the percentage [%] split of business and the responsibilities of each party. In such cases, award of business will only take place once a signed copy of a JV or consortium agreement is submitted to ECIC.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

- 18.3.3. Bidders are to note the requirements for B-BBEE compliance of JVs or consortiums as stipulated in the bidding form in order to obtain preference points for Specific Goals and submit it together with proof of their Specific Goals claim.

18.4. Sub-contracting

- 18.4.1. ECIC fully endorses the South African Government's transformation and empowerment objectives and in awarding the tender or contract, preference may be given to bidders (Generics) who are willing to subcontract not less than 30% of the contract to a company which is Black Owned, Black Women Owned, Black Youth Owned, owned by Black People with Disabilities, an EMEs and QSE. EME's and QSE's are allowed to bid without subcontracting.
- 18.4.2. If contemplating subcontracting, please note that a bidder will not be awarded points for Specific Goals if it is indicated in its Proposal that such bidder intends subcontracting more than 30% (thirty percent) of the value of the contract to an entity/entity that do not qualify for at least the same points that the bidder qualifies for, unless the intended subcontractor is a company which is Black Owned, Black Women Owned, Black Youth Owned, owned by Black People with Disabilities, an EME and QSE , with the capability to execute the subcontract.
- 18.4.3. A person awarded a contract may not subcontract more than 25% (twenty five) of the value of the contract to any other enterprise that does not have an equal or higher Specific Goals than the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract.

18.5. ECIC's rights

- 18.5.1. ECIC reserves the right to:

- 18.5.1.1. Amend any bid conditions, bid validity period, bid specifications, or extend the bid closing date, all before the bid closing date. Such amendments will be posted on the ECIC's website under the relevant tender information. All prospective bidders must therefore ensure that they visit the website of ECIC (www.ecic.co.za) regularly before they submit their bid response to ensure that they are kept updated on any amendments in this regard.
- 18.5.1.2. Cancel or withdraw this bid at any time, as a whole or in part without reasons and without attracting any liability.
- 18.5.1.3. Award this bid to more than one bidder.
- 18.5.1.4. Negotiate with all or some of the shortlisted bidders.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

18.5.1.5. Not accept the lowest priced bid or award the bid to a bidder other than the highest scoring bidder.

18.5.1.6. Conduct site visits at bidder's offices and / or at client sites if so required.

18.5.1.7. Request any relevant information and/ or documents to verify or clarify information supplied in the bid response in relation, but not limited, to the structure of the bidding entity, bidder's capacity, proposed solution, proposed timelines etc.

18.6. **Contract fees**

18.6.1. Where a bidder indicates that its prices are subject to confirmation, or are in any way conditional, such pricing will not be considered.

18.7. **Confidentiality**

18.7.1. Any information relating to the submissions, through the process or otherwise shall be treated in strict confidence. In submitting a response, a Service provider agrees that it shall not be entitled to any information disclosed by another respondent to ECIC, which ECIC has determined to be of a confidential nature. The content and details of the evaluation of submissions will remain confidential to ECIC.

18.8. **Other matters**

18.8.1. If the ECIC does not accept any proposal, it will declare this bid process closed and may then elect to:

18.8.1.1. Proceed on a completely different basis; and/or

18.8.1.2. Not to appoint any respondent (in the event it deems all or any of the proposals not appropriate).

18.8.2. The ECIC reserves the right to engage in any processes required to validate all claims made in the proposal.

18.8.3. The ECIC has the right to enter into negotiation with a prospective Service provider regarding any terms and conditions, including fees, of a proposed contract.

18.8.4. Bidders are allowed to submit joint proposals to allow different companies/entities to undertake different components of the work under one single proposal. In such event however, each bidder is required to provide a B-BBEE certificate.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

18.9. Disclaimer

18.9.1. The ECIC has produced this bid in good faith. However, the ECIC, its agents and its employees and associates, do not warrant its accuracy or completeness. The ECIC will not be liable for any claim whatsoever and howsoever arising (including, without limitation, any claim in contract, negligence or otherwise) for any incorrect or misleading information contained in this bid due to any misinterpretation of this bid.

18.9.2. This bid is a request for proposals only and not an offer document; answers to it must not be construed as acceptance of an offer or imply the existence of a contract between the ECIC and the bidder.

18.10. Terms of engagement

18.10.1. The ECIC's engagement of the service provider will be documented in a contract between the ECIC and the appointed bidder.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

Annexures

Annexure A: Format for fee proposal

PAGE LEFT BLANK INTENTIONALLY

Refer to the attached document titled Annexure A: Format for fee proposal

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

Annexure C: Protection of personal information

1. ECIC recognises that when the Bidder submits its proposal in response to this bid, it will provide personal information, which ECIC will process for the sole purpose of evaluating the Bidder's proposal. By submitting its proposal in responding to this Request for Quotations, the Bidder hereby provide its consent to the processing of its Personal Information by ECIC.
2. The following terms shall have the meaning ascribed to them:
 - 2.1. **"Personal Information"** shall bear the same meaning as ascribed to it under POPI;
 - 2.2. **"POPI"** means Protection of Personal Information Act, No. 4 of 2013;
 - 2.3. **"Responsible Party"** shall bear the same meaning as ascribed to it under POPI; and
 - 2.4. **"bid"** means this Request for Quotations.
3. ECIC as the Responsible Party undertakes to:
 - 3.1. comply with the provisions of POPI as well as all applicable legislation as amended or substituted from time to time;
 - 3.2. treat all Personal Information strictly as defined within the parameters of POPI;
 - 3.3. process Personal Information only in accordance with the consent it was obtained for, for the purpose agreed, as permitted by law;
 - 3.4. secure the integrity and confidentiality of any Personal Information in its possession or under its control by taking appropriate, reasonable technical and organisational measures to prevent loss, damage, unauthorised destruction, access, use, disclosure or any other unlawful processing of Personal Information;
 - 3.5. not transfer any Personal Information to any third party in a foreign country unless such transfer complies with the relevant provisions of POPI regarding trans-border information flows; and
 - 3.6. not retain any Personal Information for longer than is necessary for achieving the purpose in terms of bid or in fulfilment of any other lawful requirement.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

4. ECIC will ensure that all reasonable measures are taken to:
 - 4.1. identify reasonably foreseeable internal and external risks to the Personal Information in its possession or under its control;
 - 4.2. establish and maintain appropriate security safeguards against the identified risks;
 - 4.3. regularly verify that the security safeguards are effectively implemented;
 - 4.4. ensure that the security safeguards are continually updated in response to new risks or deficiencies in previously implemented safeguards;
 - 4.5. provide immediate notification to the Bidder if a breach in information security or any other applicable security safeguard occurs; provide immediate notification to the Bidder where there are reasonable grounds to believe that the Personal Information has been accessed or acquired by any unauthorised person;
 - 4.6. remedy any breach of a security safeguard in the shortest reasonable time and provide the Bidder with the details of the breach and, if applicable, the reasonable measures implemented to address the security safeguard breach;
 - 4.7. provide immediate notification to the Bidder where the Bidder has, or reasonably suspects that, Personal Information has been processed outside of the purpose agreed to or consented to;
 - 4.8. provide the Bidder, upon request, with all information of any nature whatsoever relating to the processing of the Personal Information for the purpose of the bid and any applicable law; and
 - 4.9. notify the Bidder, if lawful, of receipt of any request for access to Personal Information, in its possession and relating to the Bidder.
5. The Bidder has the right to inspect the Personal Information processing operations, as well as the technical and organisational information security measures employed by the ECIC to ensure compliance with the provisions of this Annexure.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

Annexure D: Applicable Standard Bidding Documents

SBD 1

PART A INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE OF THE EXPORT CREDIT INSURANCE CORPORATION OF SOUTH AFRICA					
BID NUMBER:	ECIC08P-2023/24	CLOSING DATE:	22 NOVEMBER 2023	CLOSING TIME:	17H00 (17:00PM)
DESCRIPTION	SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH				
BID RESPONSE DOCUMENTS MUST BE SENT TO THE FOLLOWING EMAIL ADDRESS:					
Preferably via email: procurement@ecic.co.za					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	Mehnaaz Omar	CONTACT PERSON	Mehnaaz Omar		
E-MAIL ADDRESS	procurement@ecic.co.za	E-MAIL ADDRESS	procurement@ecic.co.za		
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELL PHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?			<input type="checkbox"/> YES	<input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?			<input type="checkbox"/> YES	<input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?			<input type="checkbox"/> YES	<input type="checkbox"/> NO	
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?			<input type="checkbox"/> YES	<input type="checkbox"/> NO	
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?			<input type="checkbox"/> YES	<input type="checkbox"/> NO	
IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.					

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:

- 1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
- 1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED– (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
- 1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
- ~~1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).~~

2. TAX COMPLIANCE REQUIREMENTS

- 2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:
(Proof of authority must be submitted e.g., company resolution)

DATE:

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

SBD 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

- 1.1. Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.
- 1.2. Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. BIDDER'S DECLARATION

- 2.1. Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest⁴ in the enterprise, **YES/NO** employed by the state?
 - 2.1.1. If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

⁴ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

- 2.2. Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

- 2.2.1. If so, furnish particulars:

Full Name (Name of person employed by Export Credit Corporation of South Africa (SOC) Ltd, the procuring institution)	Relationship

- 2.3. Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

- 2.3.1. If so, furnish particulars:

Name of Related Enterprise	Registration (ID) Number

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

3. DECLARATION

I, the undersigned, in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1. I have read and I understand the contents of this disclosure.
- 3.2. I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect.
- 3.3. The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium⁵ will not be construed as collusive bidding.
- 3.4. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5. The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6. There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7. I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

⁵ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

Name of declarer			
Position/Title of declarer			
Name of bidder			
Signature of declarer		Date of signature	

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

SBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1 GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- 1.1.1 the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- 1.1.2 the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 **To be completed by the organ of state**
(delete whichever is not applicable for this tender).

- ~~1.2.1 The applicable preference point system for this tender is the 90/10 preference point system.~~
- 1.2.2 The applicable preference point system for this tender is the 80/20 preference point system.
- ~~1.2.3 Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.~~

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- 1.3.1 Price; and
- 1.3.2 Specific Goals.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80.00
SPECIFIC GOALS	20.00
TOTAL POINTS FOR PRICE AND SPECIFIC GOALS	100.00

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for Specific Goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2 DEFINITIONS

2.1 “**tender**” means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;

2.2 “**price**” means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

2.3 “**rand value**” means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

2.4 “**tender for income-generating contracts**” means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

2.5 “**the Act**” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

3 FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1 POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \mathbf{Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)} & \mathbf{or} & \mathbf{Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)} \end{array}$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

~~3.2 FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT~~

~~3.2.1 POINTS AWARDED FOR PRICE~~

~~A maximum of 80 or 90 points is allocated for price on the following basis:~~

$$\begin{array}{ccc} \mathbf{80/20} & \mathbf{or} & \mathbf{90/10} \\ \mathbf{Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)} & \mathbf{or} & \mathbf{Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)} \end{array}$$

~~Where~~

~~Ps = Points scored for price of tender under consideration~~

~~Pt = Price of tender under consideration~~

~~Pmax = Price of highest acceptable tender~~

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

4 POINTS AWARDED FOR SPECIFIC GOALS

- 4.1 In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for Specific Goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

Table 1: Specific goals for the tender and points claimed are indicated per the table below. (Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE Procurement Recognition Level of 135%	N/A	20	N/A	
B-BBEE Procurement Recognition Level of 125%	N/A	10	N/A	
B-BBEE Procurement Recognition Level of 110%	N/A	5	N/A	
Any other B-BBEE Procurement Recognition Level	N/A	0	N/A	

[BIDDERS ARE REQUIRED TO INDICATE, IN ONE BLOCK, THE NUMBER OF POINTS THEY ARE CLAIMING FOR SPECIFIC GOALS IN THE TABLE ABOVE. IN THE EVENT WHERE A BIDDER MAKES A MARK (ONE MARK), ECIC WILL CONSIDER THE CORRESPONDING POINTS TO BE THE ONE WHICH THE BIDDER IS CLAIMING FOR. WHERE A BIDDER MAKES MULTIPLE MARKS OR DOES NOT MAKE ANY MARK OR INDICATION AT ALL IN THE TABLE, THE BIDDER WILL BE ALLOCATED ZERO (0) POINTS FOR SPECIFIC GOALS.]

- 4.2 In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

- 4.2.1 an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
- 4.2.2 any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

DECLARATION WITH REGARD TO COMPANY/FIRM

NAME OF COMPANY/FIRM			
COMPANY REGISTRATION NUMBER (ID NUMBER)			
TYPE OF COMPANY/ FIRM [TICK APPLICABLE BOX]			
Partnership/Joint Venture / Consortium	<input type="checkbox"/>	Personal Liability Company	<input type="checkbox"/>
One-person business/sole propriety	<input type="checkbox"/>	(Pty) Limited	<input type="checkbox"/>
Close corporation	<input type="checkbox"/>	Non-Profit Company	<input type="checkbox"/>
Public Company	<input type="checkbox"/>	State Owned Company	<input type="checkbox"/>

4.3 I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

4.4 The information furnished is true and correct;

4.4.1 The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

4.4.2 In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

4.4.3 If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

4.4.3.1 disqualify the person from the tendering process;

4.4.3.2 recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;

4.4.3.3 cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;

4.4.3.4 recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not

REQUEST FOR PROPOSAL: SUBSCRIPTION INFORMATION ON ADVANCED COUNTRY ANALYSIS AND FORECASTING (GLOBAL), SOVEREIGN RISK SERVICES (GLOBAL) AND COMMODITY PRICE WATCH

Terms of Reference

exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and

4.4.3.5 forward the matter for criminal prosecution, if deemed necessary.

NAME OF TENDERER(S)	
NAME AND SURNAME (AUTHORISED SIGNATORY)	
SIGNATURE	
ADDRESS	
DATE OF SIGNATURE	