



# REQUEST FOR PROPOSAL (RFP)

Bid Number	RFP 07/2024
Bid description:	Provision of transportation service of high value minerals within South Africa on behalf of the Alexkor RMC JV as and when required for a period of 36 months.
Period:	36 Months
Submission Email Address:	<a href="mailto:tenders@alexkor.co.za">tenders@alexkor.co.za</a>
Telephone number:	(027) 831 8303
Procurement enquiries: Technical enquiries	<a href="mailto:cambellp@alexkor.co.za">cambellp@alexkor.co.za</a> <a href="mailto:salvesterj@alexkor.co.za">salvesterj@alexkor.co.za</a>
Name of the responsible unit:	Security
Issue Date:	05 March 2024
Closing Date & Time for submission:	28 March 2024 at 11h00 am
RFP Validity date	90 Business days
Evaluation Criteria	Price: 80 points B-BBEE: 20 points
Compulsory Briefing session:	Compulsory Microsoft Teams Online briefing will take place on Wednesday, 18 March 2024 at 11:00 am.  Meeting ID: 321 776 914 83 Passcode: xsKPmY

## **TERMS OF REFERENCE (TOR) FOR REQUEST FOR PROPOSAL (RFP)**

### **1. Project Scope**

Provision of transportation service of high value minerals within South Africa on behalf of the Alexkor RMC JV as and when required for a period of 36 months.

#### **1.1 Detailed Goals and Milestones**

**The service provider should have:**

- An understanding of the transportation of high value minerals / valuable goods nationwide.
- Extensive knowledge of the risks involved in transporting high value products and the requirements thereof.
- The service provider will be responsible to provide security and transportation of rough diamonds nationwide.
- Service provider must be in possession of a secure vault. Alexkor RMC JV will inspect the vault before signing Service Level Agreement (SLA), the vault will store the goods when they were collected, and delivery is no longer possible in that day.
- Service provider must have secured armoured vehicle, ALEXKOR RMC JV will inspect the security vehicles before signing Service Level Agreement (SLA), the vehicles will transport the goods to and from the producer premises.
- Service Provider will be responsible for the safekeeping of goods whilst in their possession.
- The service provider will also be expected, on an ad-hoc basis, to store the rough diamond for a communicated period and ALEXKOR RMC JV's clients may collect the diamonds from the transport provider's facilities.
- Service Provider must ensure that goods are insured while in transit or in their premises as the risk lies with service provider until goods are handed to ALEXKOR RMC JV or ALEXKOR RMC JV clients.
- Services providers are expected to have quicker turnaround times for delivery from collection to final delivery because diamond prices are very sensitive to time. Turnaround times for delivery will be negotiated during SLA signing.

## **EVALUATION AND SELECTION PROCESS**

The bidders will be evaluated as follows:

### **PHASE 1 - ADMINISTRATIVE CRITERIA:**

Which will disqualify bidders not meeting the requirements (responsive / compliance / eligibility). Bidders need to submit all documents as contained in the below "Mandatory documents" table, otherwise will be disqualified and the bid submission rendered invalid.

**Bidders who do not meet the requirement below will be immediately disqualified from the bidding process**

MANDATORY DOCUMENTS			
Item	Description	Yes	No
1.	Company registration documents		
2.	Certified copies of directors' or owners' Identity documents		
3.	Proof of registration on the CSD		
4.	Valid SARS Tax Pin		
5.	BBBEE Level Certificate from accredited agencies or registered Auditor or Sworn Affidavit		
6.	Letter of Good Standing with the Private Security Industry Regulatory Authority (PSIRA). A valid certified copy of PSIRA registration certificate		
7.	Proof of existing Insurance for goods while in transit. Signed letter from the insurance provider		
8.	Company letter of firearm competency. Certified copy of firearm competency certificate or licence/certificate to possess firearms		
	Proof of securities guard's firearm license competency. Certified copy of firearm competency certificate		
7.	Company profile		
8.	Fully completed and signed		
	i. Invitation to bid -SBD 1		
	ii. Declaration of Interest – SBD 4		
	iii. Preference Points Claim - SBD 6.1 + BBEE Certificate		
	iv. Contract form – SBD 7.3		
	v. Declaration of bidder's past SCM Practices – SBD 8		
	vi. Certificate of Independent Bid Determination – SBD 9		
9.	Fully completed and signed pricing schedule		
10.	Completed Pricing Schedule in the prescribed format		
11.	For joint ventures, a valid Tax Compliance Document for all parties to the Joint Venture and a signed agreement by both partners are required, clearly indicating the lead partner		

## **PHASE 2 - FUNCTIONAL EVALUATION**

### **Pre-Qualification and Functional Evaluation**

**Eligibility for Evaluation:** Only bidders who satisfy the administrative criteria will advance to the functional evaluation stage. During this phase, bidders will be assessed based on their responses to the specific requirements outlined in the bid specification.

**Minimum Functional Score:** Bidders must achieve at least 70% in the functional assessment to be considered for further evaluation. It is important to note that failing to score in any of the evaluation areas will result in disqualification, even if the overall minimum score of 70% is met.

**80/20 Preferential Points System:** The evaluation process will incorporate the 80/20 preferential points system, aligning with procurement regulations.

### **Policy Compliance and Transparency**

To ensure a fair and transparent selection process, Alexkor RMC JV is committed to adhering strictly to its policy regarding the appointment of service providers, ensuring equal opportunities for all participants.

<b>B-BBEE Status Level of Contributor</b>	<b>Number of points (90/10 system)</b>	<b>Number of points (80/20 system)</b>
1	10	20
2	9	18
3	8	16
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

## POINTS AWARDED FOR PRICE

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

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

**80/20**

**or**

**90/10**

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

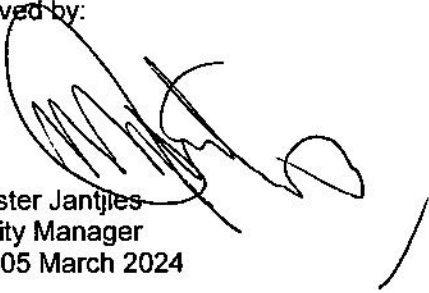
Where

$P_s$  = Points scored for comparative price of bid under consideration

$P_t$  = Comparative price of bid under consideration

$P_{\min}$  = Comparative price of lowest acceptable bid

Approved by:



Salvester Jantiles  
Security Manager  
Date: 05 March 2024