



REQUEST FOR INFORMATION (RFI)

RFI: ECIC03I-2023/24

**SUBSCRIPTION SERVICES FOR ADVANCED COUNTRY RISK ANALYSIS AND
FORECAST (GLOBAL), SOVEREIGN RISK SERVICES AND COMMODITY PRICE
WATCH**

CLOSING DATE: 14 July 2023

TIME: 23H59 (SAST, OBTAINABLE BY DIALLING TELKOM ON 1026)

This document allows for filling of forms, please complete electronically by filling out the indicated sections below and choosing the relevant items on the dropdown areas. Once completed, you can convert the document into PDF and send via email (procurement@ecic.co.za) to ECIC.

YOUR EXPORT RISK PARTNER

**REQUEST FOR INFORMATION: SUBSCRIPTION SERVICES FOR ADVANCED
COUNTRY RISK ANALYSIS AND FORECAST (GLOBAL), SOVEREIGN RISK
SERVICES AND COMMODITY PRICE WATCH**

Terms of Reference

CONTENTS

A. INTRODUCTION.....	3
1. Introduction	3
2. Purpose	3
3. Enquiries	3
4. Submission of responses.....	4
5. Right of cancellation	4
6. Confidentiality.....	4
7. Protection of personal information.....	4
B. REQUEST FOR INFORMATION RULES	7
8. Completeness.....	7
9. Costs	7
10. Ownership of responses.....	7
11. Form of RFI	7
12. Signing of RFI	7
13. Jurisdiction	7
14. Language	7
15. Gender	7
16. Headings	8
17. Confidentiality.....	8
18. Disclaimer	8
C. Request for Information.....	9
19. Background information.....	9
20. Subscription service required.....	9
D. Request for Information Response Form.....	12
Annexure A: Pricing template/example	15

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

Terms of Reference

A. INTRODUCTION

1. Introduction

- 1.1 The Export Credit Insurance Corporation of South Africa (SOC) Limited (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 from offices at Block C7 Eco Origins Office Park, 349 Witch Hazel Avenue, Highveld Ext 79, Centurion, 0157, South Africa.

2. Purpose

- 2.1 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.
- 2.2 **The purpose of this Request for Information (RFI) is an information gathering and market testing exercise, intended only to inform and assist the ECIC to source subscription information on advanced country risk analysis and forecasting, sovereign risk services (global) and commodity price watch.**
- 2.3 Potential suppliers who do not respond to this RFI **will not** be precluded from bidding in future open bid(s) issued by ECIC. Information provided in this RFI is for industry research only and will not be used to any respondent's advantage or disadvantage in future open tenders.

3. Enquiries

- 3.1 All enquiries regarding this RFI must be sent in writing to the Head of Procurement on/or before **06 July 2023** to the following email address:
- procurement@ecic.co.za
- 3.2 All questions must reference specific paragraph numbers, where applicable.

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

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

Terms of Reference

3.3 ECIC will not entertain any enquiries regarding this bid sent to any other email address or received through any other means, except as instructed in paragraph 3.1.

3.4 All enquiries received by ECIC will be consolidated and responded to in one response, which will be published on the website of ECIC (www.ecic.co.za), next to the respective bid on **10 July 2023**.

4. Submission of responses

4.1 **This document allows for filling of forms, please complete electronically by filling out the indicated sections below and choosing the relevant items on the dropdown areas. Once completed, you can convert the document into PDF and send via email (procurement@ecic.co.za) to ECIC.**

4.2 Responses must be clearly marked for ease of reference.

4.3 All responses must be submitted on PDF format on/or before the closing date and time to the following email address:

procurement@ecic.co.za

5. Right of cancellation

5.1 ECIC reserves the right to discontinue the tender procedure at any stage and not continue with a Request for Proposal (RFP), Request for Bid (RFB) or Request for Quotation (RFQ). Responding to this RFI does not mean that the vendor will be requested to submit a formal RFP or RFB or RFQ.

6. Confidentiality

6.1 Any information relating to the submissions, through the process or otherwise shall be treated in strict confidence. In submitting a response, the responder 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.

7. Protection of personal information

7.1 ECIC recognises that when a Responder respond to this RFI, the Responder may provide personal information, which ECIC will process for the sole purpose of evaluating the Responder's response. By submitting its response in responding to this Request for Information, the Responder hereby provide its consent to the processing of its Personal Information by ECIC.

7.2 The following terms shall have the meaning ascribed to them:

7.2.1 **"Personal Information"** shall bear the same meaning as ascribed to it under POPI;

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

Terms of Reference

- 7.2.2 “**POPI**” means Protection of Personal Information Act, No. 4 of 2013;
- 7.2.3 “**Responsible Party**” shall bear the same meaning as ascribed to it under POPI; and
- 7.2.4 “**bid**” means this Request for Information.
- 7.3 ECIC as the Responsible Party undertakes to:
 - 7.3.1 comply with the provisions of POPI as well as all applicable legislation as amended or substituted from time to time;
 - 7.3.2 treat all Personal Information strictly as defined within the parameters of POPI;
 - 7.3.3 process Personal Information only in accordance with the consent it was obtained for, for the purpose agreed, as permitted by law;
 - 7.3.4 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;
 - 7.3.5 not transfer any Personal Information to any third party in a foreign country unless such transfer complies with the relevant provisions of POPI regarding transborder information flows; and
 - 7.3.6 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.
- 7.4 ECIC will ensure that all reasonable measures are taken to:
 - 7.4.1 identify reasonably foreseeable internal and external risks to the Personal Information in its possession or under its control;
 - 7.4.2 establish and maintain appropriate security safeguards against the identified risks;
 - 7.4.3 regularly verify that the security safeguards are effectively implemented;
 - 7.4.4 ensure that the security safeguards are continually updated in response to new risks or deficiencies in previously implemented safeguards;
 - 7.4.5 provide immediate notification to the Responder if a breach in information security or any other applicable security safeguard occurs; provide immediate notification to the Bidder where there are reasonable

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

Terms of Reference

- grounds to believe that the Personal Information has been accessed or acquired by any unauthorised person;
- 7.4.6 remedy any breach of a security safeguard in the shortest reasonable time and provide the Responder with the details of the breach and, if applicable, the reasonable measures implemented to address the security safeguard breach;
- 7.4.7 provide immediate notification to the Responder where the Responder has, or reasonably suspects that, Personal Information has been processed outside of the purpose agreed to or consented to;
- 7.4.8 provide the Responder, 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
- 7.4.9 notify the Responder, if lawful, of receipt of any request for access to Personal Information, in its possession and relating to the Responder.
- 7.5 The Responder 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 paragraph 7.

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

Terms of Reference

B. REQUEST FOR INFORMATION RULES

8. Completeness

- 8.1 Respondents must check number of pages submitted and ensure that there are no missing pages or information. ECIC shall not accept any liability for any missing pages or information.

9. Costs

- 9.1 ECIC shall in no manner be responsible for any costs incurred by the Responder in preparation and submission of response in relation to this RFI.

10. Ownership of responses

- 10.1 All responses in response to this RFI, will become the property of ECIC.

11. Form of RFI

- 11.1 RFI documents must be completed by the Respondent in non-erasable, legible and ²visible ink.
- 11.2 Where the space provided in the RFI document is insufficient, separate schedules may be drawn up in accordance with the prescribed formats. These schedules must be bound with a suitable contents page and submitted with the RFI documents.

12. Signing of RFI

- 12.1 The RFI must be signed by a person who is duly authorised to do so.

13. Jurisdiction

- 13.1 This RFI and any subsequent tender and contract or order is governed by the laws of the Republic of South Africa.

14. Language

- 14.1 The RFI is drafted in English and any responses will be interpreted and construed in English.
- 14.2 All responses must be submitted in English language.

15. Gender

- 15.1 Any word implying any gender shall be interpreted to imply all other genders.

² Visible to human eye.

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

Terms of Reference

16. Headings

- 16.1 Headings are incorporated into this proposal and submitted in response thereto, for ease of reference only and shall not form part thereof for any purpose of interpretation or for any other purpose.

17. Confidentiality

- 17.1 Any information relating to the submissions, through the process or otherwise shall be treated in strict confidence. In submitting a response, a Responder 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, except instructed so by a court of law. The content and details of the evaluation of submissions will remain confidential to ECIC.

18. Disclaimer

- 18.1 The ECIC has produced this RFI 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 RFI due to any misinterpretation of this bid
- 18.2 This RFI is solely for information gathering 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 Responder.

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

Terms of Reference

C. Request for Information

19. Background information

- 19.1 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). 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.
- 19.2 ECIC is approaching the market to determine if there are potential bidders who could provide subscription service for information on advanced country risk analysis and forecasting (global), sovereign risk (global) and commodity price watch for a period of 24 months.

20. Subscription service required

- 20.1 ECIC requires a subscription service that provides the following information:

20.1.1 Advanced Country Risk Analysis and Forecast.

- 20.1.1.1 The above should cover comprehensive:

- 20.1.1.1.1 economic, political, security and business environment assessment of at least 120 countries (whole of Africa) and the rest of the world, including at least 20-year historic and 10-year forecast for macroeconomic indicators.
- 20.1.1.1.2 headline analysis of breaking news (daily alerts) along with country risk ratings that are updated as events warrant.
- 20.1.1.1.3 key features considered by the ECIC include.
- 20.1.1.1.4 detailed country reports which should include but not limited to politics, legal, tax, operational, security analysis, economic and business analysis.
- 20.1.1.1.5 interactive country risk ratings for at least 120 countries.

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

Terms of Reference

20.1.1.1.6 sovereign credit ratings for at least 120 countries.

20.1.1.1.7 sovereign risk service (short-to-medium term)

20.1.1.1.8 The sovereign risk service - assesses short-term (up to 12 months) and medium-term (greater than 24 months) credit worthiness and trade credit risk using transparent sovereign risk ratings. It should provide robust analysis with commentary on the ratings including access to a team of risk experts.

20.1.2 **Commodity Price Watch**

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

20.1.3 **Analyst interactions**

20.1.3.1 The service provider must grant direct access to economists and country risk analysts for queries or requests for additional information.

20.1.3.2 The service provider must have dedicated customer care/unlimited training sessions.

20.1.4 **Non-functional requirements**

20.1.4.1 Auditing – the application should maintain an audit trail of the activities performed on the system.

20.1.4.2 Accessibility – the solution should be accessible remotely using a secure connection.

20.1.4.3 Availability – the application should be available 24/7.

20.1.5 **Training and support**

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

20.1.5.2 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.

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

Terms of Reference

20.1.5.3 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.

This document allows for filling of forms, please complete electronically by filling out the indicated sections below and choosing the relevant items on the dropdown areas. Once completed, you can convert the document into PDF and send via email (procurement@ecic.co.za) to ECIC.

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

Terms of Reference

D. Request for Information Response Form

1. **This document allows for filling of forms, please complete electronically by filling out the indicated sections below and choosing the relevant items on the dropdown areas. Once completed, you can convert the document into PDF and send via email (procurement@ecic.co.za) to ECIC.**

2. **Contact Details:**

Contact details	
Company Name:	
Contact Person:	
Position within the company:	
Email Address:	
Telephone Number:	
Physical address	
Company Website:	

3. **Company Profile:**

Please tell about your organisation			
Company Category: Which category best describes your organisation?	Company Category	Staff Headcount	Turnover
	Large/Generic	> 250	> R50 m
	Qualifying Small Enterprise	50 < 250	≥ R10 m and ≤ R50 m
	Small Medium Enterprise (including Micro)	0 < 50	≤ R10 m
		Please Choose (Dropdown)	
When was your company established?			
Total Number of Full Time Employees			
B-BBEE Contributor Level		Choose an item.	

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

Terms of Reference

4. Section 1: Questions

Q1.1.	What Is Your Core Business?
Answer:	
Q1.2.	Describe any third-party alliances/relationships that you have formed with other service providers for the provision of these services, i.e. which services are provided by subcontractors / via consortiums etc.
Answer:	
Q1.3.	Is your solution client based or web based?
Answer:	
Q1.4.	Do you provide technical support for your solution/system? If yes, is the support ongoing? Any other information you can provide to ECIC.
Answer:	
Q1.5	Do you have a dedicated team member/analyst to assist with queries as in when required?
Q1.6.	Do you provide training for your solution/system? If yes, please briefly describe how the end users will be trained?
Answer:	

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

Terms of Reference

5. Section 2: Public Sector Tendering:

Q2.1.	What would encourage or prevent you from submitting a proposal for the upcoming <i>provision of subscription services for advanced country risk analysis and forecast (global), sovereign risk services and commodity price watch</i> bid?
Answer:	
Q2.2.	What are the “must haves” that need to be included in any tender specification in order for you to be able to provide a realistic solution to ECIC?
Answer:	

6. Section 3: Additional Information:

Additional Information:	
Q3.1.	Are there any other areas of interest that we have not addressed in this RFI that you wish to mention?
	Please provide any additional commentary, insights, lessons learnt, views or suggestions that may be relevant to ECIC in this RFI process.
Answer:	

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

Terms of Reference

Annexure A: Pricing template/example

1. For budgeting purposes, ECIC requires information on expected costs and such costs must include amongst others the items below.

Pricing component	Total
<i>Subscription service for a period of 24 months for a minimum of six users</i>	
Training of six users	
Total excluding Value Added Tax	
Value Added Tax (at 15%)	
Total including Value Added Tax	

2. **The information provided above will be utilised for budgeting and sourcing strategy purposes.**

I, the undersigned (full name) _____ certify that the information furnished on this checklist is true and correct.

Position/Title of declarer			
Name of responder (Name of Company/Entity Name)			
Signature of declarer		Date of signature	