BID DOCUMENT

BID NUMBER:	**FIC/RFB/ BIGDATA /12/2023/24**
DATE OF ISSUE:	**15 FEBRUARY 2024**
COMPULSORY VIRTUAL BRIEFING SESSION:	**22 FEBRUARY 2024**
CLOSING DATE FOR THE BID:	**07 MARCH 2024**
CLOSING TIME FOR THE BID:	**11:00**
DESCRIPTION FOR THE BID:	**THE PROVISION OF A BIG DATA ANALYTICS SOLUTION TO THE FINANCIAL INTELLIGENCE CENTRE FOR A PERIOD OF 24 MONTHS.**
SUBMITTING BIDS:	**One (1) original and an electronic copy of the RFB document** must be handed in / delivered to: **TENDER BOX** **FINANCIAL INTELLIGENCE CENTRE** **BYLSBRIDGE OFFICE PARK** **CNR JEAN AVENUE & OLIEVENHOUTBOSCH** **(13 CANDELA STREET, HIGHVELD EXT 73)** **HIGHVELD** **CENTURION**

Bidders are required to inform the FIC when the documents will be delivered at the FIC offices, in order to provide an access code. Communication can be sent to Kamogelo.rathebe@fic.gov.za

CSD NUMBER ....

DOCUMENTS IN THIS BID DOCUMENT PACK

Contents

PART A: SBD 1 INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE FINANCIAL INTELLIGENCE CENTRE					
BID NUMBER:	FIC/RFB/ BIGDATA /12/2023/24	CLOSING DATE:	07 March 2024	CLOSING TIME:	11:00
DESCRIPTION	THE PROVISION OF BIG DATA ANALYTICS SOLUTION TO THE FINANCIAL INTELLIGENCE CENTRE FOR A PERIOD OF 24 MONTHS				

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT
RECEPTION, FINANCIAL INTELLIGENCE CENTRE
BYLS BRIDGE OFFICE PARK, CNR JEAN AVENUE &OLIEVENHOUTBOSCH (13 CANDELA STREET, HIGVELD EXT 73 CENTURION)
HIGHVELD EXT 73
CENTURION

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO		TECHNICAL ENQUIRIES MAY BE DIRECTED TO:	
CONTACT PERSON	**Kamogelo Rathebe**	CONTACT PERSON	**Kamogelo Rathebe**
TELEPHONE NUMBER	**012 641 6018**	TELEPHONE NUMBER	**012 641 6018**
FACSIMILE NUMBER	**N/A**	FACSIMILE NUMBER	**N/A**
E-MAIL ADDRESS	**Kamogelo.rathebe@fic.gov.za**	E-MAIL ADDRESS	**Tenders@fic.gov.za**

SUPPLIER INFORMATION				
NAME OF BIDDER				
POSTAL ADDRESS				
STREET ADDRESS				
TELEPHONE NUMBER	CODE		NUMBER	
CELLPHONE NUMBER				
FACSIMILE NUMBER	CODE		NUMBER	
E-MAIL ADDRESS				
VAT REGISTRATION NUMBER				
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] ☐ Yes ☐ No

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]			
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐Yes ☐No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR **THE GOODS /SERVICES /WORKS OFFERED?**	☐Yes ☐No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ 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.	

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, 2022, 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 (SBD 7).**

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:

…………………………………………..

PART C: SPECIAL CONDITIONS OF CONTRACT

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

The General Conditions of Contract (GCC) will form part of this BID documents and may not be amended.

Special Conditions of Contract (SCC) relevant to this BID, compiled separately for this BID (if applicable) will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

Copies of the GCC are available from the website

https://www.treasury.gov.za/divisions/ocpo/sc/generalconditions/general%20conditions%20of%20contract.pdf

SPECIAL CONDITIONS THAT THE BIDDER NEEDS TO TAKE NOTE OF:

1   FRAUD AND CORRUPTION

1.1   All service providers are to take note of the implications of contravening the Prevention and Combating of Corrupt Activities Act, Act No 12 of 2004 and any other Act applicable.

2   NEGOTIATION

2.1   The Financial Intelligence Centre has the right to enter into negotiation with a prospective contractor regarding any terms and conditions, including price(s), of a proposed contract.

2.2   The Financial Intelligence Centre shall not be obliged to accept the lowest of any bid, offer or proposal in part or in whole.

2.3   All respondents will be informed whether they have been successful or not. A contract will only be deemed to be concluded when reduced to writing in a contract form signed by the designated responsible person of both parties. The designated responsible person of the Financial Intelligence Centre is the Supply Chain Manager or his/her written authorised delegate.

3   REASONS FOR REJECTION

3.1   The Financial Intelligence Centre shall reject a proposal for the award of a contract if the recommended bidder/tenderer has committed a proven corrupt or fraudulent act in competing for the particular contract.

3.2   The Financial Intelligence Centre may disregard the BID of any bidder/tenderer if that bidder/tenderer, or any of its directors:

3.2.1   Have abused the SCM system of the Financial Intelligence Centre.

3.2.2   Have committed proven fraud or any other improper conduct in relation to such a contract.

3.2.3   Have failed to perform on any previous contract and the proof exists.

3.3   Such actions shall be communicated to the National Treasury.

4   PAYMENTS

The Financial Intelligence Centre (FIC) will pay the service provider the Fee as set out in the final contract. No additional amounts will be payable by the FIC to the Contractor.

4.1   The Contractor shall from time to time during the currency of the contract invoice The Financial Intelligence Centre for the services rendered. No payment will be made to the contractor unless an invoice complying with section 20 of the VAT Act No 89 of 1991 has been submitted to the FIC.

4.2   Payment shall be made into the bidder/tenderer's bank account normally 30 days after receipt of an acceptable, valid invoice. (Banking details must be submitted as soon as this BID is awarded).

4.3   The service provider shall be responsible for accounting to the appropriate authorities for its Income Tax, VAT or other amounts of money required to be paid in terms of applicable law.

5   PRESENTATION / DEMONSTRATION

5.1   The FIC reserves the right to request site visit/presentations/demonstrations from the short-listed bidder/tenderers if needed.

PART D: TERMS OF REFERENCE/MINIMUM SPECIFICATION FOR THE WORK

1   BACKGROUND TO THE FIC

1.1.   The Financial Intelligence Centre (FIC) is South Africa's national centre for the receipt of financial data, analysis and dissemination of financial intelligence to the competent authorities.

1.2.   The FIC was established by the Financial Intelligence Centre Act, 2001 (Act 38 of 2001) and has the mandate to identify the proceeds of crime, combat money laundering and terror financing. It does this by seeking to:

- Supervise and enforce compliance with the FIC Act
- Facilitate effective supervision and enforcement by supervisory bodies
- Receive financial data from accountable and reporting institutions
- Share information with law enforcement authorities, intelligence services, the South African Revenue Service, international counterparts and supervisory bodies
- Formulate policy regarding money laundering and the financing of terrorism
- Provide policy advice to the Minister of Finance, and
- Uphold the international obligations and commitments required by the country in respect of anti-money laundering and combating financing of terrorism (AML/CFT).

1.3.   The FIC Act introduces a regulatory framework of measures requiring certain categories of business to take steps regarding client identification, record-keeping, reporting of information and internal compliance structures. The Act obliges all businesses to report to the FIC various suspicious and certain other transactions. The FIC uses this financial data and available data to develop financial intelligence, which it is able to make available to the competent authorities and supervisory bodies for follow-up investigations or administrative action.

1.4.   All accountable and reporting institutions are required to register with the FIC. The FIC and supervisory bodies have the authority to inspect and impose administrative penalties on non-compliant businesses. The Act also introduced an appeal process and an appeal board.

1.5.   South Africa is a member of the Financial Action Task Force, the international body which sets standards and policy on anti-money laundering and for combating the financing of terrorism (AML/CFT). In addition, it is also a member of the Eastern and Southern Africa Anti-Money Laundering Group, a regional body of the FATF which aims to support countries in the region to implement the global AML/CFT standards.

1.6.   The FIC is a member of the Egmont Group, which is made up of financial intelligence units from 166 countries. The primary aim of the organisation is to facilitate co-operation and sharing of financial intelligence information among its members.

2   BACKGROUND TO THE REQUIREMENT

2.1   The Big data analytics project is one of the projects within the FIC's modernisation programme which serves to enhance the FIC's capacity and capability to detect and deal with financial crimes and anti-money laundering through predictive means as provided by analytical tools. The analytical tools will be used to access and process raw or processed data received from various stakeholders.

2.2   The purpose of this project is to afford business with the ability to use analytical tools to extract meaningful insights/knowledge from Big Data such as hidden patterns, unknown correlations, trends, preferences, find specific information, or resolve a business problem.

2.3   These analytical tools are made up of supervised and unsupervised machine learning algorithms and neural networks that will use data to both train and build models. The tools will enable FIC to build its own models from the ground up where necessary.

3   BUSINESS CHALLENGES

3.1   The table below provides a summary of the challenges being explored as part of this project. They form the basis for the proposed solution.

#	Challenge	Current Solution	Proposed Solution
1	Manual Categorisation of Reports using keywords.	Manual work performed on large quantities of reporting data and unstructured text fields to categorise reports.	CDP project will categorise and prepare the data for the advanced analytics solution. This solution must be able to learn and differentiate keywords to categorise and prioritise the reports using ML algorithms.
2	Validating the Quality of Reports.	Manual business rules are applied to determine the quality of reports.	CDP will provide the repository of Regulatory Reports (CTR, STR, CCR, etc.) This solution must have the model to evaluate the quality of the Regulatory Reports.
3	No Identifiers for NPOs (data received from different data sources).	Big Data sets for these sectors are manually linked to identifiers in batches.	The solution must be able to link organizations to unique identifiers without manual intervention.
4	No function to determine patterns trends and typologies on regulatory reports.	Manual predictions of patterns trends and typologies.	The solution must be able to perform patterns, trends and typologies on regulatory reports with different algorithms.
5	The detection capability is manual and tedious.	Manually perform detective activities on an Excel spreadsheet.	The solution must have an automated detection process e.g., data preparation including quality and cleansing and, transaction profiling etc.

4   PROJECT OBJECTIVE

4.1   The FIC consumes and produces data and information as part of carrying out its mandate which is to ensure compliance on the FIC Act. This makes data and information a key asset to the organisation.

4.2   The objective of the project is the design, roll-out and implementation of an advanced data analytics solution. Key deliverables of the project include deployment and customization of AI/ML Models to perform advanced analytics on FIC data and produced insights.

4.3   The models and insights from the solution will help FIC improve analysis, enhance quality of intelligence products, risk-based compliance and provide additional avenues to improve the FIC Act.

4.4   **In general, the purpose of the assignment is to:**

- Understand and analyse the business requirements for the Big Data Analytics solution as documented in the Business Requirements Specification (BRS) document. Note: The FIC will provide a copy of the BRS to all registered bidders after the attendance of the compulsory briefing session and the signing of a Non-Disclosure Agreement
- Develop a Solution Architecture document based on the Scope of work of this document aligned with the BRS and the LOB Logical Architecture.
- Develop, configure, and deploy the core Big Data Analytics solution including all required technical documentation to ensure ongoing support of the system.
- Provide costing for the buy, develop, configure, and deploy the Big Data Analytics functionality in line with the proposed architecture.
- Provide knowledge transfer and end user training with supporting documents and manuals for the solution.

4.5   **The outcomes of this assignment should be:**

- An approved Solution Architecture document(s) outlining the desired solution based on existing documentation.
- An approved Solution Architecture document(s) outlining the desired solution based on existing documentation.
- An approved Low-level Detail Design defining the solution based on existing documentation.
- A fully deployed Big Data Analytics solution and all technical documentation defining the final product to facilitate continued support and enhancement of the system in compliance with the scope of work.
- End user training with supporting documents and manuals.
- Installation, configuration, and customisation of the deployed components.

- Scripts and programs used to create, import, or update various functionality of the solution.

- Project management services reports and documentation to ensure that the outcomes are defined, completed, and successfully delivered and approved at the required quality.

- Provide support and maintenance services at the fourth line level on all components of the delivered solution that was deployed into production for a period of 4 months after deployment.

5   SPECIFICATIONS/ SCOPE OF WORK

5.1   The scope of work covers the design, implementation, and rollout of an advanced analytics solution, with a matching design of security, infrastructure including related storage components.

5.2   The bidder is expected to provide a proposal and costing for a complete data analytics solution. The diagram below outlines the solution architecture based on the target architecture:
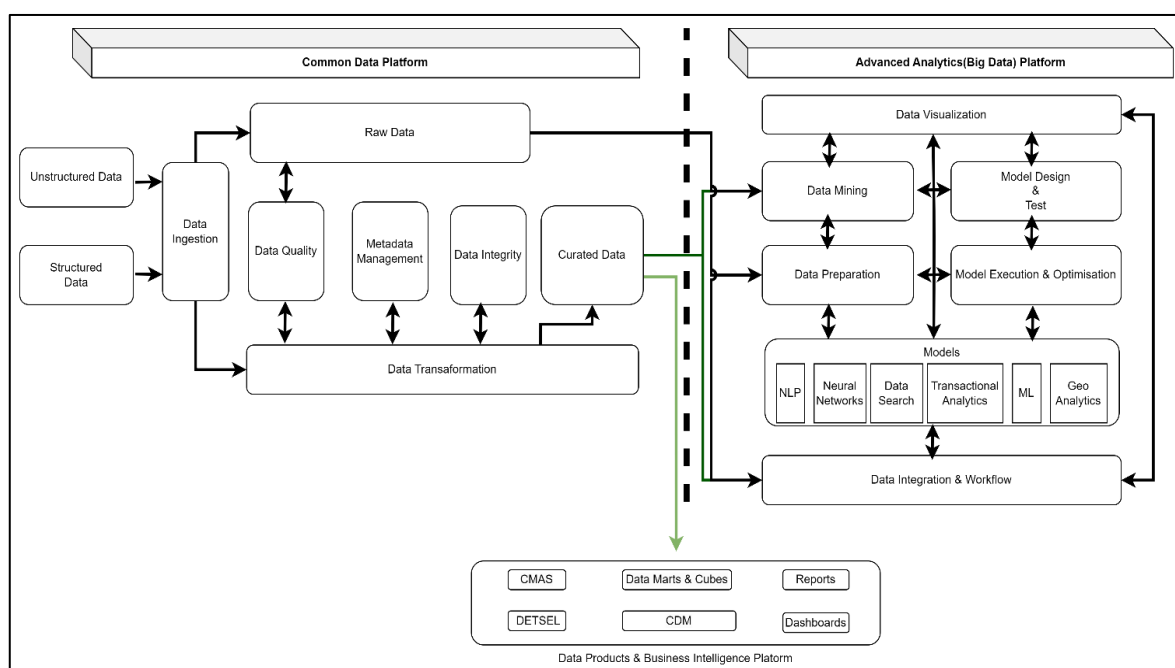
5.3   Existing Critical Components

As part of the modernisation programme, FIC has developed the following components which are critical for the advanced analytics platform:

5.3.1   Common Data Platform (CDP)

This platform (see image above) implements a data lake pattern responsible for gathering all data used by the FIC. The bidders are not required to build this data store as part of

their solution; however, their solution should be able to integrate and source data from it. The platform can be accessed through open standards and supports SQL and large data transfers.

The CDP holds raw, curated, and aggregated data, all of which will be available to the advanced analytics solution. The CDP's curated data has been transformed, enriched, and checked against specific business rules to ensure the quality and integrity is acceptable.

Please note: Additional data quality requirements for Big Data will have to be outlined as part of the solution over and above what's currently done as part of CDP.

5.3.2   Data Products and Business Intelligence

This platform (see image above) contains data products produced for business, these products are aggregations or links of CDP data that allows business to view certain facets of data.

This platform act as a visualisation of data through reports and dashboards, which are built from supporting facts and dimensions off the CDP. All reports and dashboards are developed on Microsoft's PowerBI. Successful bidder(s) will be strongly encouraged to utilise Power BI to create visualisation views of Advanced Analytics outputs that are to be consumed by business managers, executives, and FIC stakeholders.

5.4   Advanced Analytics components

The figure above shows an area fully dedicated to Advanced Analytics and its associated components. This bid does not prescribe how bidders must package their solution; however, the following functionality is expected to form part of the solution:

5.4.1   Model Design and Testing

This component in conjunction with others will be critical to the solution and must be catered for in the overall solution. This component, in part or as a whole, will allow FIC and bidder data scientists to create and assess models that are in construction. Data Scientists, consultants and advanced users will use this component to model the problem including tasks associated with problem intended to be solved.

Additional functionalities include:
- Dataset selection or preselection for training, validation, and test sets
- Dataset selection or preselection for training, validation, and test sets.
- Model and feature selection.
- Design and/or modelling layers, neurons, hyper-parameters, and activations functions.

- Model training, tuning, comparison, and performance management.
- Variance and bias adjustments.

5.4.2   Data Mining

Data mining function will enable discovering of patterns, trends, insights, and knowledge within the solution. In the solution, it will in part or in conjunction with another component collate information and patterns from structured or unstructured data sources. Given that majority of data is sourced from CDP, this component will help with the understanding of CDP data for the purpose of advanced analytics. Other functions include:

- Data collection.
- Data Preprocessing.
- Data Discovery and Exploratory Data Analysis.
- Evaluation and choosing of data mining techniques.

5.4.3   Data Preparation

This component, in part or by itself is intended for collecting, combining, and processing data from various sources to enable analysis and insights. Additional functionalities include:

- Identify and integrate different data sources.
- Extract data with available methods and tools.
- Develop mechanism to extract data.
- Prepare and transform data to desired forms.
- Design, prepare data according to specific versions, schedules, sequences through automated or orchestrated tasks.
- Manage data quality assurance tasks, exceptions, and errors.
- Implement and monitor security controls.

5.4.4   Model Execution & Optimisation

This component, in part or by itself runs the models, assists with the fine-tuning process to improve performance. Additional functionality includes but not limited to:

- Selection of appropriate machine learning algorithms and models.
- Analysis of data characteristics and splitting of data sets.
- Preprocess data for quality, feature engineering, scaling, or encoding.
- Training of models with training data for chosen algorithms.
- Tweak or tune relevant parameters to optimise performance.
- Assess results using pre or selected metrics.
- Monitor variance and bias for necessary adjustments.

5.4.5   Models

This component is a registry of all the models that are available for usage. Such models

are either built ground-up, prepackaged, or custom developed.

A high-level description of the proposed analytics models:

Component	Description
Data Search	This component enables users to perform a deep search on entities or persons of interest against multiple sets of threat or risk factors that have been defined.
Neuro-networks analytics	This component applies Artificial Intelligence techniques establish insights into given data sets with an aim of improving given risk models. The analytics will extend to the profiling functions that is performed in different FIC divisions.
Graph Analytics	This component applies graph algorithms to establish insights into given data sets with an aim of improving given risk models.
Geo-Analytics	This component ingests and analyse data that contains location information including geographical regions. This data could be emitted in from real-time sources, stream or historical. Additional sets of data or results can also be derived based in geographical movements
Transactional Analytics	The component enables for monitoring of transaction monitoring using multiple vector and statistical models; such transactions can be monitored daily or in real-time for multiple risk factors or outcomes
AI-ML	This component enables the deployment of varying Artificial Intelligence or Machine Learning algorithms to produce further insights from the collected data.
Text Analytics	This component enables knowledge discovery from text formatted data with a view to perform analytics.
Image Analytics	This component enables the organisation to gather and analyse meta and related data derived from images, video, and related formats.
Diagnostic, Predictive and prescriptive Analytics	Diagnostics Analytics: The FIC has built a diagnostic analytics capability through our data lake and business intelligence platforms. This solution must utilize the diagnostic insights as a stepping stone to building robust models of predictive and prescriptive analysis.

Bidders are not restricted to the models listed above; however, their chosen models will be expected to use FIC data and apply advanced analytics or big data analytics methods and algorithms to derive the required insights for FIC. Such insights should align with stated requirements on provided data, application of such algorithms must be without external derivations, this means all models created as part of the solution will reside within the FIC environment and not attract additional costs for consumption of such models.

5.4.6   **Data Integration & Workflow**

This component is intended for use in conjunction with other components of the solution to collect, extract, combine and process data into the models. The component must enable FIC to orchestrate process around data acquisition or dissemination. Key functions include the following:

- Design and orchestrate processes or tasks to acquire or disseminate data in conjunction with usage of models.

- Connect and extract from databases, external APIs, flat files, cloud storage, data streams, web scraping, and more diverse sources. For FIC, majority of data is in the CDP, as the designated data store for the organization.

- Manage data inconsistencies, formats, partitions, outliers, missing values or required enrichments.

- Manage and monitor schedules to partition or move large data sets efficiently.

- Implement compliance related tasks and activities, such as security, logging, monitoring, and data governance policies.

5.4.7   Data visualization

This component provides graphical representation or views on data to enable the correct interpretation of complex information, trends, patterns and typologies. This component enables the communication of results from in-depth analysis. FIC has invested in Power BI, however any additional visualization tools that form part of the solution aren't excluded. Key functionalities include:

- Generation of visualization types with appropriate scale including;
  - Bar charts
  - Line charts
  - Scatter plots
  - Histograms
  - Pie charts
  - Heatmaps
  - Tree maps
  - Geographic maps
  - Box plots
  - Sankey diagrams
  - Network diagrams
  - Flowcharts
  - 3D visualizations
- Incorporating FIC colour schemes and elements into the data visualisation including titles, axis labels, legends, annotations, and data point labels.

- Enabling of interactions with results through features such as tooltips, zooming, panning, filtering, and linked visualizations for a better user experience.

- Supporting multiple channels such as web and mobile seamlessly.

- Publishing and exporting into portable formats such as JPG, GIF, PDF, and Excel.

5.5   **Big Data Analytics Project – Preliminary/Analysis Stage**

5.5.1   **Analysis & Design Documentation**

The successful bidder must compile the following documentation as the output of their analysis;

- Functional Requirements Document / Functional Specification Document
- Gap Analysis Document
- Solution architecture document (inclusive of conceptual, logical and physical level)
- Quality Assurance Plan (Checklist & Acceptance Criteria)
- Test Plan (including the test approach)
- Training Plan

5.5.2   **Project Plan**

The successful bidder must compile a project plan indicating how the proposed solution is going to be rolled and delivered. The following must be included as part of the documentation:

- A work breakdown structure (WBS) or similar depending on methodology.
- Tasks, Milestone, and Deliverables for all involved stakeholders.
- Testing tasks to be carried out by the vendor team.

FIC has testing capacity which will come into the plan once the vendor testing teams have completed their internal testing and hand it over to FIC for final User Acceptance testing. The successful vendor is expected to draw up their own test specification documentation which is used to conduct related testing.

The finalisation and construction of the project plan will be a collaboration between the successful bidder and the FIC to ensure that it is inclusive of all tasks involved in the project.

5.6   **Big Data Analytics Project – Solution Development Stage**

The following documentation is expected as part of the outputs of the   development stage of the solution:

- Quality Assurance Review.
- Tasks, Milestone, and Deliverables for all involved stakeholders.
- Testing tasks to be carried out by the vendor team.
- Technical verification documents.

This document provides a list of high-level requirements for the solution as a guide to what is expected from the bidders. A Business Requirements Specification document will be shared with interested service providers upon signing a non-disclosure agreement (NDA).

The following is a list of high-level functional requirements;

- **Screening & Risk Matrix:** The solution must be able to perform screening of unstructured text fields as input into a model which categorise the regulatory reports. The same or another advanced model must apply risk rating on these reports to allow FIC to apply resources on which reports will require the appropriate attention. The FIC has developed business rules to assist in the establishment of regulatory report categorisations and now requires an advanced model to perform a risk rating on the provided regulatory reports.

- **Evaluate report quality:** The solution must be able to apply models and algorithms for existing business rules, regulations, and schemas to rate the quality of received regulatory reports.

- **Bank statement contra-analysis:** The solution must be able to perform analysis of transactions on bank statements against each other to identify unusual and suspicious behaviour.

- **NPO Sector Analysis (e.g., data received from different sources):** The solution must be able to perform data searches to make comparisons against regulatory reports and identify possible untoward activities with limited identifiers.

- **Relationship Mapping:** The solution must be able to map a person and their related products such as their accounts, transactions, associated persons and companies in a single view to easily monitor and flag suspicious behaviour.

- **Detection – Data cleansing:** The solution must be able to identify and correct errors, inconsistencies, and inaccuracies in datasets or databases to minimise false positives.

- **Detection – Distinguish regulatory reports:** The solution must be able to distinguish between regulatory reports generated through automated transaction monitoring systems (ATMS) and human interpretations e.g., to flag reports that require urgent attention.

- **Detection – Mine intelligence:** The solution must be able to extract intelligence ITO transaction behaviour from different regulatory reports, LEA requests and case attachments by using algorithms.

- **Detection – Profile transactions:** The solution must be able to identify variances and changes in online transactional behaviours and patterns to identify any unusual activities e.g., mule accounts.

5.7   Big Data Analytics Project – Testing & Deployment Stage

The following documentation is expected as part of the outputs of the testing and deployment stage of the solution:

- Test Cases – Functional and Non-Functional Requirements.
- Test Report – Document test results for SIT, UAT and Non- Functional Requirements.

- Deployment pack - Test Environment and Production Environment.
- Handover Report.

5.8 Infrastructure and Storage

The Big Data Analytics envisaged by FIC will not only require software for model design, processing, and visualisation, but also infrastructure including storage that will house the data, models and processed and aggregated data.

The FIC adopted a hybrid infrastructure arrangement which will be utilised for the implementation of the Big Data Analytics solution.

The successful bidder must make provision for the design and accordingly configure the FIC supplied infrastructure for the various environments that will allow   for   the implementation of the Big Data Analytics solution during the project implementation phases and for FIC to run and operate the advanced analytics environment and produce reports within the production environment. This infrastructure architecture must allow for organic growth requirements for reports and related data services.

The infrastructure designed for the solution must exhibit the following characteristics:
- Design for hybrid infrastructure - on premise and cloud (scale, governance, security)
- Near / Real-time access to data (as and when it lands into the CDP)
- Consumption based billing model, where applicable (service based)

5.9 Support and Maintenance

The successful service provider is required to provide support and maintenance services at the fourth line level on all components of the delivered solution that was deployed into production for a period of 4 months after deployment. The support and maintenance services at first, and second-line levels will be performed by the FIC 's ICT (Information and Communications Technology) division, as trained by the service provider. These tasks could include:
- Management of active job schedules
- Management of all environments
- Manage usage, licences, and related resources.
- Manage hand-over to ICT, Line of Business or FIC appointee.
- Perform daily support tasks

5.10 Systems Development Life Cycle (SDLC)

For all stages, a suitable and documented system development life cycle process must be followed in the execution of the systems development and   implementation.   The SDLC deliverables must include documentation describing the quality assurance and test

approach, technical design specification, infrastructure requirements specification and deployment guide.

5.11 Project Management Services

Project Management services are applicable to all stages.

- The Service Provider will report to the assigned FIC Project Manager in the FIC's Project Management Office.

- The Service Provider must set up a project organisation, with a Project Manager, to interface to the FIC Project Team, with the FIC Project Manager as the entry point for project execution.

- A Project Steering Committee will be established, meeting once a month, allowing reporting and risk/issue mitigation to be addressed and directed by the FIC Project Sponsor and Business Owner.

- Project progress meetings will be scheduled every week, and the Service Provider is expected to compile and submit weekly progress reports, plus a monthly Steering Committee progress report. The FIC project management methodology defined templates may be utilised for these reports.

- The CVs of the Project manager and project team members assigned to the projects must be included with the bidder's proposal. Certified copies of the qualifications as identified in the evaluation criteria (section 9 of this TOR) must be included. The FIC reserves the right to vet the project team members should there be a change from what was submitted as part of the proposal.

5.12 Professional services

The Service Provider is expected to provide various technical resources to design, develop, test, and quality assure the solution, named below;

- **Solution Architect:**
  - National diploma in IT or degree in IT or equivalent
  - Certified in OEM toolset.
  - 5 years Advanced Analytics architecture.
  - Experience with designing architecture for the Azure cloud platform
  - Artificial Intelligence & Machine Learning experience (ML, NLP, Python, etc)
  - 1 year DevOps/PMBOK experience.

- **Data Scientist:**
  - Bachelor's or master's degree in computer science & Statistics
  - A certification in Data Science, Machine Learning, or related fields.
  - Proven Five (5) years' experience as a Machine Learning Engineer or a similar role, with a track record of successfully delivering machine learning

projects.

- ○ Strong proficiency in programming languages such as Python, R, or similar for building and implementing machine learning algorithms.
- ○ Solid understanding of machine learning techniques and frameworks.
- ○ Experience with deep learning architectures.
- ○ Experience with Azure cloud platform is a must. Familiarity with distributed computing technologies is a plus.
- ○ Excellent problem-solving skills and the ability to think creatively and analytically.
- ○ Strong communication skills and the ability to work effectively in a team-oriented environment.

- **Data Engineer:**
  - ○ National diploma in IT or degree in IT or equivalent.
  - ○ 2 years' experience in deployments on ML/AI models.
  - ○ 3 years database development experience.
  - ○ 3 years' experience in Python/R/SAS/MATLAB/SCALA.
  - ○ Experience with Azure cloud platform is a must. Familiarity with distributed computing technologies is a plus.

- **Machine Learning / Artificial Intelligence Engineer:**
  - ○ National diploma in IT or degree in IT or equivalent.
  - ○ Experience in deployments on ML/AI models.
  - ○ Experience in optimisation of ML/AI models.
  - ○ 4 years database development experience.
  - ○ 4 years' experience in Python/R/SAS/MATLAB/SCALA.
  - ○ Relevant OEM certification.
  - ○ Experience with Azure cloud platform is a must. Familiarity with distributed computing technologies is a plus.
  - ○ 1 year DevOps/PMBOK experience.

- **Report Designer:**
  - ○ National diploma in IT or degree in IT or equivalent.
  - ○ 2 years Visualization development experience.
  - ○ Relevant reporting OEM certification (if applicable) plus PowerBI certification in Data Analytics projects
  - ○ 1 year DevOps/PMBOK experience.
- **Business Analyst:**
  - ○ National diploma in IT or equivalent.
  - ○ 3 Years BA experience, min of 2 years in Data Analytics projects.

- ○ Business Process Management knowledge.
- ○ Data management knowledge.
- ○ 1 year DevOps/PMBOK experience.
- **Project Manager:**
  - ○ National Diploma in IT or equivalent.
  - ○ 5 years' experience as Project Manager on the PMBOK Methodology OR 5 years' experience as Scrum Master.
  - ○ PMP Certification OR Scrum alliance.
  - ○ Must have experience in the management of ICT projects using the SDLC methodology.
  - ○ A track record of recent implementation of the development of Advanced Analytics Solutions that are aligned to the requirements listed under the Advanced Analytics Component listed in Section 5.4 of this document.

5.13   **Training Services**

- The Service Provider is expected to compile the training plan, Super User Manual and Normal User Manual.
- The Service Provider is expected to provide training for technical users, Super User as well as the Normal user of the system.

6   RESPONSE REQUIREMENTS

6.1   The response to this TOR should include a detail definition of the service provider experience, the proposed solution, the approach proposed to deliver the solution and the completion of a detail compliancy statement to each of the TOR functional requirements stating "Full or Partial or None" compliance where applicable. -   **The tables attached in Annexure B MUST be used for the response to this tender.**

6.2   In addition, the service provider must complete the Delivery Schedule template under **Annexure D**.

7   LOGISTICS SUPPORT

7.1   Access to the required systems and data will be provided to the service provider from the terminals at the FIC's Centurion Head Office.

7.2   Where specific software is required to be used to facilitate the development, the software will need to be installed and run on FIC infrastructure. No service provider devices will be permitted to connect to the FIC network.

7.3   The resources of the service provider will be expected to utilise FIC laptops and software to prepare reports and project management functions.

8   COMPATABILITY WITH FIC TECHNOLOGIES

8.1   The FIC existing solutions are utilising the following Microsoft technologies:

Product	Purpose
Microsoft Office 365	Document creation
HP Quality Centre	Functional testing and defect management
Azure Synapse Analytics	Data Insights in warehouse and big data
Azure Databricks	Data lake pipeline management
Power BI	Business Intelligence
Microsoft SQL Database Server (2016,2019)	Database Management
Azure platform	Form Recognizer and various APIs
Windows Server 2022, 2019	Operating System

8.2   **Microsoft Technologies Compatibility:**
             In the event that the bidder's solution will utilise other or different technologies for the
             delivery of their solution, then their proposal should identify those items with associated
             costings and included as part of the proposal pricing. Further, the bidders should ensure
             that their solution is compatible and will be integrated with FIC existing solutions and
             technology stack.

8.3   **OEM Certification**
             The bidder must be a Certified Partner or OEM of the proposed solution where applicable.
             The bidder must include proof of valid partner certificate.

9   LOCATION WHERE THE SERVICES ARE REQUIRED

9.1   The services will be required at the FIC's Centurion Head Office as and when required or
             applicable.

10   DURATION OF THE CONTRACT

10.1   The timeframe for the engagement of the service provider is envisaged to be for a period
             of twenty-four (24) months for the delivery of the Big Data Analytics solution.

11   FINANCIAL PROPOSAL / PRICING SCHEDULE

11.1   The service provider is expected to provide and complete the pricing proposal for the main
             items as defined in this TOR using the table in Annexure B.

11.2   The payment will take place once the deliverable items associated with the milestone are
             successfully completed and accepted by the FIC.

PART E: EVALUATION PROCESS

12   EVALUATION PROCESS

Compliance with minimum requirements and response requirements:

12.1   All bids duly lodged will be examined to determine compliance with Bid requirements and conditions. Bids with obvious deviations from the requirements/ conditions will be eliminated from further evaluation.

12.2   Pre-selection:

- Supply Chain Management business unit will do **pre-selection** on the following requirements:

NO.	DESCRIPTION	REQUIREMENTS: *MANDATORY OR NON-MANDATORY*	COMMENTS
1	Central Supplier Database (CSD) Report	**MANDATORY**	Bidders must be registered on the Central Supplier Database (CSD) on the National Treasury Website – www.csd.gov.za prior to submitting a bid.
2	Valid B-BBEE Certificate OR Sworn Affidavit	**NON-MANDATORY**	Failure of a bidder to provide a valid B-BBEE certificate/sworn affidavit will forfeit preference points.
3	Completed and duly Signed Invitation to Bid Form- SBD 1	**MANDATORY**	Non-submission as well as incomplete SBD 4 form will result in disqualification.
4	Completed and duly Signed Disclosure Form- SBD 4	**MANDATORY**	Non-submission as well as incomplete SBD 4 form will result in disqualification.
5	Completed and duly Signed Preference Claim Form- SBD 6.1	**NON-MANDATORY**	Failure of a bidder to provide a completed and duly signed SBD 6.1 form will forfeit preference points.
6	Attendance of Virtual Compulsory Briefing session	**MANDATORY**	Bidders who do not attend the compulsory briefing session will be eliminated
7	Pricing Proposal	**MANDATORY**	Pricing must conform to the pricing proposal as per the template in Annexure A.
8	Compliance Matrix	**MANDATORY**	Completed compliance matrix in accordance with provided format in Annexure B.
9	Special Conditions	**MANDATORY**	Completed special conditions matrix in accordance with provided format in Annexure C.

Note:

a) A bidder/tenderer who fails to comply with **mandatory** requirements No. **1, 3, 4, 6, 7, 8 and 9** will be disqualified from the evaluation process.

b) A bidder who fails to comply with mandatory requirement No. 2 and 5 will forfeit preference points for specific goals or BBBEE points.

13   FUNCTIONALITY EVALUATION

13.1   The bid will receive further consideration if they score a minimum threshold of **80** out of 100 points for functionality as detailed in paragraph 10.2.

13.2   Functionality will be evaluated as follows:

i.   Desktop Technical Evaluation – Bidders will be evaluated out of **75** points and are required to achieve minimum threshold of **60** points out of **75** points.

ii.   Presentation or system demonstration – Bidders will be evaluated out of 25 points and are required to achieve minimum threshold of **20** points out of **25** points.

13.3   Bidders who fail to meet the minimum threshold will be disqualified and will not be evaluated further for in terms of the 80/20 preference points system for price and specific goals (B-BBEE status level of contribution).

13.4   The Technical evaluation (detailed, practical, fair, and measurable) will consist of a desktop assessment as well as a formal presentation by the prospective service provider.

13.5   Table below explains the rating guideline for the evaluation of functionality criteria:

CRITERIA	POINTS ALLOCATED
DESKTOP TECHNICAL EVALUATION	
1. The bidder's technical project team members (As referenced on section 5.10) proposed **MUST** include and provide CVs for **ALL** of the following roles: • Solutions Architect (Bidder must supply 1 CV) **(3 Points)** • Business Analyst (Bidder must supply 1 CV) **(2 Points)** • Data Scientist (Bidder must supply 2 CVs) **(5 Points)** • AI/ML Engineer (Bidder must supply 1 CV) **(3 Points)** • Data Engineer (Bidder must supply 1 CV) **(3 Points)** • Report Designer (Bidder must supply 1 CV) **(2 Points)** • The Project Manager (Bidder must supply 1 CV) **(2 Points)**	20

CRITERIA	POINTS ALLOCATED
DESKTOP TECHNICAL EVALUATION	
2. The bidder must have a track record of recent implementation of the development of Advanced Analytics Solutions that are aligned to the requirements listed under the Advanced Analytics Component listed in Section 5.2 of this document. • Proof of this must be provided by relevant contactable references letters. It is important for the reference letters to clearly indicate the type of relevant work done in alignment with the requirements listed in (Section 5.2). The experience of the bidder will be determined based on the reference letter information.	20
3. Project Plan and Proposal – The bidder must provide a detailed and compliant response for the delivery of the required deliverables as defined in Annexure A and as referenced and detailed in the technical proposal, which includes a complete implementation approach and a delivery method outlined by a detailed project plan for the implementation of the solution.	35
PRESENTATION AND SYSTEM DEMONSTRATION	
4. Bidders will be required to present at FIC premises their proposed response to the bid evaluation committee outlining their approach and solution, confirming their understanding of the FIC requirements. Guideline: Part 1: PPT\PDF\Video or other presentation format. Bidder's presentation must cover the following: • Company relevant experience to deliver their proposal (3 points) • High level view of the solution – All Functionality (2 points) • High level view of the solution – Infrastructure (2 points) • Delivery methodology (1 point) • High level delivery plan (1 point) • Delivery team (1 point) Part 2: Live instance demo of the solution • Bidders Solution successfully executes the FIC use case. (15 points)	25
TOTAL	**100**

13.6   Table below explains the rating guideline for the evaluation of functional criterion:

Criteria	POINTS = 0	POINTS = 1	POINTS = 2	POINTS = 3	POINTS = 4	POINT= 5
The bidder's technical project team members (As referenced on section 5.10) proposed **MUST** include and provide CVs for **ALL** the required roles. **WEIGHT = 20%**	CVs for all roles not provided.	N/A	N/A	CVs of all the roles provided and CVs indicate at least 1 year of relevant data analytics solutions implementation experience for each role.	CVs of all the roles provided and CVs indicate at least 2 year of relevant data analytics solutions implementation experience for each role.	CVs of all the roles provided and CVs indicate at least 3 year of relevant data analytics solutions implementation experience for each role.
Proof of the bidder's experience must be provided by at least five relevant contactable references letters. It is important for the reference letters to clearly indicate the type of relevant work done in alignment with the requirements (Section 5.2). **WEIGHT = 20%**	No proof in the relevant reference letters provided show successful implementation of data analytics solutions.	One (1) relevant reference letter provided indicating experience in successful implementation(s) of data analytics solutions.	Two (2) relevant reference letters provided indicating experience in successful implementation(s) of data analytics solutions.	Three (3) relevant reference letters provided indicating experience in successful implementation(s) of data analytics solutions.	Four (4) relevant reference letters provided indicating experience in successful implementation(s) of data analytics solutions.	Five (5) or more relevant reference letters provided indicating experience in successful implementation(s) of data analytics solutions.
Project Plan and Proposals: Full compliance of requirements as per Annexure A Submit a clear observable project plan. Attention will be on the following: • Full information on the services that will be provided in line with the scope of work. i.e. - (timelines, resources allocated, dependency definitions and milestones definition) **WEIGHT = 35%**	No full compliance of requirements as per Annexure A and or no project plan provided or high project plan without timelines or milestone	N/A	N/A	Full compliance of requirements as per Annexure A with only a High-level Project Plan provided with timelines.	Full compliance of requirements as per Annexure A with only a detailed Project Plan provided (timelines and resources allocation)	Full compliance of requirements as per Annexure A with a detailed Project plan provided (timelines, resources allocated, dependency definitions and milestones definition)

13.7   Table below explains the rating guideline for the evaluation of Presentation & Demonstration:

Criteria	POINTS = 0	POINTS = 1	POINTS = 2	POINTS = 3	POINTS = 4	POINTS= 5
Bidders' presentation covers all the areas as requested in accordance with their proposal and satisfactorily demonstrate the understanding of FIC requirements. **WEIGHT = 10%**	Bidders' presentation does not cover at least the first three areas as requested in accordance with their proposal and/or does not satisfactorily demonstrate the understanding of FIC requirements.	N/A	N/A	Bidders' presentation covers at least the first three areas as requested in accordance with their proposal and satisfactorily demonstrate the understanding of FIC requirements.	N/A	Bidders' presentation covers all the areas as requested in accordance with their proposal and satisfactorily demonstrate the understanding of FIC requirements.
Bidders' solution successfully demonstrates the complete FIC use case and satisfactorily demonstrates the understanding of FIC requirements. **WEIGHT = 15%**	Bidders Solution does not or only partially demonstrate the complete FIC use case and does not satisfactorily demonstrate the understanding of FIC requirements.	N/A	N/A	N/A	N/A	Bidders' solution successfully demonstrates the complete FIC use case and satisfactorily demonstrates the understanding of FIC requirements.

13.8   Where the rating guideline above does not provide for the information provided by the bidder, the evaluator reserves the right to allocate closest or any score as he/she sees fit.

13.9   The evaluation criteria and weights for functionality as indicated in the table above will apply.

13.10   Only qualifying bids will be evaluated further in terms of the 80/20 preference points system, whereby 80 points will be for price only and 20 points for preference points based on specific goals as set out in the preference point claim form.

        a)   The percentage scored for price shall be calculated as follows:

        b)   A maximum of 80 points is allocated for price on the following basis:

80/20

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

Where

Ps   =   Points scored for price of quotation under consideration

Pt   =   Rand value of quotation under consideration

Pmin   =   Rand value of lowest acceptable quotation

13.11   Awarding of points for broad–based black economic empowerment (B-BBEE) status level of contribution.

   a) Preference points for B-BBEE status level of contribution will be awarded according to the table indicated in the preference points claim form- SBD 6.1.

14   ADJUDICATION

14.1   The relevant award structure will consider the recommendations and make the final   award.   The successful respondent will usually be the service provider scoring the   highest number of points or it may be a lower scoring provider on justifiable grounds or no award at all.

15   VALIDITY PERIOD

15.1   Validity period from date of closure is 90 days.

15.2   Tenderers must hold their tenders valid for acceptance by the FIC at any time within the requested validity period after the closing date of the tender.

15.3   Tenderers may be requested to extend their validity period for a specified additional period. In such instances, tenderers will not be allowed to change any aspect of their tender, unless they are able to demonstrate that the proposed change(s) is as a direct and unavoidable consequence of FIC's extension of the validity period.

16   PROJECT WORKING CONDITIONS

16.1   The service provider will have access to the personnel of the FIC when required.

16.2   The service provider will provide the necessary development software in the event that their proposed solution is based on technology that is different from FIC technologies stack; and

16.3   The service provider will project manage its own team, to ensure delivery of the required output on time and within budget.

17   TECHNICAL QUESTIONS

17.1   Any technical questions regarding the above requirements can be forwarded to Kamogelo.Rathebe@fic.gov.za

18   COMPULSORY VIRTUAL BRIEFING SESSION

18.1   A virtual compulsory briefing session will be held under the following details:

Date:	22 February 2024
Time:	14h00- 15h30
Venue / Platform:	Microsoft Teams
Link to meeting:	https://teams.microsoft.com/l/meetup-join/19%3ameeting_Y2VhMjVkNzgtZTE5NC00NWU2LWFjYTgtMmFhNGI1NmFmNDgx%40thread.v2/0?context=%7b%22Tid%22%3a%221c5235b3-a463-4a01-96a7-dc2634b2aa74%22%2c%22Oid%22%3a%22440644e2-a809-4179-9639-6d7f4fb9f659%22%7d

PART F: PRICING SCHEDULE

19   ANNEXURE A: FINANCIAL PROPOSAL/PRICING SCHEDULE

19.1   The financial proposal should include 15% VAT (If applicable) and any other costs involved.

19.2   Bidders should indicate the price per milestone/deliverable to be executed.

19.3   Bidders are also required to complete the below pricing schedule in the with the scope of work:

ITEM NO	ITEM DESCRIPTION	CLASSIFICATION	ITEM PRICES INCLUDING VAT
1	Big Data Analytics Solution - Professional Services	Mandatory	
2	Big Data Analytics Solution – Software/Platform Licenses* *Over a period of three (3) years	Mandatory year 1	
		Mandatory year 2	
		Mandatory year 3	
3	Big Data Analytics Solution - Support & Maintenance	Mandatory	
4	Big Data Analytics Solution - End-User Training	Mandatory	
5	Big Data Analytics Solution - System-User Training	Mandatory	
6	Other costs i.e. Additional costs due to different technologies proposed.	Mandatory	
TOTAL		Mandatory	

PART G: COMPLIANCE MATRICES

20   ANNEXURE B – COMPLIANCE STATEMENT

Bidders must complete the table below as per the instructions in the heading row. In the event that the table is not completed as per the instructions in the heading row, this will result in a non-compliance.

Intellegence Analytics TOR Requirements – PART D	Compliance Statement (Full/Partial/ None)	Description of compliance statement (Must refer the compliance statement to the relevant part/section of the bidders technical proposal description)
5. SPECIFICATIONS/ SCOPE OF WORK	**Heading**	**Heading**
5.1 The scope of work covers the design, implementation, and rollout of an advanced analytics solution, with a matching design of security, infrastructure including related storage components.		
5.2 The bidder is expected to provide a proposal and costing for a complete data analytics solution.		
5.3 Existing Critical Components	**Heading**	**Heading**
➢ Successful bidder's proposed solution is expected to integrate with FIC existing datastores and extract data through API and/or SQL.		
Successful bidder's proposed solution is expected to integrate with FIC existing datastores and extract data through API and/or SQL.		
5.4 Advanced Analytics components	**Heading**	**Heading**
5.4.1 Model Design and Testing		
5.4.2 Data Mining		
5.4.3 Data Preparation		
5.4.4 Model Execution & Optimisation		
5.4.5 Models		
5.4.6 Data Integration & Workflow		

Intellegence Analytics TOR Requirements – PART D	Compliance Statement (Full/Partial/ None)	Description of compliance statement (Must refer the compliance statement to the relevant part/section of the bidders technical proposal description)
5.4.7 Data visualization		
5.5 Big Data Analytics Project – Preliminary/Analysis Stage	**Heading**	**Heading**
5.5.1 Analysis & Design Documentation		
5.5.2 Project Plan		
5.6 Big Data Analytics Project – Solution Development Stage		
5.7 Big Data Analytics Project – Testing & Deployment Stage		
5.8 Infrastructure and Storage		
5.9 Support and Maintenance		
5.10 Systems Development Life Cycle (SDLC)		
5.11 Project Management Services		
5.12 Proffessional Services		
5.13 Training Services		
6. RESPONSE REQUIREMENTS	**Heading**	**Heading**
6.1The response to this TOR should include a detailed definition of the service provider experience, the proposed solution, the approach proposed to deliver the solution and the completion of a detail compliancy statement to each of the TOR functional requirements stating "Full or Partial or None" compliance where applicable. The tables attached in Annexure A MUST be used for the response to this tender.		
6.2 In addition, the service provider must complete the Delivery Schedule template under Annexure D		
7. LOGISTICS SUPPORT	**Heading**	**Heading**
7.1 Access to the required systems and data will be provided to the service provider from the terminals at the FIC's Centurion Head Office.		

Intellegence Analytics TOR Requirements – PART D	Compliance Statement (Full/Partial/ None)	Description of compliance statement (Must refer the compliance statement to the relevant part/section of the bidders technical proposal description)
7.2 Where specific software is required to be used to facilitate the development, the software will need to be installed and run on FIC infrastructure. No service provider devices will be permitted to connect to the FIC network.		
7.3 The resources of the service provider will be expected to utilise FIC laptops and software to prepare reports and project management functions		
8. Compatability with FIC technologies	**Heading**	**Heading**
8.1 The proposed services and solution must be compatible with current existing FIC technologies and systems		
8.2 Microsot Technologies Compatability		
➤ In the event that the bidder's solution will utilise other or different technologies for the delivery of their solution, then their proposal should identify those items with associated costings and included as part of the proposal pricing. Further, the bidders should ensure that their solution is compatible and will be integrated with FIC existing solutions and technology stack		
8.3 OEM Certification		
➤ The bidder must be a Certified Partner or OEM of the proposed solution where applicable. The bidder must include proof of valid partner certificate.		
9. LOCATION WHERE THE SERVICES ARE REQUIRED	**Heading**	**Heading**
9.1 The services will be required at the FIC's Centurion Head Office as and when required or applicable		
10. DURATION OF THE CONTRACT	**Heading**	**Heading**
10.1 The timeframe for the engagement of the service provider is envisaged to be for a period of twenty-four (24) months for the delivery of the Big Data Analytics solution		

8 ANNEXURE C - SPECIAL CONDITIONS

CONDITION	COMPLY / NOT COMPLY	COMMENTS
The bidder will be subject to security requirements including:		
a) All bidder project team members assigned to the project must be South African citizens.		
b) All bidder project team members assigned to the project will be required to take an oath of secrecy and sign non-disclosure agreements.		
c) All bidder project team members assigned to the project will be required to consent to and undergo a security and background check by the FIC.		
d) The bidder's assigned project lead must be a permanent employee of the bidder.		
e) In the event that the CV's for the roles proposed by the bidder is not available to work on the project, the bidder must ensure to provide a resource with similar experienced		
f) The FIC reserves the right to exclude any of the items in the financial proposal table as per (Annexure A) during contracting. Furthermore, the FIC reserves the right to discontinue the services of the selected bidder based on a checkpoint done on completion of each milestone of the project. The project milestones are aligned to the key project deliverables.		

9 ANNEXURE D – DELIVERY SCHEDULE

The bidder is expected to provide and complete the proposed delivery schedule as defined.

MILESTONE NO.	ITEM DESCRIPTION	PROPOSED DELIVERY DATE - MONTHS AFTER ORDER PLACEMENT
1. Project Charter	The FIC will provide a template that outlines information required for this output.	
2. Project Plan (incl. WBS)	Whilst the plan will list the tasks to be performed by the bidder, it should also consider the supporting tasks to be performed by the FIC	
3. Analysis and Design	A series of workshops will be held with the FIC for the successful bidder to understand the FIC expectations from the project, a document outlining the design that will respond to the requirements of the FIC. The design should be inclusive of logical and physical level of detail to ensure better understanding from both the business and technical stakeholder. A series of deliverables in the form of documents are expected from this phase of the project for outlining the approach.	
4. Development / build	The solution building or development is expected to be an interactive part that includes a lot of communication in the form of workshops/meetings to eliminate a lot of re-work.	
5. Testing	As indicated in the document, the bidder is expected to perform their own testing before handing over to the FIC who will perform the user acceptance testing and/or technical validation/verification depending on the output.	
6. Change management	This project task is mainly handled by the FIC, the successful bidder will be involved in some or most of the activities as they will be about ensuring proper buy-in from the business users.	
7. Training	Knowledge transfer to both business and technical users of the solution with supporting documentation is a requirement as indicated in the document.	
8. Support	Provide support and maintenance services at the fourth line level on all components of the delivered solution that was deployed into production for a period of 4 months after deployment	

PART H: STANDARD BIDDING DOCUMENTS (OVERLEAF)

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM
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.

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 interest1 in the enterprise, employed by the state? **YES/NO**

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

2.2 Do you, or any person connected with the bidder, have a relationship

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1 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.

with any person who is employed by the procuring institution? **YES/NO**

2.2.1   If so, furnish particulars:

…………………………………………………………………………………

…………………………………………………………………………………

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:

………………………………………………………………………………

………………………………………………………………………………

3   DECLARATION

I,   the   undersigned, (name)……………………………………………………………………… 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 consortium2 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.

3.4   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.

3.5   There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

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2 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.

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.

3.6 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.

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.

………………………………… ..…………………………………………………
Signature Date

………………………………… .……………………………………………………
Position Name of bidder

**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**

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1. **GENERAL CONDITIONS**

1.1 The following preference point system is applicable to invitations to this tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included);

1.2 **To be completed by the organ of state**

a) The applicable preference point system for this tender is the 80/20 preference point system.

1.3 Points for this shall be awarded for:

(a) Price; and

(b) Specific Goals.

1.4 The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

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 FIC requires of a tenderer to substantiate any claim in regards to preferences, by submitting their current/valid B-BBEE certificate or a sworn affidavit as prescribed by the B-BBEE codes of good practice.

2. DEFINITIONS

(a) **"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;

(b) **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

(c) "Rand value" means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

(d) "**The Act**" means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80/20 points is allocated for price on the following basis:

80/20

$$Ps = 80 \left(1 - \frac{Pt - P\,min}{P\,min}\right)$$

Where

Ps   =   Points scored for price of tender under consideration

Pt   =   Price of tender under consideration

Pmin =   Price of lowest acceptable tender

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 2022, 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 that shall be supported by proof / documentation as 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 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 (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
The B-BBEE Certificate is used as a measurement instrument for FIC's specific goals:	20 Maximum	
B-BBEE Status level of contributor: 1	20	
B-BBEE Status level of contributor: 2	18	
B-BBEE Status level of contributor: 3	14	
B-BBEE Status level of contributor: 4	7	
B-BBEE Status level of contributor: 5	4	
B-BBEE Status level of contributor: 6	2	
B-BBEE Status level 7 – 8 and non-compliant contributors	0	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.2.   Name of company/firm………………………………………………………………….

4.3.   Company registration number: …………………………………………………...

4.4.   TYPE OF COMPANY/ FIRM

    ☐   Partnership/Joint Venture / Consortium
    ☐   One-person business/sole propriety
    ☐   Close corporation
    ☐   Public Company
    ☐   Personal Liability Company
    ☐   (Pty) Limited
    ☐   Non-Profit Company
    ☐   State Owned Company
[TICK APPLICABLE BOX]

4.5. 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:

i) The information furnished is true and correct;

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

iii) 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;

iv) 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 –

(a) disqualify the person from the tendering process;

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

(c) 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;

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

(e) forward the matter for criminal prosecution, if deemed necessary.

……………………………………..
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME: …………………………………………………………….

DATE: …………………………………………………………

ADDRESS: …………………………………………………………

…………………………………………………………

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