

# TECHNICAL EVALUATION

**MINIMUM THRESHOLD OF 80% ON TECHNICAL FUNCTIONALITY MUST BE ACHIEVED FAILING WHICH, THE BID WILL NOT FURTHER EVALUATED**

| Bid no: 2641S : REQUEST FOR PROVISION OF STRATEGIC PARTNERS INTERNAL AUDIT                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                           |           |
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| Mandatory requirements                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                           | Yes/No    |
| 1.                                                                                                                                                                                                       | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                           |           |
| 1st Stage Evaluation: A minimum threshold of 80% must be achieved to proceed to the 2 <sup>nd</sup> Stage Evaluation<br>Evaluation will be done on a relationship to the weighting on a scale of 0 to 10 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                           |           |
| Technical Evaluation:                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Scoring (0-10)                                                                            | Weighting |
| 1.                                                                                                                                                                                                       | <p><b>DETAILED METHODOLOGY, APPROACH AND WORKPLAN FOR GOVERNANCE, RISK AND CONTROL FOR ASSURANCE AND CONSULTING ACTIVITIES LISTED ON THE SPECIFICATION SECTION 5.</b></p> <p>1.1 Methodology<br/>1.2 Approach<br/>1.3 Relevant tools, software tools but not limited to software only<br/>1.4 Deliverables (Planning, execution and reporting documents)<br/>1.5 A work plan for each service in the panel as per specification</p> <p>Note: <b>This is only applicable to (1.1 to 1.5)</b>, All five (5) services as per specification <b>MUST</b> be covered alternatively if one is missed zero (0) point. All tools proposed must be clearly defined as proposed and utilisation aligned to the five (5) services in the specifications.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <p>Complete Methodology= 10 points</p> <p>Incomplete Methodology = 0 points</p>           | 35        |
| 2.                                                                                                                                                                                                       | <p><b>TEAM COMPOSITION</b></p> <p>The proposed team members must have a minimum of NQF level 7 qualifications in Auditing or Accounting with relevant experience:</p> <p>X1 Project Director</p> <ul style="list-style-type: none"> <li>Must be a CIA/CA and registered with any other relevant professional bodies as per specification)</li> <li>Provide Comprehensive CV with a minimum of 10 years relevant experience.</li> <li>Provide a certified copy of a qualification</li> <li>Provide certified copy of ID</li> </ul> <p>X1 Project Manager</p> <ul style="list-style-type: none"> <li>Must be a CIA/CA and registered with any other relevant professional bodies as per specification)</li> <li>Provide Comprehensive CV with a minimum of 7 years relevant experience.</li> <li>Provide a certified copy of a qualification</li> <li>Provide certified copy of ID</li> </ul> <p>X5 Auditors with minimum of 5 years' experience.</p> <ul style="list-style-type: none"> <li>Provide Comprehensive CV with a minimum of 5 years relevant experience.</li> <li>Provide a certified copy of a qualification</li> <li>Provide certified copy of ID</li> </ul> <p>The requirement means the <b>5 proposed members collectively</b> must demonstrate the following minimum experience:</p> <ul style="list-style-type: none"> <li><b>2 members</b> with <b>Risk-Based Audit Services</b> experience</li> <li><b>1 member</b> with <b>Probity</b> experience</li> <li><b>1 member</b> with <b>ICT Audits</b> experience</li> <li><b>1 member</b> with <b>Investigations</b> experience</li> </ul> <p><b>NOTE:</b></p> <ul style="list-style-type: none"> <li>Clear certified copies must not be older than 3 months from the closing date of this bid.</li> <li>Foreign qualifications should be SAQA Accredited</li> <li>Foreign nationals are to provide a certified passport together with a certified valid work permit reflecting relevant company name</li> </ul> | <p>Complete team composition= 10 points</p> <p>Incomplete team composition = 0 points</p> | 30        |

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|    | <p>X5 Auditors with minimum of 5 years' experience and must registered with respective Professional bodies:</p> <p><b>IIA</b> - Institute of Internal Auditors (IIA)<br/> <b>SAIPA</b>- South African Institute of South Africa<br/> <b>SAICA</b> – South African Institute of Chartered Accountants<br/> <b>ACFE</b> – Association of Certified Fraud Examiners<br/> <b>ICFP</b> – Institute of Commercial Forensic Practitioners<br/> <b>ISACA</b>- Information Systems Audit and Control Association<br/> <b>ACCA</b> - Association of Chartered Certified Accountants<br/> <b>SAIGA</b>- Southern African Institute of Government Auditors</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                            |            |
| 3. | <p><b>REFERENCES LETTERS</b></p> <p>Company experience - minimum of three (3) reference letters with completed projects detailing a scope of work in Internal Audit with minimum duration of three (3) years</p> <p>Company experience will only be considered on the following conditions:</p> <ul style="list-style-type: none"> <li>Reference letters submitted must be issued by the procuring entity or the company who received the services and can confirm that the work was performed. The reference letter must be issued on the procuring entity's or company's official letterhead and must include valid and contactable contact details, as well as relevant project and/or contract information confirming the nature and scope of the services performed by the bidder.</li> <li>Where the bidder has performed the relevant work as a subcontractor, the bidder must submit a reference letter issued by the company that received the work's official letterhead, confirming that the subcontractor performed the relevant works as a sub-contractor of the company that bided.</li> <li>The reference letter must clearly state the scope of work performed, period of performance, and the bidder's role as a subcontractor, and must include contact details of a person who can be contacted to verify the information provided.</li> <li>No appointment letters, contracts, purchase order or work completion certificate will be accepted as references</li> </ul> <p><b>Note:</b></p> <p><b>Reference letters that do not comply with the conditions stated above will be deemed invalid.</b></p> <p><b>Reference letters that are not confirmed by the client will not be considered.</b></p> | <p>More than 3 contactable references = 10 points<br/> 3 contactable references = 7 points<br/> 2 contactable references = 4 points<br/> Less than 2 contactable references = 0 points</p> | 20         |
| 4. | <p><b>DETAILED SKILLS TRANSFER COVERING THE FOLLOWING:</b></p> <p>4.1 Methodology<br/> 4.2 Deliverables</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <p>Detailed skills transfer Methodology =5 points</p> <p>Detailed skills transfer Deliverables =5 points</p>                                                                               | 15         |
|    | <b>Total</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                            | <b>100</b> |

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| 2 <sup>nd</sup> Stage Evaluation |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |    |
|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| <b>PRICE</b>                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 80 |
| <b>SPECIFIC GOALS</b>            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 20 |
| 1.                               | <p>Enterprises owned by black people with at least 51% shareholding</p> <ul style="list-style-type: none"> <li>➤ 51% black ownership = 4 points</li> <li>➤ Less than 51% black ownership = 0 points</li> </ul> <p>(Provide certified copy (not older than three (3) months) of BEE certificate / sworn affidavit, consolidated B-BBEE certificate from verification agency if bidder is JV/consortium)</p>                                                                                         | 4  |
| 2.                               | <p>Enterprise owned by black women with at least 30% shareholding</p> <ul style="list-style-type: none"> <li>➤ 30% black women ownership = 4 points</li> <li>➤ Less than 30% black women ownership = 0 points</li> </ul> <p>(Provide certified copy (not older than three (3) months) of BEE certificate / sworn affidavit, consolidated B-BBEE certificate from verification agency if bidder is JV/consortium)</p>                                                                               | 4  |
| 3.                               | <p>Enterprise owned by black youth with at least 51% shareholding</p> <ul style="list-style-type: none"> <li>➤ 51% black youth ownership = 4 points</li> <li>➤ Less than 51% black youth ownership = 0 points</li> </ul> <p>(Provide certified copy (not older than three (3) months) of BEE certificate / sworn affidavit, consolidated B-BBEE certificate from verification agency if bidder is JV/consortium and certified copies (not older than three (3) months) of ID copies of owners)</p> | 4  |
| 4.                               | <p>Enterprise with B-BBEE status level 1 (one) to 4 (Four)</p> <ul style="list-style-type: none"> <li>➤ B-BBEE Status Level 1- 4 = 4 points)</li> <li>➤ Not B-BBEE status level 1- 4 = 0 point</li> </ul> <p>(Provide original or certified copy (not older than three (3) months) of BEE certificate / sworn affidavit, consolidated B-BBEE certificate from verification agency if bidder is JV/consortium.</p>                                                                                  | 4  |
| 5.                               | <p>Local suppliers within City of Johannesburg Geographical area</p> <ul style="list-style-type: none"> <li>➤ Within COJ = 4 points</li> <li>➤ Outside COJ = 0 point</li> </ul> <p>(Provide municipal rates account or lease agreement)</p>                                                                                                                                                                                                                                                        | 4  |

**Maximum of four (4) bidders to be appointed**