



**TENDER NO:  
DOT/14/2025/ODG**

**APPOINTMENT OF PANEL OF SERVICE  
PROVIDERS/CONSULTANTS TO CONDUCT SPECIALISED  
FORENSIC INVESTIGATION ON BEHALF OF THE DEPARTMENT OF  
TRANSPORT FOR THE PERIOD OF FIVE (5) YEARS**

**RESPONSES TO ADDITIONAL QUESTIONS**

**SECTION A: INTRODUCTION**

**1. Introduction**

These responses are issued in terms of the queries received after the closing date for queries, for the abovementioned tender(s), as the formal step in a procurement process and is subject to all the terms and conditions contained in the TOR.

Unless otherwise expressly stated, or the context otherwise requires, words and expressions defined in the TOR shall bear the same meanings in these Briefing Notes as those ascribed to them in the TOR.

**2. Purpose of the Briefing Notes**

The purpose of this Briefing Notes is to:

- a. Respond to bidder's queries after 18 February 2026.
- b. Attached find template NDA.

**3. Disclaimer**

All responses are provided in good faith and without prejudice to the Department. The Department reserves the right to review, amend, or withdraw any response where necessary, subject to compliance with applicable legislation and the bid conditions

These Briefing Notes form an integral part of the bid documentation and must be read together with the TOR. In the event of any inconsistency, the TOR shall prevail.

**A: GENERAL ENQUIRIES**

	<b>Questions / Comments for Clarification</b>	<b>Reference</b>	<b>Responses</b>
1	<p>Sub-contracting</p> <ul style="list-style-type: none"> <li>a. Maximum percentage</li> <li>b. Submission of compliance documents eg Tax clearance</li> <li>c. Submission of PPPFA documents</li> </ul>		<ul style="list-style-type: none"> <li>a. There is no prescribed maximum percentage for subcontracting, unless otherwise stated in the TOR or Rules of Bidding.</li> <li>b. Submission of compliance documents (including tax clearance) for subcontractors is not required.</li> <li>c. Submission of PPPFA documentation for subcontractors is not required.</li> <li>d. (Refer to section 1.4.5 of the Rules of Bidding.)</li> </ul>
2	<p>JV's/Consortiums/ Partnerships</p> <ul style="list-style-type: none"> <li>a. General</li> <li>b. CSD, Tax clearance</li> </ul>	<p>Checklist and Rules of Bidding</p>	<ul style="list-style-type: none"> <li>a. Joint ventures will be evaluated strictly in accordance with the legal and ownership structure disclosed at the time of bid submission. The composition, roles, shareholding, and responsibilities of JV partners may not be amended, substituted, or restructured after the bid closing date. Any such change will render the bid non-responsive.</li> <li>b. For Consortiums and Partnerships, CSD &amp; Tax clearance must be submitted for each company that form part of the Consortium/Partnership.</li> <li>c. For JV's, it depends on the JV agreement, if no new entity is created, then all companies must submit. If a new entity is created, all must still be submitted, but new entity's will be used for evaluation.</li> </ul>
3	<p>JV's/Consortiums/ Partnerships</p> <p>Preferential Procurement</p>	<p>Checklist and Rules of Bidding</p>	<ul style="list-style-type: none"> <li>a. For Consortiums and Partnerships, Goal allocation and supporting documents must be submitted for each company that form part of the Consortium/Partnership. Percentage of share will determine points allocation.</li> </ul>

	<b>Questions / Comments for Clarification</b>	<b>Reference</b>	<b>Responses</b>
			<p>b. For JV's, it depends on the JV agreement, if no new entity is created, then all companies must submit. If a new entity is created, all must still be submitted, but new entity's will be used for evaluation.</p>
4	<p>One entity/individual sub-contracting with multiple bidders (or partnering via Consortium and/or JV)</p> <p>Is it permissible?</p>		<p>An entity or individual may subcontract to, or partner with, more than one bidder, provided that such arrangements are fully disclosed to all affected parties and do not result in a conflict of interest.</p>
5	<p>Submission format</p>		<p>a. At least one hard copy (original document), and four (4) pdf on flash drives;</p> <p>b. No electronic/email submissions.</p> <p>c. Index and align proposals with evaluation criteria for ease of reference.</p>
6	<p>ABBREVIATIONS</p>		<p>a. RFQ-Request for Quotation</p> <p>b. TOR-The Terms of Reference advertised for this pre-qualification panel</p> <p>c. BDG - Black Designated Group Owned % Breakdown as per the table above means: % ownership by either Black Youth, Black Disabled, Black Unemployed, Black People living in Rural areas and/or Black Military Veterans</p>

**B: RECEIVED QUERIES**

	<b>Questions / Comments for Clarification</b>	<b>Reference</b>	<b>Responses</b>
1	<p><b>1. Panel Structure and Work Allocation</b></p> <p>1.1 Kindly confirm the anticipated number of service providers to be appointed to the panel.</p> <p>1.2 Please clarify the mechanism for allocation of work once the panel is established (e.g., rotation, mini-competition, direct appointment).</p> <p>1.3 Is there an indicative annual workload and/or budget envelope envisaged for the panel?</p> <p>1.4 Does the scope cover multiple forensic disciplines (financial, digital, fraud, lifestyle audits, litigation support), or will these be commissioned per assignment?</p>		<p>1.1 There is no predetermined number of service providers to be appointed. All bidders who achieve the minimum functionality threshold will be appointed to the panel.</p> <p>1.2 Work will be allocated through mini-competition. All panel members will be invited to submit quotations via RFQs, and awards will be made in accordance with SCM quotation processes and the Department's PPPFA Policy.</p> <p>1.3 The frequency and volume of work cannot be predetermined and will depend on the number and nature of investigation referrals received.</p> <p>1.4 The scope of each investigation will depend on the allegations under review and may range from limited disciplinary investigations to broader forensic investigations, within the scope of the TOR.</p> <p>1.5 Please see page 6 of TOR for panel utilisation guidelines</p>
2	<p><b>2. Terms of Reference and Deliverables</b></p> <p>2.1 Please confirm whether the detailed Terms of Reference form part of this RFP or will be issued after panel appointment.</p> <p>2.2 What are the expected deliverables per investigation (e.g., reporting standards, evidentiary requirements, court-ready documentation)?</p>		<p>2.1 Detailed RFQ specifications will be issued for each assignment to all appointed panel members.</p> <p>2.2 RFQs may include mandatory technical requirements or project-specific evaluation criteria.</p> <p>2.3 Deliverables are set out in the TOR (refer to pages 3–6).</p> <p>2.4 Personnel requirements and administrative disqualification criteria are set out in the TOR (refer to pages 8 and 12–14).</p>

	<b>Questions / Comments for Clarification</b>	<b>Reference</b>	<b>Responses</b>
2.3	Are specific professional certifications or accreditations required for key personnel?		Personnel evaluated during pre-qualification must be allocated to projects. Any replacements require prior written approval and must possess equivalent qualifications and experience. (See Rules of Bidding Section 3.6)
3	<p><b>3. Evaluation Criteria</b></p> <p>3.1 Kindly provide the detailed functionality evaluation criteria and weightings.</p> <p>3.2 What minimum technical threshold must be achieved to proceed to price evaluation? (without price as per briefing session).</p> <p>3.3 How will experience, references, and specialist capabilities be scored?</p>		<p>3.1 Functionality evaluation criteria please refer to page 7-15 of the advertised bid</p> <p>3.2 Please refer to page 4.3.4 on page 9 and again detailed on page 15 of the advertised bid</p> <p>3.3 Please refer to the detailed evaluation scoring matrix on page 7-15 of the advertised bid</p>
4	<p><b>4. Contracting Approach</b></p> <p>4.1 Will a framework agreement govern the panel, or will individual contracts be issued per assignment?</p> <p>4.2 What are the expected turnaround times for issuing assignments?</p> <p>4.3 Will performance be governed by defined SLAs and KPIs?</p>		<p>4.1 All qualifying bidders will receive a Letter of Appointment.</p> <p>4.2 The SLA included as an annexure to the bid must be completed and will govern the overall relationship.</p> <p>4.3 Individual project orders will be issued per assignment, supported by approved project plans detailing scope, deliverables, timelines, and pricing.</p> <p>4.4 Performance will be governed by the SLA and assignment-specific KPIs included in RFQs.</p>

	<b>Questions / Comments for Clarification</b>	<b>Reference</b>	<b>Responses</b>
5	<p><b>5. Joint Ventures and Subcontracting</b></p> <p>5.1 Are consortiums and subcontracting arrangements permitted for specialist services?</p> <p>5.2 Must each JV or subcontracting partner submit separate compliance documentation (CSD, tax clearance, BBBEE)?</p> <p>5.3 Are skills transfer or local participation commitments expected?</p> <p>5.4 In the case of a JV and or subcontracting between a local partner and foreign based OEM, is the foreign based OEM who are not CIPC registered expected to be registered on the CSD?</p>		<p>5.1 The Department encourages consortiums, joint ventures and sub-contracting so as to ensure that the full scope of the requirements are met.</p> <p>5.2 See Nr 3-5 under General Requirements and Section 1.4 of the Rules of Bidding and 4.5.3 in the TOR.</p> <p>5.3 Skills transfer and local participation is not compulsory however the Department encourages both skills transfer and local participation with SMME's and QSE's in the industry as part of skills transfer, industry development, transformation and economic growth. Skills transfer to relevant DOT official is also encouraged</p> <p><b>5.4 Subcontracting</b> Where the appointed bidder is a South African-based entity and engages subcontractors, including foreign-based OEMs, the contractual relationship remains exclusively between the Department and the main contractor. Accordingly:</p> <ol style="list-style-type: none"> <li>a. Only the main contractor is required to be registered on the Central Supplier Database (CSD) and be tax compliant.</li> <li>b. Subcontractors, including foreign entities, are not required to be registered on the CSD unless expressly stated otherwise in the bid documents.</li> <li>c. The appointment, management, and performance of subcontractors remain the sole responsibility of the main contractor.</li> </ol> <p><b>5.5 Joint Ventures / Consortiums</b> Where a bid is submitted as a joint venture or consortium:</p> <ol style="list-style-type: none"> <li>a. The JV/consortium is regarded as the bidding and contracting entity.</li> <li>b. The JV/consortium must be registered on the CSD.</li> <li>c. All partners, including foreign partners, must be disclosed.</li> </ol>

	<b>Questions / Comments for Clarification</b>	<b>Reference</b>	<b>Responses</b>
6	<p><b>6. Governance, Confidentiality, and Independence</b></p> <p>6.1 What conflict-of-interest protocols will apply to investigations involving public officials or related entities?</p> <p>6.2 Will service providers be required to sign assignment-specific non-disclosure agreements?</p> <p>6.3 Are there restrictions on concurrent work with other organs of state?</p>		<p>d. A signed JV/consortium agreement must be submitted with the bid.</p> <p><b>5.6 Foreign Entities and CIPC Registration</b> Foreign entities are required to register with the Companies and Intellectual Property Commission (CIPC) only where they conduct business in South Africa as defined in the Companies Act, 2008. Participation as a subcontractor or JV partner does not, in itself, trigger a requirement for CIPC registration.</p> <p>6.1 Conflict-of-interest requirements will apply in line with applicable legislation, the bid conditions, and DPSA rules where investigations involve public officials.</p> <p>6.2 Service providers will be required to sign assignment-specific Non-Disclosure Agreements (NDAs), including data protection and POPIA provisions.</p> <p>6.3 Concurrent work with other organs of state is permitted, provided that no conflict of interest exists in relation to a specific investigation.</p>
7	<p><b>7. Operational Logistics</b></p> <p>7.1 Where are investigations expected to be conducted (national, provincial, or centralised locations)?</p> <p>7.2 Will the Department provide access to internal systems and data, or must providers deploy their own tools and platforms?</p>		<p>7.1 It will be dependent of the scope of the investigation and may cover all options.</p> <p>7.2 The Department will provide any support and access required for the success of the investigation however it remains the responsibility of service providers to utilize the required investigative tools as required by the specific investigation.</p>

Questions / Comments for Clarification	Reference	Responses																						
<p><b>8. Transformation and Preference Points</b></p> <p>8.1 Kindly confirm how specific goals (HDIs, women, youth, persons with disabilities, SMMEs) will be evaluated at tender stage versus assignment stage.</p> <p>8.2 Will subcontracting toward transformation objectives be recognised in evaluation?</p>		<p>8.1 At tender stage it will not be evaluated, see Section 4.5 page 16 of the TOR. The Department's current goals for PPPFA in terms of the PPPFA Policy for quotations are:</p> <table border="1" data-bbox="347 206 1023 1131"> <thead> <tr> <th>B-BBEE Status</th> <th>Number of points out of 20 (80/20 system)</th> </tr> </thead> <tbody> <tr> <td>BLACK OWNED (BO)</td> <td>MAX 10</td> </tr> <tr> <td>EME/QSE/LE 100%BO</td> <td>10</td> </tr> <tr> <td>EME/QSE=&gt;51%BO</td> <td>6</td> </tr> <tr> <td>WOMEN OWNED (WO)</td> <td>MAX 6</td> </tr> <tr> <td>EME/QSE/LE 100%WO</td> <td>6</td> </tr> <tr> <td>EME/QSE=&gt;51%WO</td> <td>4</td> </tr> <tr> <td>Black Designated Group (BDG)*</td> <td>MAX 4</td> </tr> <tr> <td>EME/QSE/LE 100%BDG</td> <td>4</td> </tr> <tr> <td>EME/QSE=&gt;51%BDG</td> <td>2</td> </tr> <tr> <td><b>MAXIMUM POINTS</b></td> <td><b>20</b></td> </tr> </tbody> </table> <p>8.2 Sub-contracting not recognized, however in terms of Section 1.4.5 the following applies:</p> <p>a. A bidder will not be awarded points preference if it is indicated in the bid documents that such a bidder intends sub-contracting more than 25% of the value of the contract to any other enterprise that does not qualify for at least the points that such a bidder qualifies for, unless the intended sub-contractor is an EME that has the capability and ability to execute the sub-contract.</p>	B-BBEE Status	Number of points out of 20 (80/20 system)	BLACK OWNED (BO)	MAX 10	EME/QSE/LE 100%BO	10	EME/QSE=>51%BO	6	WOMEN OWNED (WO)	MAX 6	EME/QSE/LE 100%WO	6	EME/QSE=>51%WO	4	Black Designated Group (BDG)*	MAX 4	EME/QSE/LE 100%BDG	4	EME/QSE=>51%BDG	2	<b>MAXIMUM POINTS</b>	<b>20</b>
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	<b>Questions / Comments for Clarification</b>	<b>Reference</b>	<b>Responses</b>
	<p>b. A bidder awarded a contract may not sub-contract more than 25% of the value of the contract to any other enterprise that does not have an equal or higher total score on preference goals points claimed, unless the contract is sub-contracted to an EME that has the capability and ability to execute the sub-contract.</p>		<p>9.1 Yes, 4 USB's, as per General Enquiries above.</p> <p>9.2 There is no prescribed indexing or document requirement, however Index and align proposals with evaluation criteria for ease of reference.</p> <p>9.3 All queries will be combined into one briefing document and circulated to all who attended the virtual briefing session and provided contact information, as well as a copy be uploaded to the etender portal.</p>
	<p><b>9. Submission and Compliance</b></p> <p>9.1 Are electronic submissions permitted in addition to sealed physical submissions?</p> <p>9.2 Is there a prescribed indexing or document structuring approach beyond the SBD forms?</p> <p>9.3 Will clarification responses be circulated to all bidders via formal addendum?</p>		