

## **REQUEST FOR INFORMATION**

**RFI NUMBER: RFI03/2025-2026**

### **REQUEST FOR INFORMATION ON LIBRARY DATABASES**

This RFI calls for suitably qualified suppliers to provide information to Competition Commission of South Africa (CCSA) regarding a **Request for Information on Library Databases**.

**Issue date: 16<sup>TH</sup> MAY 2025**

**Closing Date: 23<sup>RD</sup> MAY 2025 11:00am**

**For enquiries contact CCSA Supply Chain Management E-mail: [tenders@compcom.co.za](mailto:tenders@compcom.co.za)**

This RFI is an invitation for person(s) to submit information(s) for the provision of the services as set out in the Specification contained herein. Accordingly, this RFI must not be construed, interpreted, or relied upon, whether expressly or implicitly, as an offer capable of acceptance by any person(s), or as creating any form of contractual, promissory or other rights. No binding contract or other understanding for the supply of services will exist between CCSA and any Respondents unless and until CCSA has executed a formal written contract with the selected supplier.

## REQUEST FOR INFORMATION (RFI)

<b>RFI NUMBER</b>	<b>: RFI03/2025-2026</b>
<b>RFI TITLE</b>	<b>: REQUEST FOR INFORMATION ON LIBRARY DATABASES SERVICES</b>

### EXPECTED TIMEFRAMES

RFI PROCESS	EXPECTED DATES
RFI Advertisement Date	<b>16<sup>TH</sup> MAY 2025</b>
RFI Available from	<b>16<sup>TH</sup> MAY 2025</b>
Compulsory Briefing Session Date & Time	<b>N/A</b>
Venue for Briefing Session	<b>N/A</b>
<b>RFI Closing Date and Time</b>	<b>23<sup>RD</sup> MAY 2025 at 11:00AM</b>
Delivery Venue: <b>Electronics Submission</b>	<a href="mailto:tenders@compcom.co.za">tenders@compcom.co.za</a>
Contact details	<a href="mailto:tenders@compcom.co.za">tenders@compcom.co.za</a>

CCSA retains the right to change the timeframe whenever necessary and for whatever reason it deems fit. Respondents interested in participating must register their interest by providing company name, contact person, telephone, cell number and email address to CCSA, please indicate RFI number on the subject line. This will ensure that any addenda and clarification to this RFI are communicated to all participants.

## 1. MANDATORY DOCUMENTS

- 1.1 Proof of registration on CSD report (Central Supplier Database)

## 2. REQUEST FOR INFORMATION:

### 2. DEFINITIONS

- 2.1 **"RFI"** - a request for information, which is a written official enquiry document encompassing all the terms and conditions of the information in a prescribed or stipulated form.
- 2.2 **"RFI response"** - a written response in a prescribed form in response to an RFI.
- 2.3 **"Respondent"** – any person (natural or juristic) who forwards an acceptable RFI in response to this RFI with the intention of being the main contractor should the RFI be awarded through a competitive bid process.

### 3. CONFIDENTIALITY

- 3.1 All information related to this request for information both during and after completion is to be treated with strict confidence.
- 3.2 Should the need however arise to divulge any information gleaned from the service which is either directly or indirectly related to the CCSA, written approval to divulge such information will have to be obtained from CCSA.
- 3.3 The Respondents must ensure that confidential information is: maintained confidential; not disclosed to or used by any unauthorised person; so as to prevent any disclosure or unauthorised use with at least the standard of care that Respondents maintain to protect their own confidential information; only used for the purpose of considering and responding to this RFI; and not reproduced in any form except as required for the purpose of considering and responding to this RFI.
- 3.4 Respondents must ensure that access to confidential information is only given to those of its partners, officers, employees and advisers who require access for the purpose of considering and responding to this RFI; and those partners, officers, employee and advisers are informed of the confidential information section and keep that information confidential.
- 3.5 This bid remains at all times the property of the Competition Commission of South Africa (CCSA).
- 3.6 No rights other than as provided in this bid and in respect of the confidential information are granted or conveyed to bidder/s

Name of Respondent: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Respondent's contact person: Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Mobile: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail address: \_\_\_\_\_

#### 4. THE MANNER OF SUBMISSION OF THE RFI

- 4.1 Respondent shall submit RFI response in accordance with the prescribed manner.
- 4.2 Respondent shall submit one **emailed submission** including relevant supporting documents.
- 4.3 The original copy must be signed by an authorised employee, agent or representative of the respondent.
- 4.4 The subject line on the email submission must be clearly marked with the responding organisation's name and RFI number and description of RFI.
- 4.5 Respondent must clearly outline costing implications of the solution required, as well as any economic factors (i.e. exchange rate implication) that may pose a risk impact against said costing.

#### 5. BACKGROUND

- 5.1 The Competition Commission (Commission) is a statutory body constituted in terms of the Competition Act, No. 89 of 1998 (the Act).
- 5.2 It is one of three, independent competition regulatory authorities established in terms of the Act, with the other two being the Competition Tribunal and the Competition Appeal Court.
- 5.3 The Commission is empowered by the Competition Act to investigate, control and evaluate restrictive business practices, abuse of dominant positions, mergers, undertake market inquiries and advocacy in order to achieve equity and efficiency in the South African economy.
- 5.4 CCSA is a public entity listed in schedule 3A of the Public Finance Management Act (PFMA), and acts in compliance with section 217 of the Constitution of South Africa and applicable Public Procurement Regulations and Prescripts.
- 5.5 Therefore, the CCSA hereby seeks to appoint duly authorised and experienced publishers and institutions to provide access to approximately fifteen (15) specialised library and information resource subscriptions that are essential to the Commission's statutory mandate in legal, with the inclusion of Competition Law, economic, and regulatory enforcement.

## **6. SITUATION ANALYSIS**

- 6.1 The Information Resource Centre (IRC) or Library of the Competition Commission functions as a strategic knowledge hub, offering access to current, reliable, and authoritative information that supports research, case investigations, policy development, economic analysis, and legal proceedings.
- 6.2 The IRC's user base includes economists, legal professionals, analysts, researchers, and other internal stakeholders who require timely access to high-quality information resources.
- 6.3 Currently, the IRC subscriptions are procured individually or through fragmented vendor arrangements, causing inconsistencies in access, renewal delays, limited user support, and suboptimal value for money.
- 6.4 Furthermore, the absence of centralized subscription management has created challenges in maintaining continuity of access, usage tracking, and cost-effectiveness.
- 6.5 With growing demand for sector-specific and multidisciplinary resources, particularly in competition law, economics, public policy, mergers and acquisitions, and regulatory frameworks, the IRC needs a more coordinated subscription management service.
- 6.6 These resources are essential for supporting informed decision-making, ensuring compliance with legal frameworks, and maintaining the Commission's leadership in competition regulation.
- 6.7 To enhance service delivery, user experience, and operational efficiency, the Commission intends to appoint authorized Information Resources Publisher(s) and Institutions to provide access to approximately 15 key IRC subscriptions.
- 6.8 The solution must ensure seamless access, timely renewals, regular updates on new publications and technical support.

## **7. SCOPE OF WORK**

- 7.1 The Information Resource Publisher(s) and Institutions will be required to:
  - 7.1.1 Provide access to the subscriptions mentioned below (both local and international) as specified by the Competition Commission's IRC.
  - 7.1.2 Manage subscription activations, renewals, and cancellations in line with IRC needs and timelines.
  - 7.1.3 Ensure uninterrupted and timely access to online or print content, including back issues where applicable.
  - 7.1.4 Provide consolidated invoicing and account management services.
  - 7.1.5 Offer technical support for access issues (e.g., IP authentication, login issues, New user onboarding training, Add and remove users as and when required).
  - 7.1.6 Liaise with Product owners on behalf of the Commission, where necessary.
  - 7.1.7 Maintain usage reports and provide periodic performance and access analytics.
  - 7.1.8 Ensure compliance with licensing agreements and copyright laws.

## 7.2 Products

No.	Product Offering
1	A South African Legal Research Platform offering Competition Law Reports, All South African Law Reports (ALL SA), Legal Citator, Commentaries on the Competition Law, Training and Support, Usage Statistics, Government Gazettes, Functionality to add various research areas as per the business requirements. Training and Support should be included in the subscription at no additional cost.
2	A South African Legal Research Platform offering the access to the Advanced Evolve base collection including South African Law Reports (SALR) and the Functionality to add various research areas as per business requirements. Training and support should be included in the subscription at no additional cost.
3	Global legal subscription offering antitrust law and competition economics publications. Access should be provided for articles and case summaries, Competition law handbooks in print and electronic versions, conferences and events. Training and support should be included in the subscription at no additional cost.
4	Antitrust Chronicle and TechReg Chronicle for Competition Policy Information. The subscription must allow for multiple users and give access to e-books, media content, library and archives, conferences and exclusive roundtables for discussions on competition policies and antitrust laws worldwide. Training and Support
5	A data analytics and research database for markets, research, industries and consumers. Offering training and support. Provide for market shares and sizes reports as well as Insights. Training and support
6	Financial data software providing trading and market data, Company Profiles and financials, JSE listings
7	A database offering access to classic online research with coverage on European Union and United States cases, statutes, regulations, legislative materials. Training and support required.
8	Business news website offering latest and live news analysis from South African businesses with coverage on the Trade & Industry, Transport & Tourism, Markets Data, Energy, Financial Services, Healthcare, Industrials, Innovation, Land & Agriculture, Management, Mining, Property, Retail & Consumer and Telecoms & Technology. Provide access to news articles as published on a daily basis.
9	News24 subscription. Access to news articles and public notices
10	A subscription to research database with high quality, original research on various industries in the African micro business & economic environment. Offering sector profiles, M&A Activities , company profiles. Training and support should be included in the subscription at no additional cost. Adhoc requests for research to be conducted as per business requirements
11	A database for Competition Law intelligence drawn from the merger control and abuse of dominance decisions of other Competition Authorities around the globe. Offer access to market definitions and remedies modules. Training and support should be included in the subscription at no additional cost.
12	An integrated cloud-based library services platform offering all the applications needed to manage your library such as acquisitions; circulation; cataloguing, metadata and e-resource management; a single-search discovery interface; resource sharing and reporting. Ongoing support and training.
13	A comprehensive collection of South African macroeconomic, industry, trade and regional indicators, with economic data and analysis.
14	Access to a library institution for loaning books that the Competition Commission's library does not have access to. Ability to make copies of books in the Institution's library. Access to the legal resources of the Institution such as Moot Courts for students. Ability to use the electronic resources in the Institution's library. Institution should be in close proximity to the Competition Commission.

**8. TIMEFRAMES**

The duration of the contract will be for period of **XXXXXX**.

**9. GENERAL INFORMATION**

Enquiries in respect of this RFI should be addressed to:

**SUPPLY CHAIN MANAGMENET**

E-mail: [tenders@compcom.co.za](mailto:tenders@compcom.co.za)

**All queries MUST be e-mailed**

**END OF THE REQUEST FOR INFORMATION DOCUMENT**

