



RFQ NUMBER: 22/2024-2025

**REQUEST FOR QUOTATION: QUALIFIED FINANCIAL TEAM TO ASSIST WITH
AUDIT PREPARATION FOR 2024/2025 FINANCIAL
YEAR.**

**Note: The services required on site in Alexander Bay, also the team must be
based in Alexander Bay. (Northern Cape Province)**

Date: 12 February 2025.

Dear Sir/Madam,

1. Alexkor requests your price quotation proposal for the item(s) specified in this request for quotation (RFQ).
2. Your quotation proposal should be received on or before **21 February 2025 at 16h30 pm** to the email below.

Email address:

tenders@alexkor.co.za

3. Quotation(s) proposal should be sent by email to the address given above.
- 3.1. It is the exclusive responsibility of the bidders to ensure that the email containing the quotation reaches the above address before the time and date.
4. Quotations should remain valid for a period not less than 60 days after the deadline date specified for submission.
5. Quotation(s) should be sent by completing the price schedule, but the terms and conditions specified in the RFQ will take precedence over any terms and conditions stated in your quotation.
6. Quotations shall give a comprehensive description of the proposed service and or items supplied.
7. **The rates quoted should be fixed for the duration of the contract period and should not be subject to adjustment on any account.**

Directors: Dr.P Hanekom (Interim Chairperson), Professor F Petersen, Ms K Mbele, Ms D Peta, Mr Q Green, Ms H Swartbooi,
Adj Prof Mr T Fowler (Interim CEO)

Company Secretary: L Peacock

Reg No 1992/006368/30 Incorporated by Act No 116 of 1992

1 Orange Road, Alexander Bay / Private bag X5, Alexander Bay 8290.

T: Alexander Bay +27 27 831 8399 / Johannesburg +27 11 253 9567

www.alexkor.co.za

8. The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive to the stated RFQ requirements.
- 8.1 Notwithstanding the above, Alexkor RMC JV reserves the right to accept or reject any quotation(s) and to cancel the bidding process or reject all quotation at any time prior to the award of the contract.
9. The normal payment terms of Alexkor RMC JV is 30 days upon satisfactory delivery of goods or services and acceptance thereof by Alexkor RMC JV.
10. We look forward to receiving your quotation and thank you for your interest in supplying/servicing Alexkor RMC PSJV.
11. Bidders will be evaluated using the following criteria.

3 stage evaluation will be followed.

1. Submission of mandatory documents
2. Functionality assessment
3. The preferential procurement policy framework act, 2022 (PPR) will be applied and the 80/20 preference points system

Points for price:80 points

Specific goals: 20 points

Total points: 100 points

The specific goals allocated points in terms of this tender	Source document required as evidence	Number of points allocated (80/20 system)
Black owned (51% or more black ownership)	CIPC registration document/BEE certificate	5
Black women(51% or more women ownership)	CIPC registration document/BEE certificate	2
Black youth (51% or more youth ownership)	Directors ID document/BEE certificate	2
People with disability(20% or more disabled people ownership)	Confirmation Letter	1
Northern Cape provinces	Lease agreement where business is operating. Confirmation of business address.	10

TOTAL		20
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12. 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 request for quotation, will be interpreted to mean that preference points for specific goals are not claimed.

Alexkor RMC JV reserves the right to accept or reject any quotation in whole or in part without providing reasons.

Scope of Work

The appointed service provider will be responsible for the following but not limited:

1. Correction of prior periods differences on balance sheet items.
2. Prior periods income tax & deferred tax reconciliations.
3. Preparation of historic tax returns.
4. Provision of technical opinion on historic VAT.
5. Minerals & petroleum royalties historic reconciliations.
6. Accounting technical opinion on the fair value of loans to and from group entities, contingent liabilities, and intangible assets.
7. Preparation of annual financial statements for the following entities with supporting schedules:
 - o Alexkor SOC Ltd Group
 - o Alexkor Rehabilitation Trust
 - o Alexkor RMC PSJV
8. Compilation of irregular expenditure reports for National Treasury.
9. Review & update of the Debtors Management Policy to align with PFMA.
10. Review & update of the Asset Management Policies of the Alexkor Group.
11. Preparation of Expected Credit Loss (ECL) calculations & impairment assessments.
12. Review & update of internal policy on ECL with a clear methodology.
13. Development of Standard Operating Procedures (SOPs) Finance unit.

Note: the quotation should be based on hourly rates for the project leader and 3 supporting staff.

Check list for Required Documentations:

1. Administrative Required Documents

Document description	Attached Yes or No
1. Quotation (ON SUPPLIER LETTER HEAD)	
1. Recent, Valid Tax Clearance Certificate/SARS pin (copy)	

2. Declaration Form (SBD 4)	
3. Valid BBBEE Certificate or affidavit (copy)	
4. Copy of CSD registration from National Treasury. (the latest report not older than 3 months)	
5. Copy of Company Registration	
6. Company profile	

This evaluation will be based on the responses using the functional assessment below:
The bidder must score at least 70 points or more out of 100 points on technical/functionality to qualify for the next phase,

Technical Criteria	Maximum points per Criterion
Experience & Qualifications of the Project leader (40 points). An appropriate skilled chartered accountant with a proven track record in financial statement preparation that achieved clean audit outcomes, with experience in public sector external audit, internal control design, PFMA and experience to the mining industry. Prior Auditor General AG(SA) experience will be advantageous	10+ years' experience including mining, public sector, PFMA and Internal control design, Prior Auditor General AG(SA) experience will be advantageous: 40 points 7-9 years' experience including mining, public sector, PFMA and Internal control design): 30 points 5-6 including mining, public sector, PFMA and Internal control design: 20 points Less than 5 years with no mining experience: 10 points Submit CV with a clear indicating relevant experience and qualifications.
Methodology & Approach 30 points	- Detailed methodology & clear execution plan: 30 points - Good methodology with some execution details: 20 points - Basic methodology with limited execution details: 10 points - No clear methodology: 0 points Submit the proposed methodology and work plan.

Supporting Staff:	5 years - 15 points
• 3 support staff required. • Each must have at least 3 to 5 years of finance experience with the tertiary qualification. (15 points)	3 years - 10 points
	Less than 3 years - 5 points
	Submit CV and qualifications,
Locality: (copy of proof of business address) (15 points)	Richtersveld ⁱ - 15 points
• Copy of municipal statement • Lease agreement where business is operating • Confirmation of business address	Northern Cape - 10 points
	Other province – 7 points
Total = 100 points	

F. Cloete

Head of Department:

F. Cloete
Mr. F. Cloete

Date:

12/02/2025

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

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.

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

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.

arrangements made by the bidder with any official of the procuring 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.

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Signature

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Date

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Position

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Name of bidder