

BROADBAND INFRACO SOC LTD

REQUEST FOR QUOTATION: INVITATION FOR QUALIFIED CONSULTING FIRMS TO SUBMIT QUOTATIONS TO ASSIST BROADBAND INFRACO WITH THE I-ECS LICENCE TRANSFER APPLICATION PROCESS.

RFQ NUMBER:	RFQ: 11854
RFQ ISSUE DATE:	30 April 2025
RFQ CLOSING DATE:	09 May 2025 @ 12:00 NOON
RFQ VALIDITY PERIOD:	60 Days (Commencing from the RFQ Closing Date).
A FULL DESCRIPTION OF GOODS/SERVICES REQUIRED:	Invitation for qualified consulting firms to submit quotations to assist Broadband Infraco with the I-ECS Licence transfer application process.
RESPONSES TO THIS RFQ SHOULD BE FORWARDED TO:	Supply Chain Management – Commercial Department Email: Quotations@infraco.co.za
ENQUIRY SHOULD BE FORWARDED TO:	Risben Khoza Email: Risben.Khoza@infraco.co.za

NB: BIDDERS MUST ACKNOWLEDGE RECEIPT OF THIS RFQ ON THE ABOVE CONTACT DETAILS.

Annexure A

BIDDER:

REGISTRATION NUMBER:

ADDRESS:

CONTACT PERSON:

TEL:

FAX:

E-MAIL ADDRESS:

TERMS AND CONDITIONS OF REQUEST FOR QUOTATION (RFQ).

1. Broadband Infraco standard conditions of purchase shall apply.
2. No services must be rendered, or goods delivered before an official Broadband Infraco Purchase Order form has been received.
3. Late and incomplete submissions will not be accepted.
4. Any bidder who has reasons to believe that the RFQ specification is based on a specific brand must inform Broadband Infraco before the RFQ closing date.
5. Where applicable, Work will be carried out in terms of the OHSA and regulations and therefore it is important for the bidders to include OHSA compliance costs (i.e., safety file for the recommended bidder will be approved by Broadband Infraco).
6. Bidder is required to submit copy of Tax Clearance Certificate and verification information (PIN) to be used by Broadband Infraco to validate the copy on the SARS website for all price quotations exceeding the value of R30 000 (VAT included). Failure to submit the copy of valid Tax Clearance Certificate and verification information will result in the invalidation of this RFQ. It is the responsibility of the bidder to ensure that Broadband Infraco is in possession of the bidder's valid Tax Clearance certificate.
7. The onus is on the bidder to ensure that Broadband Infraco receives a valid Tax Certificate as soon as the validity of the said certificate expires.
8. Bidders must attach a valid B-BBEE certificate, correct affidavit or valid exemption letters with the bid. Copies must be certified.
9. Bidders must submit the full CSD report.
10. Bidders are required to complete **PART A** for all price quotations exceeding the value of R30 000 (VAT included).
11. This RFQ will be evaluated in terms of Price and Specific Goals system and points shall be awarded accordingly.
12. All prices must be quoted in South African Rand (ZAR) and the foreign currency amount applicable must be stated. The bidder must indicate clearly which portion of the quoted price is linked to the exchange rate. The cost of installation, delivery, and other charges must be included in the total price quoted.
13. It is within Broadband Infraco's prerogative to award this bid in part/s or whole to one or more than one service provider based on the pricing and other technical consideration within the ambits of the law.
14. Broadband Infraco will only commence payment processes after fulfilment of the conditions contained in the contract and/ or on receipt of an invoice from the service provider and after such has been approved by the client division as representing the services received.
15. Payment of invoices will be effected on the last day of the calendar month following the calendar month of receipt of a correct and original invoice
16. Bidders who submitted information that is fraudulent, factually untrue or inaccurate, for example memberships that do not exist, BEE credentials, experience, etc will be disqualified.

17. Bidders will be disqualified if there are listed on prohibited register of bidders in National Treasury and register of tender’s defaulters.

NB*, Please provide us with a detailed quotation on your company letterhead, indicating all the product specifications and indicate compliance (and any deviations) to the given specification.

DECLARATION BY BIDDER

I, the undersigned (NAME) certify that:

- i. I have read and understood the conditions of this RFQ.
- ii. I have supplied the required information and the information submitted as part of this RFQ is true and correct.

.....	
Signature	Date

.....

Capacity

STANDARD BIDDING DOCUMENT 1 - PART A: INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF BROADBAND INFRACO (SOC) LTD					
BID NUMBER:	RFQ: 11854	CLOSING DATE:	09 May 2025	CLOSING TIME:	12:00 Noon
DESCRIPTION	INVITATION FOR QUALIFIED CONSULTING FIRMS TO SUBMIT QUOTATIONS TO ASSIST BROADBAND INFRACO WITH THE I-ECS LICENCE TRANSFER APPLICATION PROCESS.				

BID RESPONSE DOCUMENTS MUST BE SUBMITTED THROUGH EMAIL. Quotations@infraco.co.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					
TAX CLEARANCE NUMBER					
		TCS PIN:		OR	CSD No:
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]		☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT ☐ Yes ☐ No	
IF YES, WHO WAS THE CERTIFICATE ISSUED BY?					
AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) AND NAME THE APPLICABLE IN THE TICK BOX		☐ AN ACCOUNTING OFFICER AS CONTEMPLATED IN THE CLOSE CORPORATION ACT (CCA) ☐ A VERIFICATION AGENCY ACCREDITED BY THE SOUTH AFRICAN ACCREDITATION SYSTEM (SANAS) ☐ A REGISTERED AUDITOR NAME:			
[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 PART B:3 BELOW]
SIGNATURE OF BIDDER			DATE		
CAPACITY UNDER WHICH THIS BID IS SIGNED (Attach proof of authority to sign this bid; e.g. resolution of directors, etc.)					

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 ONLINE 1.3. BIDDERS MUST REGISTER ON THE CENTRAL SUPPLIER DATABASE (CSD) TO UPLOAD MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS; AND BANKING INFORMATION FOR VERIFICATION PURPOSES). B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION. 1.4. WHERE A BIDDER IS NOT REGISTERED ON THE CSD, MANDATORY INFORMATION NAMELY: (BUSINESS REGISTRATION/ DIRECTORSHIP/ MEMBERSHIP/IDENTITY NUMBERS; TAX COMPLIANCE STATUS MAY NOT BE SUBMITTED WITH THE BID DOCUMENTATION. B-BBEE CERTIFICATE OR SWORN AFFIDAVIT FOR B-BBEE MUST BE SUBMITTED TO BIDDING INSTITUTION. 1.5. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER LEGISLATION OR SPECIAL CONDITIONS OF CONTRACT.
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 VIEW THE TAXPAYER'S PROFILE AND TAX STATUS. 2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA. 2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID. 2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER. 2.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER AND PROOF MUST BE PROVIDED.
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS
3.1. IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO 3.2. DOES THE BIDDER HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO 3.3. DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO 3.4. DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

DECLARATION OF INTEREST FOR TENDERS (SBD 4)

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 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:

.....
.....

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.

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 procurement 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

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.

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

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

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

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

(delete whichever is not applicable for this tender).

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

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

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 organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

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) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“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 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

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

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

80/20

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest 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, 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 as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, the 80/20 point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (a) an invitation for tender for income-generating contracts, the 80/20 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, the 80/20 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

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)
Black Owned Entity	6	
Women Owned Entity	4	
Youth Equity Ownership	4	
People With Disability	3	
Military veterans	3	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. 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

4.6. 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:

.....

.....

.....

1. SCOPE OF WORK

1.1. Background

- Broadband Infraco is in the process of acquiring an Individual - Electronic Communications Service (“I-ECS”) license from a private seller, which licence transfer will be subject to regulatory approval.
- In seeking regulatory approval, Broadband Infraco will have to file a licence transfer application to the industry regulator, ICASA. Regulatory requirements stipulate that Broadband Infraco’s licence transfer application will have to be supported by:
 - i. A business plan;
 - ii. An independent market report that outlines the impact of BBI acquiring an I-ECS licence on the long-distance backhaul market (Cost estimate still needs to be finalised)
 - iii. An independent consumer (customers) impact report, post the transaction clearly market.

1.2. Purpose

- To invite qualified consulting firms to submit quotations to assist Broadband Infraco with the I-ECS Licence transfer application and produce all the above documents.

1.3. Scope of work / service

- **ICASA Experience:** The selected consulting firm must have extensive experience dealing with the Independent Communications Authority of South Africa (ICASA) and its regulatory prescripts.
- **Business Consulting:** The selected consulting firm should provide comprehensive business consulting services to ensure a smooth license transfer process.
- **Public Hearings Support:** The selected consulting firm must assist Broadband Infraco during public hearings, including attendance and providing responses to any written submissions from members of the public.
- **Drafting and Engagement:** The selected consulting firm must draft responses within five (5) days and engage with Broadband Infraco for an additional five (5) days.

1.4. Specification of Product or Goods

a. Deliverables

- Business Plan,
- Independent Market Analysis,
- Independent Consumer Impact Report,
- Detailed project plan outlining the steps for the I-ECS Licence transfer,
- Support plan for public hearings and responding to written submissions and presentations at oral hearings.

b. Engagement Process with BBI:

1) Initial Kick-off Meeting

- **Purpose:** To introduce the project team, discuss project objectives, and establish communication protocols.
- **Participants:** Project team members from both the consulting company and Broadband Infraco.
- **Agenda:** Project overview, roles and responsibilities, timeline, and key milestones.

2) Regular Updates

- **Frequency:** Weekly updates, including meetings, reports and presentations.
- **Format:** Written reports, physical and virtual meetings.
- **Content:** Progress updates, upcoming tasks, any issues or risks, and solutions.

3) Milestone Meetings

- **Purpose:** To review progress at key project milestones.
- **Participants:** Project team and relevant stakeholders.
- **Agenda:** Detailed review of completed tasks, assessment of deliverables, and planning for next phase.

4) Ad-hoc Meetings

- **Purpose:** To address urgent issues or changes in project scope.
- **Participants:** Relevant team members and stakeholders.
- **Agenda:** Specific issues or changes, impact assessment, and action plan.

5) Final Review Meeting

- **Purpose:** To review the overall project, assess outcomes, and discuss final deliverables.
- **Participants:** Project team and key stakeholders.
- **Agenda:** Project summary, evaluation of deliverables, lessons learned, and next steps.

6) Documentation and Reporting

- **Regular Reports:** Detailed progress reports shared with Broadband Infraco.
- **Meeting Minutes:** Documentation of discussions and decisions made during meetings.
- **Final Report:** Comprehensive report summarizing the project, outcomes, and recommendations.

c. Project Timeline:

- The project must be completed within the specified timeframe.

2. PROPOSAL SUBMISSION: RETURNABLES DOCUMENT

2.1. Standard Bidding Documents

The verification during this phase is to assess the bid responses for purposes of verifying compliance with RFQ requirements, whereby a bidder may be disqualified if they do not fully comply with requirements as stipulated below:

- Submission of fully completed SBD1 (Invitation to Bid),
- Submission of a quotation on the company letterhead,
- Submission of fully completed SBD 4 (Bidder's disclosure),
- Submission of fully completed SBD 6.1,
- CSD Report,
- Valid Tax Pin or Certificate,
- Certified copy of BBBEE.

2.2. Submission Requirements

- Scope cost breakdown.
- Detailed quotation including cost breakdown.
- Proof of ICASA experience and business consulting credentials.
- Proposed project plan and timeline.
- References from previous clients.
- **Qualifications:** provide proof of relevant qualifications and experience.

3. EVALUATION CRITERIA

3.1. Administrative Requirements

Bidders are required to fully complete and sign all the SBD documents. In addition, bidders are required to provide all the supporting documents listed in this phase.

Table 1: Administrative Requirements.

Completion and submission of SBD 1	Comply	Not comply
Bidders must provide completed and signed SBD 1 – “Invitation to Bid”.		
Substantiate/Comment		
Completion and submission of SBD 4	Comply	Not comply
Bidders must provide completed and signed SBD 4 – “Declaration of interest”.		
Substantiate/Comment		
Completion and submission of SBD 6.1	Comply	Not comply
Bidders must provide completed and signed SBD 6.1 – “Preference Points Claim Form in terms of the preferential procurement regulations 2022”		
Substantiate/Comment		
<i>(Please indicate if the portion of the contract will be subcontracted and the %)</i>		
National Treasury Central Supplier Database (CSD)	Comply	Not comply
With effect from 1 April 2016, Accounting Officers and Accounting Authorities may not award any bid to a supplier/service provider not registered as a prospective supplier on the National Treasury’s Central Supplier Database. Please attach the full report of the Central Supplier Database (CSD) from the National Treasury to the bid response. Please provide proof of registration with National Treasury.		
Substantiate/Comment		
South African Revenue Services Certificate	Comply	Not comply
Bidder is required to submit an authorization PIN as provided by the tax authority as verification information to be used by Broadband Infraco to validate SARS matters on the website.		
Substantiate/Comment		

B-BBEE Certificate or Sworn Affidavit	Comply	Not comply
Bidder is required to submit the B-BBEE certificate or Sworn Affidavit		
Substantiate/Comment		
Company registration documents	Comply	Not comply
Bidder is required to submit company registration documents		
Substantiate/Comment		

3.2. **FUNCTIONAL EVALUATION**

- Technical/Functionality evaluation will be in accordance with the criteria below. Only bidders that have met the administrative requirements will proceed to be evaluated further in functionality.
- Bidder/s must achieve a minimum threshold of 80 points to be considered for further evaluation in price and specific goals:

Table 2: Functionality Evaluation Criteria

Category	Sub-Criteria	Form of Evidence	Points	Total Points
Company experience for I-ECS Licence Application and Transfer				
Company experience (Business profile, project portfolio, company certifications, accreditations and reference letters).	Bidders must provide business profile, project portfolio, company certifications and accreditations, three client reference letters for each scope of work. See scope of work below.	Bidders must provide comprehensive business profile, project portfolio, five client reference letters, company certifications and accreditations for similar work completed in the past 10 years.	30	30
	a) Business Plan preparation for a long-distance I-ECNS licensee that focuses on fibre broadband roll-out.	Bidders must provide comprehensive business profile, project portfolio, three client reference letters, company certifications and accreditations for similar work completed in the past 7 years.	20	
	b) Market Analysis Report for a long-distance I-ECNS licensee that focuses on fibre broadband roll-out and seeks to vertically integrate retail offerings with its core business.	Bidders must provide comprehensive business profile, project portfolio, two client reference letters, company certifications and accreditations for similar work completed in the past 5 years.	15	
	c) Consumer Impact for a long-distance I-ECNS licensee that focuses on fibre broadband roll-out and seeks to vertically integrate retail offerings with its core business.	Bidders must provide comprehensive business profile, project portfolio, one client reference letters, company certifications and accreditations for similar work completed in the past 3 years.	10	
		Non submission proof of experience	0	
Personnel and qualifications				
This criterion evaluates the experience and qualifications of the personnel involved in the project.	The bidder must submit the following: • Curriculum Vitae (CV) of at least three personnel	Detailed Curriculum Vitae of the personnel involved in the project (minimum of three incl. lead consultant), • CVs must collectively highlight the relevant experience in business management		15

	involved in the project (incl. lead consultant).	consulting with a focus on ICT policy and regulation, ICT markets and technology.		
	• Qualifications Qualifications of the three personnel involved (incl. lead consultant) in the project. • Association Accreditation/s For both the selected service provider and its personnel involved (incl. lead consultant) in the project. • Proof of relevant association accreditations	• Certified Qualifications of the personnel involved in the project (incl. lead consultant). • Qualifications in Business Administration ICT Networks, Services and Solutions, Policy and Regulation. Certifications and Accreditations A list of relevant industry certifications, memberships or accreditations demonstrating compliance with quality standards. This will highlight the bidder's commitment to maintaining industry best practices.		
		• 10 years and above	15	
		• Equals to 5 years and less than 10 years	10	
		• Equals to 3 years and less than 5 years	2	
		• Less than 5 years	0	
Experience with I-ECS Licence Applications and Licence Transfers				
Experience with I-ECS Licence Applications and Licence Transfers This criterion evaluates ICT consulting and policy and regulatory experience and qualifications	Business consulting services, specifically in ICT networks, services, solutions and regulations.	Bidder has successfully advised at least three (3) ICT licensees in an I-ECS licence transfer application process.	15	15
		Bidder has successfully advised at least two (2) ICT licensees in an I-ECS licence transfer application process.	10	
		Bidder has successfully advised at least one (1) ICT licensee in an I-ECS licence transfer application process.	5	
		No Information provided	0	
Methodology and approach				
This criterion evaluates the methodology and approach of bidders regarding their engagements with BBI personnel in developing the Business Plan, Independent Market Analysis Report and Independent Consumer Impact Report.	The proposal is comprehensive, innovative and addresses all pertinent aspects required of the RFQ.	Form of Evidence under Methodology and Approach	15	15
		Provide a proposal which covers the steps to be undertaken in successfully completing an I-ECS licence transfer application process. The proposal should include bidders' methodology for compiling and collating information and engaging BBI's employees to develop the final consulting output. No proposal submitted, or failure to meet the required criteria.		
			0	

Engagements with BBI				
Engagements with BBI post-submission of the Licence Transfer Application	The proposal provides a comprehensive plan and strategy for BBI to successfully navigate the public participation process subsequent to the Licence Transfer Application being filed with ICASA.	Proposed list of steps and actions to bidder will take regarding reviewing and responding to written submissions to BBI's Licence Transfer Application.	25	25
		No value-added services provided	0	
Total Points				100

NB: A minimum threshold for Functional / Technical Evaluation of 80 (Eighty) points is required. Bids that fail to not meet this threshold will not be evaluated further.

a. PRICE AND SPECIFIC GOALS

Bidder/s who have met the administrative compliance will be evaluated further on price and specific goals.

4. PRICE AND SPECIFIC GOALS

The 80/20 preference point systems will be applied:

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

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where:

P_s = Points scored for comparative price of bid under consideration

P_t = Comparative price of bid under consideration

P_min = Comparative price of lowest acceptable bid

Table 3: Specific Goals Evaluations

Specific goals	80/20	Acceptable Evidence
Black Owned Entity	6	CIPS documents + BBBEE Certificate/Certified Affidavit + Certified copy or copies of ID documents of the Owners
Woman Owned Equity	4	CIPS documents + BBBEE Certificate/Certified Affidavit + Certified copy or copies of ID documents of the Owners
Youth Equity Ownership	4	CIPS documents + BBBEE Certificate/Certified Affidavit + Certified copy or copies of ID documents of the Owners
People With Disability	3	CIPS documents + BBBEE Certificate/Certified Affidavit + Certified copy or copies of ID documents of the Owners + Medical Letter Confirming Disability
Military Veterans	3	CIPS documents + BBBEE Certificate/Certified Affidavit + Certified copy or copies of ID documents of the Owners + Certified Personal Registration (CPR) Number
Total Points	20	

5. PRICING SCHEDULE

Item	Item Description	QTY	Unit Rate	Total Price
1	Consultation fee	1		
2	Reporting	1		
3	Transportation fee	1		
4	Disbursement	1		
			Price Excl. VAT	
			VAT 15%	
			Price Incl. VAT	

- *The pricing schedule must reflect a detailed cost breakdown and any indirect costs associated with rendering the required service or goods.*
- *Please indicate delivery lead time.*

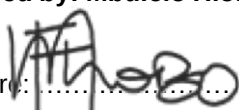
NB: NO HARD COPIES OR PHYSICAL SUBMISSIONS WILL BE ACCEPTED.

Reviewed by: Terence Manzini

Signature: 

Date: 30 April 2025

Approved by: Mbulelo Hlobo

Signature: 

Date: 30/04/2025