stats sa

Department:
Statistics South Africa
REPUBLIC OF SOUTH AFRICA

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ANNEXURE E

TECHNICAL SPECIFICATION & TERMS OF REFERENCE

BID DESCRIPTION:

APPOINTMENT OF AN INDEPENDENT PROFESSIONAL VALUER (INDIVIDUAL OR FIRM) FOR THE DESKTOP VALUATION OF MOVABLE ELECTRONIC HARDWARE ASSETS (TABLETS) FOR INSURANCE CLAIMS ASSESSMENT.

RFQ – AV10001

NB: RETURNABLE DOCUMENT

1. BACKGROUND

Statistics South Africa (Stats SA) intends to appoint an appropriately qualified, experienced, and independent professional valuer or valuation firm to assess movable electronic assets (specifically Samsung and Chuwi tablets) that were reported as stolen. The department has submitted a claim to its insurer; however, the settlement value offered by the insurance company is significantly below departmental asset records and expectations.

The objective of this desktop valuation exercise is to provide an objective, independent, and professionally defensible baseline of the fair market value and historical replacement cost of the stolen devices at their exact historical date of loss. The final output will serve as the department's formal substantiation to evaluate and dispute the insurer's low payout offer.

2. SCOPE OF WORK

The appointed individual or firm shall execute a comprehensive desktop valuation including, but not limited to, the following core parameters:

- **Market and Replacement Value Determination:** Establish the fair market value and/or depreciated historical replacement cost of all identified items detailed in the asset schedule at the relevant date of loss.
- **Valuation Methodology:** Apply recognized, industry-standard, and legally defensible valuation methodologies appropriate for portable consumer electronics, accounting for tech lifecycle depreciation, macro-market availability, and original state procurement constraints.
- **Written Motivation & Market Evidence:** Provide clear, itemized written motivation supported by verifiable historical empirical data, including historical supplier price books, wholesale electronic indexes, or verified retail benchmarks.
- **Audit and Dispute Scrutiny:** Ensure that the final concluded values are robust enough to withstand legal dispute procedures with the insurer as well as strict internal and external public-sector audit scrutiny.

3. DELIVERABLES

The service provider must issue a comprehensive, signed, and professionally sealed valuation report containing, at a minimum, the following framework:

- Executive summary and summary of findings.
- Background, purpose, and detailed context of the insurance claim dispute.
- Methodology justification for consumer tech assets.
- Valuation date (corresponding explicitly to the date of loss).
- Market research sources and archived empirical evidence references.
- Asset-by-asset itemized schedules detailing model tiers (Samsung vs. Chuwi).
- Adjustments made for condition benchmarks, age, and tech lifecycles.

- Definitive, final concluded valuation totals.
- Signed Professional Declaration by the lead valuer.

4. COMPLIANCE AND ETHICS

The process must maintain strict transparency, fairness, and professional distance to avoid conflicts of interest.
The valuation must be compiled in direct alignment with the Public Finance Management Act (PFMA),explicitly satisfying National Treasury Regulation 12 governing the management of state losses and insurance claims.

5. MANDATORY MINIMUM EVALUATION REQUIREMENTS

Bidders must meet all threshold criteria at this stage. Failure to submit any required documentation exactly as specified will result in immediate disqualification from the procurement process, and the bid will not be considered further.

NO	EVALUATION CRITERION	REQUIRED SUPPORTING EVIDENCE
1	**Professional Registration** The Project Lead must be officially registered as a professional valuer or appraiser in good standing with at least one of the following specific professional bodies: 1. The South African Institute of Valuers (SAIV) (Registered specifically under the Movable Assets, Plant, Machinery, or Technical Assets categories). 2. The Royal Institution of Chartered Surveyors (RICS) (Registered under the Machinery and Business Assets or Valuation pathways). *(Note: SACPVP registrations are legally restricted to immovable property—land and buildings—under the Property Valuers Profession Act 47 of 2000. Because this contract requires a specialized valuation of movable consumer electronics, an SACPVP property registration does not satisfy this technical requirement and will not be accepted).*	**Certified copy of a valid professional registration certificate from either SAIV or RICS.** (Certification must not be older than six (6) months).

2	<u>**Academic Qualification**</u> The Project Lead must hold a minimum of a recognized qualification registered on the NQF explicitly specializing in asset valuation. Bidders will qualify if they hold **at least one (1)** of the following: **Option A (Undergraduate):** A BSc, BCom, or National Diploma in **Property Studies** or **Real Estate**. **Option B (Postgraduate):** An Honours, master's degree, or Postgraduate Diploma in **Investment Management** or **Asset Management** (with explicit valuation coursework).	**Certified copy of the formal academic qualification certificate.** (Certification must not be older than six (6) months).
3	<u>**Track Record & Experience**</u> The bidding entity (firm or individual practitioner) must possess a minimum of three (3) years of proven institutional experience specializing in movable asset valuation, forensic valuations, or corporate insurance claims valuation.	**Detailed Company Profile** (or a comprehensive professional curriculum vitae (CV) if bidding as an independent individual practitioner) explicitly demonstrating the history, timeline, and experience.
4	<u>**Proof of Prior Output**</u> To confirm execution and technical capabilities, the bidder must demonstrate that they have previously conducted similar work on electronic or movable corporate assets.	**One (1) redacted or previous formal valuation report** of movable technology, consumer electronics, or specialized ICT assets.

6. TECHNICAL SKILLS AND COMPETENCIES

The allocated valuation team must explicitly possess:

- Strong technical analytics specializing in consumer electronics hardware depreciation.
- High attention to record-keeping accuracy and audit trail building.
- Exceptional written and verbal communication skills to defend the report parameters if challenged by insurers.

7. PRICING SCHEDULE

Bidders are required to outline their costs strictly according to the format below. All rates must be inclusive of desktop research, administration, and report compilation expenses.

DESCRIPTION OF SERVICE	QUANTITY	UNIT PRICE (R)	TOTAL PRICE (R)
Desktop Valuation & Market Research (Samsung & Chuwi hardware categories	4190		
Compilation, Finalization & Submission of Signed Insurance-Ready Report	1		
SUB-TOTAL			
VAT @ 15% (If Registered)			
TOTAL BID PRICE (All-Inclusive)			

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Supply Chain & Asset Management

Date: 01/09/2026

Approved By: NDANGANENI MASEDA

Director / Delegated Authority Sign-off

Date: 01.09.2026