

TECHNICAL EVALUATION CRITERIA					
TNPA/2026/03/0388/2404/RFQ- APPOINTMENT OF A SERVICE PROVIDER FOR THE AUTOMATION OF THE TNPA ANNUAL FINANCIAL STATEMENTS PREPARATION PROCESS INCLUDING SUBSCRIPTION LICENCES FOR A PERIOD OF THREE (3) YEARS					
NO.	Evaluation Criteria	Total Weight			
1	Company Experience	10.00	Evaluation Criteria	Type of Proof / Detail to be submitted	Scoring Guidelines
1.1	Company Experience	10	Demonstration of previous work experience of successfully completed annual financial statement process automation projects which integrates with SAP ERP (including capability to integrate with SAP Datasphere or Alteryx), of at least 3 organisations in the past 10 years.	The bidder must submit a minimum of three (3) signed reference letters from previous clients of projects conducted in the past ten (10) years : The reference letters must include/comply with the following criteria: 1. Completed project reference and description of work delivered. 2. Duration (timelines) of project. 3. Contact details of the client (email address and contact number). 4. Must be on the clients company letterhead. 5. Must be duly signed by client representative. 6. The projects must be the automation of IFRS compliant annual financial statement process which integrates with SAP ERP (including capability to integrate with SAP Datasphere or Alteryx). 7. Indication of whether the Organisations (Clients) had different sources of revenues (applying IFRS 15) and different types of assets (including Investment property and leased assets)  NB: Transnet reserves the right to contact the clients to confirm the services rendered.	0 = Failed to submit the minimum of three reference letters or submitted reference letters that do not comply with at least three (3) criteria.  1 = Three (3) reference letters complying with four (4) set criteria.  2 = Three (3) reference letters complying with five (5) to six (6) set criteria  3 = Three (3) or more letters complying with all set criteria.
2	Core Functional Requirements	40	Evaluation Criteria	Type of Proof / Detail to be submitted	Scoring Guidelines
2.1	Solution Design and Functional Requirements	40	The solution must as a minimum be able to:  1. Automatically generate a complete set of financial statements (balance sheet, income statement, cash flow statement) and supporting schedules (lead sheets, notes) based on imported data and predefined templates.  2. Be flexible enough to accommodate specific organizational structures, multiple entities/clients, different chart of accounts, and unique reporting requirements. It should allow for customization of report templates and workflows.  3. Have built-in logic and regular updates to ensure compliance with relevant accounting standards (e.g., IFRS, GAAP, GRAP) and regulatory requirements.  4. Support the design and implementation of automated workflows for data collection, validation, review, and approval processes, ensuring proper segregation of duties and accountability.  5. Access and report on up-to-date financial data in real time is crucial for timely decision-making and continuous accounting practices.  The following additional capability will provide an added advantage: 1. Built-in IFRS checklist.	The bidder to provide the below, which will clearly demonstrate the minimum set criteria:  1. Low Fidelity prototype. 2. Solution design.  The following additional capability will provide an added advantage: 1. Built-in IFRS checklist	0 = No demonstration/ irrelevant demonstration  1= Complying with 1-3 set criteria  2 = Complying with 4-5 set criteria  3 = Complying with all 5 set criteria set and added advantage
3	Data Integrity and Control	15	Evaluation Criteria	Type of Proof / Detail to be submitted	Scoring Guidelines
3.1	Data Validation and Reconciliation	15	The solution, as a minimum, must:  1. <b>Data Validation and Reconciliation</b> - Include robust, built-in protocols to automatically validate data completeness and consistency, flag anomalies, and reconcile data across different sources (e.g., general ledger to sub-ledgers or bank statements).  2. <b>Audit Trail and Transparency</b> - Maintain a clear, immutable, and detailed audit trail of all transactions, changes, and approvals. This enhances transparency and simplifies the external auditing process.  The following additional capability will provide an added advantage: 1. Data validation and reconciliation methodology and tools.	As a minimum the bidder must:  1. Provide a solution design that demonstrate the robust, built-in protocols to automatically validate data completeness and consistency, flag anomalies, and reconcile data across different sources (e.g., general ledger to sub-ledgers or bank statements).  2. Provide a solution design demonstrate a clear, immutable, and detailed audit trail of all transactions, changes, and approvals. This enhances transparency and simplifies the external auditing process.  NB: The above must be submitted in a document format.  The following additional capability will provide an added advantage: 1. Data validation and reconciliation methodology and tools.	0= Solution design does not meet the minimum requirements/Capabilities.  1= Solution design demonstrates "Data Validation and Reconciliation" <b>OR</b> "Audit Trail and Transparency" capabilities.  2= Solution design demonstrates "Data Validation and Reconciliation" <b>AND</b> "Audit Trail and Transparency" capabilities.  3= Solution design demonstrates "Data Validation and Reconciliation" <b>AND</b> "Audit Trail and Transparency" capabilities. <b>AND</b> Data validation and reconciliation methodology and tools.
4	Technical Capabilities	35	Evaluation Criteria	Type of Proof / Detail to be submitted	Scoring Guidelines
4.1	Interface Integration with existing technology stack	10	The solution must be able to create interfaces with the following: a) SAP Systems and platforms b) Alteryx platforms c) Microsoft systems and platform	The bidder must provide documentation demonstrating the below:  1. Architecture diagram covering all systems (a - c). 2. Integration tools and methods to be used covering all systems (a - c).	0 = No Response/ the below minimum requirements not met  1= Provided Architecture diagram covering a and c, without Integration tools and methods to be used.  2 = Provided Architecture diagram <b>AND</b> Integration tools and methods to be used covering a and c.  3 = Provided Architecture diagram <b>AND</b> Integration tools and methods to be used covering a, b and c.
4.2	Backup and Disaster Recovery	10	The solution must as a minimum be able to:  1. Perform error and omission-free incremental backup. 2. Comply with 7-year data retention. 3. Have data restoration and disaster recovery capabilities.	The bidder to provide:  1. Disaster recovery strategy - which entails data restoration and disaster recovery capabilities 2. Backup plan - which demonstrates the error and omission-free incremental back-up 3. Data retention strategy- which demonstrates 7-year data retention compliance.	0 = No Response/ or minimum requirements not met  1= One minimum requirement met  2 = Two minimum requirement met  3 = All minimum requirements met
4.3	Data Security and Privacy	15	The bidder must provide a solution with the following minimum capabilities:  1. The authentication of Users by Active Directory. 2. Comprehensive user account and access management with role-based access with adequate segregation of duties. 3. Provide proposal and design for external user authorizations. 4. Multi-factor authentication (MFA), and support for strong password policies as set by Transnet.	The bidder must provide documentation demonstrating the required minimum capabilities: 1) Design for authorizations. 2) Authorization tools to be used.	0 = No Response/ the below minimum requirements not met  1= Provided Design for authorization with/without authorization tools to be used, covering 2 of the minimum capabilities  2 = Provided Design for authorization with authorization tools to be used, covering 3 of the minimum capabilities  3 = Provided Design for authorization with authorization tools to be used, covering ALL of the minimum capabilities
Total Weight		100.00			
Minimum Threshold		66.67%			
3 - The tenderer fully meets requirements = 100% of the points 2 - Partially meets requirements = 66.67% of the points 1 - Do not meets requirements = 33.33 % of the points 0 - No response from bidder = 0% of the point					

