Logo, company name

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REQUEST FOR QUOTATION: PROVIDE TECHNICAL ASSISTANCE IN PREPARATION OF AFS

PLEASE QUOTE ACCORDING TO THE BELOW SPECIFICATION:

1. Item 1**: Provide Technical Assistance in preparation of Annual Financial Statements**
2. System in use**: CaseWare**
3. Detailed Specification**: Service providers are hereby invited to submit a quotation for the technical assistance to assist BOCMA officials for any issues that they may encounter in preparation of the AFS.**
4. **NB: Please provide price per hour on your quotation.**

1. Delivery: CNR Mountain Mill and East Lake Road, Worcester, 6850

2. SCM Related Enquiries:[nmafanya@bocma.co.za](mailto:nmafanya@bocma.co.za) or [asithole@bocma.co.za](mailto:asithole@bocma.co.za)

Tel: 023 346 8000 and all Technical related enquiries: Contact Mr. Gerhard de Bruijn [gbruijn@bocma.co.za](mailto:gbruijn@bocma.co.za)

3. Closing Date RFQ: **Friday 11 April 2025 at 10:H00 am**

Please complete the SBD Forms attached,

Please attach your Tax clearance clearly reflecting tax status Pin

**Evaluation Process:**

This RFQ, will be evaluated as per the PPR of 2022 on the 80/20 principle

Where 80 points will be for price and the 20 points for specific goals.

NB: **Service providers who did not complete the table on SBD 6.1 of PPR 2022 Completely will not be awarded the points as they would have not claimed the points; in order to claim points for specific goals, the service providers must claim the points on the in SBD 6.1**

The specific goals will be evaluated as per the following:

**Pricing and Specific goals**

The following 80/20 criteria will be used for the evaluation of the proposals:

**Pricing:** 80 points

**Specific Goals:** 20 points

**Specific goals:**

|  |  |
| --- | --- |
|  | **80/20 Preference point system** |
| Enterprises 51% or more black woman owned | 10 |
| Enterprise owned by people with disability or Youth | 5 |
| Enterprise with 51% or more black owned | 5 |
| **Maximum Points** |  |

**Please provide proof to claim specific goals**

**Failure to submit proof for specific goals will not disqualify you but you will not score any points for specific goals**

**The following documents will be used as verification documents**

1. **BEE Certificate / Affidavit**
2. **Certified Identity Document**
3. **Letter from the Doctor confirming Disability**