REQUEST FOR PROPOSAL

ECIC02P-2024/25

TITLE: REINSURANCE BROKERAGE SERVICES FOR A PERIOD OF FIVE YEARS

CLOSING DATE: 4 JUNE 2024

CLOSING TIME: 17H00 (SAST, OBTAINABLE FROM TELKOM BY DIALLING 1026)

NOTICE (17 May 2024)

Following the non-compulsory briefing session held on 16 May 2024, the bid document was amended to include a new Annexure A (Format for fee proposal), The Annexure is attached separately to the bid document, and there are no other material changes to the bid document.

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1. Introduction

1.1 The Export Credit Insurance Corporation of South Africa (SOC) LTD (ECIC or Corporation)[1] is a self-sustained state-owned entity listed under Schedule 3B of the Public Finance Management Act 1 of 1999 (as amended) and established in terms of the Export Credit and Foreign Investments Insurance Act 78 of 1957 (as amended).

1.2 The mandate of ECIC is to facilitate and encourage South African export trade, by underwriting export credit loans and investments outside the country, to enable South African contractors to win goods and services contracts in countries outside South Africa. ECIC is a registered Financial Service Provider and is regulated by the Financial Sector Conduct Authority and Prudential Authority (FSP No: 30656). Currently exempted in terms of FAIS Notice 78 of 2019.

1.3 ECIC operates at the following address:

Byls Bridge Office Park
Building 9, Fourth Floor
11 Byls Bridge Boulevard
Highveld Extension 73
Centurion
0157

2. Background

ECIC currently outsource the function of brokerage reinsurance.

3. Purpose

3.1 Bids are hereby invited for the appointment of a service provider to provide reinsurance brokerage services for a period of five years.

4. Procurement Regulations

4.1 This bid is subject to the Preferential Procurement Policy Framework Act No. 5 of 2000 and the Preferential Procurement Regulations, 2022, the General Conditions of Contract (GCC) and, if applicable, any other special conditions of contract. Where, however, the special conditions of contract conflict with the general conditions of contract, the special conditions of contract prevail.

5. Briefing session (Virtual briefing session)

5.1 A non-compulsory briefing session will be held virtually on Thursday, 16 May 2024 at 14H00 (South African Standard Time) for a maximum of one hour at the following address:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_OTRmNDExODQtNmY1NS00YWIzLThlOWMtYmIyYjdiZmU2YWZi%40thread.v2/0?context=%7b%22Tid%22%3a%22bcc49292-184b-47c7-bb08-4467c490ca5c%22%2c%22Oid%22%3a%22b197eb60-f523-4755-b449-cb351227ae15%22%7d or

Join the meeting now

[1] Further information on the ECIC can be found at www.ecic.co.za

6. Scope of work

6.1 The appointed bidder will be required to deliver the following services to ECIC:

6.1.1 Assist in structuring reinsurance and give recommendations as to appropriate structure including the scope of insurance coverage in relations to credit and political risk reinsurance. This will include both medium to long-term business and short-term business.

6.1.2 Analyse the reinsurance market and provide recommendations in respect of opportunities for credit and political risk reinsurance, including comparative costs and cost benefit analysis.

6.1.3 Approach reinsurance markets, negotiate rates, terms and conditions and place risks in term of the respective parties.

6.1.4 Administer the selection or replacement of reinsurance counterparties.

6.1.5 Perform necessary risk assessments for the assignment of covering the reinsurance placing. The risk assessment shall be documented and discussed with ECIC and shall be used when renewing and replacing reinsurance.

6.1.6 Drafting, advising on and issuing all necessary reinsurance contractual documentation.

6.1.7 Verify that issued credit and political risk reinsurance agreements or policies, including any amendments thereto are in accordance with the agreed reinsurance cover.

6.1.8 Assist with premium, loss, and recovery calculations, and facilitate the timely payment of all such amounts, prepare bordereaux.

6.1.9 Act as intermediary between ECIC and the reinsurer(s) and provide active assistance to ECIC upon occurrence of claim events and collections of compensation of loss under credit and political risk reinsurance agreements or policies.

6.1.10 Assist in the arrangements of meetings between the reinsurer(s) and ECIC.

6.1.11 Inform and advice ECIC on a regularly basis, and particularly on specific events on changes in market conditions or should a reinsurer under a credit and political risk reinsurance agreement be downgraded.

6.1.12 Continuously monitoring the financial viability and credit standing of reinsurance counterparties. Inform ECIC of any changes in this regard and advise on the appropriate action.

6.1.13 Perform all such other tasks agreed under the reinsurance broker agreement as required by ECIC.

6.1.14 Strengthen and promote ECIC's presence in the reinsurance markets, based on an understanding of ECIC's mandate and portfolio composition.

It should be noted that the ECIC will not know in advance how much reinsurance the ECIC will purchase during the term of the agreement, nor when or for what specific risks the ECIC would wish to purchase reinsurance protection.

7. Duration of contract

7.1 The bidder will be appointed to render services for a period of five (5) years, in which the bidder will broker new reinsurance agreements.

7.2 In the event that the appointed bidder is in progress with concluding a new reinsurance agreement(s) but the agreement(s) is yet to be concluded at expiry date of the contract, the appointed bidder will be allowed to conclude such re-insurance agreement(s) as if the contract arranged through this RFP is still valid. Such re-insurance agreement(s) will be subject to the terms and condition of the contract as if it was still valid.

7.3 All re-insurance agreements arranged under the contract that is arranged through this RFP will remain valid until they close out, and they will be bound to the contract terms and conditions as if it is still valid.

8. Bid/contract conditions

8.1 ECIC will enter into an agreement with successful bidder which will detail the terms of engagement. The contract will be monitored annually.

8.2 The appointed bidder must ensure that they maintain their Fit and Proper requirements for the entire duration of the agreement and share associated reports and confirmations as requested by ECIC.

8.3 The agreement may be terminated by the ECIC if it has reasonable grounds to do so, with not less than 30 days' prior written notice. A termination clause will form part of the agreement and may include events such as unsatisfactory performance, defining events, departure of key personnel, governance and ownership issues and reputational risks.

9. Due diligence/ site inspection

9.1 At the ECIC's discretion, a due diligence and/or site inspection may be conducted on the identified bidder *(the due diligence site visit may take place remotely)*. ECIC will visit the identified bidders' premises with the objective of verifying information as contained in their bid documents.

9.2 Where applicable, the ECIC will issue criteria for the due diligence review or site inspection beforehand to the applicable bidder(s). Should it be discovered during a due diligence visit or site inspection that the information submitted by the identified bidder is inconsistent with what is on their current premises of business, ECIC reserves the right to disqualify such bidder.

9.3 ECIC may identify another bidder using the next highest points obtained in the evaluation phase as stipulated in paragraph 10.1.4, taking into consideration the process followed under paragraphs 9.1 and 9.2.

10. Bid evaluation

10.1 The proposals will be evaluated in phases as highlighted below and detailed in paragraphs 12 to 16 of this document:

10.1.1 **Phase One: Compliance**

Compliance with administrative requirements stated in the Standard Bidding Documents and the pre-qualification requirements as listed in paragraph 11. In this evaluation phase, all bidders that fail to provide the required information and documentation, will be disqualified from further evaluation.

10.1.2 **Phase Two: Functional evaluation (desktop evaluation)**

In this evaluation phase, bidders are expected to obtain a minimum of 80.00 out of 100 points to proceed to the next evaluation stage of the evaluation. Failure to obtain the prescribed minimum points will automatically disqualify the bid offer from proceeding to the next evaluation phase.

10.1.3 **Phase Three: Proof of concept evaluation (Demonstration)**

In this evaluation phase, bidders are expected to obtain a minimum of 80.00 out of 100 points to proceed to the next evaluation stage of the evaluation. Failure to obtain the prescribed minimum points will automatically disqualify the bid offer from proceeding to the next evaluation phase.

10.1.4 **Phase Four: Preference point system**

The 80/20 preference points system shall be applicable to this phase, where 80.00 points represent maximum obtainable points for the lowest acceptable price and 20.00 points represents maximum obtainable points for the Specific Goals (to be evaluated using provisions under paragraph 14). Points will be awarded to a bidder for attaining the Specific Goals in accordance with the table as listed in the bid documentation (refer to paragraph 14.3). To achieve parity, ECIC will use rates provided by the bidders to calculate the bid price, after making relevant assumptions.

10.1.5 **Phase Five: Objective criteria**

ECIC will apply objective criteria as detailed in paragraph 16.

11. Evaluation Phase One: Pre-qualification and compliance

11.1 Bidders must be authorised by their regulatory authority to render reinsurance brokering services. Bidders must provide a copy of their valid license from their regulator(s). In instances whereby the regulator does not issue copies of registration, bidders are requested to provide their license/registration number (or any similar form) with the applicable regulator. The provided license/registration number will be authenticated with the applicable regulator.

11.2 ECIC will only consider a bid if the relevant bidder meets the pre-qualification criteria mentioned in paragraph 11.1. Where a bidder fails to meet the prequalification criteria, the bid will be considered an unacceptable bid and will be disqualified from further evaluation.

12. Evaluation Phase Two: Functional

12.1 The proposal submitted by the bidder will be evaluated by the ECIC based on the following criteria and be rated as the factor score over 5 multiplied by the applicable points:

Factor scores: 0=Poor, 1=Below average, 2=Average, 3=Good, 4=Very Good, 5=Excellent

Table 1

EVALUATION CRITERIA	DESCRIPTION	FURTHER DETAIL	SUB		POINTS
			FACTOR	POINTS	
1. Firm's corporate profile and experience in fulfilling reinsurance brokerage services	1.1 Demonstrate the firm's track record in having relevant experience in providing reinsurance brokerage services, specifically for export credit and political risk reinsurance offered to banks, insurers and in particular export credit agencies and multilateral institutions.	1.1.1 The bidder did not provide the firm's track record in having relevant experience.	0	15	35
		1.1.2 The bidder provided the firm's track record, however the bidder lacks experience in one or more of the criteria specified. Or the relevant experience is less than 3 years.	1 or 2		
		1.1.3 The bidder provided the firm's track record in having relevant experience. 3 years = 3 score, >3<5 years = 4 score, >=5 years score 5.	3, 4 or 5		

EVALUATION CRITERIA	DESCRIPTION	FURTHER DETAIL	SUB FACTOR	SUB POINTS	POINTS
	1.2 Provide the necessary references to corroborate the firm's capability of providing the requested services (i.e. reinsurance brokerage services on export credit and political risk reinsurance). Provide details of similar engagements (e.g. scope and date of engagement), include contactable references for these engagements (offered to banks, insurers and in particular export credit agencies and multilateral institutions).	1.2.1 Bidder provided no details on similar engagements.	0	10	
		1.2.2 Bidder provided details on similar engagements, with contactable references. (score 1 for each reference from a bank or an insurer) (score 2 for each reference from an export credit agencies or multilateral institutions) score up to a maximum of 5	1-5		
	1.3 Bidder must currently be active in the reinsurance market and manage claim recoveries, specifically for export credit and political risk reinsurance offered to banks, insurers and in particular export credit agencies and multilateral institutions. Provide, for export credit and political risk reinsurance, the number and value of successful new reinsurance placements over the last 36 months. Also provide number and value of claim recoveries currently managing.	1.3.1 Bidder concluded no new reinsurance placements.	0	10	
		1.3.2 Bidder concluded up to 3 new reinsurance placements.	1-3		
		1.3.3 Bidder concluded 4 or more new reinsurance placements.	4		
		1.3.4 Bidder concluded 4 or more new reinsurance placements. **And currently manage recoveries for at least 3 claims.**	5		

EVALUATION CRITERIA	DESCRIPTION	FURTHER DETAIL	SUB FACTOR	SUB POINTS	POINTS
2. Risk and compliance management, internal controls and corporate governance	2.1 Demonstrate establishment and adequacy of the following:	2.1.1 Risk management and indemnity cover.	0-5	2	10
		2.1.2 Compliance processes and controls.	0-5	2	
		2.1.3 Systems backup and disaster recovery plans.	0-5	2	
		2.1.4 Internal controls and procedures for placing and administrating reinsurance placements.	0-5	2	
		2.1.5 Provide an overview of any legal action taken against the firm, if applicable.	0-5	2	
3. Professional Staff	3.1 Demonstrate qualifications, expertise and experience of key staff that will service the ECIC engagement. Provide profile or CV of proposed key staff, setting out qualifications, years of experience and list of clients in brokering export credit and political risk reinsurance.	3.1.1 Bidder did not provide profile information of the proposed individual(s) that will be servicing ECIC.	0	20	35
		3.1.2 The proposed individual(s) relevant experience (score will be weighted if there are multiple team members): <2 years (score 1) >=2 years<5 years (score 3) >= 5 years <10 years (score 4) >=10 years (score 5)	1-5		
	3.2 Back-up and continuity plan in respect of the nominated senior individual (engagement lead) to ensure continuity in services offered to ECIC.	3.2.1 No back-up individual(s) or continuity plan provided	0	10	
		3.2.2 The proposed back-up individual relevant experience: <1 years (score 1) >=1 years<3 years (score 3) >=3 years <5 years (score 4) >=5 years (score 5)	1-5		

EVALUATION CRITERIA	DESCRIPTION	FURTHER DETAIL	SUB FACTOR	SUB POINTS	POINTS
	3.3 Demonstrate the stability in the firm's senior/executive management over the last 12 months.	3.3.1 If there has been changes in senior/executive management, please provide reasons: (if reasons are concerning = 0 score, not concerning = 5 score).	0 or 5	5	
4. Methodology and systems	4.1 The bidder must provide a sound approach or methodology to execute the engagement.	4.1.1 Bidder did not provide a detailed approach or methodology.	0	15	20
		4.1.2 The bidder provided the approach or methodology, but it is not sufficiently detailed.	1-2		
		4.1.3 The bidder provided a detailed methodology that meets the requirements of the bid. To score well the approach or methodology needs to demonstrate a deep understanding of the full reinsurance brokerage cycle.	3-5		
	4.2 The bidder must detail the systems used to execute services (for example: assessments or due diligence on reinsurers, preparing bordereaux, ongoing monitoring of financial viability and credit standing of reinsurers).	4.2.1 Bidder did not provide details on the systems used.	0	5	
		4.2.2 The bidder provided details on the systems used, but the information provided is not sufficiently detailed.	1-2		
		4.2.3 The bidder provided detailed information on the systems used. To score well the systems used need to stretch beyond the examples given.	3-5		
TOTAL					**100**

12.2 The Proof of Concept will be conducted online using Microsoft Teams™.

12.3 Bidders who achieve minimum points of 80.00 out of 100 will be invited for presentation of their proposed solution to ECIC. The presentation will be on or before the week ending **28 June 2024** for bidders that have passed the functional evaluation. Dates and times will be communicated to the bidders who have passed functionality on or before the week ending **14 June 2024**.

13. Evaluation Phase Three: Proof of concept (Presentation)

13.1 The proposal submitted by the bidder will be evaluated by the ECIC based on the following criteria and be rated as the factor score over 5 multiplied by the applicable points:

Factor scores: 0=Poor, 1=Below average, 2=Average, 3=Good, 4=Very Good, 5=Excellent

Table 2

EVALUATION CRITERIA	POINTS
1. Demonstrate the firm structure and highlight the key personnel's experience in brokering export credit and political risk reinsurance. Demonstrate an understanding of the reinsurance markets for such cover.	30
2. Demonstrate that the bidder has sufficient capacity to take ECIC on as new client and successfully fulfil the required services. Making reference to current reinsurance broker appointments relative to available staff capacity.	20
3. Demonstrate the necessary systems and approach that will be used to deliver the reinsurance brokerage services.	30
4. Demonstrate how actual or potential conflicts of interest are managed or avoided and indicate the policies and procedures that are in place to address it to ensure all advice and services provided to ECIC are impartial.	10
5. Overall quality of the presentation and presenters, and satisfactory response to questions.	10
TOTAL	**100**

13.2 The total points achieved under this evaluation criteria will be rounded to the nearest two decimal places.

14. Evaluation Phase Four: Preference point system

14.1 The formula below will be used to calculate the preference procurement points for price:

$$\mathbf{Ps} = \mathbf{80}\left(\mathbf{1} - \frac{\mathbf{Pt-Pmin}}{\mathbf{Pmin}}\right)$$

Where

Ps = Points scored for comparative price of bid under consideration
Pt = Comparative price of bid or offer under consideration
Pmin = Comparative price of lowest acceptable bid

14.2 Depending on the bidder's level of Specific Goals, a maximum of 20 points may be allocated to a bidder. The points scored by a bidder for Specific Goals will be added to the points allocated for price.

14.3 The table below reflects the number of points to be allocated to a bidder for Specific Goals:

Table 3

Specific Goals	Number of points (80/20 system)
B-BBEE Procurement Recognition Level of 135%	20
B-BBEE Procurement Recognition Level of 125%	10
B-BBEE Procurement Recognition Level of 110%	5
Any other B-BBEE Procurement Recognition Level	0

[BIDDERS ARE REQUIRED TO INDICATE, IN ONE BLOCK, THE NUMBER OF POINTS THEY ARE CLAIMING FOR SPECIFIC GOALS IN THE TABLE IN PAGE 32 (PARAGRAPH 4.1). IN THE EVENT WHERE A BIDDER MAKES A MARK (ONE MARK), ECIC WILL CONSIDER THE CORRESPONDING POINTS TO BE THE ONE WHICH THE BIDDER IS CLAIMING FOR. WHERE A BIDDER MAKES MULTIPLE MARKS OR DOES NOT MAKE ANY MARK OR INDICATION AT ALL IN THE TABLE, THE BIDDER WILL BE ALLOCATED ZERO (0) POINTS FOR SPECIFIC GOALS.]

14.4 The total points achieved under this evaluation criteria will be rounded to the nearest two decimal places.

15. Document(s) required to substantiate claims for Specific Goal

15.1 For this bid, bidders are requested to provide the following documents in substantiation for their claim of Specific Goals in line with the 2022 Preferential Procurement Regulations:

Table 4

Specific Goals	Document required to substantiate the Specific Goals claim
B-BBEE Procurement Recognition Level	Copy of a valid B-BBEE Certificate or Copy of valid Sworn Affidavit

15.2 Any bid received from a bidder who did not provide the document requested in this paragraph 15 shall be awarded zero points for Specific Goals.

15.3 Points for Specific Goals will be allocated as indicated in paragraph 14.3 of this RFQ and in the SBD 6.1 Form. **Bidders are required to indicate how they claim points for each preference points on the SBD6.1 Form, in the table on page 32 (paragraph 4.1). In the event that a bidder does not indicate the preference points they are claiming, the bidder will be awarded zero (0) points for Specific Goals.**

16. Phase Five: Objective criteria

16.1 In this evaluation stage, ECIC will check if the bidder has a person who meet the following criteria in awarding the bid:

16.1.1 The bidder has a significant shareholder or owner (or equivalent) (directly or indirectly) who is classified or can be classified as a Prominent Influential Person (PIP) in accordance with Financial Intelligence Centre Act, 38 of 2001 (FICA).

16.1.2 The bidder has a shareholder or member or owner or director (or equivalent) who has questionable integrity status.

16.1.3 The bidder has a director or equivalent who is classified or can be classified as a PIP in accordance with FICA.

16.2 Should it be found during this evaluation stage, that the bidder who has attained the highest points under Evaluation Stage Four (Preference Point System) has persons listed in paragraphs 16.1.1 to 16.1.3, ECIC reserves the right to conduct further due diligence on the person(s). Should the outcome of a further due diligence not be satisfactory to ECIC or such a person(s) poses an unacceptable high risk reputation and/or integrity of the person(s) be questionable, ECIC reserves the right not to award the bid to that bidder. This process may be repeated to the next bidder if so required.

17. Instructions to respondents

17.1 Correspondence

17.1.1 No telephonic or any other form of communication with any other ECIC member of staff other than the named individual below, relating to this RFP will be permitted. All enquiries must be in writing only.

17.1.2 All questions relating to the contents of the tender (conditions, rules, terms of reference etc.) must be forwarded in writing via email to procurement@ecic.co.za by not later than 17 May 2024. Questions received after this date will not be entertained.

17.1.3 All questions must reference specific paragraph numbers, where applicable.

17.1.4 All enquiries (received on or before the closing date for enquiries) will be consolidated and ECIC will publish one response document on the ECIC website (www.ecic.co.za) within three working days after the date in indicated in paragraph 17.1.2, on 22 May 2024.

17.1.5 No requests for information shall be made to any other person or place and in particular not to the existing provider of this service.

17.2 Submission of the proposals

17.2.1 Bid documents must be clearly marked for ease of reference.

17.2.2 Bid documents must be submitted on PDF format on/or before the closing date and time to the following email address:

procurement@ecic.co.za

17.2.3 The following email submission procedures or protocols must be adhered to ensure safe and secure submission of the tender documents and supporting documents:

17.2.3.1 The tender document, including the supporting or returnable documents should be submitted via email in PDF format.

17.2.3.2 If the PDF tender document, including the supporting or returnable documents is less than 20 Megabytes (MB), it should be submitted as one document. If the electronic bid document is more than 20MB, the electronic tender document should be split in order to adhere to the 20MB email capacity.

17.2.3.3 Bidders are also encouraged to submit a USB detailing their tender proposals.

17.2.4 Only if bidders are experiencing challenges with emailing documents, tenders can be delivered at the ECIC Offices on/or before the closing date and time at :

11 Byls Bridge Boulevard
Building 9, Fourth Floor
Highveld Extension 73
Centurion
0157

17.2.5 **Notwithstanding the method of submission, any bid received after the closing date and time will not be accepted.**

17.2.6 All bids and all subsequent information received from respondents will not be returned. The proposals should be addressed to the Head of Procurement of ECIC.

18. Timeline of the bid process

18.1 The period of validity of the tender and the withdrawal of offers, after the closing date and time are 150 days, expiring on 1 November 2024. The project timeframes of this bid are set out below:

Table 6

STAGE	DESCRIPTION OF STAGE	ESTIMATED COMPLETION DATE (OR WORK WEEK ENDING)
1.	Advertisement of bid on Government e-tender portal / ECIC Website	10 May 2024
2.	Questions relating to bid from bidder(s)	17 May 2024
3.	Bid closing	4 June 2024
4.	Compliance	7 June 2024
5.	Functional Evaluation	14 June 2024
6.	Proof of Concept	28 June 2024
7.	Preference Points	5 July 2024
8.	Bid Adjudication	12 July 2024

18.2 All dates and times in this bid are in South African Standard Time.

18.3 Any time or date in this bid is subject to change at the discretion of ECIC. The establishment of a time or date in this bid does not create an obligation on the part of ECIC to take any action or create any right in any way for any bidder to demand that any action be taken on the date established. The bidder accepts that, if ECIC extends the deadline for bid submission (the Closing Date) for any reason, the requirements of this bid otherwise apply equally to the extended deadline.

18.4 ECIC will notify all bidders of the outcome of the bid within 10 days from the date of acceptance of bid by the identified bidder.

19. Bid rules

19.1 Awarding a bid

19.1.1 ECIC will not award a bid to a bidder:

19.1.1.1 Who is or the bidder's director(s), trustee(s), shareholder(s), member(s), partners(s) or any person(s) having controlling interest in the bidder are restricted to conduct business with the State.

19.1.1.2 Who is in the employ of the State or has a director(s), trustee(s), shareholder(s), member(s), partners(s) or any person(s) having controlling interest in the bidder who is in the employ of the State as contemplated in the Public Administration Management Act, 11 of 2014 and is prohibited from conducting business with the State in terms of section of PAMA.

19.1.1.3 Who is in the service of the State or has a director(s), trustee(s), shareholder(s), member(s), partners(s) or any person(s) having controlling interest in the bidder and has not declared their business interest as required in the applicable SBD4 form.

19.1.1.4 Has been found to have transgressed Prevention and Combating of Corrupt Activities Act,12 of 2004 (as amended).

19.1.1.5 Has been found to have transgressed or is transgressing the Competition Act, 89 of 1998 (as amended).

19.1.2 ECIC shall not award a bid or contract or order to a bidder whose tax affairs are not compliant, except to foreign bidders with no tax obligations in South Africa.

19.1.3 For a bidder or the bidder's director(s), trustee(s), shareholder(s), member(s), partners(s) or any person(s) having controlling interest in the bidder who have declared their business interest as required in the applicable SBD4 form, ECIC will not award a bid to a bidder who has declared their interest and:

19.1.3.1 Is prohibited from conducting business with the State; or

19.1.3.2 Does not have permission to conduct remunerative work outside their employment.

19.1.4 ECIC will verify with the relevant Organ of State to determine if paragraphs 19.1.3.1 and 19.1.3.2 are not applicable.

19.1.5 ECIC will assume that, the person contemplated in paragraph 19.1.3 is prohibited from conducting business with the State or the person does not have permission to conduct remunerative work outside their employment if it does not receive any response within 14 days from such verification request to an Organ of State or any date ECIC may deem necessary.

19.1.6 ECIC will then recommend to award the bid to the bidder who achieved the second highest preference points, and should it be established that, the bidder who achieved the second highest preference points have a person contemplated in paragraph 19.1.3, ECIC will conduct verification as contemplated in paragraphs 19.1.4 and 19.1.5. This step can be performed to up to the bidder who achieved the third highest preference points.

19.2 **Documents/information required as a condition of award**

19.2.1 Proof of registration valid registration on the National Treasury Central Supplier Database (CSD).

19.2.2 Completed and signed Standard Bidding Forms as follows:

Table 7

Details	Form No.
Invitation to bid (all bidders must ensure that this Form is duly completed and signed)	SBD 1
Declaration of Interest	SBD 4
Preference Points Claim Form	SBD 6.1

19.3 **Sub-contracting**

19.3.1 If contemplating subcontracting, please note that a bidder will not be awarded points for Specific Goals if it is indicated in its Proposal that such bidder intends subcontracting more than 30% (thirty percent) of the value of the contract to an entity/entity that do not qualify for at least the same points that the bidder qualifies for, unless the intended subcontractor is a company which is Black Owned, Black Women Owned, Black Youth Owned, owned by Black People with Disabilities, an EME and QSE , with the capability to execute the subcontract.

19.3.2 A person awarded a contract may not subcontract more than 25% (twenty five) of the value of the contract to any other enterprise that does not have an equal or higher Specific Goals than the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract.

19.4 **ECIC's rights**

19.4.1 ECIC reserves the right to:

19.4.1.1 Amend any bid conditions, bid validity period, bid specifications, or extend the bid closing date, all before the bid closing date. Such amendments will be posted on the ECIC's website under the relevant tender information. All prospective bidders must therefore ensure that they visit the website of ECIC (www.ecic.co.za) regularly before they submit their bid response to ensure that they are kept updated on any amendments in this regard.

19.4.1.2 Cancel or withdraw this bid at any time, as a whole or in part without reasons and without attracting any liability.

19.4.1.3 Award this bid to more than one bidder.

19.4.1.4 Negotiate with all or some of the shortlisted bidders.

19.4.1.5 Not accept the lowest priced bid or award the bid to a bidder other than the highest scoring bidder.

19.4.1.6 Conduct site visits at bidder's offices and / or at client sites if so required.

19.4.1.7 Request any relevant information and/ or documents to verify or clarify information supplied in the bid response in relation, but not limited, to the structure of the bidding entity, bidder's capacity, proposed solution, proposed timelines etc.

19.5 **Contract fees**

19.5.1 Pricing should be all inclusive, covering all services as described under the scope of services.

19.6 **Confidentiality**

19.6.1 Any information relating to the submissions, through the process or otherwise shall be treated in strict confidence. In submitting a response, a Service provider agrees that it shall not be entitled to any information disclosed by another respondent to ECIC, which ECIC has determined to be of a confidential nature. The content and details of the evaluation of submissions will remain confidential to ECIC.

19.7 **Other matters**

19.7.1 If the ECIC does not accept any proposal, it will declare this bid process closed and may then elect to:

19.7.1.1 Proceed on a completely different basis; and/or

19.7.1.2 Not to appoint any respondent (in the event it deems all or any of the proposals not appropriate).

19.7.2 The ECIC reserves the right to engage in any processes required to validate all claims made in the proposal.

19.7.3 The ECIC has the right to enter into negotiation with a prospective Service provider regarding any terms and conditions, including fees, of a proposed contract.

19.7.4 Bidders are allowed to submit joint proposals to allow different companies/entities to undertake different components of the work under one single proposal. In such event however, each bidder is required to provide a B-BBEE certificate.

19.8 **Disclaimer**

19.8.1 The ECIC has produced this bid in good faith. However, the ECIC, its agents and its employees and associates, do not warrant its accuracy or completeness. The ECIC will not be liable for any claim whatsoever and howsoever arising (including, without limitation, any claim in contract, negligence or otherwise) for any incorrect or misleading information contained in this bid due to any misinterpretation of this bid.

19.8.2 This bid is a request for proposals only and not an offer document; answers to it must not be construed as acceptance of an offer or imply the existence of a contract between the ECIC and the bidder.

19.9 **Terms of engagement**

19.9.1 The ECIC's engagement of the service provider will be documented in a contract between the ECIC and the appointed bidder.

Annexures

Annexure A: Format for fee proposal

This page has been left blank intentionally, refer to the Attached document titled Annexure A (Format for fee proposal (Pricing Example)).

1.

Annexure B: Protection of personal information

1. ECIC recognises that when the Bidder submits its proposal in response to this bid, it will provide personal information, which ECIC will process for the sole purpose of evaluating the Bidder's proposal. By submitting its proposal in responding to this Request for Quotations, the Bidder hereby provide its consent to the processing of its Personal Information by ECIC.

2. The following terms shall have the meaning ascribed to them:

   2.1. "**Personal Information**" shall bear the same meaning as ascribed to it under POPI;

   2.2. "**POPI**" means Protection of Personal Information Act, No. 4 of 2013;

   2.3. "**Responsible Party**" shall bear the same meaning as ascribed to it under POPI; and

   2.4. "**bid**" means this Request for Quotations.

3. ECIC as the Responsible Party undertakes to:

   3.1. comply with the provisions of POPI as well as all applicable legislation as amended or substituted from time to time;

   3.2. treat all Personal Information strictly as defined within the parameters of POPI;

   3.3. process Personal Information only in accordance with the consent it was obtained for, for the purpose agreed, as permitted by law;

   3.4. secure the integrity and confidentiality of any Personal Information in its possession or under its control by taking appropriate, reasonable technical and organisational measures to prevent loss, damage, unauthorised destruction, access, use, disclosure or any other unlawful processing of Personal Information;

   3.5. not transfer any Personal Information to any third party in a foreign country unless such transfer complies with the relevant provisions of POPI regarding trans-border information flows; and

   3.6. not retain any Personal Information for longer than is necessary for achieving the purpose in terms of bid or in fulfilment of any other lawful requirement.

4. ECIC will ensure that all reasonable measures are taken to:

   4.1. identify reasonably foreseeable internal and external risks to the Personal Information in its possession or under its control;

   4.2. establish and maintain appropriate security safeguards against the identified risks;

4.3. regularly verify that the security safeguards are effectively implemented;

4.4. ensure that the security safeguards are continually updated in response to new risks or deficiencies in previously implemented safeguards;

4.5. provide immediate notification to the Bidder if a breach in information security or any other applicable security safeguard occurs; provide immediate notification to the Bidder where there are reasonable grounds to believe that the Personal Information has been accessed or acquired by any unauthorised person;

4.6. remedy any breach of a security safeguard in the shortest reasonable time and provide the Bidder with the details of the breach and, if applicable, the reasonable measures implemented to address the security safeguard breach;

4.7. provide immediate notification to the Bidder where the Bidder has, or reasonably suspects that, Personal Information has been processed outside of the purpose agreed to or consented to;

4.8. provide the Bidder, upon request, with all information of any nature whatsoever relating to the processing of the Personal Information for the purpose of the bid and any applicable law; and

4.9. notify the Bidder, if lawful, of receipt of any request for access to Personal Information, in its possession and relating to the Bidder.

5. The Bidder has the right to inspect the Personal Information processing operations, as well as the technical and organisational information security measures employed by the ECIC to ensure compliance with the provisions of this Annexure.

Annexure C: Applicable Standard Bidding Documents

SBD 1

PART A
INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE OF THE EXPORT CREDIT INSURANCE CORPORATION OF SOUTH AFRICA					
BID NUMBER:	ECIC02P-2024/25	CLOSING DATE:	4 JUNE 2024	CLOSING TIME:	17:00
DESCRIPTION	REINSURANCE BROKERAGE SERVICES FOR A PERIOD OF FIVE YEARS				
BID RESPONSE DOCUMENTS MUST BE SENT TO THE FOLLOWING EMAIL ADDRESS:					
Preferably via email: procurement@ecic.co.za					

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO		TECHNICAL ENQUIRIES MAY BE DIRECTED TO:	
CONTACT PERSON	Angie Motlhabi	CONTACT PERSON	Angie Motlhabi
E-MAIL ADDRESS	procurement@ecic.co.za	E-MAIL ADDRESS	procurement@ecic.co.za

SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELL PHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	☐Yes ☐No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?	☐Yes ☐No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]	

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS		
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES	☐ NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES	☐ NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES	☐ NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES	☐ NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES	☐ NO
IF THE ANSWER IS “NO” TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.		

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 IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**

1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.

~~1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).~~

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 VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.

2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.

2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.

2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.

2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.

2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER: ……………………………………………

CAPACITY UNDER WHICH THIS BID IS SIGNED: ……………………………………………
(Proof of authority must be submitted e.g., company resolution)

DATE: …………………………………………

SBD 4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

1.1. 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.

1.2. 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 interest[2] 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] 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.

2.2.1. If so, furnish particulars:

Full Name (Name of person employed by Export Credit Corporation of South Africa (SOC) Ltd, the procuring institution)	Relationship

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:

Name of Related Enterprise	Registration (ID) Number

3. DECLARATION

I, the undersigned, 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 consortium[3] 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.

3.5. 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.

3.6. There have been no consultations, communications, agreements or 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.

3.7. 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.

[3] 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.

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.

Name of declarer			
Position/Title of declarer			
Name of bidder			
Signature of declarer		Date of signature	

SBD 6.1

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:

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

1.1.2 the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 To be completed by the organ of state
(*delete whichever is not applicable for this tender*).

~~1.2.1 The applicable preference point system for this tender is the 90/10 preference point system.~~

1.2.2 The applicable preference point system for this tender is the 80/20 preference point system.

~~1.2.3 Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.~~

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

1.3.1 Price; and

1.3.2 Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80.00
SPECIFIC GOALS	20.00
TOTAL POINTS FOR PRICE AND SPECIFIC GOALS	100.00

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

2.1 **"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;

2.2 **"price"** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;

2.3 **"rand value"** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

2.4 **"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

2.5 **"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 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 **or** **90/10**

$$Ps = 80\left(1 - \frac{Pt - P\min}{P\min}\right) \quad \text{or} \quad Ps = 90\left(1 - \frac{Pt - P\min}{P\min}\right)$$

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 or 90 points is allocated for price on the following basis:~~

~~**80/20** **or** **90/10**~~

$$\cancel{Ps = 80\left(1 + \frac{Pt - Pmax}{Pmax}\right) \quad \text{or} \quad Ps = 90\left(1 + \frac{Pt - Pmax}{Pmax}\right)}$$

~~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:

Table 1: Specific goals for the tender and points claimed are indicated per the table below.
(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.
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 (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
B-BBEE Procurement Recognition Level of 135%	N/A	20	N/A	
B-BBEE Procurement Recognition Level of 125%	N/A	10	N/A	
B-BBEE Procurement Recognition Level of 110%	N/A	5	N/A	
Any other B-BBEE Procurement Recognition Level	N/A	0	N/A	

[BIDDERS ARE REQUIRED TO INDICATE, IN ONE BLOCK, THE NUMBER OF POINTS THEY ARE CLAIMING FOR SPECIFIC GOALS IN THE TABLE ABOVE. IN THE EVENT WHERE A BIDDER MAKES A MARK (ONE MARK), ECIC WILL CONSIDER THE CORRESPONDING POINTS TO BE THE ONE WHICH THE BIDDER IS CLAIMING FOR. WHERE A BIDDER MAKES MULTIPLE MARKS OR DOES NOT MAKE ANY MARK OR INDICATION AT ALL IN THE TABLE, THE BIDDER WILL BE ALLOCATED ZERO (0) POINTS FOR SPECIFIC GOALS.]

4.2 In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—

4.2.1 an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or

4.2.2 any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system,

then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

DECLARATION WITH REGARD TO COMPANY/FIRM

NAME OF COMPANY/FIRM				
COMPANY REGISTRATION NUMBER (ID NUMBER)				
TYPE OF COMPANY/ FIRM [TICK APPLICABLE BOX]				
Partnership/Joint Venture / Consortium			Personal Liability Company	
One-person business/sole propriety			(Pty) Limited	
Close corporation			Non-Profit Company	
Public Company			State Owned Company	

4.3 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:

4.4 The information furnished is true and correct;

4.4.1 The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

4.4.2 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;

4.4.3 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 –

4.4.3.1 disqualify the person from the tendering process;

4.4.3.2 recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;

4.4.3.3 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;

4.4.3.4 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

4.4.3.5 forward the matter for criminal prosecution, if deemed necessary.

SIGNATURE(S) OF TENDERER(S)	
NAME AND SURNAME (AUTHORISED SIGNATORY)	
SIGNATURE	
ADDRESS	
DATE OF SIGNATURE	