

AEMFC - REQUEST FOR PROPOSAL (RFP)

DESCRIPTION	PROVISION OF A SERVICE REQUEST TO ESTABLISH AN INFORMATION COMMUNICATION TECHNOLOGY (ICT) STRATEGY AND ARCHITECTURE ADVISORY / CONSULTING PANEL FOR AFRICAN EXPLORATION MINING AND FINANCE CORPORATION (AEMFC) FOR A PERIOD OF TWENTY-FOUR (24) MONTHS.
BID NUMBER:	AE/VLAK003/2022
BID ISSUE DATE	22 June 2022
BID AVAILABLE	This RFP may be downloaded directly from National Treasury's e-Tender Publication Portal at www.etenders.gov.za . Free of charge.
BRIEFING SESSION DATE AND TIME	A non-compulsory pre-proposal RFP briefing will be conducted via Microsoft Teams on the 28 June 2022, at 11:00 for a period of ± 2 hours. The briefing session will start punctually, and information will not be repeated for the benefit of Respondents arriving late. All interested bidders must register their interests by completing "Registration of Prospective Bidders Form" that will be attached on the advertisement and return to tender@aemfc.co.za. <i>"Registration of Prospective Bidders Form" for the briefing session attendance by 24 June 2022 to allow AEMFC to plan for the virtual briefing session.</i>
CLOSING DATE	14 July 2022
CLOSING TIME	12:00 Bidders must ensure that bids are delivered timeously to the correct address. As a general rule, if a bid is late or delivered to the incorrect address, it will not be accepted for consideration.
CLARIFICATION ON ENQUIRY DOCUMENTS	Bidders will notify AEMFC of any clarifications required before the closing time for clarification queries, which is four (4) working days before the deadline for tender submission. tender@aemfc.co.za
BID VALIDITY PERIOD:	120 days. Bidders are to note that they may be requested to extend the validity period of their bid, at the same terms and conditions, if the internal evaluation process has not been finalised within the validity period. However, once the adjudication body has approved the process and award of the business to the successful bidder(s), the validity of the successful bidder(s)' bid will be deemed to remain valid until a final contract has been concluded.
DELIVERY INSTRUCTIONS BY HAND	Bid documents should be deposited in the Bid Box situated at: African Exploration Mining and Finance Corporation (SOC) Ltd Building 1, 1st Floor 74 Waterfall Drive Waterfall City Gauteng 2090 Access to the Bid Box is limited to the following hours: Monday to Friday: 08:30 to 16:00 Late Tenders will not be accepted. Bidders must ensure that bids are delivered on time to the correct address. Bids received late shall not be accepted for consideration. All Bids must be submitted on the official forms provided by AEMFC – (not to be modified)

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

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Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

PART A
INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF AFRICAN EXPLORATION MINING AND FINANCE CORPORATION (SOC) LTD							
BID NUMBER:	AE/VLAK003/2022	ISSUE DATE:	22 June 2022	CLOSING DATE:	14 July 2022	CLOSING TIME:	12:00
DESCRIPTION	PROVISION OF A SERVICE REQUEST TO ESTABLISH AN INFORMATION COMMUNICATION TECHNOLOGY (ICT) STRATEGY AND ARCHITECTURE ADVISORY / CONSULTING PANEL FOR AFRICAN EXPLORATION MINING AND FINANCE CORPORATION (AEMFC) FOR A PERIOD OF TWENTY-FOUR (24) MONTHS.						
BID RESPONSE DOCUMENTS SUBMISSION							
BID RESPONDENTS DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT African Exploration Mining and Finance Corporation (SOC) Ltd Building 1, 1 st Floor 74 Waterfall Drive Waterfall City Gauteng 2090							
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO				TECHNICAL ENQUIRIES MAY BE DIRECTED TO:			
CONTACT PERSON	Amanda Poncana			CONTACT PERSON	Amanda Poncana		
TELEPHONE NUMBER	010 010 6100			TELEPHONE NUMBER	010 0106100		
FACSIMILE NUMBER	N/A			FACSIMILE NUMBER	N/A		
E-MAIL ADDRESS	tender@aemfc.co.za			E-MAIL ADDRESS	tender@aemfc.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							
SUPPLIER COMPLIANCE STATUS							
TAX COMPLIANCE SYSTEM PIN:							
CENTRAL SUPPLIER DATABASE	UNIQUE REGISTRATION REFERENCE NUMBER: MAAA						
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes ☐ No						
B-BBEE STATUS LEVEL SWORN AFFIDAVIT [TICK APPLICABLE BOX]	☐ Yes ☐ No						
[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 ACT]							

Respondents Signature

Date

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

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 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 1.3 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 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-FILEING. 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.

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- 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 MUST BE PROVIDED

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:

Respondents Signature

Date

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SECTION 1 NOTICE TO BIDDERS

1. INTRODUCTION

- 1.1. African Exploration Mining and Finance Corporation (SOC) Ltd ("AEMFC") is a state-owned Mining Company established to secure South Africa's energy supply primarily through the mining and supply of coal for the generation of electricity, as well as securing other resources that will provide energy for the future, including key minerals for beneficiation in the energy and steel value chain. As a growing company, AEMFC is currently operating an opencast coal mine (Vlakfontein Mine-Coordinates: **Latitude 26° 0'42.15"S, Longitude 28°57'47.72"E**) established in 2011 which is located near Ogies in Mpumalanga Province with its Head Office at Waterfall City in Johannesburg.

- 1.2. Thus, the Service Provider is requested to provide a proposal based on the Scope Of Work (SOW) **Section 2**.

2. CONFIDENTIAL INFORMATION DISCLOSURE NOTICE

- 2.1. This document may contain confidential information that is the property of African Exploration Mining and Finance Corporation (AEMFC) SOC Ltd.
- 2.2. No part of the contents may be used, copied, disclosed or conveyed in whole or in part to any party in any manner whatsoever other than for preparing a proposal in response to this bid, without prior written permission from AEMFC.
- 2.3. **All copyright and intellectual property herein vest with AEMFC.**

3. OBJECTIVE CRITERIA

- 3.1. **QUALIFYING BIDS after PRICE will be subjected to OBJECTIVE CRITERIA:**
- 3.1.1. Preference will be given to "**LOWEST PRICED BIDDER**" WITH HIGHEST BEE LEVEL OR HOSTING MINING COMMUNITY (which one if available or both).
- 3.1.2. Name of Hosting Community – **Phola; Ogies; Wilge Venter Farms**
- 3.1.3. Note: Failure to submit valid and original (or certified copy of) proof of the Respondent's compliance with the B-BBEE requirements at the Closing Date of this RFP, will result in your B-BBEE level not be considered

4. MULTIPLE BIDDING

- 4.1. **AEMFC does not allow bidders to do multiple bidding. Note: Bidders submitted multiple bidding *will be deemed to be non-responsive*.**

5. PROPOSAL SUBMISSION AND OPENING OF BIDS

- 5.1. Bids should be sealed and externally endorsed as follows:
- 5.1.1. Tender number and description should be clearly stated/written.
- 5.1.2. All envelopes should be clearly marked in case of two-envelop system (i.e. Financial/Commercial Proposal and/or Technical/Functionality).

5.2. TENDER RESPONSE SHALL CONSIST OF THE

FOLLOWING:

- 5.2.1. Two (2) hard copies one (1) shall be an
- 5.2.2. original and the remaining one (1) copy of the original.
- 5.2.3. The original copy must be marked clearly as an original version
- 5.3. There shall be no public opening of the Bid received, however, the list of Bids received may be published on the AEMFC website or National Treasury e-tender portal unless specifically provided for in the RFP.
- 5.4. Bids submitted by means of email, telegram, telefax, facsimile or similar means shall not be considered.
- 5.5. Bidders will be disqualified in the event of there being scratching out, witing over or painting out rates or information, affecting the evaluation of the bid, ***without initialling next to the amended rates or information.***
- 5.6. Bidders will be disqualified in the event of the use of correction fluid (e.g. tippex), any erasable ink, or any erasable writing instrument (e.g. pencil).
- 5.7. Bidders will be disqualified if the entity or any of its directors is listed on the register of Bid Defaulters in terms of the Prevention and Combating of Corruption Activities Act of 2004 as a person prohibited from doing business with the public sector.

6. COMMERCIAL RESPONSE

- 6.1. The following information must be included in the commercial response envelope:

6.2. ADMINISTRATIVE DOCUMENTS

The following information must be included in the commercial response envelope:

- 6.2.1. Company Registration Documents Certified copies of identity documents of all directors/ main shareholders of the company, which copies must not be older than three months.

7. JOINT VENTURE /CONSORTIUM AGREEMENT

- 7.1. If the bidder is a Joint Venture or Consortium, a Joint Venture / Consortium agreement signed by all member entities of the Joint Venture or Consortium must be attached together with the registration document of all member entities.

8. BROAD BASE BLACK ECONOMIC EMPOWERMENT (B-BBEE) ACT

- 8.1. Valid Original or Certified Copy of B-BBEE Certificate/Sworn Affidavit for EMEs and QSEs.
- 8.2. If the bidder is a Joint Venture or Consortium, a consolidated B-BBEE certificate (of the Joint Venture or Consortium (inclusive of all member entities) must be submitted.
- 8.3. *AEMFC reserves the right to verify the B-BBEE certification against the actual turnover as per Annual Financial Statements submitted by the bidder. Any discrepancy between the certification and the actual turnover as verified by AEMFC arising out of any misrepresentation in this regard shall lead to disqualification.*
- 8.4. Further, the original or certified copy of an individual or consolidated B-BBEE certificate or sworn affidavit will also be used for awarding preference points.
- 8.5. The B-BBEE certificate must be submitted on the day of bid closure,

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9. ARITHMETIC ERRORS, OMISSIONS, AND DISCREPANCIES

- 9.1.** The insurance broker will earn the broker's fees or commission from each insurer/underwriter through the rates of broker's fees or commission payable in percentage on each insurance premium payable to the insurer/underwriter on each type of insurance cover and should be included in the premium payable.
- 9.2.** Bidders should clearly state the broker's fees or commission charged on each quotation (i.e. the Rate of broker's fees or commission charged in percentage of each insurance premium payable to the insurers/underwriters on each type of insurance cover).
- 9.3.** Where there is a discrepancy between the amounts in figures and the amount in words, the amount in words shall govern.
- 9.4.** If there is an error in the line-item total on the bill of quantities resulting from the product of the unit rate and the quantity, the rate shall govern, and the line-item total shall be corrected.
- 9.5.** Where there is an error in the total of the prices either as a result of other corrections required by this checking process or in the addition of prices, the rates shall govern, and the total tendered price shall be revised to achieve an arithmetically correct total tendered price.
- 9.6.** All prices and quotation rates shall comply with the following conditions.
 - 9.6.1.** Quotations to be in South African Rands;
 - 9.6.2.** Price quoted must include VAT;
 - 9.6.3.** Zero rated services or goods to be indicated as such;
 - 9.6.4.** Bids shall be valid for a period of 120 days from date of closing; and
 - 9.6.5.** Quotations to be submitted on the Company's letterhead.

10. NEGOTIATIONS

- 10.1.** AEMFC reserves the right to enter into mandated negotiations with any/more selected tenderers in accordance with AEMFC's approved procurement policies and procedures.

11. VALIDITY PERIOD

- 11.1.** Bidders are to note that they may be requested to extend the validity period of their bid, on the same terms and conditions, if the internal evaluation process has not been finalised within the validity period. However, once the adjudication body has approved the process and award of the business to the successful bidder(s), the validity of the successful bidder(s)' bid will be deemed to remain valid until a final contract.

12. NATIONAL TREASURY'S SUPPLIER DATABASE(CSD) REGISTRATION

- 12.1.** Bidders must submit proof of registration on the National Treasury's Central Supplier Database (CSD).
- 12.2.** Bidders are requested to register on the National Treasury CSD and include the copy of supplier number in order to enable the institution to verify the supplier's tax status on CSD.
- 12.3.** Registration can be completed online at www.csd.gov.za.

13. REQUEST FOR CLARIFICATION ON SUBMITTED INFORMATION

- 13.1.** During the evaluation of the bids, clarification may be

requested in writing from bidders only for the purpose of clarifying aspects mentioned in the bid. Replies to such requests must be submitted, within two (2) working days or as otherwise indicated.

14. RULE ON THE APPROVED LIST (IF APPLICABLE)

- 14.1.** Assignments will be structured as work packages that clearly define the scope and objective of work, proposed timeframes, qualifying criteria, qualification requirements, expected duration (hours), and expected deliverables amongst others.
- 14.2.** Service providers that have qualified and have been appointed to the list will be approached and requested to provide a quotation at the time the service is required (unless the price is fixed then rotation in alphabetical order will apply). Work packages will then be allocated to the successful bidder/s.
- 14.3.** In an instance where the bidder/s on the approved panel is unable to meet the contractual obligation and requirement, AEMFC reserves the right to issue a request to the market for a similar service.

15. DISCLAIMERS

- 15.1.** Notwithstanding anything else in this Request For Proposal (RFP) and without limiting its rights at law or otherwise, AEMFC reserves the right, in its absolute discretion at any time to:
 - 15.1.1.** Cancel call for new tender
 - 15.1.2.** Appoint more than one bidder or contractor;
 - 15.1.3.** Reject any tender received after the closing time;
 - 15.1.4.** Alter the structure and/ or the timing of this RFP or the tendering process;
 - 15.1.5.** Consider and accept or reject any alternative tender;
 - 15.1.6.** Reject any tender that does not comply with the requirements of this RFP;
 - 15.1.7.** Terminate the participation of any Bidder or any other person in the Tendering process;
 - 15.1.8.** Cease to proceed with or suspend the Tendering process prior to the execution of an official written contract; and
 - 15.1.9.** Request additional information or clarification from any Service Provider or any other person or provide additional information or clarification.

16. FINANCIAL STATEMENTS

- 16.1.** Bidders to proof of financial Soundness - Annual Financial Statements:
 - 16.1.1.** If a bidder is a registered company required by law to have its annual financial statements audited or independently reviewed in compliance with the requirements of the Companies Act, Act No. 71 of 2008, or any other law, audited or independently reviewed annual financial statements, as the case may be, prepared within six(6) months of the end of the bidders most recent financial year together with the audited or independently reviewed annual financial statements for two immediately preceding financial years, unless the bidder was only established within the past three (3) years in which case all of its annual financial statements must be submitted.
 - 16.1.2.** If a bidder is a registered close corporation, annual financial statements in compliance with the provisions of

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Date

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the Close Corporation, annual financial statements in compliance with the provisions of the Close Corporations Act, Act No. 69 of 1984, prepared within nine (9) months of the end of the bidders most recent financial year together with the annual financial statements for the two immediately preceding financial years, unless the bidder was only established within the past three (3) years in which all of its annual financial statements must be submitted.

- 16.1.3.** Annual financial statements submitted must comply with the requirements of the Companies Act or the Close Corporations Act.
- 16.1.4.** If the bidder only commenced business within the past three years, the bidder is required to submit annual financial statements in compliance with the provisions of (5.1) and (5.2) above for each of its financial years since commencing business.
- 16.1.5.** If a bidder is not required by law to have its annual financial statements audited or independently reviewed, or is not a Close Corporation, then non-audited annual financial statements for the periods referred to above must be submitted.
- 16.1.6.** If a bidder is a new company, an affidavit must be provided where no annual financial statements have been prepared.

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SECTION 2

17. BACKGROUND OVERVIEW AND SCOPE OF WORK (SOW) SPECIFICATION

17.1. BACKGROUND

African Exploration Mining and Finance Corporation (SOC) Ltd ("AEMFC") is a South African State-Owned Entity, incorporated on the 26th of October 1944 as a private limited liability company in terms of the Companies Act 26 of 1926 (Reg No: UC/18018). AEMFC was established to secure South Africa's energy supply primarily through the mining and supply of coal for the generation of electricity, as well as securing other resources that will provide energy for the future, including key minerals for beneficiation in the energy and steel value chain.

17.2. OVERVIEW

The AEMFC wishes to establish a panel of consulting firms and seek proposals from experienced consultants / firms to perform an ICT assessment / review of the environment at the AEMFC for a period of 24 months. This review should evaluate the technologies currently being used and that are needed to achieve the organisation's digital integration and transformation agenda and advise whether these are "fit-for-purpose" for our environment and ICT budget expenditure is optimised for the AEMFC.

The AEMFC recognises the strategic value that ICT could bring to bear on its activities and enable it to realise its mandate in a cost-effective and efficient manner. As an organisation that has been in transition over the past few years and further evolving, the AEMFC desires to leverage its ICT infrastructure and repurpose it as core tools and resource for effective service delivery for current and future needs and to explore value-add opportunities therein.

The AEMFC is seeking proposals from experienced consultants / firms to perform an ICT assessment / review of the environment at the AEMFC. This review / assessment should achieve the following at minimum;

- 17.2.1. Evaluate the technologies currently being used and that are needed to achieve the organisation's digital integration and transformation agenda.
- 17.2.2. Advise whether the technologies in use are "fit-for-purpose" for our environment and ICT budget expenditure is optimised for the AEMFC.
- 17.2.3. The exercise should also ascertain the ICT capabilities, including governance and resource requirements to support the business goals and objectives.
- 17.2.4. The result of this review will not only be an exposition of gaps in the organization's ICT capabilities to deliver on its agenda, but also to recommend strategic options for short- and long-term planning and design a blueprint to build the requisite capabilities.

17.3. SCOPE OF WORK (SOW) / SPECIFICATION

The AEMFC hereby request proposals for the establishment of an ICT Strategy and Architecture assessment / review panel for a period of 24 months. The review should make conclusions on the suitability of the current ICT environment for the AEMFC business model and size and whether ICT expenditure has been optimised.

The assessment should at minimum focus on the following areas:

- 17.3.1. Review the ICT strategy execution and expenditure patterns over the last five (5) years and

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establish trends as aligned to business needs.

- 17.3.2.** Evaluate current ICT capabilities focusing on ICT governance and management structures, policies, processes and practices required to deliver its mandate.
- 17.3.3.** Assess current ICT systems and infrastructure against operational requirements, future expansion and ICT risk posed from the ownership and use of the systems.
- 17.3.4.** Develop near term and long-term ICT strategy options to enable the organization's mission, include an ICT operational model, infrastructure requirements, organisational structures, skills and competencies.
- 17.3.5.** Perform a maturity assessment of AEMFC's Enterprise Architecture capability and further develop an enterprise architecture including an ICT capabilities requirements and maturity road map.
- 17.3.6.** Audit the organisation's technology-enabled projects (all ongoing and projects completed over the last five years) against the Strategy, requirements and anticipated benefits and propose an IT project management framework for adoption.
- 17.3.7.** Propose value-add strategies or interventions that the AEMFC could deploy its ICT infrastructure to leverage new income streams and to shore up its financial sustainability.

17.4. KEY DELIVERABLES

- 17.4.1.** ICT capabilities review report
- 17.4.2.** ICT strategic options, recommendations and requirements
- 17.4.3.** Technology-enabled projects audit report and a proposal of an IT project management Framework for adoption
- 17.4.4.** Detailed Enterprise Architecture Plan with a 5-year timeframe to include:
 - A profile of business directions and resulting ICT architecture requirements
 - Inventory/assess ICT assets
 - Defined Target Application Architecture
 - Defined Target Data Architecture
 - Defined Target Technology Architecture
- 17.4.5.** Value-add opportunities arising from mining ICT infrastructure and other AEMFC resources
- 17.4.6.** Roadmap, including timing and resources necessary to execute the plan, prioritisation plan and budget estimates.

17.5. NUMBER OF ICT ENVIRONMENTS / LOCATIONS

The required number of locations / physical sites to visit and assess are as follows:

- 17.5.1.** AEMFC Head Office – Waterfall Corporate Campus
- 17.5.2.** AEMFC Vlakfontein Mine – Ogies, Mpumalanga

17.6. QUALITY CONTROL

- 17.6.1.** The AEMFC will have the right to request ongoing quality reviews on the work and scope coverage at the defined phases.
- 17.6.2.** The supplier has the primary responsibility to ensure that the quality and scope coverage are in accordance with the specification.

17.7. PROPOSAL SUBMISSION GUIDELINES

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

17.7.1. Summary (Section A): Summary of the overall approach to meeting the objectives and satisfying the scope of work to be performed, the sequence of activities, and a description of methodology or techniques to be used.

17.7.2. Project Schedule (Section B): Provide projected milestones or benchmarks for completing the project (to include reports) within the total time allowed.

17.7.3. Project Organisation (Section C): Describe the proposed management structure, program monitoring procedures, and organisation of the proposed team. Provide a statement detailing your approach and to the project, specifically address the firm's ability and willingness to commit and maintain staffing to successfully complete the project on the proposed schedule.

17.7.4. Qualification (Section D): Describe the technical capabilities of the firm. Provide references of other similar studies or projects performed during the last 10 years demonstrating ability to successfully complete the work. Include contact name, title, and telephone number for any references listed. Provide a statement of your firm's background and related experience in performing similar services for other organisations. Include firm's registration documents and proof of tax compliance status.

17.7.5. Project Team (Section E): - Provide the following information about the staff to be assigned to this project:

- List all key personnel assigned to the project by level, name and location. Provide a resume / CV or similar statement describing the background, qualifications and experience of the lead person and all persons assigned to the project. Substitution of project manager or lead personnel will not be permitted without prior written approval of AEMFC.
- Provide a spreadsheet of the labour hours proposed for each labour category at the task level.
- Provide a summary of your firm's general qualifications to meet required qualifications and fulfil scope of work, including additional firm personnel and resources beyond those who may be assigned to the project.

17.7.6. Subcontractor (Section F): - This project may require expertise in multiple technical areas. List any subcontractors that will be used, identifying functions to be performed by them, their related qualifications and experience and the total number of hours or percentage of time they will spend on the project.

18. SAFETY AND COMPLIANCE (SAFETY & CYBERSECURITY)

18.1. SAFETY

18.1.1. Whilst on any of AEMFC designated sites, service provider will be expected to comply with all safety and security protocols as per AEMFC policies.

18.1.2. AEMFC will not be held liable for any safety incidents involving third parties due to their negligence or non-compliance with AEMFC policies.

18.2. CYBERSECURITY

18.2.1. All contractors and third parties shall abide by the information technology and cybersecurity policies of the AEMFC.

18.2.2. The use of any information or information system under the control of AEMFC shall be lawful, professional, and ethical and conform to the provisions of this policy and any procedures or guidelines that may be directed or implemented by AEMFC.

18.2.3. The use of AEMFC information and information systems is granted to users and third parties primarily to assist in the execution of tasks appropriate to their employment or any contractual

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

obligations to which they may be subjected. While limited personal use may be permitted, this shall be at the absolute discretion of AEMFC, which may delegate its authority to persons designated by it to determine what personal use is appropriate in any given circumstance.

19. COMPLIANCE WITH STATUTORY AND OTHER REQUIREMENTS

19.1. PROTECTION OF PERSONAL INFORMATION (POPI)

19.1.1. Personal information must be collected for a specific purpose, explicitly defined and legitimate reasons related to a function or activity at AEMFC. All of AEMFC's business units and operations are informed by the principle of transparency.

19.1.2. Records shall not be kept for longer than necessary to achieve the purpose for which it was obtained.

19.1.3. All service providers shall comply with POPIA requirement and declare all personal information that they may encounter during the scope of the assignment.

19.1.4. OTHER STATUTORY REQUIREMENTS

19.1.5. Other key applicable regulations / legislative framework is as follows at minimum:

- The Constitution of South Africa, 1996;
- Central Energy Fund Act, 1977;
- Promotion of Access to Information Act, 2002;
- Protection of Personal Information Act, 2013;
- The National Energy Regulator Act of 2004;
- Electronic Communications and Transactions Act;
- Criminal Procedure Act;
- Public Finance Management Act, 1999;
- Regulations Companies Act, 2008;
- National Environmental Management Act of 2009;
- Critical Infrastructure Protection Act of 2019;
- Labour Relations Act, 1995;
- Basic Conditions of Employment Act, 1997;
- Preferential Procurement Policy Framework Act, 2000
- Prevention and Combating of Corrupt Activities, 2004;

20. PREQUALIFICATION

20.1. The pre-qualification criteria in accordance with Preferential Procurement Regulations 2017 will apply as follows:

Bidders with a minimum B-BBEE level 4, (All proposals submitted will be evaluated to determine that bidders comply with the prequalification criteria. A B-BBEE certificate will be used to determine the information).

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

21. SERVICES, FACILITIES, AND INFORMATION TO BE SUPPLIED BY THE BIDDER

- 21.1. Contractor's packs (Safety File);
- 21.2. Personal Protective Equipment (PPE);
- 21.3. Bidder must comply to mine Safety Rules and Regulations;
- 21.4. The layout plan showing the pipeline route will be provided.

22. SERVICES, FACILITIES, AND INFORMATION TO BE SUPPLIED BY AEMFC (to the winning bidder)

- 22.1. Parking are;
- 22.2. Employee Induction Service at Contractor's cost;
- 22.3. Employee Medical Surveillance Service at Contractor's cost;
- 22.4. Security Service for main Security check points.

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

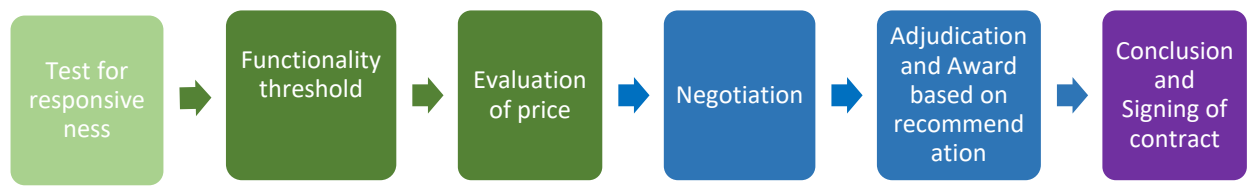
SECTION 3

23. GENERAL SERVICE PROVIDER OBLIGATIONS

- 23.1. The Service Provider (s) shall be responsible to AEMFC for the acts omissions of persons directly or indirectly employed by them.
- 23.2. The Service Provider(s) must comply with the requirements stated in this RFP.

24. EVALUATION METHODOLOGY, CRITERIA AND RETURNABLE DOCUMENTS

AEMFC will utilize the following methodology and criteria in selecting a preferred Supplier / Service Provider.



- 24.1.1. After the closing date of the Bid Quotation, an appointed evaluation committee of AEMFC officials and / or external parties/ consultants where necessary will evaluate the Bid/ Tender proposals received.
- 24.1.2. The Committee will evaluate each of the bid Quote proposals received against the approved criteria as stated below:
- 24.1.3. **Step One:** Test for responsiveness (compliance check on required documents), must be passed for a Respondent's proposal to progress to **Step Two** for further pre-qualification.
- 24.1.4. **Step Two:** Minimum threshold of **seventy-five (75)** points for technical/functionality criteria must be met or exceeded for a Respondent's proposal to progress to **Step Three** for further qualification. The test for technical and functional threshold will include the following:

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

EVALUATION CRITERIA					
NO	EVALUATION CRITERIA	SCORING PRINCIPLE	RETURNABLE SCHEDULE	RATING	WEIGHTING SCORE
1.	Company Experience The bidder must demonstrate that they have the capacity to render the required service. Proof of experience of entity in similar project. The bidder must provide reference letters from a public/or private sector (particularly mining) confirming that the Bidder has the capacity to deliver at any given time. • NB: Please submit copies of reference letter. • NB: Failure to provide copies of reference letters will lead to the bidder scoring zero points.				
	No. of relevant reference letters proving company experience in consulting for both public and private sector organisations (mining experience preferred)	4 or more reference letters (at least 1 with mining experience) 3 reference letters 2 reference letters 1 reference letter No reference letter	Reference Letters	40 30 20 10 0	40
2.	Experience of the Consulting Team Key Personnel Considers the technical and professional skills of the project team. Persons proposed for these positions must be identified and supported by the respective CV's of 1-2 page(s) each to be included in an Appendix. Brief capability statements must be given for each designated team member, emphasizing recent experience relevant to the task envisaged. • NB: Project Managers and Technical Leads should have the following qualifications at minimum – BSc / BCom + Project Management + ITIL4 or CGEIT / CISA or an EA Qualification (e.g. TOGAF 9) • NB: Please attach copies of Project Manager's and Technical Lead's qualifications and CV. • NB: Failure to provide CV and copies of qualifications will lead to the bidder scoring zero points. FAILURE TO SUBMIT CERTIFIED QUALIFICATIONS WILL LEAD TO A BIDDER BEING DISQUALIFIED.				
	2.1 Experience of the Project Manager in managing review / assessment of ICT Strategy and Architecture (10 Points).	More than 5 years More than 3 to 5 years 2 to 3 years Less than 2 years	• Project Manager CV / Resume • Copy of Qualifications	15 10 5 0	15
	2.2 Experience of the Project Technical Lead in consulting on ICT Strategy and Architecture (10 Points).	More than 5 years More than 3 to 5 years 2 to 3 years Less than 2 years	• Project Technical Lead CV / Resume • Copy of Qualifications	15 10 5 0	15
	FAILURE TO SUBMIT CERTIFIED QUALIFICATIONS WILL LEAD TO A BIDDER BEING DISQUALIFIED.				
3.	Project Plan and Methodology The bidder must provide a project implementation plan and methodology which details how the service will be carried out. The project plan and methodology must have deliverables and time frames. Firms are expected to demonstrate an understanding of the terms of reference by providing the following:				
		Detailed Methodology		15	30

Respondents Signature

Date

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

EVALUATION CRITERIA					
	a. Detailed methodology / approach and techniques to be used.	Project Plan / Work Plan	• Detailed Technical proposal / Methodology • Project Plan / Work with Gannt Chart. • Organogram outlining proposed staffing structure and overall capacity	10	
	b. Work plan – to include projected milestones c. Organisation and staffing	Organisation and staffing plan (organogram etc.)		5	
TOTAL POINTS					100
MINIMUM THRESHOLD					75

24.1.5. Step Three: Evaluation of Price to determine a preferred bidders' price will be ranked from the lowest to the highest acceptable price offered and AEMFC will award business to the lowest acceptable Bid (Highest ranked bid) unless objective criteria justify the award to another bidder.

24.1.6. Step Four: Post tender negotiations (If Applicable).

24.1.7. Step Five: Objective Criteria (If Applicable). AEMFC reserves the right to award the business to the highest scoring bidders/s unless objective justify the award to another bidder in terms of sections 2(1) (d), (e), and (f) of the PPPFA.

24.1.8. Step Six: Award of business and contract conclusion.

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

25. REQUIRED DOCUMENTS

25.1.1. FUNCTIONAL RESPONSE

The following information must be included in the functional response envelope:

FUNCTIONAL RESPONSE ENVELOPE	
Proposal documents comprising of a response to the functional evaluation criteria. (Under Section)	Comply [Yes/No]
Completed Functional Response	
Reference letters	
Qualifications & Curriculum Vitae (CV's)	
Project Plan and Methodology	

Functional response envelope shall consist of the following

- Two (2)** hard copies of which **one (1)** shall be an **original** and the remaining **one (1) copy** of the original.
- The original copy must be marked clearly as an original version.

25.1.2. COMMERCIAL RESPONSE

- Commercial response envelope shall consist of only **one (1)** original hard copy.

The following Standard Bidding Documents duly completed and signed

COMMERCIAL RESPONSE	
MANDATORY RETURNABLE DOCUMENTS	SUBMITTED [Yes/No]
Valid and original (or a certified copy) proof of Respondent's compliance to B-BBEE requirements stipulated in Section 20 of this RFP: B-BBEE Level Certificate or higher (e.g. Level 1 would be higher B-BBEE status); Note (Bids submitted without the completed Pricing Schedule will be deemed to be non-responsive).	

COMMERCIAL RESPONSE	
ESSENTIAL ADMINISTRATIVE RETURNABLE DOCUMENTS	SUBMITTED [Yes/No]
National Treasury Registration on Central Data Base (CSD) (certificate).	
Tax Clearance Certificate or electronic access PIN obtained from SARS's new Tax Compliance Status (TCS) system [Consortia / Joint Ventures must submit a separate Tax Clearance Certificate for each party]	
SECTION 2: SBD 4 Declaration of Interest	

SECTION 4

Respondents Signature

Date

26. ANNEXURE A: ADMINISTRATIVE RETURNABLE DOCUMENTS

DECLARATION OF INTEREST

(SBD4)

26.1. Any legal person, including persons employed by the state¹, or persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to bid (includes a price quotation, advertised competitive bid, limited bid or proposal). In view of possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, it is required that the bidder or his/her authorised representative declare his/her position in relation to the evaluating/adjudicating authority where-

- the bidder is employed by the state; and/or
- the legal person on whose behalf the bidding document is signed, has a relationship with persons/a person who are/is involved in the evaluation and or adjudication of the bid(s), or where it is known that such a relationship exists between the person or persons for or on whose behalf the declarant acts and persons who are involved with the evaluation and or adjudication of the bid.

26.2. In order to give effect to the above, the following questionnaire must be completed and submitted with the bid.

26.2.1. Full Name of bidder or his or her representative:

26.2.2. Identity Number.....

26.2.3. Position occupied in the Company (director, trustee, shareholder²):

26.2.4. Company Registration Number.....

26.2.5. Tax Reference Number:

26.2.6. VAT Registration Number:

26.2.6.1. The names of all directors / trustees / shareholders / members, their individual identity numbers, tax reference numbers and, if applicable, employee / persal numbers must be indicated in paragraph 3 below.

26.2.6.2. “State” means –

- (a) any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No. 1 of 1999);
- (b) any municipality or municipal entity;
- (c) provincial legislature;
- (d) national Assembly or the national Council of provinces; or
- (e) Parliament.

²“Shareholder” means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.

26.3. Are you or any person connected with the bidder presently employed by the state? YES/NO

26.3.1. If so, furnish the following particulars:

- (a) Name of person / director / trustee / shareholder/ member:
.....

(b) Name of state institution at which you or the person connected to the bidder is employed:

.....

(c) Position occupied in the state institution:

.....

(d) Any other particulars:

.....

26.3.1.1.If you are presently employed by the state, did you obtain the appropriate authority to undertake remunerative work outside employment in the public sector? YES/NO

26.3.1.2.If yes, did you attach proof of such authority to the bid document? YES / NO

(Note: Failure to submit proof of such authority, where applicable, may result in the disqualification of the bid.

26.3.1.3.If no, furnish reasons for non-submission of such proof:

.....
.....
.....

26.4. Did you or your spouse, or any of the company’s directors / trustees /shareholders / members or their spouses conduct business with the state in the previous twelve months? YES/NO

26.4.1. If so, furnish particulars:

.....
.....
.....

26.5. Do you, or any person connected with the bidder, have any relationship (family, friend, other) with a person employed by the state and who may be involved with the evaluation and or adjudication of this bid? YES / NO

26.5.1. If so, furnish particulars.

.....
.....
.....

26.6. Are you, or any person connected with the bidder, aware of any relationship (family, friend, other) between any other and any person employed by the state who may be involved with the evaluation and or adjudication of this bid? YES/NO

26.6.1. If so, furnish particulars.

.....
.....
.....

26.7. Do you or any of the directors / trustees / shareholders / members of the company have any interest in any other related companies whether or not they are bidding for this contract?

YES/NO

26.7.1. If so, furnish particulars:

.....

.....

.....

26.8. Full details of directors / trustees / members / shareholders.

Full Name	Identity Number	Personal Reference Number	Tax Number	State Number	Employee / Persal Number

26.9. DECLARATION

THE UNDERSIGNED (NAME).....

CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 23 OF THE GENERAL CONDITIONS OF CONTRACT SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....	
Signature	Date
.....	
Position	Name of bidder

SECTION 5

PREFERENTIAL PROCUREMENT REGULATIONS 2017

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

27. ANNEXURE B: PREFERNECE POINTS CLAIM

(SBD 6.1)

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points for Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF B-BBEE, AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017.

28. GENERAL CONDITIONS

28.1. The following preference point systems are applicable to all bids:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

28.2.

- a) The value of this bid is estimated to **not exceed** R50 000 000 (all applicable taxes included) and therefore the preference point system shall be applicable;

28.3. Points for this bid shall be awarded for:

- (a) Price; and
- (b) B-BBEE Status Level of Contributor.

28.4. The maximum points for this bid are allocated as follows:

	POINTS
PRICE	
B-BBEE STATUS LEVEL OF CONTRIBUTOR	
Total points for Price and B-BBEE must not exceed	100

28.5. Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.

28.6. The purchaser reserves the right to require of a bidder, either before a bid is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the purchaser.

29. DEFINITIONS

- (a) **“B-BBEE”** means broad-based black economic empowerment as defined in section 1 of the Broad-Based Black Economic Empowerment Act;
- (b) **“B-BBEE status level of contributor”** means the B-BBEE status of an entity in terms of a code of good practice on black economic empowerment, issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act;
- (c) **“bid”** means a written offer in a prescribed or stipulated form in response to an invitation by an organ of state for the provision of goods or services, through price quotations, advertised competitive bidding processes or proposals;
- (d) **“Broad-Based Black Economic Empowerment Act”** means the Broad-Based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003);
- (e) **“EME”** means an Exempted Micro Enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic

Respondents Signature

Date

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

Empowerment Act;

- (f) **“functionality”** means the ability of a tenderer to provide goods or services in accordance with specifications as set out in the tender documents.
- (g) **“prices”** includes all applicable taxes less all unconditional discounts;
- (h) **“proof of B-BBEE status level of contributor”** means:
 - 1) B-BBEE Status level certificate issued by an authorized body or person;
 - 2) A sworn affidavit as prescribed by the B-BBEE Codes of Good Practice;
 - 3) Any other requirement prescribed in terms of the B-BBEE Act;
- (i) **“QSE”** means a qualifying small business enterprise in terms of a code of good practice on black economic empowerment issued in terms of section 9 (1) of the Broad-Based Black Economic Empowerment Act;
- (j) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;

30. POINTS AWARDED FOR PRICE

30.1. THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

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

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right) \quad \text{or} \quad P_s = 90 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

- P_s = Points scored for price of bid under consideration
- P_t = Price of bid under consideration
- $P_{\min}$ = Price of lowest acceptable bid

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

31. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTION

- 31.1. In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

32. BID DECLARATION

- 32.1. Bidders who claim points in respect of B-BBEE Status Level of Contribution must complete the following:

33. B-BBEE STATUS LEVEL OF CONTRIBUTOR CLAIMED IN TERMS OF PARAGRAPH 1.4 AND 4.1

- 33.1. B-BBEE Status Level of Contributor: =(maximum of 10 or 20 points)
(Points claimed in respect of paragraph 7.1 must be in accordance with the table reflected in paragraph 4.1 and must be substantiated by relevant proof of B-BBEE status level of contributor.)

34. SUB-CONTRACTING

- 34.1. Will any of the contract be sub-contracted?
(Tick applicable box)

YES	☐	NO	☐
-----	--------------------------	----	--------------------------

- 34.2. If yes, indicate:

- i) What percentage of the contract will be subcontracted.....%
- ii) The name of the sub-contractor.....
- iii) The B-BBEE status level of the sub-contractor.....
- iv) Whether the sub-contractor is an EME or QSE

(Tick applicable box)

YES	☐	NO	☐
-----	--------------------------	----	--------------------------

- v) Specify, by ticking the appropriate box, if subcontracting with an enterprise in terms of Preferential Procurement Regulations, 2017:

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

Designated Group: An EME or QSE which is at least 51% owned by:	EME	QSE
	√	√
Black people		
Black people who are youth		
Black people who are women		
Black people with disabilities		
Black people living in rural or underdeveloped areas or townships		
Cooperative owned by black people		
Black people who are military veterans		
OR		
Any EME		
Any QSE		

35. DECLARATION WITH REGARD TO COMPANY/FIRM

35.1. Name of company/firm:.....

35.2. VAT registration number:.....

35.3. Company registration number:.....

35.4. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One person business/sole propriety
- ☐ Close corporation
- ☐ Company
- ☐ (Pty) Limited

[TICK APPLICABLE BOX]

35.5. DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

.....

35.6. COMPANY CLASSIFICATION

- ☐ Manufacturer
- ☐ Supplier
- ☐ Professional service provider
- ☐ Other service providers, e.g. transporter, etc.

[TICK APPLICABLE BOX]

35.7. Total number of years the company/firm has been in business:.....

35.8. I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the B-BBE status level of contributor indicated in paragraphs 1.4 and 6.1 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we acknowledge that:

Respondents Signature

Date

- 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 6.1, the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;

iv) If the B-BBEE status level of contributor has been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the purchaser may, in addition to any other remedy it may have –

(a) disqualify the person from the bidding 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 bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted by the National Treasury 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.

WITNESSES 1. 2.	 SIGNATURE(S) OF BIDDERS(S) DATE: ADDRESS
--	--

SECTION 6

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

ANNEXURE C: SBD 9**SBD 9****CERTIFICATE OF INDEPENDENT BID DETERMINATION**

- 1 This Standard Bidding Document (SBD) must form part of all bids/quotes¹ invited.
- 2 Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms, if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging).² Collusive bidding is a *pe se* prohibition meaning that it cannot be justified under any grounds.
- 3 Treasury Regulation 16A9 prescribes that accounting officers and accounting authorities must take all reasonable steps to prevent abuse of the supply chain management system and authorizes accounting officers and accounting authorities to:
 - a. disregard the bid of any bidder if that bidder, or any of its directors have abused the institution's supply chain management system and or committed fraud or any other improper conduct in relation to such system.
 - b. cancel a contract awarded to a supplier of goods and services if the supplier committed any corrupt or fraudulent act during the bidding process or the execution of that contract.
- 4 This SBD serves as a certificate of declaration that would be used by institutions to ensure that, when bids are considered, reasonable steps are taken to prevent any form of bid-rigging.
- 5 In order to give effect to the above, the attached Certificate of Bid Determination (SBD 9) must be completed and submitted with the bid:

¹ Includes price quotations, advertised competitive bids, limited bids and proposals.

² Bid rigging (or collusive bidding) occurs when businesses, that would otherwise be expected to compete, secretly conspire to raise prices or lower the quality of goods and / or services for purchasers who wish to acquire goods and / or services through a bidding process. Bid rigging is, therefore, an agreement between competitors not to compete.

SBD 9

Respondents Signature

Date

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

CERTIFICATE OF INDEPENDENT QUOTATION/PROPOSAL DETERMINATION

I, the undersigned, in submitting the accompanying quote:

DESCRIPTION: Request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for a period of 24 months. **AE/VLAK003/2022**

(Quote Number and Description)

in response to the invitation for the quote made by:

African Exploration Mining and Finance Corporation (SOC) Ltd

(Name of Institution)

do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of: _____ that:

(Name of Bidder)

1. I have read and I understand the contents of this Certificate;
2. I understand that the accompanying bid will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am authorized by the bidder to sign this Certificate, and to submit the accompanying bid, on behalf of the bidder;
4. Each person whose signature appears on the accompanying bid has been authorized by the bidder to determine the terms of, and to sign the bid, on behalf of the bidder;
5. For the purposes of this Certificate and the accompanying bid, I understand that the word "competitor" shall include any individual or organization, other than the bidder, whether or not affiliated with the bidder, who:
 - (a) has been requested to submit a bid in response to this bid invitation;
 - (b) could potentially submit a bid in response to this bid invitation, based on their qualifications, abilities or experience; and
 - (c) provides the same goods and services as the bidder and/or is in the same line of business as the bidder.

Respondents Signature

Date

SBD 9

6. 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 consortium³ will not be construed as collusive bidding.
7. In particular, without limiting the generality of paragraphs 6 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:

(a) prices;

(b) geographical area where product or service will be rendered (market allocation)

(c) methods, factors or formulas used to calculate prices;

(d) the intention or decision to submit or not to submit, a bid;

(e) the submission of a bid which does not meet the specifications and conditions of the bid; or

(f) bidding with the intention not to win the bid.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the products or services to which this bid invitation relates.
9. 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 **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.**

10. 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.

.....	
Signature	Date
.....	
Position	Date

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

SECTION 7

27. REGISTRATION OF PROSPECTIVE BIDDERS FORM

DESCRIPTION: PROVISION OF A SERVICE REQUEST TO ESTABLISH AN INFORMATION COMMUNICATION TECHNOLOGY (ICT) STRATEGY AND ARCHITECTURE ADVISORY / CONSULTING PANEL FOR AFRICAN EXPLORATION MINING AND FINANCE CORPORATION (AEMFC) FOR A PERIOD OF TWENTY-FOUR (24) MONTHS.

BID NUMBER: AE/VLAK003/2022

DATE OF BRIEFING SESSION: 28 June 2022

TIME: 11:00 ± 2 hours

VENUE: MICROSOFT TEAMS

REGISTRATION OF PROSPECTIVE BIDDERS FORM

All interested bidders must register their interests to attend a compulsory briefing session by completing this form and returning to tender@aemfc.co.za by **24 June 2022**.

Tel/ mobile no: Email address:

.....
BIDDER'S NAME

.....
DATE

Bidders to submit "REGISTRATION OF PROSPECTIVE BIDDERS FORM" for the briefing session attendance by 24 June 2022 to be able to attend RFP briefing.

- ☐ Will select time slot of attending, if late AEMFC reserves the right not to attend to them
- ☐ Will agree to screen testing
- ☐ Will wear the required COVID-19 PPE
- ☐ Will not be allowed into the premises if they screen test results indicates the symptoms of COVID- 19 illness.

Respondents Signature

Date

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

SECTION 8

28. RESOLUTION TO SIGN ON BEHALF OF COMPANY

Resolution to sign on behalf of Company

RESOLUTION of a meeting of the Board of “Directors / Members / Partners of:

.....
(legally correct full name and registration number, if applicable, of the Enterprise)

held at (place).....

on (date).....

RESOLVED that:

- 1 The Enterprise submits a Tender to **AEMFC** in respect of the following:

Tender Reference Number: **AE/VLAK003/2022:**

Request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for a period of 24 months.

- 2 *Mr/Mrs/Ms in *his/her capacity as:

.....(position)

And who will sign as follows: _____ (Signature)
and is hereby, authorised to sign the Tender and all other documents and/or correspondence in connection with and relating to the EOI, as well as to sign any Contract, and any and all documentation, resulting from the award of any project to the Enterprise mentioned above.

	NAME	CAPACITY	SIGNATURE
1.			
2.			
3.			
4.			
Note: *Delete which is not applicable NB: This resolution must be signed by <u>all</u> the Directors / Members / Partners of the Tendering Enterprise or majority of directors of the Tendering Enterprise. - Should the number of Directors / Members / Partners exceed the space available above, additional names and signatures must be supplied on a separate page.			ENTERPRISE STAMP

Respondents Signature

Date

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

SECTION 9

36. PRICING SCHEDULE

36.1. AEMFC invites you to submit a proposal for request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for a period of 24 months as per scope of work on **Section 3**.

NB: For fair comparison, bidders must indicate whether they are VAT registered.

BIDDING COMPANY NAME						
ITEM NO.	ITEM	QUANTITY	UNIT OF MEASURE	UNIT PRICE (ZAR)	PRICE (EXCL VAT)	PRICE (INC.VAT)
1	N/A	N/A	N/A	N/A	N/A	N/A
TOTAL PRICE (exclusive of VAT)						
VAT 15% (If Applicable)						
TOTAL Inclusive of VAT (where applicable)						
Total Price in words						

NB: For fair comparison, bidders must indicate whether they are VAT registered.

Company representative name (who confirms that they are duly authorized)

Company representative signature (who confirms that they are duly authorized)

Respondents Signature

Date

Description: Provision of a service request to establish an Information and Communication Technology (ICT) strategy and architecture advisory / consulting panel for African Exploration Mining and Finance Corporation (AEMFC) for a period of twenty-four 24 months.

AEMFC urges its clients, suppliers and general public to report any fraud or corruption to Tip Offs Anonymous

Toll Free Number: 0800 333 118

Email: aemfc@whistleblowing.co.za

- Toll Free Fax: 0800 212 689
Postal: FREEPOST KZN665, MUSGRAVE, 4062
SMS: 33490
Online: www.whistleblowing.co.za
- **National Anti-Corruption Hot Line - 0800 701 701**