

SCOPE OF WORK

Tender No.: T(Insert Tender Number)/24

Description: Development of ESG database

1 INVITATION TO TENDER

Development of ESG database

1.1 COMPANY BACKGROUND

Foskor is one of the world's largest producers of phosphate rock (concentrate) and phosphoric acid. It is one of the world's few vertically integrated producers of phosphoric acid and is the second-largest supplier to India, the world's largest consumer of phosphoric acid.

The Company owns and mines phosphate resources and beneficiates the mined material to produce a phosphate concentrate at Phalaborwa, in the Limpopo Province of South Africa. The phosphate concentrate is sold locally and also transported to the Richards Bay plant on the coast of Kwa-Zulu Natal to produce phosphoric acid, sulphuric acid and granular fertilisers MAP and DAP from phosphoric acid and is the leading supplier of fertilisers to South Africa. Approximately 95% of the phosphoric acid is exported and the granular sales are divided between exports and local markets. Since 1951 Foskor has supplied more than 95% of South Africa's fertiliser requirements.

2 SCOPE OF WORK

2.1 BACKGROUND

Foskor developed an ESG strategy which was approved by Board SHE and Sustainability Committee, as well the Company's board of directors. The strategy will then have to be supported by various tools as we move towards rolling out of the strategy. Data management and governance thereof become key to implementation and communication of the strategy's impact to stakeholders.

In order to utilise ESG data, the reliability of such data is paramount. However, the digitization of data collection, when paired with good ESG data management practices, will enable data quality and make it seamless for intended purposes.

2.2 SCOPE - EXTENT OF WORK OR SERVICE REQUIRED

The ESG department is in the process of seeking services to develop an automated ESG data management system which:

- Captures, accesses and stores ESG data
- Ensures data integrity and security and ensure the availability of data and ensure that the system is protected protects confidentiality and prevents unwanted modifications to ESG data,
- Controls access to include logs that keep track of “who accessed what” and “who changed what”.
- Ensures integrity controls protect data against unwanted alterations or keep track of previous versions.
- Has capacity to make the data available in a timely fashion to those with appropriate access levels, which will make retrieving ESG data easier, faster and more secure timeously.
- Should be able to analyse data against business metrics and targets
- Can easily compare business ESG performance against sustainability disclosures such as SDG, GRI, JSE, SASB and IFRS1 & 2 and carbon tax and greenhouse gas emissions reporting requirements
- Is agile to enable additional reporting requirements where possible, for example inclusion of supplier or business partners’ ESG performance
- Enables the development of dashboards to show trends analysis for various KPIs
- Database should be able to generate annual SABS and GRI context index for annual ESG reporting

The service provider is to provide training to data capturers and owners to ensure seamless capturing and management of the database

2.2.1 REPORTING

A detailed report must be submitted reflecting all the relevant deliverables as outlined below in section 2.2.2

2.2.2 DELIVERABLES

Deliverables include:

An automated ESG database which meets the requirements stipulated in 2.2

a. Legislation

The works shall comply with the following legislation:

- a) Mines Health & Safety Act (Act 29 of 1996, as amended)
- b) Occupational Health and Safety Act (Act 85 of 1993)
- c) Minerals Act (Act 50 of 1991, as amended)
- d) Climate Change Act (Act 22 of 2024)
- e) Carbon Tax Act (Act 15 of 2019)
- f) Environmental authorisations and licenses e.g. Atmospheric Emission Licenses and Water use licenses
- g) National Greenhouse Gas Reporting Regulations, as amended

b. Specifications and Standards

- a) Sustainability Accounting Standards Board
- b) Global Reporting Initiative
- c) Sustainable Development Goals
- d) IFRS S1 *General requirements for Disclosure of Sustainability-related Financial Information* and S2 *Climate-related Disclosures*
- e) JSE Sustainability Guidelines (Sustainability Disclosure Guidance and Climate Disclosure Guidance)

c. Abbreviations

DAP	Di-ammonium phosphate
ESG	Environment, Social and Governance
GHG	Greenhouse Gas Emissions
GRI	Global Reporting Initiative
IFRS	International Financial Reporting Standards
MAP	Mono-ammonium phosphate
SDG	Sustainable Development Goals
SASB	Sustainability Accounting Standards Board
SHE	Safety, Health and Environment
TCFD	Task Force on Climate-Related Financial Disclosures

3 TENDER EVALUATION CRITERIA

- As part of the process to assist with the evaluation of the bidder's proposal/quotation and to make an informed decision in the awarding of this tender, the following information is required as stipulated in section 3.1.
- The following tender evaluation criteria will be used for adjudicating the Contractor who submitted the tender.
- Please provide the required documentation as requested in the "Proof/documents to be submitted" column. Please be specific when submitting documents by ensuring that they answer the item specified.
- Please use the annexure number as indicated to identify the proof submitted.
- **Failure to submit the relevant documentation as requested in the Pre-qualification criteria and the Technical Evaluation criteria may lead to a disregard of the submitted tender.**

3.1 MANDATORY REQUIREMENTS

Bid submission not meeting the pre- qualification criteria below will result in the bid being disqualified.

3.1.1 PRE-QUALIFICATION CRITERIA

Submission of proof of at least 1 completed project on developed functional ESG databases

3.1.2 EVALUATION CRITERIA AND BID ASSESSMENT

As part of the process to assist with the evaluation of the bidder's proposal/quotation and to make an informed decision in the awarding of this contract, the following information is required:

3.1.3 TECHNICAL EVALUATION CRITERIA

	MEASUREMENT CRITERIA	CRITERIA SCORING (%)	SCORE (%)	PROOF/DOCUMENTS TO BE SUBMITTED
1	Company - Years in business including work database and IT related work	▪ No experience = 0% ▪ 1- 3 years combined experience = 5% ▪ >10 years combined experience =100%	10%	Award Letters / Confirmation letter from the companies indicating the type of work done and the dates or duration of the contract
2	List of similar/same contracts awarded in past five years. Provide the following information/details:	▪ No previous projects = 0% ▪ 1- 4 Projects = 5% ▪ >4 projects = 10%	10%	Award Letters / Confirmation letter from the companies indicating the type of work done and the dates or duration of the contract

	a) Brief description of the contract type b) Address/site of the contract c) Name and telephone/ cell number of clear contact person			
3	Team Leader/project specialist individual experience in the ESG database development	▪ <1year= 0% ▪ 1-4 years= 5% ▪ >5 years= 10%	10%	CV indicating number of years the individual was involved in ESG database development
4	Project Specialist	▪ ESG related experience coupled with software database development 2 years – 5% 5 years – 10%	10%	Copies of Applicable Degrees/Certificate in software development
5	Experience in developing ESG databases	▪ One database =10% ▪ Two database = 30%	30%	Evidence of a database developed by the company
6	Understanding of the project - The methodology for developing FOSKOR's ESG database and work schedule	▪ Methodology and schedule not submitted = 0% ▪ Methodology and schedule submitted = 30%	30%	Provide project methodology and schedule
For the bid to be considered for shortlisting, the bidder needs to score 70% and above and comply to all mandatory requirements, including the pre-qualification criteria				

4 PRICING SCHEDULE

Description: Development of Foskor's ESG database

4.1 PRICING SCHEDULE

ITEM NO	DESCRIPTION	QTY	FIXED PRICE
1.	Automated ESG database	1	
	Other (please specify)		
Total Project Value (Excl. Vat)			

Tshilidzi Sumbana

12 December 2024



Signature Request

Signature Request ID:	51a795e2-96d7-4fb1-af9d-e95ef7bb718a	Timestamp:	2024-12-12 09:40:58 GMT
Signee Name:	Tshilidzi Sumbana	Sender Name:	Tshilidzi Sumbana
Request Type:	WebSigning	Request Status:	WEBVIEWER SIGNED

Original Document

Document Name:	Scope of Works ESG Database1.docx	Document Size:	194.9 KB
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Email Evidence

Signee Email:	tshilidzis@foskor.co.za	Email Subject:	Not available in Silent Mode
Email Sent Timestamp:	Not available in Silent Mode	Email Opened Timestamp:	Not available in Silent Mode

Web Evidence

Signee IP Address:	41.21.226.206	Request Timestamp:	2024-12-12 09:39:41 GMT
Signee GPS (if shared):	ZA: Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/131.0.0.0 Safari/537.36 Edg/131.0.0.0	Terms Accepted Timestamp:	2024-12-12 09:40:01 GMT

Annotations and Modifications

Signature Count:	1	Form Fields Filled Count:	0
Text Annotation Count:	2	Initial All Pages Count:	0
Single Initial Count:	0		

Signing Evidence

Signee Mobile:	+27835560701	Sign Type:	WebSigning
Security Challenge:	NONE	Part of Workflow:	NONE

Chain Of Custody Generation

Attached Document Name:	20241212T094058.560139Z Scope of Works ESG Database1.docx	Attached Timestamp:	2024-12-12 09:40:58 GMT
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