



REQUEST FOR QUOTATIONS (RFQ)

IMPORTANT NOTICE:

SALGA IS EMBARKING ON A FULLY AUTOMATED SUPPLY CHAIN MANAGEMENT (SCM) PLATFORM. A SMARTER, FASTER WAY TO MANAGE PROCUREMENT AND SUPPLIER RELATIONSHIPS, DESIGNED TO DRIVE EFFICIENCY & TRANSPARENCY. THE PLATFORM WILL BE LAUNCHED IN FEBRUARY 2026.

FOR FURTHER ASSISTANCE CONTACT scm@salga.org.za

You are hereby invited to submit Quotation for the requirements of Municipal Participation Platform	
SALGA	
RFQ number:	RFQ 130228
RFQ Issue Date	2 nd March 2026 2026
COMPULSORY/ NON COMPULSORY BRIEFING SESSION	None
Briefing Session Date and Time: <i>(if applicable)</i>	None
RFQ Closing date:	6 th March 2026, before 11:00 am
RFQ Description:	Municipal Participation Platform
<u>SPECIFICATIONS</u>	
Please see the attached Specification as reference.	

Please note:

1. Quotation should be valid for at least 30 days.
Is the offer strictly according to specifications? Yes/No
2. If not to specification, state deviation(s)
3. Please indicate your delivery period:
4. All the Standard Bidding Documents (SBD) forms must be completed in full and returned with the quotation.
5. Please indicate a valid Central Supplier Database (CSD) registration number on your quotation. Tax status will be verified on CSD.
6. All prices must be VAT inclusive, if no indication is given, prices will be evaluated as inclusive.
7. No quotations received after closing time and date will be accepted without prior arrangement with the sender of this request.
8. It is the responsibility of the vendor to verify the receipt of any quotations forwarded to this office.
9. If you are unable to quote, please respond to the sender and state the reason/s for not quoting.
10. This quotation is subject to the general conditions of contract, as well as any special conditions stated in the specifications.
11. Requests relating to procurement of goods for designated sectors, the quotations shall be evaluated in relation with the minimum thresholds for local production and content prescribed per sector:
12. For bids of above R2 000 to R50 million, SALGA evaluates these in terms of the 80/20 adjudication criteria where:
 - a) Price: 80 b) BBBEE Level of contribution: 20 TOTAL: 100
13. For bids of above R50 million, SALGA evaluates these in terms of the 90/10 adjudication criteria where:
 - a) Price: 90 b) BBBEE Level of contribution: 10 TOTAL: 100

NAME OF SERVICE PROVIDER:

TOTAL PRICE (INCL VAT):

I hereby accept the above-mentioned conditions.

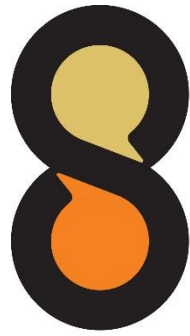
This RFQ is subject to the general conditions of the RFQ, National Treasury's general conditions of contract (GCC) and, if applicable, any other special conditions of contract (SCC).

NAME OF BIDDER (COMPANY NAME)

SIGNATURE

CAPACITY:

DATE:



SOUTH AFRICAN LOCAL
GOVERNMENT ASSOCIATION

SALGA

Inspiring service delivery

Request for quotations for the co-development and co-pilot of a Municipal Participation Platform

RFQ NO. 130228

Closing date and time: 6th March 2026 at 11:00 am

Bid Validity Period: 90 Days

Submit via email:

EMAIL: lnkomo@salga.org.za

1 BACKGROUND

As part of the SALGA's digital strategy for local government – Connected Citizenry is a critical ingredient towards modernised and smarter municipalities. The associated framework further calls for a laser-focused approach to customer and user journeys, customer and user experiences, while encompassing various customer-triggered services. One critical use case is in the functioning of a council-led participation and governance regime in line with good governance principles for municipalities. This cascades from area of participation in planning, monitoring and evaluation – for municipal leadership in conjunction with the offices of the speaker – down to the function of ward councils and associated committees. To this end, SALGA seeks to a partner to co-develop and co-pilot a customisable platform in which all participatory processes can be supported and augmented.

2 SCOPE OF WORK

The appointed services provider is expected to provide our organisation with the following:

2.1 Public Participation Platform

Develop a secure, cloud-native communication platform designed to enhance municipal participation processes between municipal councils, offices of the speaker, the administration, and communities – with embedded location-based intelligence.

2.2 Case Management

Enable customisable omnichannel and omnipresent communication the three legs of municipalities (council, administration, and communities).

2.3 Services Application Processes

Enable the orchestration of new service requests and application, as well as inputs into IDP and other municipal initiatives, priorities, and programmes.

2.4 Backoffice Orchestration

Enable Backoffice administration, routing, and management of cases, requests, and applications with the associated traceability from request to resolution.

2.5 Records Management

Enable the access of relevant residential and business Records for access by municipal respondents, technicians, service teams, and councillors.

2.6 End-User Access and System Security

Implement comprehensive role-based access control, multi-factor authentication, and integration with approved security solutions for monitoring and intrusion prevention.

- Security Compliance: Adherence to IAM best practices, encryption, and auditing.
- Architecture to be Digital-ID ready – for possible future enhancements based on national government priorities.
- Ensure a data protection layer for any data classified as Personal and Sensitive

2.7 Integration and Interoperability

Provide integration capabilities to connect with municipal finance and infrastructure systems and enable data exchange. In addition, enable integration into other municipal systems on IDP management, SDBIP reporting and tracking, as well as other content produced by citizen-facing municipal functions (LED, Media and Communications, Citizen Engagement, Supply Chain [procurement], HC ([recruitment], licensing, Bylaws, etc).

Enable access to utilities services consumption and billing for residential properties and businesses. in accordance with municipal bylaws, with automated notifications and payment tracking, and other bill-presentation solutions.

API and MCP ready to incorporate additional APIs from municipal systems, 3rd party databases and solutions (such as national treasury, Stats SA, IEC, payment gateways and wallets, other SALGA platforms), along with emerging AI agents and bots within the AWS, META, Microsoft and GCP environments in line with MCP standards, as well as alternative user authentication utilities (i.e. Google ID, Facebook ID, etc)

Provide a backend database replication to the SALGA Datawarehouse/lake and/or direct integration into SALGA's Datawarehouse/Lakes/Lakehouses.

2.8 Reporting and Audit Trails

Generate standard and custom reports, dashboards, and maintain a full audit trail of all transactions and system activities for accountability and compliance, to ensure the municipalities are in line with governance requirements.

3 BIDDER REQUIREMENTS

3.1 Specifications and requirements

- The bidders will be expected to demonstrate technical ability and capability to develop and maintain a customisable, cloud-based platform utilising interoperable technologies that can function in a broader ecosystem in a multi-cloud environment.
 - The bidders will be expected to demonstrate the platform's architecture's capability to incorporate APIs and MCP-centric AI agents, models, and bots.
 - API Gateway: APIs for platform logic
- The platform developed on a secure and scalable cloud infrastructure, including:
 - VPC: Secure network segmentation for backend services.
 - Secure storage for user data and logs, web dashboards and mobile applications. Centralised logging and real-time monitoring.

In addition, the following principles – in line with SALGA Digital's framework – will be expected:

Technical Area	Technology
Development Framework	JS Nodes. Modern Stack (post 2015 tech development track)
Infrastructure	Serverless application, Cloud first and using and AWS Stack and interoperable with MS Azure, GCP, (We embrace a multi-cloud approach)
Database	API Gateway, DynamoDB, RDS, structures – that support multi-cloud data meshes and containerised for SALGA's our own analytic use
User Interface	Web-based, Dashboard and Mobile

3.2 Bidder competences

- Verifiable relevant experience and knowledge of developing and maintaining cloud-based and mobile Applications and platforms within the participatory segment of local government. within the specified technical specifications (under 3.1)
 - Five minimum Reference letter and/or links to five solution/platform/application deployments in local government
- Ability to construct/customise and deploy the platform within six to eight weeks – with an MVP within three weeks.
 - Excluding project kick-off, scoping, and training
- Proof of AWS partner status and experience with certificated architecture
 - With additional Certification on Data and Cloud (i.e. GCP, IBM, Huawei, Microsoft)
- Exposure to the local government participatory oversight processes – i.e. national department of Cogta, the department of planning monitoring and evaluation (DMPE), AND/OR National Treasury
- Exposure to local government external support and independent oversight ecosystems – i.e. EU Agencies, GIZ, UN or United Nations Agencies, EStDev, UCLG/A, AND/OR similar nation agencies.

3.3 CV/Qualifications

- Capabilities and experience of the lead developer - The bidder must provide a comprehensive CV/Profile of the lead architect, highlighting qualifications/certifications and relevant experience (i.e. as per specifications in 3.1)
- The project leader and team to possess knowledge and expertise in the required services as per specifications.
- The project leader or team lead to have exposure in operating and deploying solutions in a political environment (i.e. engaging with mayors, speakers, ward councillors and ward committees)

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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.

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 interest¹ 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

¹ 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.

with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....

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:

.....

3 DECLARATION

I, _____ the _____ undersigned,
 (name)..... 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 consortium² 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.
- 3.4 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.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

² 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.

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.

- 3.6 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.

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.

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

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:

- 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).

1.2 **To be completed by the organ of state**

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the **90/10** preference point system.
- b) The applicable preference point system for this tender is the **80/20** preference point system.
- c) 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:

- (a) Price; and
- (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	10
2	9
3	7

4	6
5	4
6	3
7	2
8	1
Specific Goals	
SMME's	4
100% Black Women owned	3
100 % Youth	3
Total Points	20

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

- (a) **“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;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“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
- (e) **“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:

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

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:

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \text{ or } Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

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:
- 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—
- (a) 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

- (b) 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.

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 (80/20 system) (To be completed by the organ of state)	Number of points claimed (80/20 system) (To be completed by the tenderer)
SMME's	4	
100% Black Women owned	3	
100 % Youth	3	

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. 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:

- 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 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) 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 –
 - (a) disqualify the person from the tendering 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 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
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

.....

.....