



Province of the
EASTERN CAPE
PROVINCIAL TREASURY

**TERMS OF REFERENCE FOR SOCIO-ECONOMIC DATA SUBSCRIPTION FOR THE
PERIOD OF ONE (1) YEAR- FOR EASTERN CAPE PROVINCIAL TREASURY**



VISION. We envision a prosperous province supported by sound financial and resource management.



TERMS OF REFERENCE & SPECIFICATION FOR THE ANNUAL DATA SUBSCRIPTION - EASTERN CAPE PROVINCIAL TREASURY

1. BACKGROUND

The Eastern Cape Provincial Treasury (ECPT) requires access services to regional socio-economic databases for a period of one (1) year. The subscription will enable the Economic Analysis Unit within the Eastern Cape Provincial Treasury to access, augment and update the data sets that are normally reported by Statistics South Africa.

2. REQUIREMENTS

The Eastern Cape Provincial Treasury therefore requests quotations from a suitably qualified service provider to provide the below-mentioned database subscription services.

3. SCOPE OF WORK

The following data subscription services are required:

- Access to regional (provincial & municipal) GDP, input-output, investment, employment and price indicators, industry, or economic sector reports.
- Social & development indicators (health, education & social welfare)
- All data from Stats SA; and
- Quarterly economic review & outlook reports.
- Comprehensive statistical reports inclusive of municipalities (locals, Districts and Metropolitan) covering both social and economic data.
- Tourism trends and patterns in the province
- Trade related information such as: Imports, exports, and freight volumes within the domestic ports.
- Economic profile reports for Eastern Cape Municipalities and Metros.

4. EXPECTED DELIVERABLES

- Access to the database for the full contract period, along with supporting documentation.
- Dedicated support channels for addressing technical questions or issues related to the subscription.
- Regular updates and support to demonstrate commitment to data quality and customer satisfaction.

5. COMMUNICATION & REPORTING

- 5.1. The successful bidder must provide regular quarterly updates on the latest economic indicators.
- 5.3 The successful bidder is required to nominate a contact person or project manager with whom the

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ECPT may liaise with in respect of contract execution.

- 5.4 All prospective bidders shall have to treat all available data that may be provided at the discretion of the ECPT in the process of contract execution as strictly confidential and not for any form of distribution or use unless an expressed written approval is obtained from the Accounting Officer and Head of Treasury or his/her delegated authority.

6. WORKPLAN.

The successful bidder must submit a detailed workplan. The workplan must address the following:

- 6.1. Contingency plan to ensure continuation of service during abnormal circumstances.

7. DELIVERY AND TIME FRAMES

The department expects delivery within one (1) week after receipt of the official order. The bidders must indicate in their proposals an accurate expected date of delivery. The bidder will enter into a Service Level Agreement for a period of one (1) year.

8. SPECIAL CONDITIONS

Bidders must comply with all the requirements listed below:

- 8.1. Bidders must fully complete the **(Annexure A)** for pricing Schedule of annual data subscription taking into account each indicator as mentioned in the par. 3 above.
- 8.2. Bidders must have a minimum of three (3) collective years' experience in providing the required services. In this respect, bidders must complete **(Annexure B)** for track record and contactable details.

NOTE: FAILURE TO COMPLY WITH ALL THE ABOVE REQUIREMENTS WILL RESULT IN DISQUALIFICATION.

9. EVALUATION CRITERIA

In terms of the new Preferential Procurement Regulations (PPR) 2022, pertaining to the Preferential Procurement Policy Framework Act, (Act No.5 of 2000), responsive bids will be evaluated using 80/20 preference point system and specific goals. Eighty (80) points will be allocated for the price and twenty (20) points will be allocated for the specific goals tabulated in the table below:



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PRICE AND ALLOCATION OF SPECIFIC GOALS

CRITERIA		POINTS
Price and Specific Goals		80 / 20
Price points		80 Points
Specific Goals		20 Points
Below are the Specific Goals allocated in terms of this tender:	Number of Points	Proof Documentation Required to substantiate claiming of points on SBD 6.1 (<u>Copy of the Documents MUST be certified</u>)
1. Eastern Cape Based Suppliers: = 8 Outside the Eastern Cape = 0	8	Municipal Bill Statement/ Valid Lease agreement/ Letter from Councillor
2. Women owned entities: 100% owned = 6 60% to 99% = 3 59% and below= 2	6	Identity Documents and CIPRO/CIPC for the company Director/s
3. Youth owned entities	4	
4. Entities owned by people with disabilities	2	Confirmation from a registered medical doctor in respect of the Director/s
Total Points for Price and Specific Goals	20	
Grand Total: Price and Specific Goals	100	

Note: Bidders who wish to claim points for Specific goals MUST:

- Complete the attached SBD 6.1
- 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.
- The organ of state reserves the right to require of a tender, either before a tender is

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11. PROCUREMENT LEGISLATION

ECPT has a detailed evaluation methodology premised on Treasury Regulation 16A3 promulgated under Section 76 of the Public Finance Management Act, 1999 (Act, No. 1 of 1999), the Preferential Procurement Policy Framework Act 2000 (Act, No.5 of 2000) and the Broad-Based Black Economic Empowerment Act, 2003 (Act, No. 53 of 2003).

12. JOINT VENTURE CONSORTIUM & TRUST

A trust, consortium or joint venture, will qualify for points for their Specific Goals as a legal entity, provided that the entity submits their Joint Venture / Consortiums agreement with documentation specified on the table above. Bidders must submit concrete proof of the existence of joint ventures and/or consortium arrangements. ECPT will accept signed agreements as acceptable proof of the existence of a joint venture and/or consortium arrangement. The joint venture and/or consortium agreements must clearly set out the roles and responsibilities of the Lead Partner and the joint venture and/or consortium party. The agreement must also clearly identify the Lead Partner, who shall be given the power of attorney to bind the other party/parties in respect of matters pertaining to the joint venture and/or consortium arrangement.

13. REGISTRATION ON CENTRAL SUPPLIER DATABASE (CSD)

Bidders must be registered on the Central Supplier Database (CSD) and provide their CSD number and Tax Compliance Status PIN as per SBD1 (Invitation to bid).

14. LATE BIDS

Price quotations received after the closing date and time, at the address indicated in the bid documents, will not be accepted for consideration and where practicable, be returned unopened to the Bidder(s).



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15. COMMUNICATION

All communication or correspondence concerning this price quotation should be directed as follows

Regarding Terms of Reference:	Regarding SCM Information
Mr. B. Johnny Provincial Treasury Bisho Email: johnny@ectreasury.gov.za	Ms. L. Garishe Provincial Treasury Bisho E-mail: Lelethu.garishe@ectreasury.gov.za



MR. Z. BOBANI
CHAIRPERSON: QUOTATIONS COMMITTEE

21 May 2025

DATE

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(ANNEXURE A)-PRICING SCHEDULE

NO	DESCRIPTION	PRICE
1.	Annual Database Subscription	R.....
	SUB-TOTAL	R.....
	VAT (IF APPLICABLE)	R.....
	GRAND TOTAL	R.....

NB: Total Quotation Price must be inclusive of all costs including disbursements.

BIDDERS NAME: _____

BIDDERS SIGNATURE: _____



(ANNEXURE B) -WORK EXPERIENCE: BIDDERS MUST FULLY COMPLETE THE FOLLOWING TABLE INDICATING THEIR TRACK RECORDS AND REFERENCES

No.	Company / Client's Name	Description of the related services undertaken	Duration	Contactable references		
				Name of contact persons	Work e-mail address	Work telephone numbers
1.						
2.						
3.						
4.						
5.						