



SOC LIMITED

(Reg. No. 1992/006368/30)

Incorporated by Act No 116 of 1992

ALEXKOR RMC JV

Orange Road
Private Bag X5
ALEXANDER BAY
8290

Tel. : +27 (027) 831 8300

Fax : +27 (027) 831 1910



(Reg. No. 2006/034807/07)

RFQ No: 06/2025-2026

Date: 14 Jul 2025

REQUEST FOR QUOTATION: IMPLEMENTATION OF A PERFORMANCE MANAGEMENT SYSTEM, CONTRACT DEVELOPMENT, AND MANAGER TRAINING

Alexkor RMC JV is seeking to implement a comprehensive and effective performance management system to improve employee engagement, accountability, and organizational effectiveness. This initiative will include the development of performance-based contracts and structured training for all managerial staff.

Dear Sir/Madam,

1. Alexkor requests your price quotation proposal for the item(s) specified in this request for quotation (RFQ).
2. Your quotation proposal should be received on or before 22 July 2025 at 12H00 to the email below.

Email address: tenders@alexkor.co.za

3. Quotation(s) proposal should be sent by email to the address given above.
- 3.1. It is the exclusive responsibility of the bidders to ensure that the email containing the quotation reaches the above address before the time and date indicated in paragraph 2. Proposals/quotations received after the above-mentioned closing time or deadline will be rejected.
4. Quotations should remain valid for a period of 60 days after the deadline date specified for submission.
5. Quotation(s) should be sent by completing the price schedule below, but the terms and conditions specified in the RFQ will take precedence over any terms and conditions stated in your quotation.
6. Quotations shall give a comprehensive description of the proposed service and or items supplied.
7. The rates quoted should be fixed for the duration of the agreed period and should not be subject to adjustment on any account.

Directors: Ms. D Peta (Chairperson), Prof. T Fowler, Ms. B Ngxisho, Mr. H De Wee, Ms. A Joseph, Mr. R Thomas
Company Secretary: L Peacock



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8. The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive to the stated RFQ requirements.
- 8.1 Notwithstanding the above, Alexkor RMC PSJV reserves the right to accept or reject any quotation(s) and to cancel the bidding process or reject all quotation at any time prior to the award of the contract.
9. The normal payment terms of Alexkor RMC PSJV is 30 days upon satisfactory delivery of goods or services and acceptance thereof by Alexkor RMC PSJV.
10. The successful provider will be the one scoring the highest points.
11. No quotations will be considered from persons in the service of the state.
12. Bidders will be evaluated using the following criteria:
13. **EVALUATION STAGES WILL BE FOLLOWED:**

13.1 SUBMISSION OF MANDATORY DOCUMENTS (SEE BELOW)

13.2 THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, PPR 2022 WILL BE APPLIED AND THE 80/20 PREFERENCE POINTS SYSTEM WILL BE APPLICABLE

POINTS FOR PRICE: 80 POINTS

SPECIFIC GOALS: 20 POINTS

TOTAL POINTS: 100 POINTS

The specific goals allocated points in terms of this tender	Source document required as evidence	Number of points allocated (20)
Black owned (51% or more black ownership)	Valid BBBEE certificate/Sworn affidavit	10

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Black women(51% or more women ownership)	Valid BBBEE certificate/Sworn affidavit	2
Black youth (51% or more youth ownership)	Valid BBBEE certificate/Sworn affidavit	2
People with disability(20% or more disabled people ownership)	Valid BBBEE certificate/Sworn affidavit	1
Northern Cape	Proof of business address/lease agreement	5
TOTAL		20

13.3. Evaluation Criteria/ Functionality Assessment (minimum score of 70 points)

Bids will be evaluated and adjudicated in terms of Alexkor's Supply Chain Management Policy and the Preferential Procurement Policy Framework Act No 5 of 2000. The 80/20 preferential procurement points system as outlined in the bid document will apply. The procedure for the evaluation of responsive bidders will be evaluated using an 80/20 preferential point system which awards on the basis set out in the table below:

No.	Functionality Area	Criteria Description	Max Points
1.	Experience	Company experience for provision of Automated Performance Management System (PMS) in the form of purchase order executed in the past 05 years. ▪ At least Two (02) purchase orders (30 points) ▪ At least Two (02) purchase orders(20 points)	30

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2.	System Functionality	Provide +/- 10 minutes clip/presentation demonstrating how the bidder's system operates in an external driver, e.g. USB.	30
3.	Qualifications	The director of the company must be in possession of: ▪ Degree (NQF level 7) in IT or equivalent field (15 points) ▪ Diploma (NQF level 6) in IT or equivalent field (10 points) ▪ Certificate (NQF level 5) in IT or equivalent field (5 points)	15
4.	Financial Competence	Banking Rating ▪ A – C (15 points) ▪ D (10 points)	15
5.	Company Profile	▪ Methodology in provision of automated systems and turnaround time.	10

NB. Only bidders who score 70 out of 100 in respect of "Functionality" will be evaluated further and therefore eligible for award, and bidders score less than 70 points will be considered non-responsive.

14. Failure on the part of a tenderer to submit proof or documentation required in terms of this RFQ to claim points for specific goals with the request for quotation, will be interpreted to mean that preference points for specific goals are not claimed.

15. We look forward to receiving your quotation and thank you for your interest in supplying/servicing Alexkor RMC PSJV.

All prices must be VAT INCLUSIVE and quotation must include all costs.

Scope: The selected service provider will be responsible for delivering the following:

SCOPE SPECIFICATIONS

Performance Area	System Requirements
1. Organisational Performance Management (Top Tier Balance Scorecard)	▪ Annual performance plan ▪ Quarterly performance reports ▪ Annual performance report ▪ Mid-year report ▪ Mid-year and annual assessment scorecards ▪ Annual report ▪ Upload portfolio of evidence

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2. Individual Performance Management System (PMS)	- Team scorecards - Mid-year and annual assessment scorecards - Performance agreements and plans - Individual Performance scorecards - Upload portfolio of evidence
3. Integration	Seamless integration with existing company systems such as financial management systems, human resources systems, and operational platforms
4. User-friendly Interface	Intuitive and accessible user interface for ease of use by staff at all levels
5. Customisable Dashboards	Configurable dashboards for monitoring key performance indicators (KPIs) specific to diamond mining objectives
6. Data integrity	Robust security protocols to protect sensitive information
7. Support and Maintenance	- Comprehensive vendor support - Training - System updates - Troubleshooting for a period of 12 months

Mandatory Administrative Required Documents for submission:

Document description	Attached [Yes/No]
1. Quotation NB: On Supplier Letter Head	
2. Valid Tax Clearance Certificate/ SARS Pin	
3. Declaration Of Interest Form (SBD 4) Completed	
4. Valid BBBEE Certificate or Sworn affidavit	
5. Latest copy of CSD registration from National Treasury not older than 1 month	
6. Proof of business address/Lease Agreement	
7. Company profile with mining or industrial sector experience	
8. Detailed CV's , team composition and qualifications	

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NB: Bidders will be disqualified should the above documents not be submitted with the RFQ

END.....

Yours Faithfully

Acting HR Manager

Divan De Wet

14 July 2025

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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

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.

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 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

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.

arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

- 3.6 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