REQUEST FOR INFORMATION
PROFESSIONAL SERVICES

BID DETAILS

BID NUMBER:		**NERSA-2627-ELR-MMSP-BID011**
CLOSING	**Date:**	**11 November 2026**
	Time:	**11:00**
DESCRIPTION:		**REQUEST FOR INFORMATION (RFI) FOR THE APPOINTMENT OF A SERVICE PROVIDER TO DEVELOP, IMPLEMENT, MAINTAIN AND SUPPORT A REGULATORY DATA HUB TO PERFORM DIGITAL SAWEM MARKET MONITORING AND SURVEILLANCE, INTEGRATED DATA DRIVEN REGULATORY DECISION MAKING AND BUSINESS INTELLIGENCE FOR A PERIOD OF FIVE (5) YEARS.**
NON-COMPULSORY VIRTUAL BRIEFING SESSION:		Yes **X** No
23 October 2026 at 10:00, MS TEAMS. Bidders must send request to join meeting to: briefingsessions@nersa.org.za by **23 October 2026** at 09:00.		See Section A Part 1: Bid Submission Conditions and Instructions.

DETAILS OF BIDDER

Organisation/individual:	
Contact person:	
Date:	
Email address:	
Telephone Number:	
Cellular Number:	
Fax Number:	

Please indicate whether it is the original or copy, tick the applicable block.

ORIGINAL ☐ **COPY** ☐

Please do not retype the bid document.

GLOSSARY

AWARD	Conclusion of the procurement process and final notification to the effect to the successful bidder
B-BBEE	Broad-based Black Economic Empowerment Act, 2003 (Act No. 53 of 2003) and the Codes of Good Practice issued there under by the Department of Trade and Industry
BID	Written offer in a prescribed or stipulated form in response to an invitation by NERSA for the provision of services, works or goods
CONTRACTOR	Contracting entity with whom NERSA will conclude a formal contract and potential service level agreement subsequent to the final award of the contract based on this Request for Bid
DTI	Department of Trade and Industry
GCC	General Conditions of Contract
IP	Intellectual Property
NIPP	National Industrial Participation Programme
ORIGINAL BID	Original document signed in ink Copies of original document signed in ink Facsimile of original document signed in ink
SCM	Supply Chain Management
SLA	Service Level Agreement

DOCUMENTS IN THIS BID DOCUMENT PACK

Bidders are to ensure that they have received all pages (pp. 52) of this document, which consist of the following sections:

SECTION A

Note: Documents in this section must be returned with bids.

- ❒ Bid Submission Conditions and Instructions
- ❒ Evaluation Process / Selection Criteria
- ❒ Terms of Reference
- ❒ Contract Form (Rendering of Services Parts 1 & 2) - The pro forma contract is only included for bidders to take note of the contents of the contract that will be entered into with the successful contractor)

SECTION B

Note: Documents in this section <u>must be fully completed, signed</u> and returned or supplied with bids.

SUBMISSION CHECKLIST		Tick Applicable box for submission
❒ **National Treasury CSD registration summary report**		☐ Yes ☐ No
▪ Central Supplier Database No:	**MAA**:……..	
❒ **SARS Tax Compliance Status Pin Letter**		☐ Yes ☐ No
▪ Income Tax No:	……..	
▪ Tax Compliance System Pin No:	……..	
▪ Expiry date	……..	
❒ **Bidder's Disclosure**	(duly completed and signed)	☐ Yes ☐ No
❒ **Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022 (Purchases)**	(duly completed and signed)	☐ Yes ☐ No
❒ **B-BBEE Certificate, Sworn Affidavit for Exempted Micro Enterprises (EME)**		☐ Yes ☐ No
▪ B-BBEE Level	……..	
▪ B-BBEE Expiry date	……..	
❒ **Invitation to Bid**	(duly completed and signed)	☐ Yes ☐ No

❒ **Do you have a confidential security clearance certificate/documentation**		☐ Yes ☐ No
❒ **Membership of professional bodies (Institutes, Affiliates, Accreditations or Associates)**		☐ Yes ☐ No
❒ Proof of Microsoft Solutions Accredited Partner **(Mandatory Requirement)**		☐ Yes ☐ No
▪ Certification Number/ID	……..	
▪ Accreditation expiry date (If applicable)	……..	
❒ **Technical Proposal** A technical proposal and project plan that demonstrate the capability for the redevelopment, enhancement of the new SharePoint environment including the maintenance and support thereof		☐ Yes ☐ No
❒ **Project Plan**		☐ Yes ☐ No
Table 3: Experience of the service provider in similar services		☐ Yes ☐ No
❒ **(CV) Table 1:** Experience of the Account Manager		☐ Yes ☐ No
❒ **(CV) Table 2:** Experience of the Project Manager		☐ Yes ☐ No
❒ **Samples (Not Applicable)**		
❒ **Table 4:** Pricing Schedule/Financial Proposal (Services: Professional)	(Submitted separately in a sealed envelope)	☐ Yes ☐ No
❒ **Labour Legislative Requirements (CIPC)**		☐ Yes ☐ No
❒ **Special Conditions of Bid and Contract – Special conditions that the bidder needs to accept**	(duly completed and signed)	☐ Yes ☐ No
❒ **Reference Check letters**		☐ Yes ☐ No
❒ **Undertaking by bidder**		
▪ By submitting a bid in response to the advertisement, the bidder will be taken to offer to render all of the services described in the bid response submitted by it to NERSA on the terms and conditions and in accordance with the specifications/terms of reference stipulated in this bid document.		☐ Yes ☐ No

The bidder should check the numbers of the pages of its proposal to satisfy itself that none of their submission documents are missing or duplicated. No liability will be accepted by NERSA regarding anything arising from the fact that pages/documents of a bid are missing or duplicated.

SECTION A

BID SUBMISSION CONDITIONS AND INSTRUCTIONS

CONDITIONS AND INSTRUCTIONS THAT BIDDERS NEED TO TAKE NOTE OF

1 FRAUD AND CORRUPTION

All service providers are to take note of the implications of contravening the Prevention and Combating of Corrupt Activities Act, Act No 12 of 2004 and any other Act applicable.

2 NON-COMPULSORY VIRTUAL BRIEFING SESSION

2.1.1 The non-compulsory virtual briefing session will be held on **23 October 2026 at 10:00**, MS TEAMS.

2.1.2 Bidders who are interested in attending the session are required to send an email request to be registered at briefingsessions@nersa.org.za by **09:00** on **23 October 2026.**

2.1.3 It is the responsibility of bidders to take their own notes during the virtual briefing session. However, all those attending will be issued with summarised minutes of the session before the closing date of bid, forwarded electronically upon request.

2.1.4 Bidders who arrive after the compulsory briefing session has ended will not be allowed to submit their bids.

3 CLARIFICATIONS/ QUERIES

3.1.1 Any clarification required by a bidder regarding the meaning or interpretation of the Terms of Reference, or any other aspect concerning the bid, is to be requested **from the date of publication** in writing by e-mail from briefingsessions@nersa.org.za not later than **12:00** on the **26 October 2026.** No clarification will be attended to after this closing time. Therefore, bidders are encouraged to send questions before the briefing session date to be attended prior to the meeting.

3.1.2 A reply will be forwarded on **27 October 2026**. The bid reference number should be mentioned in all correspondence. Telephonic requests for clarification will not be accepted. If appropriate, the clarifying information will be made available to all bidders by e-mail only.

4 SUBMITTING BIDS

4.1.1 One (1) original of the bid document plus one (1) **memory stick (USB)** that contains the duplicate of the original submission to be handed in / delivered to: The Procurement Manager, NERSA, Kulawula House, 526 Madiba Street, Arcadia, Pretoria.

4.1.2 The original version of the bid must be submitted with one (1) memory stick. The original bid document must be fully completed and/or signed in ink and thereafter duplicate the original in the memory stick with all its attachments. In addition, Bidders must submit a memory stick sealed in a closed envelope for submission. Bidders may be disqualified for non-submission of the memory stick.

4.1.3 An original bid document may not be converted into word format or retyped, however, may be completed/filled in ink.

4.1.4 **Bidders will be required to sign a tender register at the reception when dropping of the bids, therefore bidders are advised to arrive timeously.**

4.1.5 Bids should be submitted in PDF format all bound in a sealed envelope endorsed:

- Bid number: **NERSA-2627-ELR-MMSP-BID011** Closing date and time (**Wednesday, 11 November 2026 at 11:00**)
- The name and address of the bidder.
- Bids received in an envelope that is not sealed may be disqualified.

Documents submitted on time by bidders shall not be returned.

5 LATE BIDS

5.1.1 Bids received late shall not be considered. A bid will be considered late if it arrived even one second after 11:00 or any time thereafter. The tender (bid) box shall be locked at exactly 11:00 and bids arriving late will not be considered under any circumstances. Bids received late shall be returned unopened to the bidder. Bidders are therefore strongly advised to ensure that bids be despatched allowing enough time for any unforeseen events that may delay the delivery of the bid.

The official Telkom time (Dial 1026) will be used to verify the exact closing time.

5.1.2 Bids sent to NERSA via normal post or any other mechanism shall be deemed to be received at the date and time of arrival at the NERSA premises (in tender box in reception area or if too big for the tender box, over the counter in the reception area). Bids received at the physical address after the closing date and time of the bid, shall therefore be deemed to be received late.

6 DIRECTIONS TO NERSA OFFICES FOR DELIVERY OF BIDS

6.1.1 Physical Address is as follows:

NERSA, Kulawula House
526 Madiba Street
Arcadia
Pretoria.

Bidders should allow time to access the premises due to security arrangements that need to be observed. In addition, bidders will be required to sign a tender register at the reception when dropping of the bids.

DIRECTIONS TO NERSA

From OR Tambo International Airport

Take the R21 (North) to Pretoria
Continue on the R21 for approximately 45 kilometers
At the roundabout (Fountains Circle) follow the Sunnyside signs (M5)
Continue driving on Mears Street (becomes Steve Biko Street)
Turn right onto Madiba St
Kulawula House (NERSA) will be on your left
NB: Parking available opposite NERSA at Sancardia Centre

From Johannesburg

Follow N1/M1 north
Continue on the N1/M1north
This road then becomes M1
Continue on the M1 and take the Eeufees off ramp
At the bottom of the Eeufees T-junction turn right
Turn left under the bridge
Follow the Sunnyside signs (M5)
Continue driving on Mears Street (becomes Steve Biko Street)
Turn right onto Madiba St
Kulawula House (NERSA) will be on your left
NB: Parking available opposite NERSA at Sancardia Centre

GPS coordinates

Dec:	Latitude -25.743579 Longitude 28.204839	DMS: Lat 25°44'37.6"S Long 28°12'17.3"E

7 NEGOTIATION AND CONTRACTING

7.2 NERSA has the right to enter into negotiation with one or more bidders regarding any terms and conditions, including price(s), of a proposed contract.

7.3 NERSA shall not be obliged to accept the lowest of any quotation, offer or proposal.

7.4 A contract will only be deemed to be concluded when reduced to writing in a formal contract and Service Level Agreement signed by the designated responsible person of both parties. The designated responsible person of NERSA is the Chief Executive Officer (CEO) or his/her written authorised delegate.

7.5 Under no circumstances will negotiation with any bidders constitute an award or promise / undertaking to award the contract.

8 ACCESS TO INFORMATION

All bidders will be informed of the status of their bid once the procurement process has been completed. Requests for information regarding the bid process will be dealt with in line with the NERSA procurement policy and relevant legislation.

9 REASONS FOR REJECTION

9.1 NERSA shall reject a proposal for the award of a contract if the recommended bidder has committed a proven corrupt or fraudulent act in competing for the particular contract.

9.2 NERSA may disregard the bid of any bidder if that bidder, or any of its directors:

9.3 Have abused the SCM system of NERSA.

9.4 Have committed proven fraud or any other improper conduct in relation to such system.

9.5 Have failed to perform on any previous contract and the proof exists.

9.6 Such actions shall be communicated to the National Treasury.

10 PAYMENTS

10.1 NERSA will pay the contractor the fees set out in the final contract according to the table of deliverables. No additional amounts will be payable by NERSA to the contractor.

10.2 The contractor shall from time to time during the currency of the contract, invoice NERSA for the services rendered.

10.3 The invoice must be accompanied by supporting source document(s) containing detailed information, as NERSA may reasonably require, for the purposes of establishing the specific nature, extent and quality of the services which were undertaken by the contractor.

10.4 No payment will be made to the contractor unless an original tax invoice complying with section 20 of the VAT Act No 89 of 1991, as amended, has been submitted to NERSA.

10.5 Payment shall be made by bank transfer into the Contractor's bank account normally 30 days after receipt of an acceptable, original, valid tax invoice. Money will only be transferred into a South African bank account. (Banking details must be submitted as soon as the bid is awarded).

10.6 The Contractor shall be responsible for accounting to the appropriate authorities for its income tax, VAT or other moneys required to be paid in terms of the applicable law.

10.7 Method of Payment in respect of services delivered by the Contractor will be made monthly, subject to the submission of detailed invoices, and verification by NERSA staff or person designated. Invoices must be forwarded to invoice@nersa.org.za.

11 CANCELLATIONS OF PROCUREMENT PROCESS

This procurement process can be postponed or cancelled at any stage provided that such cancellation or postponement takes place prior to entering into a contract with a specific service provider to which the bid relates.

BIDDERS MUST TAKE NOTE OF THE STANDARD EVALUATION PROCESS

1 EVALUATION PROCESS

1.1 COMPLIANCE WITH MINIMUM REQUIREMENTS CRITERIA

All bids duly lodged as specified in this Request for Bid will be examined to determine compliance with bidding requirements and conditions. Bids with deviations from the requirements / conditions, will be eliminated from further consideration.

1.2 SELECTION CRITERIA, PRICE AND PREFERENCE POINTS

1.2.1 All remaining bids as per paragraph 1.1 will be evaluated as follows:

1.2.2 Bids will be evaluated first on selection criteria and then in accordance with the 80/20 reference points system prescribed in Preferential Procurement Regulations.

1.2.3 The First stage, bids will be evaluated on selection criteria, of which (100 points) shall be awarded on selection criteria evaluation.

1.2.4 Bids will be considered further if it achieves the minimum prescribed qualifying score for selection criteria (60.00 points out of 100). Bids that failed to achieve the minimum qualifying score on selection criteria will be disqualified for further evaluation.

1.2.5 The Second stage, bids will be evaluated in terms of the 80/20 preference point systems. Only bids that achieve the minimum qualifying score/percentage on selection criteria will be evaluated in accordance with the 80/20 preference point system.

1.3 DETERMINATION OF PERCENTAGE FOR SELECTION CRITERIA

1.3.1 The evaluation criteria and weights on selection criteria as indicated in the table in paragraph 2, will apply.

1.3.2 The percentage scored on selection criteria should be calculated as follows:

1.3.3 Each panel member shall award values for each individual criterion on a score sheet. The value scored for each criterion shall be multiplied with the specified weighting for the relevant criterion to obtain the marks scored for the various criteria. These marks should be added to obtain the total score. The following formula should then be used to convert the total score to a percentage on selection criteria:

$$Ps = \frac{So}{Ms} X \ Ap$$

Where

Ps = percentage scored on selection criteria /proposal under consideration
So = total score of bid/proposal under consideration
Ms = maximum possible score
Ap = percentage allocated on selection criteria

1.3.4 The percentages of each panel member shall be added together and divided by the number of panel members to establish the average percentage obtained by each individual bidder on selection criteria evaluation.

1.4 ELIMINATION OF PROPOSALS ON GROUNDS OF SELECTION CRITERIA

1.4.1 Bids that score less than **60%** of the marks available on selection criteria evaluation will be eliminated from further consideration.

1.4.2 If appropriate, implied contract price adjustments will be made to the cost proposals of all remaining bids.

1.4.3 The percentage scored for price shall be calculated as follows:

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

80/20

$$Ps = 80\left(1 - \frac{Pt - P\min}{P\min}\right)$$

Where
Ps = Points scored for comparative price of bid under consideration
Pt = Comparative price of bid under consideration
Pmin = Comparative price of lowest acceptable bid

1.5 AWARDING OF POINTS FOR SPECIFIC GOALS

1.5.1 Points to be awarded to a bidder based on his or her specific goals see below table:

PRICE	MAXIMUM POINTS	REQUIRED EVIDENCE
Price	**80**	
Specific Goal	**20**	
▪ Black Owned	10	Valid BBB-EE certificate or sworn affidavit
▪ Black Woman Owned	10	Valid BBB-EE certificate or sworn affidavit
Total Points	**100**	

Bidders who wish to claim points for specific must ensure that documentary evidence to support the claim is attached to the bid document as specified in table above

1.6 COMBINING PRICE AND SPECIFIC GOALS

1.6.1 The points for specific goals will now be added to the price.

1.6.2 Only the bid with the highest number of points scored may be selected for award.

1.6.3 The Bid Adjudication Committee will consider the recommendations and make the final award. The successful bidder will usually be the bidder scoring the highest number of points or it may be a lower scoring bid on justifiable grounds or no award at all.

1.7 PRESENTATIONS/DEMONSTRATION

1.7.1 NERSA reserves the right to invite bidders for presentations before the award of the bid.

1.7.2 NERSA may decide to have compulsory presentations made either by all bidders who have obtained at least **65%** of the marks on selection criteria evaluation, or by the bidders ranked first, to third once the selection criteria, price and preference marks have been combined.

1.7.3 Presentations shall only affect the marks awarded on selection criteria evaluation. If NERSA wishes to use presentations to discriminate between bidders, the evaluation criteria to be affected shall be determined in advance and due allowance made in the mark scheme and indicated in paragraph 1.2 above.

1.7.4 If the date of the presentation meeting is not indicated in the bid document, at least three days' notice will be given to bidders required to attend a presentation as well as the detail of the venue for the presentation.

1.7.5 Presentations will be made to the full Bid Evaluation Committee.

1.7.6 Points determined by the presentation will be awarded to each bidder by each member of the Bid Evaluation Committee and then an average calculated.

1.7.7 Under no circumstances will a presentation by any bidder constitute an award or promise / undertaking to award the contract.

1.8 ADJUDICATION OF BID

1.8.1 The Bid Adjudication Committee will consider the recommendations and make the final award. The successful bidder will usually be the bidder scoring the highest number of points or it may be a lower scoring bid on justifiable grounds or no award at all.

2 EVALUATION CRITERIA (APPLICABLE TO BID)

Bidders will be evaluated in terms of the 80/20 preferential point system in accordance with the Supply Chain Management Policy of NERSA as well as the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000) and Preferential Procurement Regulations of 2022.

bidders who demonstrate that their current solution meets a minimum of 60% of the requirements of the checklist (annexure 1) will be invited for a presentation/demonstration of their solution.

Compliance with minimum requirements for acceptance of the request for information

ANNEXURE 1:

Service Requirements			
	Bidders must indicate compliance or non-compliance.		
	Yes	**No**	**Reference to a section in the proposal**
1. Capability to extract from some data sources (direct Application programme interface (API), structured data and unstructured data).			
2. Capability to Transformation and Load from some of data sources into standardise data format.			
3. Knowledge of how core data sets will be developed			
4. Knowledge of how data sets will be analysed.			
5. Capability to Demonstrate how to build reports and dashboards to fulfil monitoring and surveillance responsibility.			
6. Ability to fulfil the Security requirements as listed in section 4.2.7 of the scope of work.			
7. Capacity to integrate with other organisational applications			
8. Capability to provide tools to support the MSU's enforcement process from initial detection through to resolution.			
9. Capability of generating reports for governance and oversight purposes, including board-level dashboards.			
10. Drill-down capability, allowing users to move from a summary view into the underlying detailed data.			

All proposals who score less than **60%** on the above checklist (Annexure 1), which is **6** service requirements out of 10 service requirements will be regarded as having submitted a non-responsive bid and will not be invited to participate presentation/demo.

The evaluation process shall be carried out in three (3) stages:

Stage 1: Presentation/Demonstration based on NERSA requirements (minimum score of 65 points to proceed to stage 2
Stage 2: Request for proposals (RFP)
Stage 3: Price and Specific Goals

Only bidders who respond to this RFI will be invited to demonstrate their current solutions to NERSA. Bidders who demonstrate that their current solution meets a minimum of 60% of the requirements of the checklist (**Annexure 1**) will be invited for a presentation/demonstration of their solution.

The presentation/demonstration of their solution will be evaluated in terms of the criteria set out in Stage 1 below.

The below scope of work provides a high-level overview of NERSA's requirements. The Request for Proposal (RFP) and the pricing schedule will only be issued to service providers who qualify to proceed to Stage 2 of the bidding process.

2.1 Stage 1: Presentation/Demonstration

Presentation/Demonstration based on NERSA requirements (minimum score of 65 points to proceed to stage 2 which will be made up of 100 points as follows:

Evaluation Criteria	Points
Data Extraction (Refer to par. 4.3.1)	**20**
No capability to demonstrate the extract from data sources.	0
Demonstrate capability to extract from some data sources (direct Application programme interface (API), structured data and unstructured data).	10
Demonstrate capability to extract from all types of different data sources (direct Application programme interface (API), structured data and unstructured data).	20
Transformation and Load (TL) (Refer to par. 4.3.2)	**20**
No capability to demonstrate Transformation and Load.	0
Demonstrate capability Transformation and Load from some of data sources into standardise data format.	10
Demonstrate capability Transformation and Load from all types of data sources into standardise data format	20
Central Data Hub with core datasets (Refer to 4.3.3)	**20**
No demonstration of how the data hub with core datasets will be developed.	0
Limited demonstration of how the data hub with core datasets will be developed.	10
Full/comprehensive demonstration of how the data hub with core datasets will be developed.	20
Data Analytics	**10**
No demonstration of how datasets will be analysed	0
Limited demonstration of how datasets will be analysed	5
Full/comprehensive Demonstration of how data sets will be analysed	10
Monitoring and surveillance (Refer to par. 4.3.4 to 4.3.6)	**10**
No demonstration of how to build reports and dashboards.	0
Limited demonstration of how to build reports and dashboards to fulfil monitoring and surveillance responsibility.	5
Full/comprehensive demonstration of how to build reports and dashboards to fulfil monitoring and surveillance responsibility.	10
Security (Refer to par. 4.3.7)	**10**
No minimum security requirements demonstrated.	0
Limited security requirements demonstrated.	5
Full/comprehensive security requirements demonstrated.	10
Integration with other organisational applications	**10**
No demonstration of integration with other organisational applications.	0
Limited demonstration of integration with other organisational applications.	5
Full/comprehensive demonstration of integration with other organisational applications.	10
Total	**100**

All proposals who score less than **65%** on presentation, which is 65.00 points out of **100** points will be regarded as having submitted a non-responsive bid and will not be invited to participate for Stage 2, Request for Proposals (RFP) of the bidding process.

2.2 Compliance with minimum requirements

Service providers will be examined to determine compliance with the bid document terms and conditions. Bidders who fail to comply with the minimum requirements will be eliminated from further evaluation. Bidders must furnish the following information as part of the proposal:

- SARS pin letter with unique personal identification number to enable NERSA to view the taxpayer's profile and tax status. Bidders may also submit a printed TCS together with the proposal.
- A valid B-BBEE certificate or sworn affidavit from a Verification Agency accredited by the South African Accreditation System (SANAS). In case of a consortium / joint venture, a consolidated B-BBEE certificate should be submitted for unincorporated entities. The Organisation wishing to claim points should complete the Preference Points Claim Form (Purchases).
- Registration on the National Treasury Central Supplier Database (CSD) prior to submitting their bids. Proof of CSD registration summary report must be submitted together with the proposal or Central Supplier Database Number must be provided on the first page of the SCM forms. Failure to submit proof of CSD registration (CSD registration summary report or MA Number on the first page of the SCM forms) will invalidate the bid. Registration requirements may be found online at https://secure.csd.gov.za.
- International suppliers are requested to confirm whether they are registered on the South African National Treasury's Central Supplier Database (CSD). Suppliers that are not registered on the CSD must indicate this in their submission and provide their country of incorporation and company registration details.
- Where applicable, the successful supplier will be required to complete any CSD registration requirements prescribed by the applicable procurement rules and the procuring institution's Supply Chain Management (SCM) policy. Where an exemption or exception applies to a foreign supplier without a South African registered entity, the procuring institution will assess the applicable requirements before finalising the award.
- Accept the Special Conditions of Bid and Contract.

2.3 Stage 3: Financial Proposal

Indicative pricing for each service on the letterhead of your business. (Service providers should note that this pricing will not be used for evaluation purposes)
All monetary amounts must be in South African Rand and inclusive of Value Added Tax (VAT) for registered vendors.

ESTABLISHMENT OF MARKET SURVEILLANCE PLATFORM

Terms Of Reference (TOR) and Request For Information (RFI) for the appointment of a Service Provider to Develop, Implement, Maintain and Support A Regulatory Data Hub to perform Digital SAWEM Market Monitoring and Surveillance, Integrated Data Driven Regulatory Decision Making and Business Intelligence for a period of five (5) years.

1. PURPOSE

The purpose of this Request for Information (RFI) is to invite potential service providers to provide information and present similar solutions that have the capability to develop, implement, maintain and support a regulatory data hub to perform digital SAWEM Market Monitoring and Surveillance, integrated data driven decision making and business intelligence. This is a multi-phase bidding process. It should be noted that only bidders who respond to this RFI will be invited to present their current solutions to NERSA and only bidders who meet the minimum qualifying criteria for the presentation will be considered for Phase II of the bidding process.

The service providers will be required to provide a proposal that demonstrates how their existing solution meets the requirements outlined in Section 4 of the RFI.

2. ROLE OF NERSA

2.1 The National Energy Regulator (NERSA) is a regulatory authority established in terms of the National Energy Regulator Act, 2004 (Act No. 40 of 2004), with a mandate to regulate the electricity industry in terms of the Electricity Regulation Act, 2006 (Act No. 4 of 2006) as amended by the Electricity Regulation Amendment Act, 2024 (Act No. 38 of 2024), the piped-gas industry in terms of the Gas Act, 2001 (Act No. 48 of 2001) and the petroleum pipelines industry in terms of the Petroleum Pipelines Act, 2003 (Act No. 60 of 2003).

2.2 NERSA's Vision is to be a recognised world-class leader in energy regulation.

2.3 NERSA's Mission is to regulate the energy industry in accordance with Government laws, policies, standards and international best practices in support of sustainable and orderly development.

3. BACKGROUND AND CONTEXT

3.1 The regulatory functions of NERSA, as contained in the legislation relevant for the regulation of the energy industry, are summarised as follows:

- issuing of licences with conditions;
- setting and/or approving tariffs and prices;
- monitoring and enforcing compliance with licence conditions;
- dispute resolution including mediation, arbitration and the handling of complaints;
- gathering, storing and disseminating industry information;
- setting of rules, guidelines and codes for the regulation of the three industries;
- determining of conditions of supply and applicable standards;
- consulting with government departments and other bodies with regard to industry development and regarding any matter contemplated in the three industry Acts;
- expropriating land as necessary to meet the objectives of the relevant legislation;
- registration of import and production facilities;
- perform any activity incidental to the execution of its duties;

- monitoring non-discriminatory access (System Operator);
- monitoring and surveillance of the Trading Platform/Market Operator; and
- revocation and deregistration.

3.2 NERSA strives to regulate the South African electricity, piped-gas and petroleum pipelines industries by ensuring that the most efficient and effective industries are in place to exceed the requirements of existing and future energy customers. This is encapsulated in NERSA's vision statement, which is 'To be a recognised world-class leader in energy regulation'. In this context, being 'world-class' means that NERSA:

- is recognised as a leader within the league of Regulators.
- regulates the energy industry within its mandate without losing sight of its shared vision and values.
- creates an environment that has low regulatory risk as viewed by all stakeholders.
- promotes competition and competitiveness and continues to provide sound, objective and professional regulation of monopolies given the existing socio-economic conditions.
- subscribes to the best regulatory practices and standards, including corporate governance principles.
- continually evaluates its performance and benchmark itself against the "best-in-class energy regulators in the world".
- is passionate and sensitive to the needs of its stakeholders, especially employees, consumers, energy suppliers and government, to ensure equity.
- is considered as an efficient and effective regulator.
- encourages new ideas, innovation, processes and systems that engender economic efficiency, effectiveness and continuous improvement to meet its aim to be a learning organisation.
- maintains synergy between input, work processes and results through its capable, diverse, highly motivated and dedicated teams.

3.3 By regulating the energy industry in accordance with government laws and policies, NERSA makes a valuable contribution to the socio-economic development and prosperity of the people of South Africa. Our mission statement commits NERSA: To regulate the energy industry in accordance with government laws and policies; standards and international best practices in support of sustainable and orderly development.

3.4 South Africa's electricity sector is transitioning towards a more competitive and transparent electricity market structure. Historically, electricity generation, transmission, and system operation functions have been vertically integrated. However, the electricity sector reform aims to create an independent market structure that enables participation from multiple generators and electricity traders. NERSA is then implementing electricity market reform under the Electricity Regulation Act 4 of 2006. The Act requires the Market Operator to provide a transparent, non-discriminatory trading platform approved by the Regulator and to develop a Market Code and rules approved by the Regulator.

3.5 NERSA, in its capacity as the regulatory authority, is responsible for oversight of the South African Wholesale Electricity Market (SAWEM), including ensuring transparency, fairness, and compliance with applicable legislation and the SAWEM Market Code. The SAWEM Market Code establishes the framework governing electricity trading, market participation, system operation, settlement processes, and market governance, and assigns specific operational responsibilities to market institutions, including the Market Operator and System Operator.

3.6 The Regulator therefore requires an enterprise-grade capability that combines a:

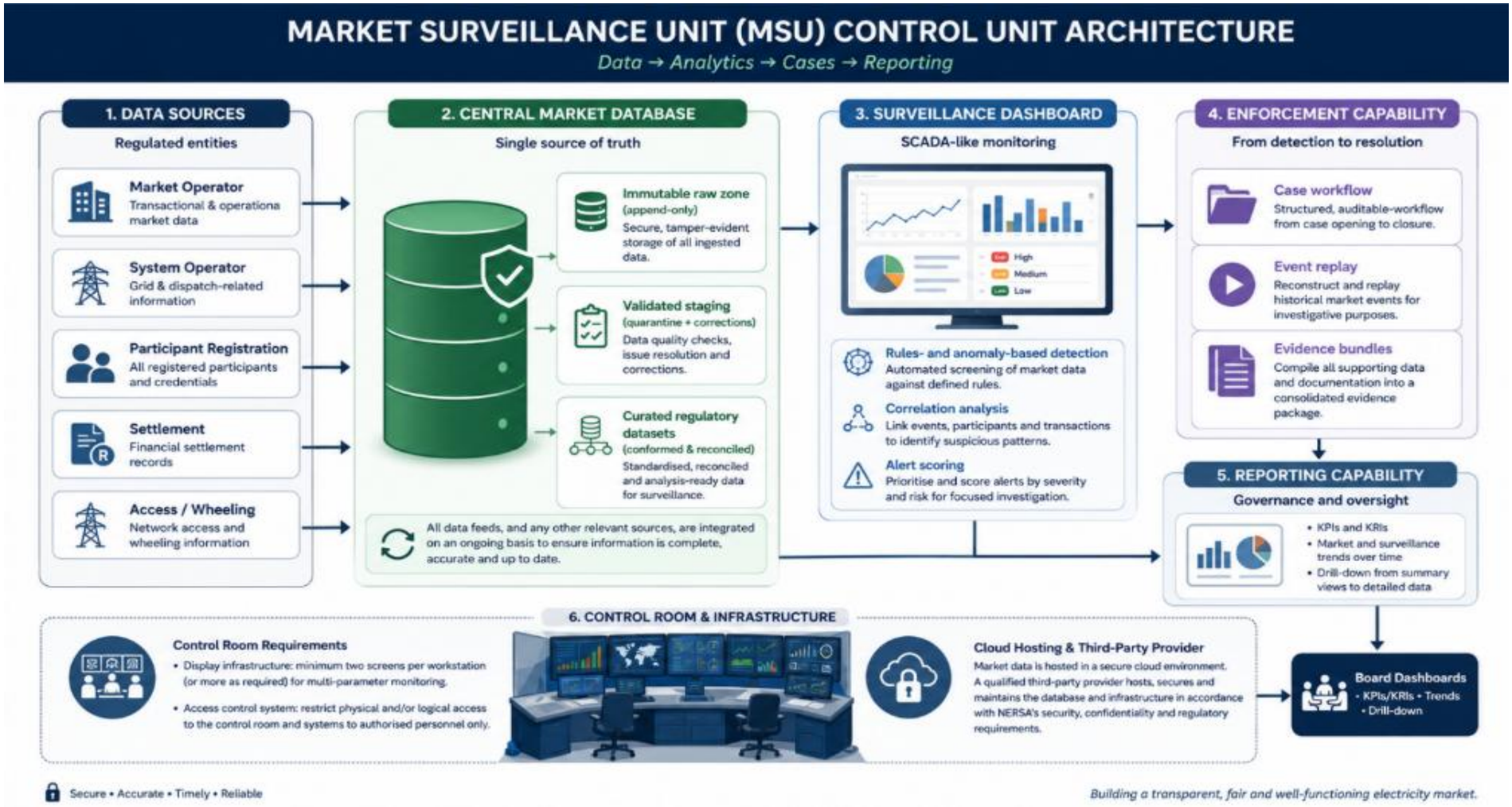
- Regulatory Data Hub; and
- Market Monitoring, Surveillance, and Investigation Support System.

4. SCOPE OF WORK AND DELIVERABLES

Scope of Work

4.1 The prospective service provider is required to develop, implement, maintain and support a regulatory data hub to perform digital SAWEM Market Monitoring and Surveillance, integrated data driven decision making and business intelligence for a period of five (5) years.

4.2 The below graphic depiction represents the overall electricity market monitoring and surveillance platform. The illustration below sets out the requirements needed to support the monitoring and surveillance function. It describes the core data infrastructure required to consolidate market information, the surveillance dashboard used to detect and score anomalies, the enforcement tools needed to progress cases from detection to resolution, the reporting capability required for governance and oversight purposes, and the physical and technical requirements of the NERSA control room from which this function will be performed.


MARKET SURVEILLANCE UNIT (MSU) CONTROL UNIT ARCHITECTURE
Data → Analytics → Cases → Reporting
1. DATA SOURCES
Regulated entities
Market Operator
Transactional & operationa market data
System Operator
Grid & dispatch-related information
Participant Registration
All registered participants and credentials
Settlement
Financial settlement records
Access / Wheeling
Network access and wheeling information
2. CENTRAL MARKET DATABASE
Single source of truth
Immutable raw zone
(append-only)
Secure, tamper-evident storage of all ingested data.
Validated staging
(quarantine + corrections)
Data quality checks, issue resolution and corrections.
Curated regulatory datasets
(conformed & reconciled)
Standardised, reconciled and analysis-ready data for surveillance.
All data feeds, and any other relevant sources, are integrated on an ongoing basis to ensure information is complete, accurate and up to date.
3. SURVEILLANCE DASHBOARD
SCADA-like monitoring
High
Medium
Low
Rules- and anomaly-based detection
Automated screening of market data against defined rules.
Correlation analysis
Link events, participants and transactions to identify suspicious patterns.
Alert scoring
Prioritise and score alerts by severity and risk for focused investigation.
4. ENFORCEMENT CAPABILITY
From detection to resolution
Case workflow
Structured, auditable-workflow from case opening to closure.
Event replay
Reconstruct and replay historical market events for investigative purposes.
Evidence bundles
Compile all supporting data and documentation into a consolidated evidence package.
5. REPORTING CAPABILITY
Governance and oversight
• KPIs and KRIs
• Market and surveillance trends over time
• Drill-down from summary views to detailed data
6. CONTROL ROOM & INFRASTRUCTURE
Control Room Requirements
• Display infrastructure: minimum two screens per workstation (or more as required) for multi-parameter monitoring.
• Access control system: restrict physical and/or logical access to the control room and systems to authorised personnel only.
Cloud Hosting & Third-Party Provider
Market data is hosted in a secure cloud environment. A qualified third-party provider hosts, secures and maintains the database and infrastructure in accordance with NERSA's security, confidentiality and regulatory requirements.
Board Dashboards
• KPIs/KRIs • Trends
• Drill-down
Secure • Accurate • Timely • Reliable
Building a transparent, fair and well-functioning electricity market.

4.3 The solution must have the following minimum requirements:

4.3.1 **Data Extraction**

The Solution shall extract data from multiple sources of systems, including where applicable:

- SAWEM trading platform;
- Market Operator;
- System Operator;
- Settlement systems;
- Prudential and collateral systems;
- Metering systems;
- Balancing engines;
- Transmission/network constraint systems;
- Outage and availability systems;
- Transparency publication platform;
- Participant reporting channels; and
- Manual uploads for exceptional cases.

4.3.2 **Transformation and Load (TL)**

The platform shall support ingestion and storage of, at a minimum:

- Trading data
- Fundamental / operational data
- Network and access data
- Settlement and prudential data
- Transparency and disclosure data
- Control and audit data

4.3.3 **Central Market Database** – transactional and operational data generated through the running of SAWEM.

- System Operator data – grid and dispatch-related information relevant to market activity.
- Participant registration data – records of all registered market participants and their credentials.
- Settlement data – financial settlement records arising from market transactions.
- Access and wheeling data – information relating to network access and the wheeling of electricity between parties.

All of the above data feeds, including but not limited to those identified, must be integrated into the central database on an ongoing basis to ensure that the information available to the MSU is complete, accurate, and current.

4.3.4 **Surveillance Dashboard**

The central database feeds a surveillance dashboard, functioning in a manner similar to a SCADA-type monitoring system, which provides the MSU with real-time and historical visibility over market activity. From this dashboard, the MSU is able to perform its core surveillance function, including:

- Rules- and anomaly-based detection – automated screening of market data against defined rules to flag unusual or non-compliant behaviour.
- Correlation analysis – linking related events, participants, and transactions to identify patterns that may indicate market misconduct.
- Alert scoring – prioritisation of flagged events according to severity or risk, enabling analysts to focus on the highest-priority alerts first.

4.3.5 Enforcement Capability

Where surveillance activity identifies a potential contravention, the control unit must provide tools to support the MSU's enforcement process from initial detection through to resolution. These include:

- Case workflow – a structured, auditable workflow for managing an investigation from opening to closure.
- Event replay – the ability to reconstruct and replay historical market events for investigative purposes.
- Evidence bundles – the compilation of supporting data and documentation into a consolidated evidence package for each case.

4.3.6 Reporting Capability

Using the information consolidated in the database and displayed on the surveillance dashboard, the control unit must be capable of generating reports for governance and oversight purposes, including board-level dashboards presenting:

- Key Performance Indicators (KPIs) and Key Risk Indicators (KRIs);
- Market and surveillance trends over time; and
- Drill-down capability, allowing users to move from a summary view into the underlying detailed data.

4.3.7 Security

The proposed cloud-based solution must, at a minimum, adhere to the following requirements:

- Cater for physical and environmental security;
- Business continuity management and incident response;
- Network inventory and configuration management;
- Data encryption;
- Access control, monitoring and logging;
- Network security and monitoring;
- Identity and Access management;
- Legislative and Regulatory Framework (POPIA, PAIA etc.);
- User Authentication must be two-factor at a minimum;
- Data in transit between NERSA and Licensees must be protected from man-in-the-middle attacks;
- Adhere to the NERSA approved Cloud Computing Guidelines (**Annexure 2**); and
- Full audit logging.

5. COMMITMENT PERIOD

5.1 The commitment period will be for a period of sixty (60) months from the date of signing the Memorandum of Agreement with NERSA upon successful negotiation of the contract. NERSA shall draft the contract to initiate negotiations with the successful service provider. The successful service provider shall not commence with any work prior to the conclusion of written agreement.

5.2 The bid is subjected to the General Conditions of Contract (GCC). The GCC can be downloaded from the NERSA website at www.nersa.org.za or from the National Treasury website at http://www.treasury.gov.za. Bids should not be qualified by own terms and conditions. Failure to withdraw/waive or to renounce the bidder's own terms and conditions of the bid, when called upon to do so, may invalidate the bid.

6 SUBMISSION OF PROPOSALS

Service providers must furnish the following information as part of the response:

6.1 One (1) original plus one (1) memory stick (USB) that contains the duplicate of the original submission i.e. that includes the bid document with all its attachments.

- The original version of the bid must be submitted with one (1) memory stick (USB). Failure to submit the original plus one (1) memory stick (USB) and to include all attachments in the memory stick will result in automatic disqualification. Bidder(s) will also be disqualified for submitting a blank memory stick (USB).
- The original bid document must be fully completed and/or signed in ink and thereafter duplicate the original in the memory stick (USB) with all its attachments.

6.2 Bids to be deposited to the following address: The National Energy Regulator of South Africa, Kulawula House, 526 Madiba Street, Arcadia, Tshwane. For enquiries e-mail: SCM@nersa.org.za

CONTRACT FORM: RENDERING OF SERVICES

THIS FORM MUST BE FILLED IN DUPLICATE BY BOTH THE SERVICE PROVIDER (PART 1) AND THE PURCHASER (PART 2). BOTH FORMS MUST BE SIGNED IN THE ORIGINAL SO THAT THE SERVICE PROVIDER AND THE PURCHASER WOULD BE IN POSSESSION OF ORIGINALLY SIGNED CONTRACTS FOR THEIR RESPECTIVE RECORDS.

PART 1 (TO BE FILLED IN BY THE SERVICE PROVIDER)

1. I/we hereby undertake to render services described in the attached bidding documents to NERSA in accordance with the requirements and task directives/proposals terms of references stipulated in Bid Number **NERSA-2627-ELR-MMSP-BID011** at the price/s quoted. My/our offer/s remain binding upon me/us and open for acceptance by the Purchaser during the validity period indicated and calculated from the closing date of the bid.

2. The following documents shall be deemed to form and be read and construed as part of this agreement:

2.1 Bidding documents, viz

- ❒ Invitation to bid
- ❒ SARS Tax Compliance Status Pin Letter / Printed Tax clearance certificate
- ❒ Pricing schedule(s)
- ❒ Proposal / filled in Terms of Reference as per my/our bid dated (date)
- ❒ Preference certificates in terms of the Preferential Procurement Regulations, 2001
- ❒ Declaration Certificate for Local Production and Content Designated Sector Form
- ❒ Bidder's Disclosure
- ❒ Declaration of bidder's past SCM practices
- ❒ Certificate of independent bid determination
- ❒ Special Conditions of Contract

2.2 General Conditions of Contract

2.3 Other (specify)

3. I/we confirm that I/we have satisfied myself as to the correctness and validity of my/our bid; that the price(s) and rate(s) quoted cover all the services specified in the bidding documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

4. I/we accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me/us under this agreement as the principal liable for the due fulfilment of this contract.

5. I/we declare that I/we have no participation in any collusive practices with any bidder or any other person regarding this or any other bid.

6. I confirm that I am duly authorised to sign this contract.

NAME (PRINT)	.....	WITNESSES	
CAPACITY	.....	1	.....
SIGNATURE	.....	2	.....
NAME OF FIRM	.....	DATE:	.....
DATE	.....		

Example

CONTRACT FORM: RENDERING OF SERVICES

PART 2 (TO BE FILLED IN BY THE PURCHASER)

1. I ……..…… in my capacity as …….. accept your bid under reference number **NERSA-2627-ELR-MMSP-BID011** dated ……. For the rendering of services indicated hereunder and/or further specified in the annexures.

2. An official order indicating service delivery instructions is forthcoming.

3. I undertake to make payment for the services rendered in accordance with the terms and conditions of the contract within 30 (thirty) days after receipt of an invoice.

DESCRIPTION OF SERVICE	PRICE (VAT INCL)	COMPLETION DATE	PREF POINTS CLAIMED FOR SPECIFIC GOALS
REQUEST FOR INFORMATION (RFI) FOR THE APPOINTMENT OF A SERVICE PROVIDER TO DEVELOP, IMPLEMENT, MAINTAIN AND SUPPORT A REGULATORY DATA HUB TO PERFORM DIGITAL SAWEM MARKET MONITORING AND SURVEILLANCE, INTEGRATED DATA DRIVEN REGULATORY DECISION MAKING AND BUSINESS INTELLIGENCE FOR A PERIOD OF FIVE (5) YEARS.			

4. I confirm that I am duly authorised to sign this contract.

SIGNED AT ON

NAME (PRINT)

SIGNATURE

OFFICIAL STAMP

WITNESSES

1

2

DATE:

Example

SECTION B

SPECIAL CONDITIONS THAT THE BIDDER NEEDS TO ACCEPT

	SPECIAL CONDITIONS OF BID	CONFIRMATION			
		Yes	No	N/A	If no, indicate deviation
1	**GENERAL**				
1.1	Bidders must indicate a confirmation response against each paragraph in this part of Section B covering both the Special Conditions of Bid and the Special Conditions of Contract by marking the YES box or by marking the NO box. The bidder must clearly state if a deviation from these special conditions are offered and the reason therefore. If an explanatory note is provided, the paragraph reference must be indicated in a supporting appendix to this part of the bid submission. Answering questions or supplying detail by referring to other sections will not be accepted.				
1.2	Some of the confirmation blocks in this part are shaded. Choosing a response in one of the shaded blocks will deem your bid to be non-responsive in line with the instructions in this part.				
1.3	Should bidders fail to indicate a confirmation response, NERSA will assume that the bidder is **not** in compliance or agreement with the statement(s) as specified in this bid document.				
1.4	Bids not completed in this manner may be considered incomplete and rejected.				
1.5	The client shall not be liable for any expense incurred in the preparation and submission of a bid.				
2	**BID SUBMISSION CONDITIONS, INSTRUCTIONS AND EVALUATION PROCESS / CRITERIA**				
2.1	Submission conditions and Instructions as well as the evaluation process / criteria have been noted.				
3	**SPECIAL CONDITIONS OF BID AND CONTRACT**				
3.1	The Special Conditions of Bid and the Special Conditions of Contract of this Request for Bid must be accepted. Non-acceptance may be deemed to be non-responsive.				
4	**ADDITIONAL INFORMATION REQUIREMENTS**				
4.1	During evaluation of the bids, additional information may be requested in writing from bidders. Replies to such request must be submitted, within 3 (three) working days or as otherwise indicated. Failure to comply, may lead to your bid being disregarded.				
5	**VENDOR INFORMATION**				

	SPECIAL CONDITIONS OF BID	CONFIRMATION			
		Yes	No	N/A	If no, indicate deviation
5.1	The successful bidder will be required to complete a vendor information form detailing the organisation's complete profile.				
6	**FORMAT OF BIDS**				
6.1	Bidders must complete all the necessary bid documents and undertakings required in this bid document. Bidders are advised that their proposal should be concise, written in plain English and simply presented. Bidders are to set out their proposal in the format prescribed hereunder:				
6.2	**Special conditions of bid and contract**				
6.2.1	Bidders must complete and return the Special Conditions of Bid and Contract.				
6.3	**SARS Tax Clearance Certificate(s)/ Compliance**				
6.3.1	Bidders are required to submit their unique personal identification number (pin) issued by SARS to enable NERSA to view the taxpayer's profile and tax status. Bidders may also submit a printed Tax Compliance Status (TCS) together with the bid. In bids where consortia / joint ventures / sub-contractors are involved, each party must submit a separate proof of TCS / pin / CSD number.				
6.4	**Bidder's Disclosure**				
6.4.1	Each party to the bid must complete and return the Bidder's Disclosure. Bids submitted without a completed and signed Bidder's Disclosure may be deemed to be non-responsive.				
6.5	**Preference Points Claim Form in terms of the Preferential Procurement Regulations 2001 (Purchases)**				
6.5.1	Bidders must complete and return the Preference Points Claim Form (Purchases).				
6.5.2	For a consortium or joint venture:				

	SPECIAL CONDITIONS OF BID	CONFIRMATION			
		Yes	No	N/A	If no, indicate deviation
	❒ In case of a **consortium / joint venture**, a consolidated B-BBEE certificate should be submitted for unincorporated entities. Zero points will be allocated for no-submission of a consolidated certificate. ❒ The Organization wishing to claim points should complete the Preference Points Claim Form (Purchases				
6.6	**Invitation to Bid**				
6.6.1	Bidders must complete, sign and return the full "Invitation to Bid" document. Bids submitted without a completed and signed Invitation to Bid may be deemed to be non-responsive.				
6.7	**Technical Proposal**				
6.7.1	Bidders must, at least cover the under-mentioned in their **Technical Proposal**, return as part of their submission:				
	❒ Describe, in detail, exactly how they propose to carry out the activities to achieve the outcomes identified in the terms of reference. They should identify any possible problems that might hinder delivery and indicate how they will avoid or overcome such problems. ❒ Describe how the work will be managed. Provide an organisation chart clearly indicating: ▪ The lines of reporting and supervision within the bidder's team ▪ The lines of reporting between the bidder and NERSA and other stakeholders, if applicable				
6.8	**Summarised CV of the** Account Manager. ❒ <u>Provision of an Account Manager that will be responsible for the management of the NERSA account including the minimum responsibilities listed in **Table 1**</u>. ❒ **Table 2**: submit a CV that demonstrate the experience of the **Project Manager** that will be responsible for the management of the NERSA intranet Project.				
6.9	Bidders should provide in this part, and return as part the submission, at least the following information:				

	SPECIAL CONDITIONS OF BID	CONFIRMATION			
		Yes	No	N/A	If no, indicate deviation
	• Demonstrate relevant experience and highlight the company's track record of similar project undertaken in the provision of enhancement, maintenance and support of the SharePoint Microsoft environment used as an intranet and Electronic Documents and Records Management System with contactable references, to be provided in **Table 3**.				
6.9.1	Bidders should provide in this part, and return as part the submission, at least the following information:				
6.10	**Samples (Not required)**				
6.10.1	No samples required.				
6.11	**Pricing Schedule**				
6.11.1	The bidder must take the following into consideration when completing the Pricing Schedule: • Reference must be made to the scope of work on the Terms of Reference. • Price(s) has to be in line with the Guide on Hourly Fee Rates for Consultants as regulated by the Department of Public Service (DPSA). The **Latest Consultants Fees** can be downloaded from DPSA website at http://www.dpsa.gov.za/dpsa2g/documents.asp#consultants_fees	N/A	N/A	N/A	Not applicable
6.11.2	**The bid evaluation process shall be carried out in four (4) stages.**				
6.12	**B-BBEE Certificate**				
6.13.1	Bidders should provide their original and valid B-BBEE certificate or a certified copy thereof as part of the bid document as issued by verification agencies accredited by SANAS or registered auditors approved by IRBA. In case of a consortium / joint venture, a consolidated B-BBEE certificate should be submitted.				
6.13.2	All Exempted Micro Enterprises (EMEs) must submit a certified sworn affidavit as prescribed by **the DTI** or certificate issued by the Companies & Intellectual Properties Commission (CICP) confirming annual turnover of R10M or less and level of black ownership.				

	SPECIAL CONDITIONS OF BID	CONFIRMATION			
		Yes	No	N/A	If no, indicate deviation
6.13.3	Bidders who do not submit B-BBEE Status Level Verification Certificates or who are non-compliant contributors to B-BBEE will not be disqualified from the bidding process.				
6.14	**VETTING OF BIDDERS**				
6.14.1	NERSA reserves the right to subject any bidder for a security clearance through the State Security Agency (South Africa).				
6.15	**LABOUR LEGISLATIVE REQUIREMENTS**				
6.15.1	Proof of company registration as issued by (CIPC) as well as share certificate(s) for (Pty) limited companies with other legislative requirements such as UIF, COIDA and PAYE must be submitted together with bid document.				
6.16	**CENTRAL SUPPLIER DATABASE**				
6.16.1	Bidders must be registered on the National Treasury Central Supplier Database (CSD) prior to the submission of this bid. Proof of CSD registration summary report must be submitted together with the bid document or Central Supplier Database Number must be provided on the Invitation to Bid form.				
6.16.2	Failure to submit proof of CSD registration (CSD registration summary report or MA Number) will invalidate the bid. Registration requirements may be found online at https://secure.csd.gov.za.				

	SPECIAL CONDITIONS OF BID	CONFIRMATION			
		Yes	No	N/A	If no, indicate deviation
1	**GENERAL CONDITIONS OF CONTRACT**				
1.1	The bid is subjected to the General Conditions of Contract (GCC). The GCC can be downloaded from the NERSA website at www.nersa.org.za or from National treasury website at http://www.treasury.gov.za Bids' should not be qualified by own terms & conditions. Failure to withdraw/waive or to renounce the bidder's own terms & conditions of bid, when called upon to do so, may invalidate the bid.				
2	**CONFIDENTIALITY**				
2.1	The bid and all information in connection therewith shall be held in strict confidence by bidders and usage of such information shall be limited to the preparation of the bid. Bidders shall undertake to limit the number of copies of this document.				
2.2	All bidders are bound by a confidentially agreement preventing the unauthorised disclosure of any information regarding NERSA or of its activities to any other organisation or individual. The bidders may not disclose any information, documentation, data or products to other clients without written approval of the Energy Regulator or the delegate.				
2.3	"Confidential information" includes any information or knowledge whatsoever relating to NERSA or any of its divisions, including but not limited to all information in whatever form (tangible or intangible), reports (whether generated by NERSA or service providers to NERSA), documentation, specifications, know-how, accounts and computer readable data relating or pertaining to the project, NERSA or any of its divisions.				
3	**INTELLECTUAL PROPERTY, INVENTIONS AND COPYRIGHT**				
3.1	Copyright of all documentation relating to this contract belongs to the client. The successful bidder may not disclose any information, documentation or products to other clients without the written approval of the Energy Regulator or the delegate.				

	SPECIAL CONDITIONS OF BID	CONFIRMATION			
		Yes	No	N/A	If no, indicate deviation
3.2	All the intellectual property rights arising from the execution of this contract shall vest in NERSA who shall be entitled to cede and assign such to the Department of Energy and the contractor undertakes to honour such intellectual property rights and all future rights by keeping the know-how and all published and unpublished material confidential.				
3.3	In the event that the contractor or any project team member would like to use information or data generated by the project, for academic or any other purpose, prior written permission must be obtained from the client. Such permission will not be unreasonably withheld and if it is withheld, written reasons will be provided.				
3.4	NERSA shall own all deliverables produced by the Contractor during the course of, or as part of the contract whether capable of being copyrighted or not ("IP") and which are or may become eligible for copyright under the laws of the Republic of South Africa and which relates to the contract or which arises directly from this contract. This IP NERSA shall be entitled to freely cede and assign to the Department of Energy. No other document needs to be executed to give effect to this cession, assignment or transfer.				
3.5	The provisions of this clause 3 shall only apply to such IP that is created during the course and scope in terms of this contract.				
3.6	The Contractor acknowledges and agrees that each provision of clause 3 is separate, severally and separately enforceable from any other provisions of this contract.				
3.7	The invalidity or non-enforceability of any one or more provision hereof, shall not prejudice or effect the enforceability and validity of the remaining provisions of this contract.				
3.8	This clause 3 shall survive termination of this contract.				
3.9	Non-acceptance of clause 3 may deem your bid to be non-responsive.				
4	**NON-COMPLIANCE WITH DELIVERY TERMS**				

	SPECIAL CONDITIONS OF BID	CONFIRMATION			
		Yes	No	N/A	If no, indicate deviation
4.1	As soon as it becomes known to the contractor that he / she will not be able to deliver the services within the delivery period and / or against the quoted price and / or as specified, NERSA must be given immediate written notice to this effect. NERSA reserves the right to implement remedies as provided for in the GCC.				
5	**WARRANTS**				
5.1	The contractor warrants that it has the capability, experience, expertise and skills necessary and is able to conclude this Agreement to the satisfaction of NERSA.				
5.2	The contractor undertakes to perform the services in a professional manner.				
5.3	Although the contractor will be entitled to provide services to persons other than NERSA, the contractor shall not without the prior written consent of NERSA, be involved in any manner whatsoever, directly or indirectly, in any business or venture which competes or conflicts with the obligations of the contractor to provide services.				
6	**PARTIES NOT AFFECTED BY WAIVER OR BREACHES**				
6.1	The waiver (whether express or implied) by any Party of any breach of the terms or conditions of this contract by the other Party shall not prejudice any remedy of the waiving party in respect of any continuing or other breach of the terms and conditions hereof.				
6.2	No favour, delay, relaxation or indulgence on the part of any Party in exercising any power or right conferred on such Party in terms of this contract shall operate as a waiver of such power or right nor shall any single or partial exercise of any such power or right under this agreement.				
7	**OBLIGATION**				
7.1	The contractor shall perform all aspects of the services as more fully described in the terms of reference and shall comply with all reasonable instructions, requests and/or directions as may be issued by NERSA from time to time.				

	SPECIAL CONDITIONS OF BID	CONFIRMATION			
		Yes	No	N/A	If no, indicate deviation
8	**PROJECT PLAN**				
8.1	The contractor shall within 2 (two) weeks after signing this contract, submit to NERSA, a draft project plan for consideration and approval.				
8.2	The approved project plan submitted in terms of clause 8.1 above shall be binding on the contractor.				
9	**RETENTION**				
9.1	On termination of this agreement, or at the end of the contract period, the contractor shall, on demand hand over all documentation provided as part of the project and all deliverables, etc., without the right of retention, to NERSA.				
9.2	No agreement to amend or vary a contract or order or the conditions, stipulations or provisions thereof shall be valid and of any force and effect unless such agreement to amend or vary is entered into in writing and signed by the contracting parties. Any waiver of the requirement that the agreement to amend or vary shall be in writing, shall also be in writing.				
10	**INDEMNITY**				
10.1	The contractor hereby indemnifies and holds harmless NERSA's employees, agents or its duly authorized representatives from and against any and all claims, liabilities, losses, costs, expenses (including attorneys' fees) and damages, which NERSA may suffer and/or incur arising out of and/or resulting from wilful misconduct, negligent act or omission by the contractor in performance of the Services in terms of this agreement.				
10.2	The indemnification under this clause shall survive termination of this agreement.				
11	**UNDERTAKINGS BY THE CONTRACTOR**				
11.1	The contractor shall not, during the contract period or extended contract period, directly or indirectly entice away any employee of NERSA.				
12	**FORCE MAJEURE**				
12.1	Should the affected Party be unable to fulfil its obligations in terms of this agreement for a period of fourteen (14) days or such other reasonable period from the date of notification to the other Party of a *force majeure*, then the other Party shall be entitled to terminate this agreement forthwith if justifiable under the circumstances, by written notice to that effect to the affected Party.				

	SPECIAL CONDITIONS OF BID	CONFIRMATION			
		Yes	No	N/A	If no, indicate deviation
13	**INDEPENDENT CONTRACTOR**				
13.1	The contractor agrees and acknowledges that it is an independent contractor and that this agreement shall not be construed as creating any relationship of employment, agency, partnership or joint venture between the Parties. Accordingly the contractor has no authority to represent, act on behalf of or bind NERSA in anyway whatsoever.				
13.2	The contractor shall not issue any press release, make or publish any statement or other communication relating to, connected with or arising out of this agreement or the rendering of the Services without the prior written consent of NERSA.				
14	**ASSIGNMENT**				
14.1	The provisions of this agreement shall automatically transfer to and continue to exist to any legal successors of the Parties**.**				
15	**DATA PROTECTION**				
15.1	The Parties acknowledge their respective obligations to comply with the substantive provisions of the Protection of Personal Information Act, 2013 (Act No. 4 of 2014) (hereinafter referred to as 'Act').				
15.2	Where any Party receives any personal information as defined in the Act such Party shall ensure that it fully complies with the provisions of the Act and only deals with or processes such personal information to fulfil its obligations in terms of this Agreement.				
15.3	The personal information received by a Party shall not be processed or disclosed for any other purpose, but the purpose that it was provided for, without the consent of the disclosing Party.				
15.4	Each Party therefore understands and agrees, notwithstanding any contrary provision in any other agreement between the Parties, that each Party retains its full rights to pursue legal or equitable remedies, in the event of any breach or threatened breach of the provisions of with the Act when dealing with and/or processing personal information of the disclosing Party, and may prevent the other Party, any of its agents or subcontractors, or any third party who have received records or information from that Party, from violating this Agreement by any legal means available.				

	SPECIAL CONDITIONS OF BID	CONFIRMATION			
		Yes	No	N/A	If no, indicate deviation
15.5	Each Party further understands that the violation of the provisions dealing with the Act may subject that Party to applicable legal penalties, including those provided under the Act.				
15.6	Within thirty (30) days after the termination of this Agreement, for whatever reason, the receiving Party of either Party`s personal information shall return same or at the discretion of the disclosing Party of such personal information, destroy such personal information, and shall not retain copies, samples or excerpts thereof.				
15.7	In cases where the disclosing Party has elected for the personal information to be destroyed, as provided for in clause 18.6 above, the receiving Party shall, within ten (10) days of receiving the instruction to destroy the personal information, send an affidavit confirming the destruction of such personal information.				
15.8	The Parties acknowledge their respective obligations to comply with the substantive provisions of the Protection of Personal Information Act, 2013 (Act No. 4 of 2014) (hereinafter referred to as 'Act').				
15.9	Where any Party receives any personal information as defined in the Act such Party shall ensure that it fully complies with the provisions of the Act and only deals with or processes such personal information to fulfil its obligations in terms of this Agreement.				

TAX CLEARANCE CERTIFICATE REQUIREMENT

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-filing. 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 In bids where consortia / joint ventures / sub-contractors are involved, each party must submit a separate proof of TCS / pin / CSD number.

2.5 Where no TCS is available, but the bidder is registered on the Central Supplier Database (CSD), a CSD number must be provided with the Tax Compliance System Pin on the on the Invitation to Bid form.

2.6 International/foreign bidders do not have to be a locally registered entity in South Africa in order to bid. See QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS on the Invitation to Bid Form. Therefore, if responses to all questionnaires were no, then it's not a requirement to register for a tax compliance status system pin code from the South African Revenue Service (SARS).

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 interest[1] 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.

[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.

Full Name	Identity Number	Name of State institution

Please provide a separate annexure to provide full details of the list of directors / trustees / members / shareholders. In case of trustees, joint venture, consortium and sub-contractor the details of ownership of the company should be provided with the bid document.

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 consortium[2] 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.

3.5 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.

3.6 There have been no consultations, communications, agreements or 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.

[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.

3.7 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

PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all bids invited. It contains general information and serves as a claim form for preference points

NB: BEFORE COMPLETING THIS FORM, BIDDERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES AS PRESCRIBED IN THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022.

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to all bids:

The 80/20 system for requirements with a Rand Value equal to or above R2001 and up to R50 million (all applicable taxes included).

1.2 Preference points for this bid shall be awarded for:

(a) Price;
(b) Specific Goals

1.3 The maximum points for this bid are allocated as follows:

		POINTS
1.3.1	PRICE	**80**
1.3.2	SPECIFIC GOALS	**20**
	Total points for Price and specific goals must not exceed	**100**

1.4. 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.

2. DEFINITIONS

2.1 **"all applicable taxes"** includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies;

2.2 **"bid"** means a written offer in a prescribed or stipulated form in response to an invitation by NERSA for the provision of services, works or goods, through price quotations, advertised competitive bidding processes or proposals;

2.3 **comparative price"** means the price after the factors of a non-firm price and all unconditional discounts that can be utilized have been taken into consideration;

2.4 **"consortium or joint venture"** 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;

2.5 **"contract"** means the agreement that results from the acceptance of a bid by an organ of state;

2. 6 **"EME"** means any enterprise with an annual total revenue of R5 million or less.

2. 7 **"Firm price"** means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;

2.8 **"rand value"** means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties;

3. ADJUDICATION USING A POINT SYSTEM

3.1 The bidder obtaining the highest number of total points will be awarded the contract.

3.2 Preference points shall be calculated after prices have been brought to a comparative basis taking into account all factors of non-firm prices and all unconditional discounts;

3.3 Points scored must be rounded off to the nearest 2 decimal places.

3.4 In the event that two or more bids have scored equal total points, the successful bid must be the one scoring the highest number of preference points for specific goals.

3.5 However, when selection criteria is part of the evaluation process and two or more bids have scored equal points including equal preference points for specific goals, the successful bid must be the one scoring the highest score on selection criteria.

3.6 Should two or more bids be equal in all respects the award shall be decided by the drawing of lots.

4. POINTS AWARDED FOR PRICE

4.1 THE 80/20 PREFERENCE POINT SYSTEMS

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

80/20

$$Ps = 80\left(1 - \frac{Pt - P\min}{P\min}\right)$$

Where

Ps = Points scored for comparative price of bid under consideration

Pt = Comparative price of bid under consideration

Pmin = Comparative price of lowest acceptable bid

5. POINTS AWARDED FOR SPECIFIC GOALS

5.1.1 Points to be awarded to a bidder based on his or her specific goals see below table:

PRICE	MAXIMUM POINTS	REQUIRED EVIDENCE
Price	**80**	
Specific Goal	**20**	
▪ Black Owned	10	Valid BBB-EE certificate or sworn affidavit
▪ Black Woman Owned	10	Valid BBB-EE certificate or sworn affidavit
Total Points	**100**	

Bidders who wish to claim points for specific must ensure that documentary evidence to support the claim is attached to the bid document as specified in table above.

6. DECLARATION WITH REGARD TO COMPANY/FIRM

6.1 Name of firm: …….

6.2 VAT registration number: ……

6.3 Company registration number: ……

6.4 **TYPE OF COMPANY/ FIRM**

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

[TICK APPLICABLE BOX]

6.5 DESCRIBE PRINCIPAL BUSINESS ACTIVITIES

……
……
……
……
……
……

6.6 COMPANY CLASSIFICATION

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

[TICK APPLICABLE BOX]

6.7 MUNICIPAL INFORMATION

Municipality where business is situated ……

Registered Account Number…….

Stand Number…….

6.8 Total number of years the company/firm has been in business? ……

6.9 I hereby declare under Oath that:

(a) The Enterprise is _____% Black Owned using the flow-through principle as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9(1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,

(b) The Enterprise is _____% Black Female Owned as per Amended Code Series 100 of the Amended Codes of Good Practice issued under section 9 (1) of B-BBEE Act No 53 of 2003 as Amended by Act No 46 of 2013,

(c) Black Designated Group Owned % Breakdown as per the definition stated above:

- Black Youth % = _____%
- Black Disabled % =_____%
- Black Unemployed % =_____%
- Black People living in Rural areas % = _____%
- Black Military Veterans % =_____%

6.10 I/we, the undersigned, who is / are duly authorised to do so on behalf of the company/firm, certify that the points claimed, indicated in paragraph 5 of the foregoing certificate, qualifies the company/ firm for the preference(s) shown and I / we 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 paragraph 5 the contractor may be required to furnish documentary proof to the satisfaction of the purchaser that the claims are correct;

(iv) If the Specific goals 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) restrict the bidder or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, 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

Signature(s) of Bidder(s): _____ Date: _____

Address _____

_____

_____

WITNESSES: 1. _____ 2. _____

INVITATION TO BID
PART A

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENT OF NERSA

BID NUMBER	**NERSA-2627-ELR-MMSP-BID011**	CLOSING DATE	**11 NOVEMBER 2026**	CLOSING TIME	**11:00**

DESCRIPTION **REQUEST FOR INFORMATION (RFI) FOR THE APPOINTMENT OF A SERVICE PROVIDER TO DEVELOP, IMPLEMENT, MAINTAIN AND SUPPORT A REGULATORY DATA HUB TO PERFORM DIGITAL SAWEM MARKET MONITORING AND SURVEILLANCE, INTEGRATED DATA DRIVEN REGULATORY DECISION MAKING AND BUSINESS INTELLIGENCE FOR A PERIOD OF FIVE (5) YEARS.**

VALIDITY Offer to be valid for 120 **(11 MARCH 2027)** days from the closing date **(11 NOVEMBER 2026)**

The successful bidder will be required to fill in and sign a written Contract Form

BID DOCUMENTS MAY BE:

DEPOSITED IN THE BID/TENDER BOX SITUATED AT (Street address) **NERSA, Kulawula House, 526 Madiba (Vermeulen) Street, Arcadia, Pretoria**

OR

* POSTED TO: **The Procurement Manager, NERSA, PO Box 40343, Arcadia, 0007, South Africa**

OR
HANDED IN AT RECEPTION SITUATED AT (Street address) **NERSA, Kulawula House, 526 Madiba (Vermeulen) Street, Arcadia, Pretoria, prior to the official closure time and the bidder must obtain a receipt, indicating the time of delivery, from the receptionist.**

No faxed or e-mailed bids will be accepted

Bidders should ensure that bids are delivered to NERSA before the closing date and time to the correct physical address. If the bid is late, it will not be accepted for consideration.

*** Refer to Paragraph 6 of the "Special Conditions of Bid and Contract: Portion 1".**

- ❒ Bids can be delivered and deposited into the bid / tender box between 08:00 and 16:30, Mondays to Thursdays and 08:00 to 16:00 on Fridays, prior to the closing date, and between 08:30 and 11:00 on the closing date.
- ❒ All bids must be submitted on the official forms (not to be re-typed).
- ❒ This bid is subject to the General Conditions of Contract (GCC) and, if applicable, any other Special Conditions of Contract.
- ❒ Bids submitted that do not comply with the following may not be considered for evaluation:
  - A bid that is not in the format prescribed.
  - A bid without some or all of the required documents.
  - Pricing schedules not in the required format.
  - Bids without the required number of copies.
- ❒ Any queries regarding bidding procedures and technical information may be directed to:

e-Mail: briefingsessions@nersa.org.za

Tel.: 012 401 4795 / 012 401 4696 /

Fax: 012 401 4700

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (*NAME OF DEPARTMENT/ PUBLIC ENTITY*)					
BID NUMBER:	**NERSA-2627-ELR-MMSP-BID011**	CLOSING DATE:	**11 NOVEMBER 2026**	CLOSING TIME:	**11:00**
DESCRIPTION	**REQUEST FOR INFORMATION (RFI) FOR THE APPOINTMENT OF A SERVICE PROVIDER TO DEVELOP, IMPLEMENT, MAINTAIN AND SUPPORT A REGULATORY DATA HUB TO PERFORM DIGITAL SAWEM MARKET MONITORING AND SURVEILLANCE, INTEGRATED DATA DRIVEN REGULATORY DECISION MAKING AND BUSINESS INTELLIGENCE FOR A PERIOD OF FIVE (5) YEARS.**				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT NERSA, KULAWULA HOUSE, 526 MADIBA (VERMEULEN) STREET, ARCADIA, PRETORIA					

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO		**TECHNICAL ENQUIRIES MAY BE DIRECTED TO:**	
CONTACT PERSON		CONTACT PERSON	
TELEPHONE NUMBER		TELEPHONE NUMBER	
FACSIMILE NUMBER		FACSIMILE NUMBER	
E-MAIL ADDRESS		E-MAIL ADDRESS	

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:	.....	**OR**	CENTRAL SUPPLIER DATABASE No:	**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]					
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 THE 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 2.3 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 IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
1.3. 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 SPECIAL CONDITIONS OF CONTRACT.
1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**
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 VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

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: …….

INFORMATION REQUIRED IN THE TECHNICAL PROPOSAL

EXPERIENCE IN THIS FIELD

The bidder should demonstrate experience in similar services conducted with contactable references as per **Table 3** below:

Table 3: Experience of the service provider in similar service

No.	Name of institution	Description of service	Website URL	Contract period	Contact details
1.					Name & Surname: …… Tel: ……. Email:…….....
2.					Name & Surname: …… Tel: ……. Email:…….....
3.					Name & Surname: …… Tel: ……. Email:…….....
4.					Name & Surname: …… Tel: ……. Email:…….....
5.					Name & Surname: …… Tel: ……. Email:…….....
6.					Name & Surname: …… Tel: ……. Email:…….....
7.					Name & Surname: …… Tel: ……. Email:…….....
8.					Name & Surname: …… Tel: ……. Email:…….....
9.					Name & Surname: …… Tel: ……. Email:…….....
10.					Name & Surname: …… Tel: ……. Email:…….....

The list is not limited to eleven (11) institutions for experience on Table 3. Bidders may submit Table 3 as a separate Annexure as part of the bid.

NERSA reserves a right to contact references mentioned in the track record list. In order to comply with the Protection of Personal Information Act, 2013 (Act No. 4 of 2013) bidders have a responsibility to obtain the consent of the submitted references prior to sharing their personal information with NERSA e.g. testimonial letters.

CV TEMPLATE GUIDELINE

1. **Family name** .....

2. **First name:** .....

3. **Date of birth:** .....

4. **Nationality** .....

5. **Education/Key qualifications**

Institution (Date from - Date to)	Degree(s) or Diploma(s) obtained

6. **Membership of professional bodies** .....

7. **Other skills (e.g. computer literacy, etc.)** .....

8. **Present position and minimum role in the project:** .....

9. **Years within the organisation:** .....

10. **Years of experience/skills:** .....

11. **Description of similar projects with contactable references**

Date (From – To) (mm/yy)	
Organisation	
Position	
Responsibilities	
Description of similar projects	
Contact details of reference	
Name	
Tel	
Email	

Date (From – To) (mm/yy)	
Organisation	
Position	
Responsibilities	
Description of similar projects	
Contact details of reference	
Name	
Tel	
Email	